



BOARD MEETING MINUTES
Illinois Heartland Library System Board
September 22, 2015
 Effingham Public Library
 200 N Third Street, Effingham, IL 62401
 Phone: 217-342-2464
 5:00 PM

Call to Order

Leander Spearman called the meeting to order at 5:02 pm.

BOARD MEMBER	ATTENDANCE	LOCATION
Bant, Geoffrey	Present-VTEL	Champaign
Clemmons, Lynda	Present-Onsite	Effingham
Davies-Smith, Alayna	Present-Onsite	Effingham
Denué, Gary	Present-Onsite	Edwardsville
Fenton, James	Present Edwardsville	Effingham
Fuller, Rachel	Present-VTEL	Illinois State Library
Hubert, Tina	Present-Onsite	Effingham
Isaacs, Sarah	Present-By Phone	Effingham
Justice, Susan	Present-Onsite	Effingham
Topel, Charlene	Excused	Excused
Trammell, George	Present-VTEL	Marion
West, Sandy	Present-VTEL	Du Quoin
Spearman, Leander	Present-Onsite	Effingham

OTHER ATTENDEES	FROM	LOCATION
Popit, Ellen	Present – Onsite, IHLS Staff	Effingham
Townsend, Kimberly	Present – Onsite, IHLS Staff	Effingham
Palmer, Susan	Present—Onsite, IHLS Staff	Effingham
Bednar, Leslie	Present—Onsite, IHLS Staff	Edwardsville
Brown, Troy	Present – VTEL, IHLS Staff	Effingham
Bauer, Joan	Present – VTEL, IHLS Staff	Champaign
Edwards, Tracy	Present – VTEL, IHLS Staff	Du Quoin
Dawdy, Chris	Present – VTEL, IHLS Staff	Edwardsville

Tucker, Lawren	Present-Illinois State Library	ISL
Colletti, Cindy	Present- Illinois State Library	ISL
OTHER ATTENDEES cont.	FROM	LOCATION
Meyer, Rick	Present	Decatur

Consent Agenda:

- Jim Fenton motioned to approve consent agenda, Susan Justice seconded. Motion carried, approved by roll call vote. Approved the following agenda items:
 - a. Approval of September 22, 2015 Minutes
 - b. Human Resources Report
 - c. Operations Report
 - e. Staff Activities Report
 - f. SHARE/Dream Grant Report

Approval of August Bills 2015:

- Jim Fenton motioned to approve bills report, motion was seconded by Sandy West. Motion carried, approved by unanimous roll call vote.

Financial Reports:

Gary Denué motioned to approve the Financial Report, seconded by George Trammel. Motion carried, approved by unanimous roll call vote.

FOIA: None.

Public Comment – None

Communication – Leslie, Website board list – need photos for those missing. Encouraged the board to send in a statement that was honest and genuine for their profile.

Staff/ Personnel Report:

Alayna Davies-Smith motioned to approve the staff report, motion seconded by Lynda Clemmons. Motion passed by roll call vote.

Secondary Employment:

One received this month, no conflict.

Illinois State Library: Lawren reported: No budget as of FY16 yet. Nothing is happening anytime soon as far as we know. Please continue to operate on the FY15 plan of service until otherwise notified.

Budget Meeting: Tina Hubert and Ellen Popit reported. Main topic at Sept. meeting was budget. Lawren, Kip Kolkmeier and Greg McCormick all discussed the budget. How do we help our member libraries know what is going on as far as the budget is concerned. I have informed my library to not plan on per capita money until it appears. Kip says this may become a “lost” year per capita-wise. Ellen added that the ISL is still promoting school and

public libraries apply for the formula per capita grants because we are in unchartered waters now.

(Sarah Isaacs entered meeting)

Committee Reports:

- Executive Committee – Leander hopes to have two names to fill the vacancies on the board. He will follow up and report at next month's meeting.
- Finance Committee – Sandy West, plan to have a special board meeting to approve the audit once auditors are complete.
- Long Range Planning – Sarah Isaacs, tabled assessment review from NB&A until we have evals from either SIUE or Notts Logistics. Larger presentation at an upcoming board meeting.
- Membership & Policy – did not meet this month
- Facilities & Operations – Sarah Isaacs, reported that Du Quoin landlord actively cooperating with building issues. Roof patched in Champaign.
- Personnel – Rachel: met and elected Rachel Fuller as chair.

Board Citation Review: George Trammel reported on Illinois Public Labor Relations Act.

Unfinished Business:

- FY2016 Board Committees – Leander motioned to approve changes on committees: Sarah Isaacs accepted Gary on Facilities Committee. Second by Alayna Davies-Smith. Motion passed.
- Recommendation to fill open board seats – Lee to provide once confirmations are received.
- Audit Update – Leslie: auditors are still on site. Hope to have draft audit to IHLS staff by October 12, 2015 for us to review. Fingers crossed we can schedule finance committee meeting with auditors week of October 19th. Board meeting to approve will be done at our regular October board meeting—October 27th.

New Business:

- November Board Meeting date – Set meeting as December 1, 2015.
- Special Meeting to Approve Audit – date will be provided.
- Annual Report (Draft) - (Attachment 15.0) – Ellen: board provided helpful suggestions on the draft format of the report.

Public Comment: None

Announcement: None

Adjourned: Susan Justice motion to adjourn, Lynda Clemmons seconded, meeting was adjourned at 5:51pm. Motion passed by roll call vote.

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