

Administrative Report

ADMINISTRATIVE REPORT & STAFF ACTIVITIES

Submitted by Leslie Bednar, Executive Director

COMMUNICATION GOALS:

Submitted by Carol Hogan-Downey, Communications Coordinator

Shandi Greve Penrod, Marketing Coordinator

Communicate effectively and efficiently with IHLS stakeholders.

Advocate for the organization and our members.

Highlights

- Continued working with IHLS's in-house developer to make changes to the new website. Continued bringing over content from the current website. Drafted and revised new content.
- Continued working on the IHLS print brochure, which should be available for the fall conferences.
- Continued rollout of in-house consultation program for IHLS staff who are writing or designing messaging. The program is expected to promote more efficient cross-department collaboration.
- Worked with the Member Day Communications Team, Speakers Team, Exhibitors Team, and Games Team to plan and produce materials, activities, and messaging for Member Day 2022. Developed and launched the Member Day website.
- Began meeting with directors about future procedures for adding events to the website.
- Created an IHLS schools back-to-school newsletter, similar to the SHARE schools back-to-school newsletter, containing a summary of valuable information for school library-educators. Several recipients expressed appreciation for the communication.

Communication and Promotion:

- *State and system news:*
 - IHLS:
 - Annual Meeting date announced
 - Open positions at IHLS
 - SHARE:
 - Biblio+ demos
 - SHARE FY2023 invoices
 - McNaughton Book Leasing
 - Collection and app stats
 - Feedback on collecting fees and fine-free locations
 - CMC:
 - Upcoming multiweek cataloging courses and webinars

- Other:
 - My Library Is blog articles
 - News from libraries
 - CMC articles prepared for the new website
- *Advocacy:*
 - WSIU public library spots
- *Continuing education and networking:*
 - Member Day registration open
 - Weekly IHLS Library Directors' Chats (multiple)
 - IHLS Third Thursdays CE
 - Grant-Writing Workshop
 - Various third-party webinars and conferences
 - SHARE Catalogers Training Session
 - Cataloging Maintenance Center courses and webinars
 - Uprise Health webinar series
- *Grants:*
 - Innovative Technology Education Fund Innovator Grant
 - The Meemic Foundation
 - T-Mobile Hometown Grants
 - Frances R. Dewing Foundation
 - First Book Marketplace
- *Discounts and Demos:*
 - Library Advocacy & Funding Conference discount
 - Internet Librarian 2022 Conference Discount
 - Biblio+ for SHARE members

Membership and partnership events attended by department staff:

- IHLS Members Matter
- IHLS Directors' Chat

Continuing education underwent by department staff:

- Alternative Basic Library Education – Collection Development Sequence
- Nonprofit Marketers Network seminar

Social media insights:

- Facebook: 29 posts in August 2022
 - *Awareness:*
 - Post reach: 8,903 total, 297 avg.
 - Impressions: 12,039 total
 - *Engagement:*
 - 306 post reactions, comments, and shares
 - 323 post clicks
 - *Likes:* 1,280

- *Follows: 1,494*
- **Twitter: 25 tweets**
 - *Awareness: 1,273 total tweet impressions, 425 profile visits*
 - *Change: +3 followers*
- **LinkedIn: 23 posts**
 - *Awareness: 587 impressions, 248 unique impressions*
 - *Engagement: 13 engagements (reactions, shares, comments, and post clicks)*
 - *Change: +6 followers*
- **TOP PERFORMING CONTENT:**

Illinois Heartland Library System
Published by Hootsuite · August 30 at 9:00 PM · 🌐

Libraries will get you through times of no money better than money will get you through times of no libraries.
– Anne Herbert

iHLS
Illinois Heartland Library System

815 People reached 41 Engagements – Distribution score **Boost post**

👍 14 6 Shares

Top Tweet earned 243 impressions

Is it a donation to the library or to the library's recycling bin?

Meme submitted by an IHLS employee.
pic.twitter.com/3I1X0zkwGt

👤 1 🔄 1 ❤️ 5

View Tweet activity [View all Tweet activity](#)

Illinois Heartland Library System
98 followers 1w · 🌐

Did you know that bibliotheca (SHARE's cloudLibrary vendor) has a new platform? It's biblio+—an unlimited, ad-free streaming service that partners with libraries to offer free streaming of films and television programs. From documentaries to award-winning films and independent discoveries, biblio+ has a little something for everyone.

