

DIRECTOR & STAFF ACTIVITIES REPORT

FEBRUARY
2022



Illinois Heartland Library System

IMAGINING TOMORROW - DELIVERING POSSIBILITIES TODAY



Administrative Report

ADMINISTRATIVE REPORT & STAFF ACTIVITIES

Submitted by Leslie Bednar, Executive Director

COMMUNICATION GOALS:

Submitted by Shandi Greve Penrod, Marketing Coordinator

Communicate effectively and efficiently with IHLS stakeholders. Advocate for the organization and our members.

Highlights

- Worked with RAILS to create a joint article about the new RAILS world languages program and IHLS's Cataloging Maintenance Center. Also continued to work on optimizing the CMC webpage.
- Worked with a vendor and IHLS Delivery to create a bag for Delivery's Delivery on the Go service.
- Worked with the Nominating Committee to draft the 2022 nominations form.
- In collaboration with other IHLS staff, including a staff member serving on Illinois Library Association's Intellectual Freedom Committee, developed a [Censorship and Book Challenges in Libraries resource page](#).
- Working with IHLS's Human Resources staff, we finally gained access to a rogue "Illinois Heartland Library Systems" LinkedIn account. Now we are working to encourage followers of the rogue account to follow the correct "Illinois Heartland Library System" account through which we make our posts. This is important because LinkedIn is a strong opportunity for brand awareness, thought leadership, and, most significantly, for staff recruitment. A post was shared from the rogue account requesting followers of the account also/instead follow the correct account and, second, noting that the rogue account will be closed after February 2022.
 - To follow IHLS on LinkedIn, visit <https://www.linkedin.com/company/illinois-heartland-library-system/> or search for "Illinois Heartland Library System."

Communication and Promotion:

- *State and system news:*
 - IHLS delivery/building closure text alerts, Illinois Public Library Annual Report (IPLAR), annual library system membership certification and ILLINET traffic survey, board nominations, Return an Item to Any Library in Illinois (article), two sources of help for cataloging materials in world languages, Illinois Libraries Present, My Library Is..., SOS departments temporarily closed, changes to BiblioBoard and Inkie.org, library resource highlights, library resource highlights
- *Advocacy:*
 - Vaccine clinic news release-turned-advocacy piece, ILA Library Legislative Meet-Ups, CMC Catalogs: The PrairieCat Clean-Up Project (article), CMC Catalogs: The

World Language Collection at United Township High School (article), IHLS supports AISLE statement on censorship attempts, WSIU Kids sponsorship message advocating for public libraries, IHLS

- **Continuing education and networking:**
 - New Library Censorship and Book Challenges resource page, weekly IHLS Library Directors' Chats (multiple), IHLS Members Matter (Jan. 20, 2022), Online with the CMC, IHLS Third Thursdays CE, SHARE trainings, various third-party webinars and conferences
- **Grants:**
 - Public Library Per Capita and Equalization Aid Grants

Networking/continuing education/partnership events attended by department staff:

- IHLS Members Matter
- Illinois Libraries Present Marketing Committee
- Association of Illinois Library School Educators partnership
- My Library Is... Advisory Committee

Social media insights:

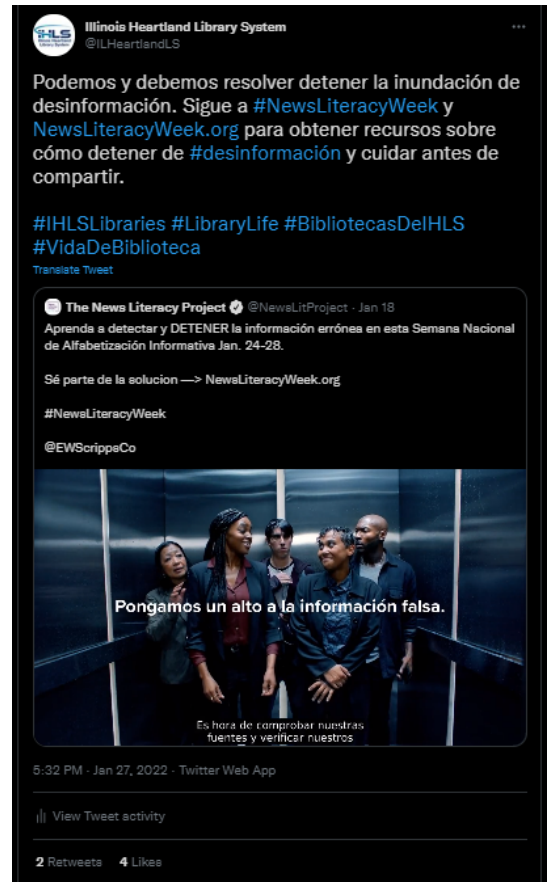
- Facebook: 17 posts in January 2021
 - **Awareness:** 5,063 total post reach (298 avg. post reach), 5,331 total post impressions
 - **Engagement:** 162 engaged users*
 - **Likes:** 1,240 as of 1/31/2022 (+1 since 12/31/2021)
 - Most successful content:

