



## BOARD OF DIRECTORS MEETING MINUTES

February 26, 2019

5:00 pm

**Carbondale Office: 1840 Innovation Drive, Carbondale, IL 62903, 618-985-3711**  
**C.E. Brehm Public Library: 101 South 7<sup>th</sup> Street, Mt. Vernon, IL 62086, 618-242-6322**  
**Champaign Office: 1704 West Interstate Drive, Champaign, IL 61822, 217-352-0047**  
**Decatur Public Library: 130 North Franklin Street, Decatur, IL 62523, 217-424-2900**  
**Edwardsville Office: 6725 Goshen Road, Edwardsville, IL 62025, 618-656-3216**  
**Effingham Public Library: 200 North Third Street, Effingham, IL 62401, 217-342-2464**  
**Illinois State Library: Gwendolyn Brooks Building, 300 South Second Street, Springfield, IL 62701, 217-785-5600**  
**Southeastern Illinois College: Melba Patton Library, 3575 College Road, Harrisburg, IL 62946, 618-252-5400**

3	Approve the February 26, 2019, Consent Agenda a. Approval of January 22, 2019, Minutes b. Approval of February 19, 2019, Minutes	Carried
4.1	Accept the January Bills	Roll Call - Carried
5.1	Accept the January Financial Reports	Carried
10.1	Approve Staff Report	Carried
13.1	Approve Proposed Bylaws Change: Article VI, Section 4	Roll Call - Carried
14.1	Approve Surplus Items	Roll Call - Carried
	Adjourn	Carried

### Call to Order

Sara Zumwalt called the meeting to order at 5:05 pm

### Roll Call

#### Board Members:

Carbondale: Sandy West

Decatur Public Library: Stacey Carter, Melanie Allen, Bev Obert (entered 5:09 pm)

Edwardsville: Mary Smith, Sara Zumwalt, Tina Hubert, Robert Paarlberg, Gary Denué

Effingham: Janet Jenkins

Illinois State Library: Susan Pennington

Mt. Vernon: Sharon Yearwood

Southeastern Illinois College: Gary Jones

Absent-excused: Charlene Topel

#### Other Attendees:

Carbondale: Stacie Bushong, Ellen Popit, Cassandra Thompson, Julia Pernicka, Dominique Granger, Susan Palmer, Troy Brown, Shelly Stone, Johnnie Halstead, Arlanna Fries

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IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

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Champaign: Robert Brady

Edwardsville: Leslie Bednar, Shirley Paden, Brandon Chapman, Adrienne Elam, Rhonda Johnisee, Linda Paarlberg, Colleen Dettenmeier

Illinois State Library: Greg McCormick, Rita Stephens, Pat Burg

### **Consent Agenda**

Gary Denué motion to approve the consent agenda. Sandy West second. Motion carried.

### **Acceptance of Bills January 2019**

Tina Hubert motion to accept the January 2019 bills. Sandy West second. Motion carried unanimously by roll call vote.

### **January Financial Reports**

Bev Obert motion to accept financial reports. Mary Smith second. Motion carried.

### **FOIA Update**

Gary Denué reported we received a request and it was fulfilled the next day.

### **OMA**

None

### **Public Comment**

None

### **Communication**

Leslie Bednar reported staff is awaiting guidance from the Illinois State Library for the FY2020 System Area & Per Capital Grant application. She gave a brief overview of the 2019 6-month review. A Strategic Plan survey will be sent to members to obtain feedback on the plan.

### **Staff Report**

#### Staff Update

Sandy West motion to approve the staff report. Stacey Carter second. Motion carried.

#### Secondary Employment

None

#### Personnel

None

### **Illinois State Library Report**

Greg McCormick shared developments about the new Grow with Google program that will provide training to libraries nationwide. In addition, Google is administering a grant program to give 600 libraries nationwide \$1000 each, details are forthcoming. The System Area and Per Capita Grant instructions will be sent out next week and there are no changes from last year. The library is hosting a public library trustee training on March 8th. March 16th library will go to Waukegan Public Library for a literary landmark presentation honoring Ray Bradbury. Census 2020 information will be sent to libraries soon and there will be a poster contest. There is a meeting scheduled for April 4 with the staff from the

Illinois State Library, the Illinois Heartland Library System (IHLS) and the Reaching Across Illinois System (RAILS) for a discussion. Greg announced that Karen Egan was appointed Associate Director, Library Development Group.

## **Committee Reports**

### Executive

Sara Zumwalt reported a routine meeting.

### Budget & Finance

Bev Obert reported a routine meeting. Next meeting is March 12.

### Membership & Policy

Sara Zumwalt reported the resignation of Geoff Bant as a board member. Mary Smith has taken his place as chair of the committee and she reported the committee discussed the proposed changes to the bylaws.

### Facilities & Operations

Sandy West reported a meeting to consider the space planning overview from Jane Louer and Associates. A special meeting was held later in the month to review surplus vehicles.

### Personnel

Stacey Carter reported the committee did not meet.

### Advocacy & Education

Sandy West reported this was the first meeting in several months and the consensus is to continue the focus on schools with several ideas in the works.

### Nominating Committee

Leslie Bednar reported the committee met, and due to a lack of response to the nomination survey, decided to re-open the survey.

## **Unfinished Business**

### Citation Review

Sara Zumwalt asked members to please complete the Citation review prior to the March meeting.

### Proposed Bylaws Change: Article VI, Section 4: Nominating

Mary Smith motion to approve the proposed bylaws changes. Gary Denu second. Motion carried unanimously by roll call vote.

### Facilities

Leslie Bednar reported an overview of the results of a study from the Laboratory of Applied Spatial Analysis (LASA) regarding the optimal location of all system hubs for delivery services. The study did not include the boundaries between RAILS and IHLS and concluded a current RAILS hub location would be the choice for exchanging items. Greg McCormick reported that the study is a great tool and will need to be looked at more closely. The study only took into consideration delivery data and did not include the other services or buildings that are owned and other factors which may be important to the final decision of library system building location. RAILS and IHLS will have separate contracts with the

University of Illinois, as opposed to IHLS being a subcontractor for RAILS as they are currently. There will be more discussions and ongoing conversations regarding this subject.

#### Executive Director Contract

Sara Zumwalt reported the contract expires in June this year and the goal is to bring a new contract to the board for review in March.

#### **New Business**

##### Surplus Items

Sandy West motion to approve the surplus items list. Tina Hubert second. Motion carried unanimously by roll call vote.

##### Open Board Position

Sara Zumwalt reported she has been reaching out to potential candidates and will try and fill this position by March.

#### **Agenda Building**

Facilities, Executive Director, open board seat, feedback from Strategic Plan survey.

#### **Public Comment**

None

#### **Announcement**

Bev Obert apologized for being late. Tina Hubert commended Sue Pearson for her work helping Six Mile. Mary Smith reported that Belleville Public Library has begun processing passports, she also recommends Susan Orlean's book The Library Book. Janet Jenkins shared an email about an award opportunity from the Association of Illinois School Library Educators (AISLE) award that will be offered.

#### **Adjournment**

Mary Smith motion to adjourn. Sharon Yearwood second. Motion carried. Adjourned 6:19 pm.