Visit our website for more information!

INTRODUCING

biblio+
Streaming Service

biblio+ through bibliotheca

- ★ ad-free TV & films
- ★ no overage costs
- ★ no usage limits
- ★ access on any device

iHLS
Illinois Heartland Library System

👍 2 1 share

BOARD SUPPORT GOALS:

Submitted by Stacie Bushong, Executive Assistant

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

- Distributed final FY2022 Annual Report components to Communications and Marketing for use in the final document.
- Received approval from the State Archives to destroy 4 boxes of records. There are currently less than 20 boxes to sort to complete the process of identifying records eligible for approval. The next step is to identify the location for permanent storage and then organize for easy access and regular purging of records when they are eligible for destruction.
- Began organizing the 2022 Annual meeting. Secured location, Illinois Representative Patrick Windhorst to speak in addition to a presentation on grants by Anna Yackle and Leah Gregory.
- Coordinate remaining board members to complete Open Meetings Act training.
- Continued researching board engagement tools.

FACILITIES GOALS:

Submitted by IHLS Safety Team

Provide a safe working environment

- Extreme heat safety tips [Extreme Heat | Ready.gov](#)
- Back to school children and youth preparedness [Welcome to Ready Kids! | Ready.gov](#)



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.

- Human Resources continues to recruit highly qualified candidates by posting job listings on our company website, Facebook, Indeed, LinkedIn, ILA Jobline, Handshake, AMIGOS, RAILS Jobline, CARLI Jobline, and member newsletters. August job openings included: two Courier Driver positions in Carbondale and Delivery & Facilities Director in Edwardsville.

New hire orientations were conducted via Teams for two Carbondale Drivers, Champaign Sorter, Cataloging Maintenance Center (CMC) Special Project Cataloger, and the Edwardsville Sorter this month.

Live workshop or online training	Format	# of staff
Reframing Open Enrollment	HRCI Webinar	1
OFCCP & EEOC Updates from the NILG Annual Conference & the Future of Pay Data Reporting	FordHarrison Webcast	1
Resilience in Times of Change -Uprise Health	GotoWebinar	21
Motivational Psychology and the Keys to Retaining Your Employees	HRCI Webinar	1
Making Goal Setting a True Framework for Success	Lattice Webinar	1
Communication, Transparency, and Growth: The Pillars of a Productive Remote Work Environment	SHRM Webinar	1
Moments that Matter: A New Approach to Employee Experience	SHRM Webinar	1
Batten Down the Hatches! How to Manage Your Employees Before, During and After a Natural Disaster	FordHarrison Webcast	2
Financial wellbeing insights and trends for 2022	SHRM Webinar	1
9 Truths About Work that Challenge What We Were Taught	SHRM Webinar	1



Live workshop or online training Information Technology Department	Format	# of staff
Getting Started with Argo CD	Pluralsight	1
Introduction to the Certified Kubernetes Security Specialist (CKS) Exam	Pluralsight	1
Go Fundamentals	Pluralsight	1
After Effects CC Fundamentals	Pluralsight	1
Go: The Big Picture	Pluralsight	1
C++20 Fundamentals	Pluralsight	1
Red Hat Certified Specialist in Advanced Automation: Ansible Tower Basics	Pluralsight	1
Introduction to Microsoft Modern Desktop Administrator MD-100 and MD-101 Exams	Pluralsight	1
Installing and Configuring Windows 10	Pluralsight	1
Kubernetes Installation and Configuration Fundamentals	Pluralsight	1
GraphQL: The Big Picture	Pluralsight	1
Certified Kubernetes Application Developer: Application Design and Build	Pluralsight	1
Certified Kubernetes Application Developer: Services and Networking	Pluralsight	1

COVID-19 Compliance, 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 documentation is obtained from employees when leave is needed for COVID-19 reasons.

COMMUNICATION:THE KEY TO YOUR TEAM'S SUCCESS



Increasing Staff Communication Through the Use of the IHLS Intranet

- August 2, announcement to staff of Upcoming Webinar – “Resilience in Times of Change” notification to attend live webinar as well as the link to view the webinar after the meeting ended for those that could not attend in person.
- August 4, Uprise Health - Employee Assistance Program for Employees & Families instruction video and details on how to access our EAP through the App on your phone.
- August 10, Telecommuting Policy Reminder/Hub Calendar Notifications.
- August 17, Welcome New Employees to the IHLS Team (as of 08/17/2022).
- August 19, Internal job posting for Project Coordinator.
- August 22, W-4 post with instructional video on how to update their federal W-4 form.
- August 25, Staff Invitation to IHLS Member Day 2022: Rising to the Challenge.
- August 26, Employee Assistance Program (Financial Wellness) informational post to encourage employees to use the services offered by our Employee Assistance Program.
- August 30, Informational post about the government ending the mailing of free COVID tests.
- August 31, Informational post about “No Meeting Fridays” so that employees can focus on getting tasks and projects completed with minimal interruption.