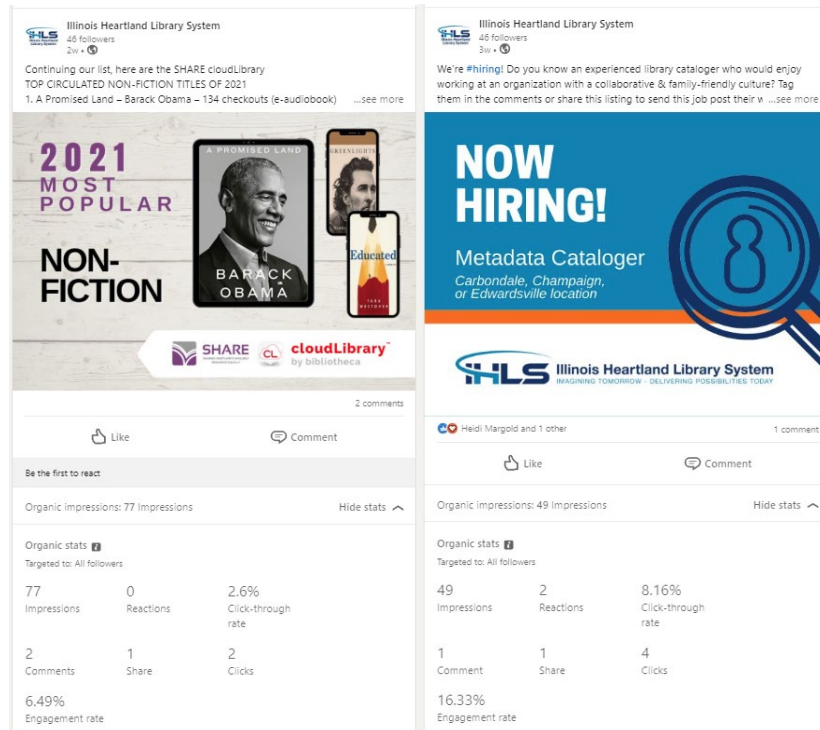
The image displays two screenshots of Facebook posts from the Illinois Heartland Library System. The left screenshot is a post from January 24, 2021, titled "2021 MOST POPULAR FICTION". It features three book covers: "The Four Winds" by Kristin Hannah, "Fortune and Fate" by Janet Evanovich, and "Nightlight" by David Balocchi. The post text mentions "top 3 adult fiction books of 2021" and includes logos for SHARE and cloudLibrary. The right screenshot is a post from January 7, 2021, titled "Happy Friday, #IHLSLibraries!". It features two gauges comparing "When we should take a break" and "When we actually take a break". The gauges show that the actual break time is significantly lower than the recommended break time. The post also includes a link to a LinkedIn profile and a mention of Liz and Mollie.

- Twitter: 9 tweets in DECEMBER 2021
 - *Awareness*: 3095 total tweet impressions, 1 mention, 431 profile visits (52 in Dec., 306 in Nov.)
 - *Change*: +1 follower
 - Most successful content:

Top Tweet earned 1,504 impressions

- LinkedIn: 11 posts
 - *Awareness*: 389 impressions, 143 unique impressions
 - *Engagement*: 36 engagements
 - *Change*: +17 followers
 - Most successful content:





***A tweet with only 2 retweets and 4 likes may not seem notable. However, many of our other posts (which are almost always shortened versions of posts created for Facebook) receive exactly 1 or 2 likes, the impressions on this post was relatively high, and the number of profile visits for the month was significantly higher. This post (and its Facebook counterpart, both of which were shares) are both the first post in Spanish we've made. No conclusions can be drawn at the moment, but the question of "would we reach more Spanish-speakers on Twitter than on Facebook?" is worth noting—though our staff's limited Spanish capabilities and time mean few Spanish posts are likely to be made in the future.*

BOARD SUPPORT GOALS:

Submitted by Stacie Bushong, Executive Assistant

Provide support for IHLS board members. Retain and purge materials on an approved schedule.

- January 12 - provided administrative support for Nominating committee

FACILITIES GOALS:

Submitted by IHLS Staff Safety Committee

Provide a safe working environment

- The Safety Committee collected names of all staff who are CPR certified.



