



Illinois Heartland Library System

Policy and Membership Committee Minutes

November 7, 2016 - 4:00 P.M.

Rachel Fuller called the meeting to order at 4:01 and a quorum was determined.

Roll Call:

Mary Barteau Present	Bev Obert Present
Rachel Fuller Present	Charlene Topel Present
Clyde Hall Present	Sara Zumwalt Present

Ellen Popit, IHLS staff was also present.

There was no public comment.

A motion was made by Sara Zumwalt and seconded by Clyde Hall to approve the minutes from the October 3rd meeting. The motion was unanimously approved.

In Old Business:

There was a discussion of the language needed for a bylaws policy change regarding the switch from an Advisory Council to the “Members Matter” meetings as the venue for seeking member input. A revised version of the policy with new language was sent to the committee prior to this meeting for discussion at that meeting. Edits from Bev Obert and Ellen Popit were discussed. At the end of discussion, the revision the committee will send to the board for consideration is:

Article VIII: Membership Input

The Executive Director shall hold six meetings for system members at rotating sites throughout the system.

The purpose of these meetings is to:

- 1. Gather input and feedback from members regarding current System services and initiatives.*
- 2. Offer an additional opportunity for communication and networking with and among membership.*

Carbondale Office:

1740 Innovation Drive

Carbondale, IL 62903

618-985-3711

Champaign Office:

1704 West Interstate Drive

Champaign, IL 61822

217-352-0047

Edwardsville Office:

6725 Goshen Road

Edwardsville, IL 62025

618-656-3216

- 3. Provide a forum in which suggestions can be made for the consideration of the Board of Directors and the Executive Director.*

These meetings will be held on a bi-monthly schedule at geographically diverse locations throughout the system. Videoconference sites will be open to enable members from throughout the system to attend in several locations. As they become available and effective, other electronic methods of connectivity will be implemented to offer other meeting options for members.

It was moved by Bev Obert and seconded by Charlene Topel to move this policy revision to the full board for consideration. Motion passed unanimously.

There were no updates regarding the status of the Centreville or Tilden libraries, but one should be available for the December meeting.

Ellen Popit reported that she, Chris Dawdy and Leslie Bednar had attended an Open House at the Brighton Public Library on October 26th to talk about their upcoming referendum on the question of disconnection. The November 8th election will tell the tale.

In New Business:

Ellen Popit reported on Woodlawn District #309. The Illinois State Library contacted the system regarding the membership status of this district. Woodlawn High School District #205 and Woodlawn CCSD#4 had merged in 2105 to form Woodlawn District #209 in 2015. That merger slipped through the cracks, but the State Library picked it up when approving per capita grants. Since the high school district was a system member and the elementary district was not, they needed to reapply for system membership. Ellen Popit did a site visit on Thursday, October 13th and met with the superintendent and high school library contact. It was determined that neither building meets the membership criteria because of lack of staffing. While the high school contact teaches in the library, he has no formal library assignment of duties. The grade school is only staffed one period a day. Since they no longer meet system membership criteria, it was determined that a recommendation for suspension be moved to the full board. The motion was made by Mary Barteau and seconded by Sara Zumwalt. Motion passed unanimously.

A sample Government Travel Expense Reimbursement Policy was shared with the board for their information.

Rachel Fuller brought up the need for a board policy that deals with event sponsorship and activity endorsement. Rachel and Ellen Popit will work on draft language to share with the committee at the next meeting.

The final item under new business was a discussion on using ZOOM technology for upcoming meetings. It was determined that a trial run would be used for the December meeting.

At 4:45 Clyde Hall made the motion to adjourn that was seconded by Charlene Topel. Motion passed unanimously.