



Illinois Heartland Library System
Executive Committee Meeting
June 12, 2014

Call to Order.

Linda McDonnell called the meeting to order at 3:30 p.m.

Roll Call.

Present: Linda McDonnell, President
Betsy Mahoney, Vice President
Jim Matthews, Secretary
Susan Mendelsohn, Treasurer
Karen Bounds, Member At-Large

Others Present: Leslie Bednar
Peggy Durst

Public Comment.

None.

Minutes.

Betsy Mahoney moved that the minutes be approved. Karen Bounds seconded the motion. The motion passed unanimously by voice vote.

SHARE/Dream Grant Update

We have internal candidates for the circulation specialist position and are beginning to interview. Chris Dawdy and Ellen Popit met with member librarians at Atwood-Hammond PLD. It may be very beneficial to hold other similar meetings to make IHLS staff available to listen to member concerns.

Operations Update.

Operations Managers met with Operations Director Susan Palmer to begin the process of making route changes in an effort to make routes more efficient. Some libraries may have a change in hub, which will require some changes in Polaris concerning which libraries they would borrow/lend to first.

We are still waiting on bids for new vans. These funds may not be able to be encumbered prior to June 30.

Facilities Update.

The committee did not meet. Edwardsville completed drainage work to stop parking lot flooding. When the company that purchased our lots are done with their work, the lot will need to be restriped.

Edwardsville has 11 HVAC units. Three were replaced last winter, and five additional units will be replaced in FY14 for \$48,017.

Champaign Office:
1704 West Interstate Drive
Champaign, IL 61822
217-352-0047

Du Quoin Office:
500 South Madison
Du Quoin, IL 62832
618-985-3711

Edwardsville Office:
6725 Goshen Road
Edwardsville, IL 62025
618-656-3216

Du Quoin had water coming into the meeting room. Susan is working with the landlord to get this corrected.

Grants Update.

No report.

Staffing Update

As a result of evaluations, three staff members had their job description updated and received a slight increase. All were at the bottom of their range.

Unfinished Business***Long Range Plan***

The committee is reviewing a Request for Proposal which will be sent to four candidates for the Long Range Plan Consultant. did not meet. Leslie will contact George Trammell, committee chair to determine if an alternate date can be found.

Executive Director Evaluation

This will be completed at the Board meeting.

New Business***Annual Meeting***

The Annual Meeting will be on June 16 at 5 p.m.

Staff Retreat

There will be a staff retreat on June 20 in Effingham. The focus will be on customer service.

Open Board Positions

Linda McDonnell is still working on finding people to fill the two vacant Board positions.

Board Officer Nominating Committee

Linda will appoint Board members to find candidates for Board officers.

Review Agenda for Meeting.

The Committee reviewed the Board agenda.

Public Comment.

None.

Adjourn.

Susan Mendelsohn moved that the meeting adjourn. Betsy Mahoney seconded the motion. The meeting adjourned at 5:04 p.m.