Human Resources Report

HUMAN RESOURCES REPORT & STAFF ACTIVITIES

Submitted by Jill Trevino, Human Resources Director

HUMAN RESOURCES GOALS: Retain and attract highly qualified IHLS Staff whose focus will be to accomplish IHLS goals and objectives, seek continuous professional growth, and maintain a positive team dynamic. Explore opportunities to enhance human resources knowledge across member libraries.

Ensure that IHLS is sufficiently staffed to accomplish statutory priorities established by the Illinois State Library. Retain and attract highly qualified IHLS Staff whose focus will be to accomplish IHLS goals and objectives.

- Human Resources continues to recruit highly qualified candidates by posting job listings on our company website, Facebook, Indeed, ILA JobLine, Handshake, RAILS job board, CARLI job board, LinkedIn, and member newsletters. January job openings included: Metadata Cataloger, driver for Edwardsville, and a sorter for our Edwardsville location.

New hire orientations were conducted for the new sorter in Champaign and a new driver in Carbondale, via Zoom this month. The Membership Coordinator for Edwardsville had her orientation at the Edwardsville hub.



Live workshop or online training	Format	# of staff
What 2022 holds for the world of work and the HR profession	SHRM.org	1
Federal Legislative Update (Illinois Extension Local Government Education)	Illinois.gov	1
SHRM Briefing: The SCOTUS Decision on OSHA's Emergency Temporary Standard	SHRM.org	1
Sexual Harassment and Discrimination - Employees (Illinois)	Gallagher CORE 360	5
Ethics in Action: Employees	Gallagher CORE 360	5

Live workshop or online training Information Technology Department	Format	# of staff
Kubernetes for Developers: Moving to the Cloud	PluralSight	1
Managing Kubernetes Controllers and Deployments	PluralSight	1
Microsoft Endpoint Manager: Windows Autopilot, Windows 365, and Azure Virtual Desktop	PluralSight	1
Kubernetes for Developers: Integrating Volumes and Using Multi-container Pods	PluralSight	1
Complex Many-to-many Relationships with Graph in SQL Server	PluralSight	1
Configuring and Managing Kubernetes Storage and Scheduling	PluralSight	1
Deploying and Managing Azure Kubernetes Service (AKS) Clusters	PluralSight	1
Getting Started with OpenShift	PluralSight	1
Kubernetes for Developers: Deploying Your Code	PluralSight	1
Kubernetes for Developers: Core Concepts	PluralSight	1
Managing Ingress Traffic Patterns for Kubernetes Services	PluralSight	1
Getting Started with Server-side Swift and Vapor	PluralSight	1
Kubernetes Security: System Hardening	PluralSight	1

Illinois Heartland Library System COVID-19 Policy, and Administration

- Human Resources continues to be the lead contact in addressing all COVID-19 exposure questions and concerns by following the protocol set forth by our Leadership Team. Human Resources is also making sure appropriate forms and approvals are obtained from employees when leave is needed for COVID-19 reasons. We have seen a decrease in positive cases and exposures towards the end of January.
- IHLS COVID-19 Testing/Vaccination Procedures for staff have been updated. Employees who are not fully vaccinated must submit testing weekly beginning in February to ensure that IHLS is maintaining a safe work environment and reducing the risk of COVID-19 exposure.



Employee Handbook Update

- Human Resources is working with the Leadership Team to roll out new policies and make recommendations to revise our existing policies to remain in

compliance with applicable state and federal guidelines. In January, this document was sent to Legal Counsel for final review before heading to the Personnel Committee for comment and revisions at the February meeting. After review from the Personnel Committee, the Employee Handbook will be sent to the board for approval, then after board approval, it will be sent to the Illinois State Library for final approval before being rolled out to IHLS employees.

I-9 EMPLOYMENT ELIGIBILITY

I-9, Employment Eligibility Verification Audit

- The Human Resources Team is finished with the I-9 audit. We worked with employees and supervisors to make corrections on forms and complete missing information to ensure that, in the event of an audit, we are not fined for noncompliance.

Market Adjustments for Staff

- Human Resources worked in partnership with the Finance Department to compile an unbiased strategy to place employees properly on the salary range scale for each position. This ensured that employees are being paid market value for their position. We then met with HR Source to ensure that we were implementing a fair and equitable scale for placement.