Improving Internal Human Resources Forms

- The following forms were revised to be consistent with format and they are now editable: 90-day Review of IHLS, Exit Interview, Sick Bank Form, two versions of the Background check form (one with education section, one without education section)

Developing a Performance Appraisal System for FY2023

- The performance appraisal committee has finalized criteria and goal worksheets focusing on our IHLS mission, operational goals, department goals, and employee personal development.
- We have been working with TeamFlect on training and how to use the Microsoft Teams application.
- We have been testing our templates to ensure that we work out the kinks before final implementation.



Explore Opportunities to enhance human resources knowledge across member libraries.

- Human Resources worked in partnership with the Membership Department to schedule webinars for our member libraries. Webinars will be free for each participant. IHLS staff are also invited to attend. Registration is completed through L2. In addition, a recording of each session will be available for members who could not attend in person or who would like to revisit the online webcast.

1. August 8, 2022 @ 10:00am, 30 registrations, 13 logins to view recorded version

Resilience in Times of Change

About this session:

Change is an inevitable part of life. Sometimes it hits us unexpectedly and other times it comes as a consequence of a decision we made. Either way, change can be scary if we aren't prepared to be flexible and resilient in the face of it. Especially in the workplace, organizational change can impact individual employee's performance and productivity. Thankfully, based on decades of research, we know that it isn't the change itself, but how we perceive it. And there are specific internal and external resources that can be taught to help individuals not only effectively adapt to change but also thrive through it. Resilient people are optimistic, purposeful, growth oriented, engaged and connected. In this webinar, participants will: explore the impact of change on individuals and organizations, define the concept of resilience and how it's essential to cope with change, and learn the skills necessary to foster resilience and make healthy transitions.

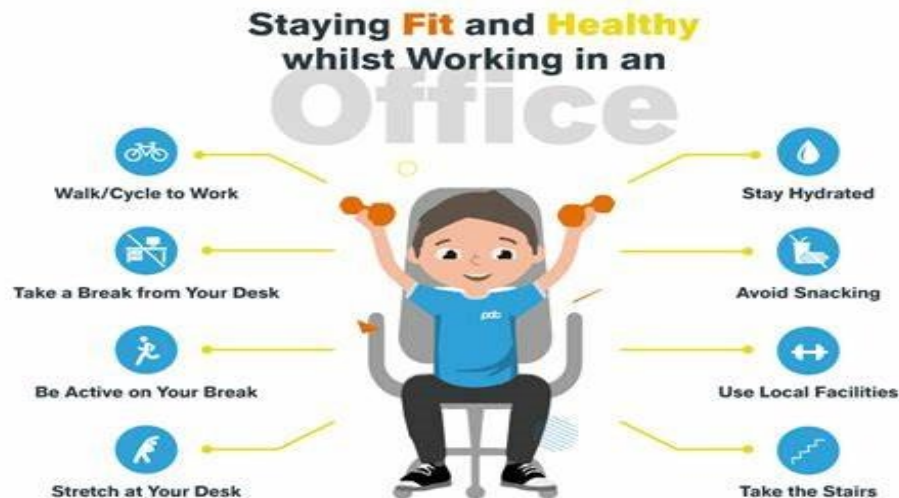
2. September 12, 2022 @10:00am

Digital Distraction: Use Technology, Don't Let it Use You

About this session:

American psychologists have started treating patients for something fairly new, known as "information or social media addiction." Technology has become an intricate part of our daily lives. We have the Internet in the palm of our hands on mobile devices and tablets, in our homes on smart televisions, and at work on computers. Is the Internet interfering with our quality of life? In this session, we will discuss online productivity and how to use social media and modern-day technology to our advantage so that it does

not control us. We will learn how to maintain a balance between the real world and the virtual world so that we can perform better at work and be more present with our friends and families.



