

**EXECUTIVE COMMITTEE MEETING**

Date: April 20, 2016

Time: 4 p.m.

(via phone, Adobe Connect, and at the office listed below)  
6725 Goshen Road, Edwardsville, IL 62025

**Call to Order** at 4:05 p.m.

**Roll call**

Leander Spearman—present  
Sarah Isaacs—absent/excused  
Susan Justice—present  
Sandy West---present  
Tina Hubert—absent/excused

**Public Comment**

None

**Approval of March 18, 2016 minutes**

Sandy West moved to approve the minutes of March 18, 2016 as presented. Susan Justice seconded. Motion passed.

**SHARE/Dream Grant Update**

Several libraries remain interested in joining SHARE utilizing Dream Grant funds. We will add them to the database if we are able.

**Administrative Updates**

***Accounting***

Completed cash projection report template that should fit our needs very well in the future. Met with SHARE finance/fees committee today. Any discussion of possible fee increases will take place at general membership meeting in early April.

***IT***

Adjusting to workload with one less team member following resignation of Hillary Greer.

***Facilities and Operations***

Continue to work with Laboratory for Applied Spatial Analysis (LASA) at SIUE on route adjustments in preparation for ILDS contract with RAILS. DQ building: remainder of lease owed is \$135,000. Mark Gilula states he owes \$165,000 on loan for improvements however no conclusive documentation as such. Offer to negotiate lower buyout amount, or lease smaller space for lower cost per square foot.

***Grants and Membership***

IMSA work activities will soon transition from IHLS to Illinois State Library.

***Staffing***

Majority of day to day human resources work being handled by combination of Adrienne Elam, Lori Knabe, and Leslie Bednar.

**Open Meetings Act**

None

**Committee Updates*****Membership and Policy***

Will present change to membership criteria and final numbers of libraries that will drop from membership, and one new membership application.

***Finance***

Shared projections for cash flow based on Q3 FY2016.

***Personnel***

Committee is currently reviewing personnel code.

***Facilities and Operations***

No report.

***Nominating***

Met to validate votes.

**Unfinished Business*****State Budget Crisis and Projections***

Still awaiting word regarding FY2017 System Area and Per Capita Grant application.

***Personnel***

If the board has any concerns regarding recent personnel changes at next week's meeting, Lee suggests we go into closed session.

***Open School Library Board Seat***

Lee contacted four individuals to fill the seat, however none are able to serve. Ellen and Leslie will send additional names for consideration.

***IHLS Bylaws Review***

Committee reviewed comments from members regarding the proposed bylaws changes.

***Joint Meeting with SHARE Executive Council***

Lee stated the meeting went well. Two primary questions from SHARE: 1. Will IHLS use the SHARE reserves? Answer: No, those funds are in a defined fund which designates the monies may only be used for a new platform or large hardware purchase. 2. What happens to SHARE if IHLS ceases to exist? Answer: Anne Craig strongly stated that systems are not currently in danger of going away. She urged SHARE to calmly consider its options as it moves forward.

**New Business*****Review April Board Meeting Agenda******Annual Meeting***

Committee determined the June 2016 Annual and Board meeting will be held at the Edwardsville office. Annual meeting will begin at 4 p.m., with regular board meeting following at 5 p.m.

**Public Comment**

None

**Announcements**

None

**Adjournment**

Sandy West moved to adjourn the meeting. Susan Justice seconded. Motion passed. Meeting adjourned at 4:52 p.m.

DRAFT