Increasing Staff Communication Through the Use of the IHLS Intranet

- On January 4, we posted on the Intranet the temporary dental and vision cards and communicated to employees how they can access the Blue Cross and Blue Shield health insurance and how to sign up for the Guardian tuition plan.
- On January 12, we addressed a question from the anonymous email about the OSHA ETS standards. It was asked why we are making Human Resources do all this work when we don't meet the 100-employee threshold. We explained to staff that this

number is ever-changing and that we would follow the OSHA standards when our employees are between 95-100+ employees. This is so that we don't have to go back and forth with following then not following as we hit the 100-employee mark.

- On January 18, we sent out the link for our employees to order four free home COVID-19 testing kits that could be sent directly to their home.
- On January 20, we sent out information to employees regarding Public Loan Forgiveness webinars that gave our employees information on how to apply for loan forgiveness.
- On January 27, information was sent to employees extending the January remote work plan for all eligible employees to February 4, 2022.



Safety Training Updates

- Human Resources is working with the Safety Team in updating the annual training. We expect to have a new training for all staff rolled out by March or April. This training also includes COVID-19 policy and procedures communication.



Accounting Report

ACCOUNTING REPORT & STAFF ACTIVITIES

Submitted by Rhonda Johnisee, Finance Director

The Finance staff prepared and submitted the annual and quarterly tax filings. We also completed quarterly grant reports to submit to the Illinois State Library.

We were very excited to see our office space finished at the end of January. Below are some pictures of our newly remodeled area.

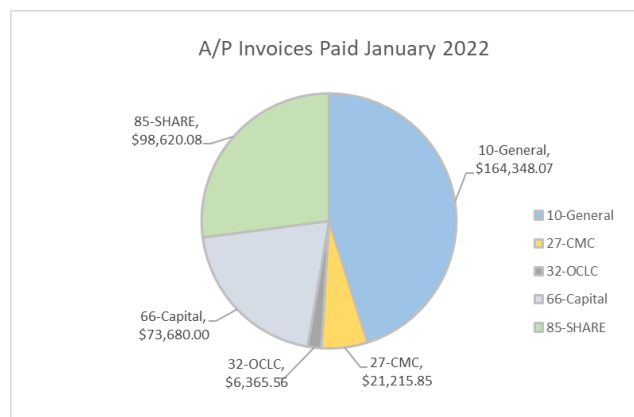


ACCOUNTING GOALS:

Equip IHLS Administration and Board of Directors with effective reporting of financial transactions to encourage good stewardship through decision-making. Provide member

libraries with tools to enhance their financial literacy to encourage good stewardship of public funds.

- Attended a meeting with representatives from OneDigital regarding the administration of health, dental, vision, and life insurance benefits.
- Attended a meeting with representatives from the Niche academy.
- Attended a RAILS LLSAP meeting.
- Attended IHLS Member Day planning meetings.
- Attended internal planning meetings.
- Attended High Five and staff meetings.
- Attended weekly Finance Department meetings.
- Attended Leadership and Supervisors Team meetings.
- Attended IHLS Finance Committees and IHLS Board of Directors meetings.
- Prepared and submitted the W-2, W-3, 1094-C, 1095-C, 1096, and 1099 annual tax forms.
- Filed federal and state quarterly 941 payroll tax reports.
- Prepared and submitted quarterly Grant reports to the Illinois State Library.
- Prepared and processed two payrolls in January.
- Prepared December 2021 Bill Payments, Credit Card Transactions, Statement of Revenues and Expenditures, and Balance Sheets reports for IHLS Finance Committee and Board of Directors.
- Generated and mailed 284 accounts receivable invoices (OCLC: 12 monthly, 5 quarterly, and 109 transactional; SHARE: 2 monthly, 3 transitional, 32 quarterly, 1 cloudLibrary subscription, 9 cloudLibrary e-book purchases, and 92 quarterly cataloging and barcoding; General: 1 ILDS project, 5 SWANK licenses, 11 DreamHost, 1 *Serving Our Public* books, and 1 *Illinois Library Laws & Rules* books).
- Received and posted 148 accounts receivable cash receipts checks totaling \$540,291.27 (OCLC: 69, SHARE: 68, and General: 11).
- Received and entered 51 accounts payable invoices.
- Disbursed 68 accounts payable checks totaling \$364,229.56.





Information Technology Report

INFORMATION TECHNOLOGY REPORT & STAFF ACTIVITIES

Submitted by Troy Brown, IT Director

I want to focus on one particular topic this month that will impact many libraries. Google has announced the end of their long time program called Google Suite. The new product is called Google Workspace. With this change, Google is no longer allowing the free tier that some libraries have used for over 10 years free.

This brings up the question about alternatives and continuing with Google. The IT team is hard at work looking for alternatives, including offering Microsoft 365. We are working with East Alton Public Library and Carbondale Public Library to test these new methods. Based on the results, the IT team will communicate with the member libraries on their options. This is going to be a massive project because Google has put a hard deadline of May 31 on this expiration.