3. October 10, 2022 @ 10:00am

Getting Fit at the Office

About this session:

Research shows that sitting at your desk all day can be as harmful to your heart as smoking a pack of cigarettes a day. This session explains the health hazards of being sedentary at work and offers practical tips on how participants can stay physically active at the office. Participants will learn desk side exercises that will keep them moving throughout the day for better overall health.

4. November 14, 2022 @10:00am

Getting Back on Track: Turning a Professional Mishap into Growth

About this session:

Whatever sort of misstep you've had, there is a way to recover. Whether you blew it on a big project or misbehaved at the holiday party, we'll discuss ways to regain respect and improve your professional relationships. This seminar will discuss the fallout from a professional misstep and how to parlay any mistakes you've made into professional growth opportunities. We will review numerous strategic ways to recover and improve your career going forward.



Accounting Report

ACCOUNTING REPORT & STAFF ACTIVITIES

Submitted by Rhonda Johnisee, Finance Director

Scheffel Boyle performed the IHLS FY2022 annual audit in August. Auditors were on-site performing their fieldwork on August 1st – 3rd and their follow up inquiries were addressed through email and telephone calls.

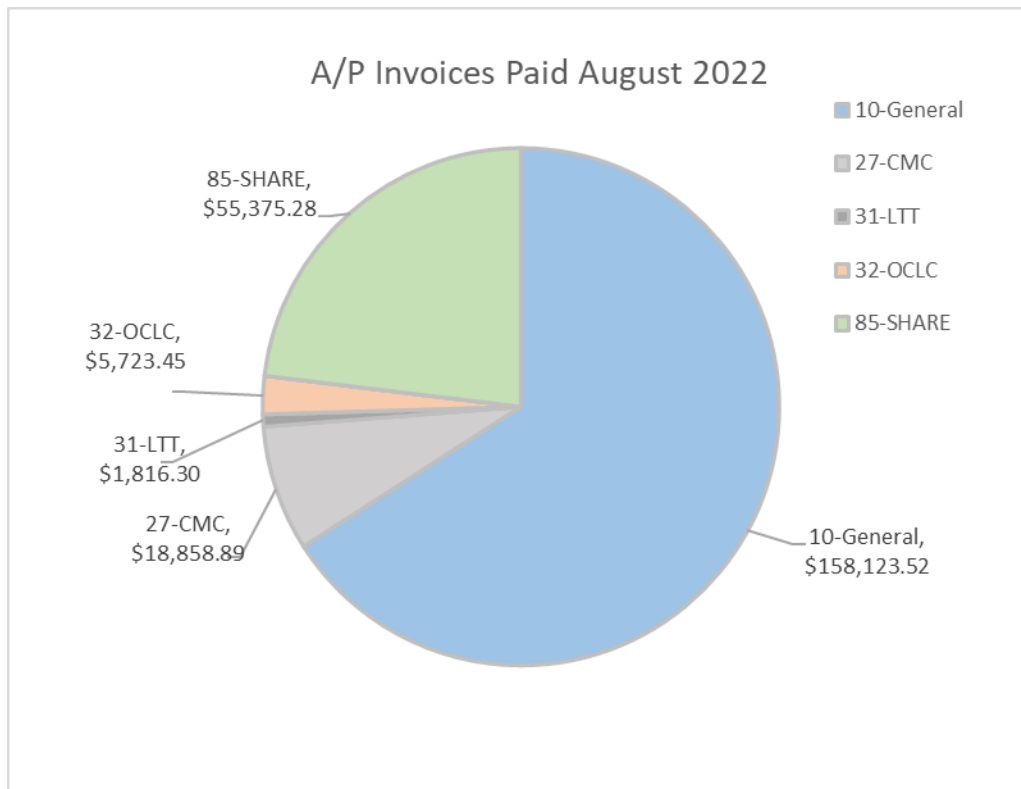
We also had a month filled with a large volume of checks received from the annual SHARE and OCLC billings in July. Our department was busy throughout the month applying those payments to the appropriate accounts.

