



BOARD OF DIRECTORS MEETING MINUTES

April 25, 2017

5:00 pm

Carbondale Office: 1740 Innovation Drive, Carbondale, IL 62903, 618-985-3711
 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
 Morrison-Talbot Library (Waterloo): 215 Park Street, Waterloo, IL 62298, 618-939-6232
 Southeastern Illinois College, Melba Patton Library, 3575 College Road, Harrisburg, IL 62946, 618-252-5400

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| 4 | Approve the April 25, 2017 Consent Agenda a. Approval of March 28, 2017 Minutes b. HR Report c. SHARE/Dream Grant Report d. Staff Activity Report e. IT Report (Membership Report) f. Operations Report | a. Carried with changes Remainder - Carried |
| 5 | Approve the April 2017 Bills | Roll Call – Carried |
| 6 | Accept the Financial Reports | Carried |
| 11.a | Accept the Staff Update | Roll Call - Carried |
| 11b | Secondary Employment | Roll Call - Carried |
| 11c | Personnel (closed session) | Roll Call - Carried |
| 16a | Proposed Changes to Personnel Code | Carried |
| 16f | Membership Considerations | Carried |
| 16h | Copyright Reform Resolution | Roll Call – Carried |
| | Adjourn | Roll Call - Carried |

Call to Order

Sarah Isaacs called the meeting to order at 5:03 p.m.

Roll Call

Board Members:

Champaign: Bev Obert, Sandy West (joined 5:10 p.m.), Sarah Isaacs, Geoff Bant
 Edwardsville: Mary Beil, Gary Denué, Tina Hubert, Sara Zumwalt, Debbie Owen (entered 5:37 p.m.)
 Decatur Public Library: John Phillips
 Phone: Clyde Hall, Gary Jones (lost connection 5:04 p.m., rejoined 5:06 p.m.)
 Absent: Charlene Topel (excused)

Sandy West requested a change in the order of the agenda.

Other Attendees:

Carbondale: Troy Brown, Arlanna Fries

Champaign: Leslie Bednar, Chris Dawdy, Ellen Popit, Linda Kates

Edwardsville: Stacie Bushong, Brandon Chapman, Susan Palmer, Rhonda Johnisee, Colleen Dettenmeier, Shirley Paden, Adrienne Elam

Illinois State Library: Tom Huber

Morrison-Talbott: Elaine Steingrubey

Appoint Tiffany Droege to Vacant Board Seat

Sandy West appointed Tiffany Droege to fill the vacant school library representative position vacated by Mary Barteau.

Consent Agenda

Sarah Isaacs motioned to approve the consent agenda. John Phillips second. Tina Hubert asked for the March 28, 2017 minutes to be removed from the consent agenda. Motion carried without March draft minutes. Tina Hubert motioned to amend March 28, 2017 minutes. Bev Obert second. March draft minutes to be amended as discussed. Motion carried.

Approval of April 2017 Bills

Tina Hubert motioned for the approval of the April 2017 bills. Mary Beil second. Motion carried unanimously by roll call vote.

Financial Reports

Tina Hubert motioned to approve the financial reports. Sara Zumwalt second. Motion carried.

FOIA Update

None

Public Comment

None

Communication

Leslie Bednar shared Nancy Huntley, the Lincoln Library in Springfield Director, is retiring and the IHLS board is invited to attend. Sara Zumwalt invited the board to the Litchfield Public Library groundbreaking.

Staff Report

Personnel

Sarah Isaacs motioned to go into closed session at 5:21 p.m. Sara Zumwalt second. Motion carried unanimously by roll call vote. Bev Obert motioned to return to open session at 5:50 p.m. Geoff Bant second. Motion carried unanimously by roll call vote. Bev Obert motioned to accept executive director's recommendation regarding dismissal of a staff member. John Phillips second. Motion carried unanimously by roll call vote.

Staff Update

Geoff Bant motion for approval of the Staff Update. Sara Zumwalt second. Motion carried unanimously by roll call vote.

Secondary Employment

Gary Denué motion to approve secondary employment. Geoff Bant second. Carried unanimously by roll call vote.

Illinois State Library Report

Tom Huber reported meeting on the unserved will be held. Related documents were sent to Leslie Bednar earlier in the week.

Committee ReportsExecutive

Sandy West reported a routine meeting. Working toward the new date for the May board meeting. The System Area & Per Capita Grant process is ongoing.

Finance

Tina Hubert reported all committee members attended April meeting and routine items covered. Adrienne Elam stated the system has received notification for the FY2018 budget due June 1. Next meeting May 9.

Membership & Policy

Sara Zumwalt reported item will be later in the agenda for approval for suspension of two member libraries. Robert Morris and East St. Louis will move back to their governing bodies and that will impact the number of academic agencies count.

Facilities & Operations

Sarah Isaacs reported the committee did not meet.

Personnel

Geoff Bant reported a short meeting to approve two items on this agenda under 16. No May meeting is scheduled at this time.

Nominating Committee

Leslie Bednar reported there is no attachment as listed on the agenda. Susan Tulis reported the committee is finalizing the election process. The board will be notified at the May meeting and asked to certify results.

Board Citation Review

Bev Obert provided an overview of the Americans with Disabilities Act (42 USC 1201).

Unfinished BusinessFacilities

Leslie Bednar reported the final cost for the roof in Champaign is \$152,695.00 approximately \$12,000 less than the board approved.

RAILS Draft Membership Standards

No new information

New BusinessProposed Changes to Personnel Code

Gary Denué motioned to approved Proposed Changes to Personnel Code Section I C 3 – Organization and Administration of System and Section II H 4 – Employment Process. Mary Beil second. Motion carried.

Proposed Changes to the Financial Policy

Tina motioned to approve IHLS Financial Policy, IHLS Financial Procedures and Practices, and the

IHLS Investment of Public Funds Policy. Sarah Isaacs second. Discussion regarding petty cash. Motion carried unanimously by roll call vote.

FY2018 IHLS Budget

Leslie Bednar reported the approach to budget for FY2018 based on FY2015 levels is conservative and includes projects/staff we must have to move the organization forward. This presents a challenge while IHLS anticipates receipt of the remaining 2/3 of FY2017 operating grant allocation and still no budget for Illinois.

FY2018 System Area and Per Capita Grant

Leslie Bednar reported it is essential for the board have two readings of the System Area & Per Capita Grant budget/narrative and the operational plan. The board will hold a special meeting May 16, and will be moving the regular May meeting back a few days.

Membership Considerations

Sara Zumwalt motion to suspend 2 member libraries. Mary Beil second. Motion carried.

IHLS Board Training

Leslie Bednar announced board training is set for July 18 in Effingham. Laura Huth of do good Consulting will present an advocacy program.

Copyright Reform Resolution

Geoff Bant motion to approve Copyright Reform Resolution. Sarah Isaacs second. Motion carried unanimously by roll call vote.

Directors' University

Leslie Bednar stated Directors University will be held the first week of June. This is intended to provide training to new library directors in the state. IHLS will have 16 member directors participating in addition to a couple of presenters including board member Sara Zumwalt.

Agenda Building

RAILS membership Standards, FY2018 SAPG Budget, Champaign roof. More information on board training. Board citation for May: Illinois Human Rights Act (775 ILCS 5).

Public Comment

None

Announcement

Please complete poll for new May meeting date. Always register in L2.

Adjournment

Sarah Isaacs motioned for adjournment. Geoff Bant second. Motion carried unanimously by roll call vote. Adjourned at 7:04 p.m.