The good news is, we've had some luck with Google allowing libraries to use the new non-profit tier of their Google Workspace product. The signup process is slow, and the steps are very specific, but there is hope if the library wants to remain on Google. However, for some libraries, the switch to Microsoft may make sense and be the better product for their needs. It will be nice to allow the libraries to choose for themselves.

Google Workspace



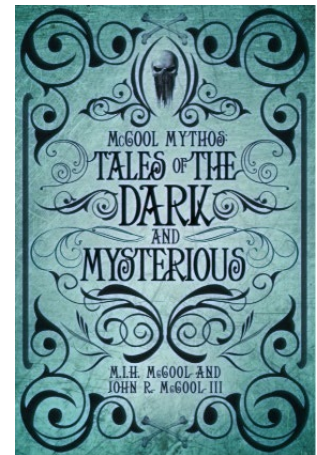
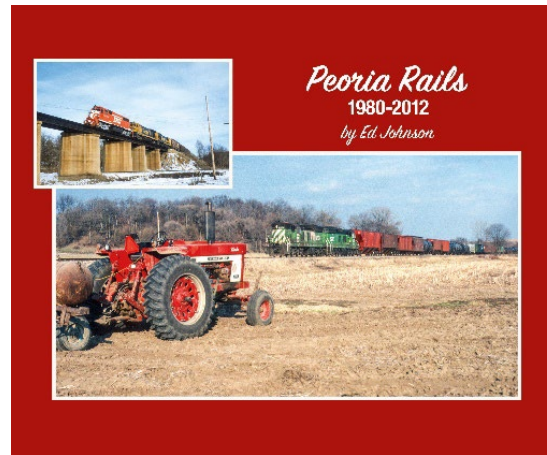
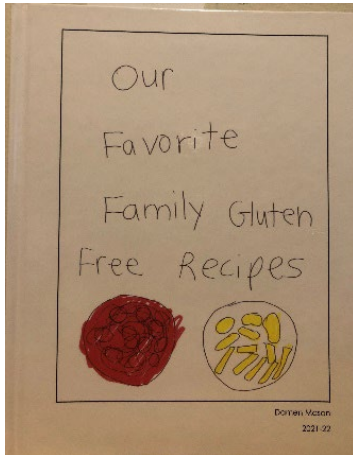
IT GOALS:

Provide the IT support necessary for IHLS and SHARE to function efficiently. Implement new design to IHLS website.

- February 15, 2022, is the deadline for Ameex to hand over the website for user acceptance testing.

BIBLIOGRAPHIC REPORT & STAFF ACTIVITIES

Submitted by Jennifer Baugh, SHARE Manager for Bibliographic Services & Dr. Pamela Thomas, Bibliographic Grant Manager, Cataloging Maintenance Center (CMC)



A selection of the unique items cataloged by the CMC during the month of January.

(Left) Local author/student Damen Mason, cookbook, cataloged for Henderson County Public Library District.

(Middle) Peoria Rails, 1980-2012: Local author Ed Johnson, local history, cataloged for Lillie M. Evans Library District.

(Right) Local authors sister & brother duo, M.I.H. McCool and John R. McCool III, cataloged for Illinois Prairie District Library.

January has been a busy month for both SHARE and the CMC staff. Between our normal cataloging duties, teaching and planning cataloging courses and webinars for libraries across Illinois, and attending our own continuing education the month has flown by. Exciting continuing education opportunities are in the works, so keep an eye out for updates and announcements in the coming months.

Sadly, we did have to say goodbye to two CMC catalogers, Cheri Schuler-Faust and Heidi Margold. Congratulations to Cheri on her retirement and we wish Heidi the best of luck in her new position.

CATALOGING SERVICE FOR SHARE GOAL:

Provide cataloging services for SHARE member libraries, including transitional libraries, and increase usability of the share database to ultimately increase resource sharing.

- Cataloged 241 items for SHARE member libraries.
- Imported 392 \$3 bibs for SHARE member libraries.
- Created 6 on order bib records for SHARE member libraries.
- Cataloged 14 items for new member libraries joining SHARE.
- Merged 99 bibliographic records, cleaned/corrected 3,795 bibliographic records, and cleaned/corrected 247 item records.

- Provided one-on-one instruction sessions to Morrison-Talbot Library and Mississippi Library District via Zoom.
- Provided a one-on-one instruction session at Fairview Heights Public Library to review records with their cataloger.