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 Member Day planning meeting.
- Attended Marketing Advisory Committee meeting.
- Attended a SHARE Circulation and Resource meeting.
- Attended Illinois State Library Advisory Committee (ISLAC) meeting.
- Attended a meeting with a consultant to review return on investment analysis on the Automatic Material Handling (AMH) system.
- Attended Leadership Team meetings.
- Attended High Five and staff meetings.
- Attended weekly Finance Department meetings.
- Attended IHLS Finance Committees and IHLS Board of Directors meetings.
- Prepared travel packets for upcoming conferences.
- Prepared documents for the IHLS Annual Report.
- Prepared a return-on-investment analysis for the AMH system.
- Prepared and provided requested documentation for the annual IHLS, OCLC, and Worker's Compensation audits.
- Prepared and processed two payrolls in August.
- Prepared July 2022 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 115 accounts receivable invoices (OCLC: 6 monthly member fees and 98 transactional fees; SHARE: 3 monthly member fees, 1 transitional member fees, 1 cloudLibrary subscriptions, and 3 cloudLibrary eBook purchases; General: 1 ILDS and 2 SWANK licensing fees).

- Received and posted 873 accounts receivable cash receipts checks totaling \$3,243,160.56 (OCLC: 484, SHARE: 375, and General: 14).
- Received and entered 84 accounts payable invoices.
- Disbursed 76 accounts payable checks totaling \$239,897.44.





Information Technology Report

INFORMATION TECHNOLOGY REPORT & STAFF ACTIVITIES

Submitted by Troy Brown, IT Director

August was a great month in IT. Several projects took a big leap forward that have been on the back burner for a while. The computer room in Edwardsville has needed a wiring clean-up for several years. We would include it in the budget year after year, but never had the opportunity to do the work. This month it finally started, and Brandon Chapman has put lots of efforts into getting it going. While it's far from complete, the major job of disconnecting the old wires and connecting them to the new racks has begun. It seems like a small accomplishment, but it's a big deal to us.

Another project that we've started is targeting libraries that might be interested in using Microsoft 365 (M365). M365 is a product line that is free to libraries and allows you to use your library domain name for emails, Office in the cloud, OneDrive, Teams, and all the products in the Microsoft Office cloud. Many libraries moved to the product when Google started charging libraries for custom domain email services, but many more libraries don't use the domain name they already own for email at all. For example, they just use a gmail.com email address even though they own *mypubliclibrary.org*.

The website rollout is still on track and content is being created every day. We hope to update you very soon on the go-live date.

IT GOALS:

Provide the IT support necessary for IHLS and SHARE to function efficiently.

- Moving our helpdesk software to the Spiceworks cloud.

BIBLIOGRAPHIC REPORT & STAFF ACTIVITIES

Submitted by Jennifer Baugh, SHARE Bibliographic Services Manager & Pam Thomas, Bibliographic Grant Manager

During August, Cataloging Maintenance Center (CMC) and SHARE staff continued providing high quality cataloging services to libraries throughout Illinois. Staff attended numerous webinars to further their collective cataloging knowledge. Time was also spent preparing for upcoming continuing education opportunities presented by both CMC and SHARE staff.



In addition, the CMC welcomed Katie Roberts as the new Special Project Cataloger. Welcome Katie!

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 551 items for SHARE member libraries.
- Imported 363 \$3 bibs for SHARE member libraries.
- Merged 101 bibliographic records, cleaned/corrected 21,613 bibliographic records, and cleaned/corrected 71 item records.
- Provided on-site cataloging training at Crab Orchard Public Library.

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 79 emails and contacts.
- Reviewed and imported 32 files containing 128 bib records for catalogers-in-training at 12 libraries.

CATALOGING MAINTENANCE CENTER (CMC) GOALS:

Provide cataloging and bibliographic services for libraries in the Reaching Across Illinois Library System (RAILS) and IHLS service areas 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.

- Reviewed 19 books, one serial, two other, four mixed media, and two visual materials for a total of 28 records.

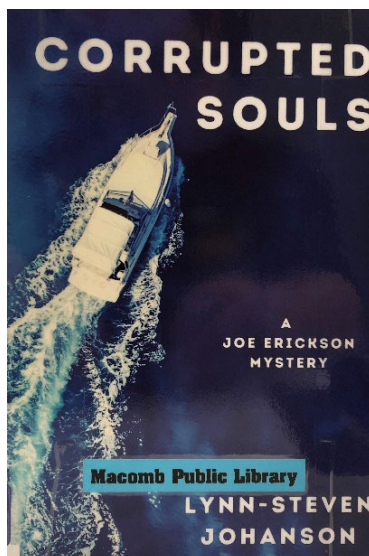
- Cataloged 67 items (including 48 originally cataloged and 19 records enhanced) and created eight name and two title authority records for a total of 10 new name authority records.
- The PrairieCat database cleanup project continues, where 457 bibliographic records were enhanced or merged.
- The Alma cleanup project for CARLI continues, with a total of 292 dedupes (merges), 94 deletes, and 96 edits.
- Handled 27 contacts.
- 138 bibliographic records were merged (17 books for the PrairieCat cleanup project and 121 books for the OCLC Member Merge project).
- World language bibliographic records for this month were in Arabic, German, Korean, Malay, and Spanish.



