

*IHLS 2014 NOMINATING COMMITTEE
23 JANUARY 2014 MEETING MINUTES*

The Illinois Heartland Library System (IHLS) 2014 Nominating Committee met on Thursday, 23 January 2014 at 9:00 a.m. via phone conference. Chairperson, Kim Keller, called the meeting to order at 9:00 a.m. Other members present included Mary Ann Pohl, Debra Sherrick, Elaine Steingrubey, and Julia Welzen. There were no visitors present.

Kim Keller moved to approve the minutes of the 25 April 2013 meeting. Julia Welzen seconded the motion. Motion carried.

Kim talked about the process of the tie-breaker from the 2013 IHLS Board election. In the 2013 election, there were 7 candidates running for the Public Library Director seat, and the ineligibility of the winning candidate caused the need for a tie-breaker. She stated that the process went well, although some concerns were raised.

One of the concerns that surfaced from the tie-breaking process was the number of candidates running for a specific seat. In the 2012 election, there were 9 candidates running for the same seat. The committee discussed the impact of having so many candidates for a specific seat. The fact that so many people are interested in the governance of the System and willing to participate is to be applauded. It is vital to the organization to have interested parties willing to serve. At the same time, having so many candidates for the same position can cause confusion among the votes. It can also discourage some voters from reading the information on all of the candidates and to simply choose the first or second candidate listed.

The geographic representation was briefly discussed. The committee consensus is that it is important to assure that everyone from all geographic areas are represented. In the longer term the assurance of representation of each library type may become more relevant than geographic representation. Ultimately, the role of the nominating committee is to maintain a diverse System Board who serves the needs of the entire System community.

The committee suggested limiting the number of candidates for each seat in an effort to maintain a diverse representation on the IHLS Board of Trustees. After some discussion on the number of candidates and the method of limiting those candidates, the following motions were made.

Deb Sherrick made a motion, seconded by Julia Welzen to limit the number of candidates for any IHLS Board of Trustees seat to four (4) candidates. Motion carried.

Mary Ann Pohl moved that in the event there are more than four (4) candidates for a specific IHLS Board of Trustee seat, a lottery will determine the candidates for said seat. Deb Sherrick seconded the motion. Motion carried.

The committee reviewed the Nomination Survey. There was an inquiry as to why a candidate is asked about an affiliation with a second library. This aids in filling ballot positions in the event that a candidate is nominated under one category, such as Public Library Trustee, which has more than the allotted number of candidates, but could be eligible under another category, such as Special Library, which may not have a candidate or candidates.

A question was asked about the determination of the committee timeline. The 15 March date to send the ballot to the membership, the 15 April vote closing date, the 25 April tie-breaker announcement date and the Slate of Elected Board Member presented at IHLS May Board meeting are deadlines set by the IHLS Bylaws. The other deadlines were set based on the committee's ability to meet these deadlines. It was noted that the committee meeting to finalize the ballot is scheduled between 10 – 14 March, which is the same date as the Public Library Association (PLA) Conference. The committee decided to revise the Timeline in order to meet prior to the PLA Conference. See revised Timeline sheet.

The committee discussed Question 13, which asks for a brief biography of the candidate. There was discussion about changing the format of the question to answer specific biographical areas with a drop-down menu, shortening the number of words to describe the candidate, etc.

The committee expressed concern that the lengthy biographies may have impacted the member's decision to cast a ballot. It was noted that the candidates from previous years typically used less than 200 words to describe themselves.

Questions 1 – 4 on the opening page of the survey will be updated with current information reflecting the seats open on the IHLS Board of Trustees and the 2014 Nominating Committee members.

Questions 5 – 12 will remain the same.

Question 13 – The committee decided that the current format of allowing the candidate to provide the information (s)he feels is relevant to his/her candidacy is the best format. The candidate is then able to freely enter the information (s)he chooses. The number of words will be reduced to 150 words or less.

The members of the previous committee stated that Nick Bennyhoff had been very helpful in the logistics of the nomination and voting processes. Chairperson, Kim, will ask Nick to set up the survey using SurveyMonkey based on the above parameters. She also indicated that it is beneficial to have the information assembled and disseminated by an external party. This prevents the perception that the committee has sole involvement in the process.

The committee discussed future meetings based on the revised timeline. The committee would like to meet on Wednesday, 29 January at 9 a.m. Kim Keller will check on the availability of the IHLS Conference Calling for next week and for future committee meetings.

The contact information has changed for some of the committee members. Attached is a revised contact sheet.

As this concludes all business for the 1st meeting of the 2014 IHLS Nominating Committee, Chairperson Kim Keller entertained a motion to adjourn. Julia Welzen made a motion, seconded by Mary Pohl to adjourn the meeting. Motion carried. Meeting adjourned at 10:05 a.m.