CATALOG TRAINING FOR SHARE MEMBERS GOALS:

Maintain rigorous cataloging standards that include continuing education in bibliographic services and cataloging for member libraries. Support member skills necessary for fluency in national, state and local policies such as RDA (Resource Description and Access), OCLC and Library of Congress.

- Handled over 241 emails and contacts.
- Conducted an online Dewey Decimal Classification class with 12 attendees.
- Conducted monthly Cataloger's Training Session with focus on cataloging DVDs.
- Provided administrative support for and attended SHARE Bibliographic and Cataloging Standards Committee meeting.
- Reviewed and imported 13 files with a total of 78 bib records for beginning catalogers.
- Conducted an online Dewey Decimal Classification class with 12 attendees.

CATALOGING MAINTENANCE CENTER (CMC) GOALS:

Provide cataloging and bibliographic services for libraries in Reaching Across Illinois Library System (RAILS) and IHLS to increase access and encourage resource sharing of information resources found in Illinois libraries. Support access to Illinois digital collections by providing information on the formation and content of metadata. Instruct Illinois library staff in the use of resource description, including cataloging and metadata.

- The PrairieCat database cleanup project continues, where 368 records were merged or cataloged.
- 66 items were originally cataloged (54 books, 11 serials, 1 visual material) with nine of them in Arabic.
- 9 books were enhanced.
- 1 name authority record was created.
- 1 record was merged as part of the OCLC Member Merge Project.
- 135 bibliographic records were reviewed (118 books, 5 serials, 3 spoken sound, and 9 musical sound).
- The Alma cleanup project for CARLI continues, where the CMC staff spent most of their time working on the Spertus Institute Project which involved editing records rather than deleting bibliographic records or electronic collections. Eight e-collections with 615 associated e-portfolios were deleted and 10,371 Spertus Institute bibliographic records were edited.
- Presented January's Dublin' Down on Dublin Core with 45 attendees.



Delivery Report

DELIVERY REPORT & STAFF ACTIVITIES

Submitted by Susan Palmer, Operations Director

One of the highlights of January 2022, was being able to attend the American Library Association (ALA) LibLearnX. This conference was held virtually and had many, many sessions that were designed to open participants' minds.

What Keeps Us Growing? A discussion about late career motivation was pertinent to all ages. Sherri Saines was the presenter, and she utilized the tools available in a virtual environment to truly engage all that attended. It was very interactive.

My top takeaways from this session are:

1. The older worker (the definition starts with people who are 40 ?!!), often has different intrinsic motivators for continuing to work. Money is not the main driving force, nor is higher advancement. They are overall looking for giving back, legacy building, and symbolic immortality.
2. Generativity seems to be the new buzz word. Leave the organization better and allow workers to benefit from use of their expertise.
3. The year 2020 with COVID, became a game changer. The Great Resignation is seeing both older and younger people wanting something different from their workplace. The focus has shifted to how can I do what I want, with more of a balance between work and life. This has now brought to the forefront questions about the sustainability of the workplace. What are the succession plans? What are the retention policies? What are the bridges that need to be built?
4. Some possibilities of benefits for the organization with older workers is how could they remain and be a mentor? There could be a way to use them for continuation of big projects. Consider using them for subbing. There are many, many ideas beyond the traditional 'you are now retired...goodbye'. Also, there can be a purposeful growing of leadership in the organization.

There is an ALA retired librarians' round table which may be another resource to share with the retiring workers who want to stay active.

There were so many good sessions that I attended. I will try to share shorter stories about those in future activity reports.

DELIVERY GOALS:

Provide efficient provision of delivery services designed to support resource sharing among IHLS members. Provide accurate information and educational tools to support delivery. Provide accurate member library delivery data in L2.