Catlin Public Library purchased pickleball equipment (above left: net, balls, rackets, etc.) and the CMC cataloged them (special collection). Above right is the net at the park in Catlin, IL.



Chalk Talk (local author)
cataloged for Newton
Public Library



Illinois author cataloged
for Macomb Public Library



**Harry Potter and the
Goblet of Fire** in Korean,
cataloged for Centennial
High School.



Delivery Report

DELIVERY REPORT & STAFF ACTIVITIES

Submitted by Sarah Taylor, Administrative Assistant

During the month of August, we began school delivery again on August 22. When school begins again each year, we see an increase in items flowing through delivery. Delivery routes will also take longer for our courier drivers. All hubs are currently working hard to mitigate the influx of items coming through due to being back to school.

In Edwardsville, we are currently gathering quotes for a roof replacement. We are also gathering quotes for brickwork and tuckpointing that need to be completed on the building. We hope to bring both items to committee meetings and the board in September. Downstairs in the office, two more cubicles were added, and a partition screen was hung in the front foyer.

In Champaign, we are also trying to prepare for roof repairs, as the roof is still leaking in the building. George Alarm has also been in the building working to fix issues with the motion sensors.

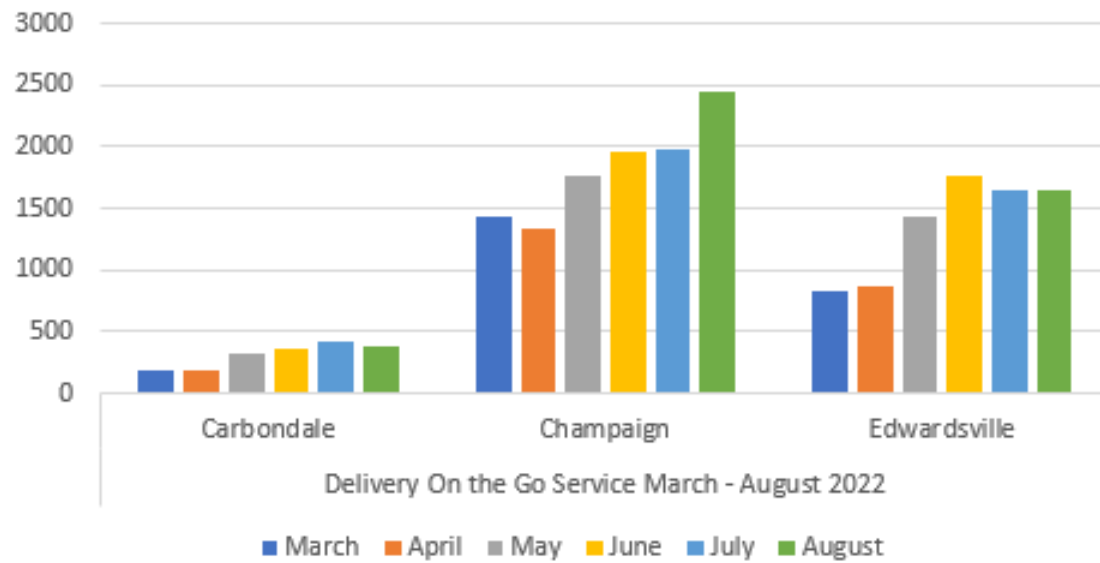
In Carbondale, there were no major updates.

