



## EXECUTIVE COMMITTEE MEETING MINUTES

Date: August 14, 2019

Time: 5:00 p.m.

### Call to Order

Stacey Carter called the meeting to order at 5:05 p.m.

### Roll Call

*Members present:* Stacey Carter, Bev Obert, Sandy West (exited 6:00 p.m.) Melanie Weigel.

*Others present:* Leslie Bednar, Stacie Bushong, Mary Smith, Sara Zumwalt (exited 5:38p.m.)

### Public Comment

None

Sandy motion to move Executive Director discussion up in the meeting. Melanie Weigel second. Motion carried.

### Executive Director Evaluation

Mary Smith motion to enter closed session. Bev Obert second. Motion carried. Entered closed session 5:13 p.m.

Mary Smith motion to return to open session. Sandy West second. Entered open session 5:38 p.m.

### Approval of July 15, 2019 Minutes

Sandy West motion to approve the minutes of July 2019. Mary Smith second. Motion carried.

### SHARE Update

Leslie Bednar shared that SHARE has a new logo and is working on a new branding focus. Adding two new libraries. Also working with small rural southern IL library on issues so that they may join.

### Administrative Updates

#### Accounting and Human Resources

Leslie reported the auditors finished a day early. Human Resources has been working on recruiting for several positions.

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IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

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## **IT**

Leslie Bednar reported IT continuing to seek good candidate for IT networking position.

## **Facilities and Operations**

Leslie Bednar reported working on analysis for delivery stats. Increase by 200,000+ items delivered from FY2018 to FY2019. FY2019 = 4.3 M items delivered.

## **Membership and Grants**

Leslie Bednar reported Membership is running smoothly. They have been attending member library board meetings.

## **Administration**

Leslie Bednar reported the group has been collectively working on departmental goals. The Communications, Marketing and Proofreading teams met to come up with a plan to work more cohesively.

## **Open Meeting Act Compliance**

None

## **Committee Updates**

### Advocacy Committee

Sandy West reported the committee did not meet.

### Budget and Finance Committee

Bev Obert reported a routine meeting. New staff responsibilities were explained. Next meeting Tuesday September 10 at 3:00 p.m.

### Facilities and Operations Committee

Sandy West reported the committee did not meet.

### Membership and Policy Committee

Mary Smith reported the committee did not meet.

### Personnel Committee

Stacey Carter reported the committee is meeting August 19.

## **Unfinished Business**

### FY2020 Board Networking Events

Leslie Bednar reported there has been a change in how we are reaching out to members. Instead of physical invitations there was an email blast that included trustees of member libraries. There will also be a short topic of discussion during the event on Levies and Taxation.

**New Business****FY2020 Member at Large Recommendation**

Stacey Carter has asked Tina Hubert to serve as Member at Large.

**FY2020 Committee Assignments**

Stacey Carter shared the new committee appointments.

**Agenda Building**

The team built the August agenda.

**Public Comment**

None

**Announcements**

None

**Adjournment**

Mary Smith motion to adjourn. Melanie Weigel second. Motion carried. Adjourned 6:45 p.m.