Total Number of Libraries Per Hub	
ZCA	126
ZCH	190
ZED	160
ILDS	30
Total	507

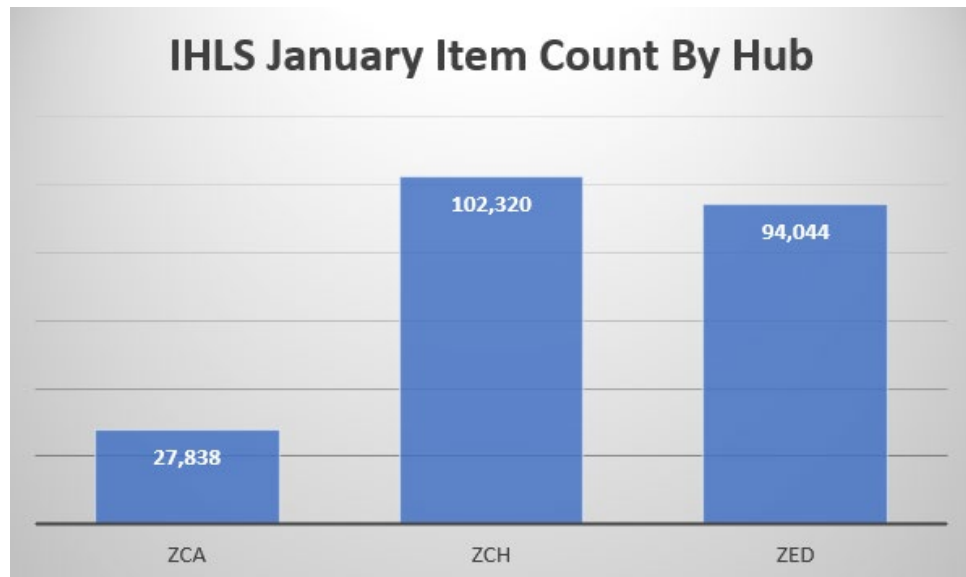
Total Number of ILDS Libraries Per Hub	
ZCA	7
ZCH	9
ZED	14
Total	30

Total Number of Routes Per Hub	
ZCA	4
ZCH	7
ZED	7
ILDS	2
Total	20

Total Items Delivered in FY2021	3,372,660
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Meetings/Conferences:

- 2 Leadership meetings
- High Five
- All Staff meeting
- 2 Operations meetings
- Reaching Forward South Committee meeting
- 2 Supervisor's meetings
- Automatic Material Handler meeting
- Marketing Advisory Team meeting
- Quarterly Grant Report meeting





SHARE Report

SHARE REPORT & STAFF ACTIVITIES

Submitted by Cassandra Thompson, SHARE Director

In January, SHARE hosted our annual Membership Meeting. Here are some highlights:

- Sincere thanks to staff and committees for making the SHARE community so vibrant.
- Recognized both new staff and those that retired this year.
- Reiterated the successful launch of SHARE Mobile Library.
- Showed off the new SHARE Readers' Advisory content.
- Welcomed a new transitional member, Greenview Schools, and a new member that went live, Gillespie Jr-Sr High School.
- By the numbers:
 - 337 member agencies at 469 libraries.
 - 2% Academics, 3% Specials, 33% Schools, 62% Publics.
 - 80% of public libraries serve a population under 10K.
 - A shared catalog of 8.2 million items.
 - Served over 774,000 patrons.
 - Circulated 5.4 million items.
 - SHARE supports 13 SHARE staff, 2 IT staff, and 8 CMC catalogers, from a cataloging grant from the state library.
 - Recognized the support from IHLS, including \$300K in direct financial support, and \$226K of in-kind support from IHLS finance, communications, and more.
 - cloudLibrary purchased 9,118 titles, including 4,342 titles from the state library's e-books grant.
 - There are 243 cloudLibrary participants, including 4 new members in FY2022.
 - cloudLibrary serves 18,344 registered users, with 9,967 considered active users.
 - We circulated 391K digital titles, which was down from 2020, but still above the baseline of 2019. Audiobook circulation is still on the rise, up 7% from 2020.
 - Our cost-per-circ is equal to \$0.66.

The new year is also a great time to start to think about new ideas! The SHARE staff began to start to plan for FY2023 operational plan and budget, as well as start to think about the next steps for some new resources for members! We also started to think about what the 10th birthday of SHARE (in April) means, and what we can do to celebrate this important milestone.

SHARE GOAL:

Provide an innovative resource discovery, sharing, and delivery system.

- Worked with Illinois Libraries Present and IHLS Leadership Team to provide a sponsorship for this great program. The sponsorship will provide closed captioning, supporting our EDI initiatives for IHLS, and also allows staff to participate in continuing education.

- Participated in the Illinois Library Association (ILA) Intellectual Freedom Committee, discussing the exponential growth in challenges to libraries in Illinois and across the country.
- Worked with RAILS and AISLE to plan a series of workshops for our school library educators to have resources available in the event of a challenge at their school.
- Co-hosted an ILA Noon Network, “Beyond Banned Books,” as part of the ILA Intellectual Freedom Committee effort to discuss recent book challenges.
- Met with Brodart to discuss a potential book leasing program for SHARE members.
- Attended the RAILS Board Consortia Committee and RAILS Board Consortia LLSAP Sustainability Working Group meetings.
- Met with other LLSAP managers to brainstorm how we might support each other.
- Collaborated with other IHLS departments for the Pipedrive CRM implementation.
- Attended the IHLS Marketing Advisory Team Meeting to discuss upcoming SHARE marketing needs.

SHARE DEVELOPMENT GOAL:

Increase members participating in SHARE.