DELIVERY GOALS:

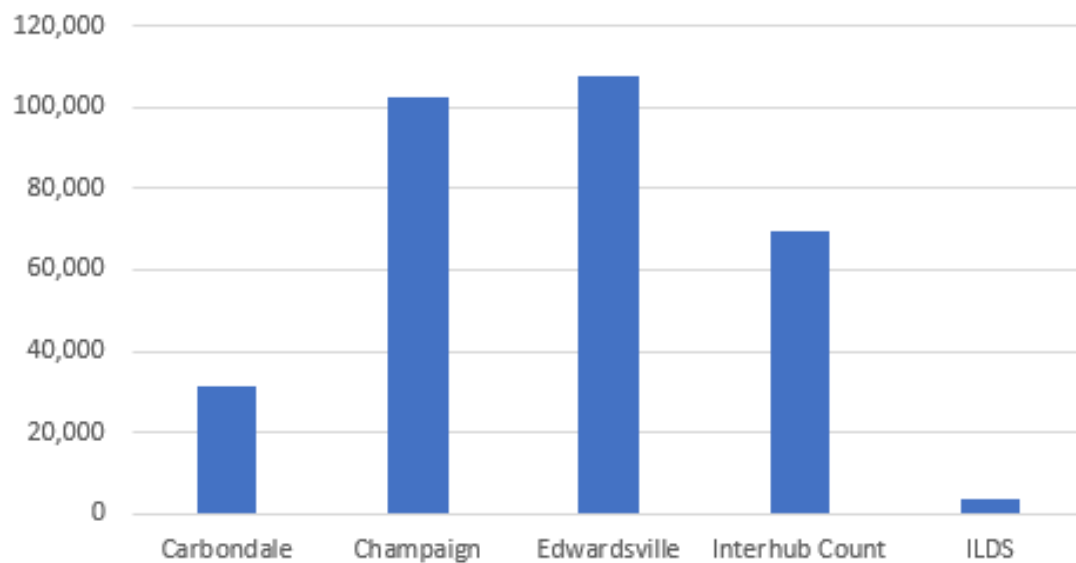
Provide efficient provision of delivery services designed to support resource sharing among IHLS members. Provide accurate information and educational tools to support delivery. Provide accurate member library delivery data in L2.

- Continue to increase Delivery On the Go service deliveries.
- Continue to provide accurate delivery to member libraries.
- All hubs saw an influx of delivery during the month of August due to schools being back in session.
- We have continued to see an increase of Delivery On the Go service numbers since our campaign in March.

Delivery On the Go Service March - August 2022



Item Count For August 2022





SHARE Report

SHARE REPORT & STAFF ACTIVITIES

Submitted by Cassandra Thompson, SHARE Director

It's Back to School season! We are looking forward to assisting our school library members as they return from summer break.

In addition, we are so happy to announce BenGil Elementary School (Gillespie) is now live!

Welcome BenGil Tigers!

SHARE GOAL:

Provide an innovative resource discovery, sharing, and automation group.

- Participated in the monthly supervisors meeting to share between departments and learn about changes that affect our team.
- Attended weekly Leadership Meetings to discuss future initiatives and current challenges affecting the organization.
- Met with RAILS to discuss statewide services and to provide communications about new and upcoming initiatives, as well as vendor opportunities.
- Coordinated a brainstorming session between SHARE admin/special projects/IT for a strategy session to support delivery and the DOGs program, as well as other current projects, to provide the best possible service to members.
- SHARE staff attended a no-cost webinar: *The Value and Costs of Free Speech*, offered through Northeastern Illinois University (NEIU), in order to learn more about current thoughts on censorship and intellectual freedom.
- Reviewed a new readers' advisory product, Sprouty.
- Attended a Lunch and Learn Leadership Training series on staff development through Niche Academy to both learn more about Niche and learn something new about management.

SHARE DEVELOPMENT GOAL:

Increase members participating in SHARE.

- Attended weekly Directors Chats, in order to be available for SHARE questions or concerns.
- Sent a newsletter to members providing updates about current issues affecting SHARE and upcoming events. The newsletter included tips on running reports and usage data about SHARE and cloudLibrary.
- Met with a new director in August, to help provide SHARE resources and emphasize our commitment to supporting our members.

- The SHARE Circulation & Resource Sharing Committee met to discuss issues that affect members, including fines for aged out juvenile accounts and the current settings for renewals.
- Attended the Medium Pubs networking meeting to hear about issues that our members are experiencing and learn how SHARE can better support our members.
- Dena Porter prepared a letter to school media specialists, with helpful reminders about SHARE and returning to school.
- Zach Henderson taught 15 circulation trainings to 63 participants in August, including both a go-live training session and a staff development day.
- Provided members with readers advisory support, promoting the top requested SHARE titles in August.

