

*IHLS 2014 NOMINATING COMMITTEE
20 FEBRUARY 2014 MEETING MINUTES*

The Illinois Heartland Library System (IHLS) 2014 Nominating Committee met on Thursday, 20 February 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. IHLS Board President, Linda McDonnell was also in attendance.

Mary Ann Pohl moved to approve the minutes of the 29 January 2014 meeting. Julia Welzen seconded the motion. Motion carried.

The committee reviewed the nominations received by the 15 February 2014 deadline. Two nominations were submitted for the academic seat, three potential nominees for the school seat, one nomination was received for the two open public library trustee seats, and no nominations were received for the special library seat.

In reviewing the nominations, it was noted that there was a nomination for the academic seat from Blackburn College, which is located in Carlinville. Currently, there is a representative from the Carlinville Public Library filling a public library trustee seat on the IHLS Board. The IHLS Bylaws state that "No library shall be represented by more than one Board member." The committee agreed this was not an issue as two separate libraries and two different library types would be represented. In fact, with multiple types of libraries in larger cities, such as Springfield, this could occur again in the future.

Chairperson, Kim Keller stated that one of the nominees for the school position only partially completed the nomination form, and that person chose to withdraw the nomination citing insufficient time to fulfill the commitment to the IHLS Board at this time, leaving two nominations for the school seat.

The committee agreed that the one nomination for public library trustee submitted prior to the deadline should run unopposed for one of the two public library trustee seats.

It was agreed that the academic, school and one public library trustee seat slots on the ballot are set. The committee then addressed options for the filling the slots with no candidates. Options presented included:

- Inviting the other incumbent public library trustee to run unopposed for the second slot since she had previously been elected to the position. She would be eligible to serve for one more year. At that time, it would be necessary for the IHLS Board to appoint someone to fulfill the unexpired term.
- Inviting the incumbent special library representative to run unopposed in the special library slot, citing the same reason for inviting the public library trustee. The special library representative would be eligible to serve the entire term.
- Extending the deadline for nominations to the two vacant seats, indicating that no one has submitted a nomination for these positions.
- The Nominating Committee would contact persons eligible to serve in the vacant positions, and include those persons on the ballot.

- Present a ballot with the two nominees in the academic and school slots, the unopposed public library trustee slot, and no candidates for the second public library trustee slot and the special library representative slot. Include a slot for Write-In Candidates on the ballot for the two empty slots.

As neither incumbent expressed an interest in running for another term, the committee eliminated the option of asking the incumbents to run again.

The committee's consensus was that extending the deadline was not an option. In elections for public library boards, if a candidate fails to submit the required documentation within the appropriate timeframe, the deadline is not extended. The slot is simply vacant. In addition, extending the deadline has the potential to affect the subsequent deadlines and delay the entire election process.

The committee was uncomfortable with 'recruiting' persons eligible to serve. This option served to place an unfair responsibility on the Nominating Committee, and potentially seemed to limit the pool of candidates to people with whom the committee members are familiar.

The committee decided to present a ballot with the two nominees in the academic and school slots, the unopposed public library trustee slot, and no candidates for the second public library trustee slot and the special library representative slot, and to include a slot for Write-In Candidates on the ballot for the two empty slots.

This option clearly reflects the responses, or lack of responses, submitted by the IHLS membership, and it allows a group who has no representation on the ballot to choose representation through a write-in candidate.

There was some discussion regarding notification that there are empty slots on the ballot with the potential for write-ins. Survey Monkey, which is the format used for the ballot, does not allow someone to begin the ballot, see the write-in slots and exit the ballot and return at a later time to complete the ballot. The committee felt strongly that the membership should have time to thoughtfully consider a write-in candidate.

In order to give the membership time to consider the ballot in advance, the committee will announce via email the make-up of the ballot, including the write-in candidate option on 28 February 2014, a second announcement will be made in the IHLS newsletter delivered on 7 March 2014, and the actual ballot, distributed on 15 March 2014, will include in its introduction, the information indicated the option of write-in candidates.

In the course of the discussion, it was noted that there is a possibility that it may become more difficult to find candidates to serve on the IHLS Board. It seemed that initially, interest in serving on the IHLS Board of Trustees was very high as a means of assuring that the individuality of the legacy systems was not lost. In moving forward, the attachment to the legacy systems and the fear of losing the identity and representation of who we were and where we came from is diminishing. The membership is recognizing that we are all one entity, and are becoming a cohesive unit.

Included in this discussion is the need to assure that all types of libraries and all geographic areas are represented on the IHLS Board of Trustees. It was noted that the number of Special Libraries and the number of Academic Libraries is around 40 in each category. This limits the number of potential

candidates for these seats, as witnessed by the lack of candidates for the Special Library seat in this election. Perhaps a provision could be made, in the event there is no one able to serve on the Board in the Special Library position, that a representative from an Academic Library could fill the position. Also, the eastern portion of the System currently appears to have low representation, and may have no representation when Karen Bounds term expires next year. The committee would like guidance from the IHLS Board of Trustees on ways to address these issues.

The IHLS Nominating Committee recommends that the IHLS Board of Trustees explore ways to ensure a geographic balance among candidates to the IHLS Board of Trustees, and to allow for flexibility in providing representation of all library types.

Chairperson, Kim Keller expressed appreciation for the assistance given to the committee from IHLS Staff, especially Nick Bennyhoff and Peggy Durst. She has served on the Nominating Committee since its inception and indicated that in the first years, the System staff was not as available to assist the committee. She commended the work of Diana Sussman and the initial committees in establishing the procedures for the election process. It was very helpful to have the previous chairperson in place to support the chair-elect, and to have the previous notes for reference. Additionally, the inclusion of at least two previous committee members to maintain the continuity of the process is extremely helpful.

IHLS Board President, Linda McDonnell applauded the committee for doing an excellent job. She stated that from the beginning this committee has worked very hard on the process of the election and to provide a geographic balance, as well as an equitable representation of the types of IHLS membership.

Ms. McDonnell stated that this committee expressed valid points and had good information. She indicated that she would take the information back to the IHLS Executive Committee for discussion and presentation to the IHLS Board of Trustees.

As this concludes all business for the 20 February 2014 meeting of the 2014 IHLS Nominating Committee, Chairperson Kim Keller entertained a motion to adjourn. Deb Sherrick made a motion, seconded by Mary Ann Pohl to adjourn the meeting. Motion carried. Meeting adjourned at 9:41 a.m.

Submitted by Elaine Steingrubey