- Held the Annual Membership Meeting on January 13, 2022. Presented a year in review and a new policy for vote, SHARE Data Privacy and Protection.
- Provided a SHARE update at the monthly IHLS Member’s Matter event.
- Participated in weekly director’s chats.
- Created a new Polaris downtime service. Text POLARIS to 84483 to get alerts when Polaris is down.
- Attended a demo of Niche Academy.
- Met with a member library director to discuss how SHARE could support a new initiative.
- Met with a member library to discuss future membership goals, suspending service until renovations are completed.
- Met with a new member library director to discuss SHARE, and how we can support their library.
- Gave a SHARE update at the SHARE Bibliographic & Cataloging Standards Committee.
- Launched the Common Loan Period Recommendations! With shared loan and renewal periods we hope to simplify things for patrons and for frontline staff as well. This is an optional program, and libraries can participate fully, or for a limited number of formats.

Books	3-week loan period, with 2 renewals
Kits	3-week loan period, with 2 renewals
Periodicals	3-week loan period, with 2 renewals
Audiobooks	3-week loan period, with 2 renewals
DVD	2-week loan period, with 2 renewals
Music CD	2-week loan period, with 2 renewals
Video games	2-week loan period, with 2 renewals

- Sent a newsletter to members providing updates about current issues affecting SHARE and upcoming events. This included reminders for available circulation training and reminders for upcoming committee meetings.
- Zach Henderson taught 7 circulation trainings to 12 participants in January.
- Promoted member library staff book recommendations and book lists, which is a fun way to increase SHARE members readers' advisory participation.
- Provided members with readers advisory support, promoting the top requested SHARE titles in January.



ILLINET INTERLIBRARY LOAN GOAL:

Increase familiarity and compliance with the ILLINET Interlibrary Loan Code (ILL Code).

- Reminded members, via the SHARE newsletter, that reciprocal patrons should not be issued a pin, since they are not allowed to request items, either through e-resources or via interlibrary loan.

E-RESOURCES GOAL:

Increase e-resource use through increased vendor opportunities, comprehensive library staff training, and marketing support to members.

- cloudLibrary users checked out 33,412 owned titles and 1,368 audio pay-per-use titles in January. We now have 54,308 owned items in our shared collection, and 21,333 additional audio items available for pay-per-use.
- Provided patron-based marketing support/readers' advisory to member libraries, promoting cloudLibrary and our collection.

START A NEW CHAPTER



SHARE
SHARING HEARTLAND'S AVAILABLE
RESOURCES EQUALLY



cloudLibrary™
by bibliotheca



Membership & Grants Report

MEMBERSHIP REPORT & STAFF ACTIVITIES

Submitted by Ellen Popit, Associate Director

Leah Gregory joined the Membership Team this month as our liaison to the school library community. Leah comes to us from Mascoutah Middle School and brings a wealth of school library experience with her.

Bringing someone new into the organization provides existing staff with the opportunity to articulate and clarify all aspects of system services -- whether it's discussing the philosophy of resource sharing in the state of Illinois or how to manage an account in L2. With Ms. Gregory's responsibilities in relationship to our school library community, this has been a unique opportunity to focus on how that population can be more effectively served. Welcome Leah!

MEMBERSHIP SERVICES GOALS:

Review membership of all system agencies on an annual basis. Support member libraries in their efforts to provide excellent library service to their stakeholders.

January 16: Anna Yackle attended the Wayne City Board of Trustees meeting.

The annual certification process officially began on January 3. At the close of the month, completion was slightly less than one-third of our agencies, so the process is on target.

NETWORKING GOALS:

Continue to develop relationships with and among the membership. Continue active partnerships in statewide and national initiatives that support enhanced library service. Work with library entities that improve member services.

- System staff participated in the Central Illinois Legislative Meet-Up that was held virtually on January 28.
- Staff members also attended the January 31 Noon network sponsored by the Illinois Library Association: "Beyond Banned Books: Defending Intellectual Freedom Throughout Your Library." Cassandra Thompson, IHLS SHARE director, served as a session facilitator.
- Director's Chats were held on January 6, January 13, and January 27 with an average attendance of 39 people.

CONTINUING EDUCATION GOAL:

Increase continuing education opportunities as allowed by the Illinois State Library (ISL) directive.

- A Members Matter event was held on January 20 on the topic of “Equity, Diversity and Inclusion: Why Are We Talking About This?” The event had 44 attendees.
- Several staff members participated in the LibLearnX event sponsored by the American Library Association that was held virtually January 21-24. This program replaces the former American Library Association Midwinter event with a greater focus on education.