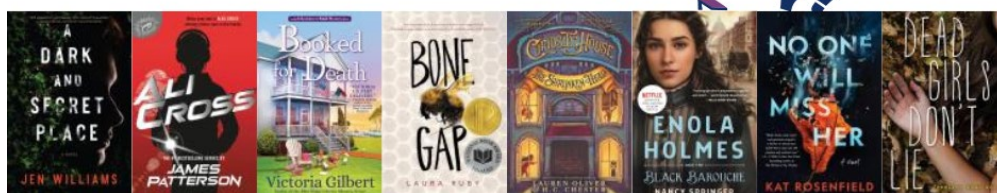


E-RESOURCES GOAL:

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

- cloudLibrary users checked out 28,238 owned titles and 2,599 audiobook pay-per-use titles in August. We now have 54,372 owned items in our shared collection, and 20,860 additional audiobook titles available for pay-per-use.
- Pay-per-use circulation almost doubled from August to July!
- Provided patron-based marketing support/readers' advisory to member libraries, promoting cloudLibrary and our digital collection.

Mystery READS



SHARE
SHARING HEARTLAND'S AVAILABLE
RESOURCES EQUALLY



cloudLibrary™
by bibliotheca



Membership & Grants Report

MEMBERSHIP REPORT & STAFF ACTIVITIES

Submitted by Ellen Popit, Associate Director

There's nothing that says August like "Back to School." With a school library membership coordinator in place, IHLS was able to contribute to those activities in ways not previously feasible for us!

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.

- Site visits were done at the following libraries:
 - August 18 Leah Gregory visited Buncombe CSD #43 regarding potential membership.
 - August 22 Anna Yackle attended the Paris Public Library Board meeting via Zoom to discuss their search for a new director.
 - August 29 Ellen Popit visited the Christopher Public Library to check on e-mail problems.
 - August 29 Ellen Popit visited Zeigler Public Library to talk with the director.

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.

- August 17: Leah Gregory held a virtual Back to School Meeting for IHLS school library staff. 15 people attended.
- August 30: Anna Yackle and Cassandra Thompson attended the Medium Pubs meeting in Rochester.

CONTINUING EDUCATION GOAL:

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

- Directors U 2.0 was held at the Illinois State Library in Springfield, August 2-4
 - 17 IHLS Public Library Directors Participated. They were:
 - Roxanna Behnke, Albion Public Library
 - Chris Houchens, Charleston Public Library
 - Steven Ward, Forsyth Public Library
 - Jo Keillor, Greenville Public Library
 - Kathleen Rister, Groff Memorial Public Library
 - Michelle Prickett, Hartford Public Library
 - Shelley Kolb, Hillsboro Public Library

- Elecia Cooper, Kinmundy Public Library
 - Alyson Thompson, Marshall Public Library
 - Nichole Lauko, Millstadt Public Library District
 - Amanda Doherty, Mount Pulaski Public Library
 - Vicky Reetz, Onarga Public Library District
 - Kristen McCormack, Palestine Public Library
 - Elizabeth Osborn, Potomac Public Library
 - Monica Cameron, Shelbyville Public Library
 - Rachel Kocis, Sherman Public Library
 - Rosemary McCarrey, Sidney Public Library District
- Amy Byers and Christine Westerlund from the Chatham Area Public Library District presented on How to Build Board Relationships, Part 2
 - Betsy Mahoney from the Six Mile Regional Library District presented on Intellectual Freedom.
 - Janet Cler from the Tolono Public Library District served as a facilitator.
 - Anna Yackle served on the steering committee and Ellen Popit attended as the system representative.
- In conjunction with statewide partners from the Illinois State Library, AISLE, and the Library Book Selection Service (LBSS) Endowment Board, Leah Gregory facilitated a “Grant Writing 101” workshop at the Effingham Public Library on August 10. Ellen Popit and Anna Yackle attended to provide assistance. 30 people participated.
 - Directors Chats were held on August 4, 11, and 25 with an average of 30 participants at each event.
 - Members Matter was held on August 18: “Finding Inspirations: Where to Find and How To Adapt Programming Ideas” with 35 people participating in real time.

GRANTS GOALS:

Consistent communication of available grants.

- August 3: IHLS received word that a grant in the amount of \$156,844 had been awarded to us to develop a training program for library trustees. Anna Yackle will serve as the project director for this program.
- August 19: Anna Yackle attended the official rollout of the Broadband Ready Grant project at Western Illinois University. The Bryan-Bennett library in Salem was the sole IHLS recipient of a grant award.