



**Minutes of the Illinois Heartland Library System Board
September 23, 2014
Helen Matthes Public Library, Effingham, Illinois**

Call to Order

President James Matthews called the meeting to order at 5:02 p.m.

Roll Call

***Board Members
Attending:*** Karen Bounds, Lynda Clemmons, James Fenton, Susan Justice, Jim Matthews,
Jacob Roskovensky.

***Board Members
Attending by V-
tel:*** Gary Denué, Rachel Fuller, Nancy Huntley, Sarah Isaacs, Susan Mendelsohn,
Sandra West.

***Board Members
Attending by
Phone:*** Valerie Green (joined at 5:30 p.m.)

***Board Members
Excused:***

***Board Members
Absent:*** Erin Steinsultz, George Trammell

Others Present: ***Champaign:*** Joan Bauer, Mary Johnston
Decatur Public Library: Robert Edwards
DuQuoin: Troy Brown, Ellen Popit, Brandt Wingerter ***Edwardsville:***
Chris Dawdy, Adrienne Elam, Kathy Jackson, ***Effingham:*** Leslie
Bednar, Peggy Durst, Susan Palmer, Julia Pernicka
Illinois State Library: Cyndi Colletti, Anne Craig, Mary Downing, Robert
Jones, Lawren Tucker

Approval of Minutes

Jacob Roskovensky moved that the minutes of the August meeting be approved. Karen Bounds seconded the motion. The motion passed unanimously by roll call vote. Yes: Bounds, Clemmons, Denué, Fenton, Fuller, Huntley, Isaacs, Justice, Matthews, Mendelsohn, Roskovensky, West

FOIA Update

No report.

Public Comment

None.

Communications



An article was shared concerning Marshall Public Library's plans to honor former IHLS Board Member Janet Hasten by dedicating the Janet Hasten Room at an Open House.

A flyer for the IHLS staff safety training was also shared.

Staff Report

Staff Activities:

This month's format for the Activities report was based on the new FY2015 Plan of Service. There were no questions concerning the Staff Activities.

Staff Update:

Susan Mendelsohn moved that the Board approve the two position changes on the Staff Update as submitted. Lynda Clemmons seconded the motion. The motion passed unanimously by roll call vote. Yes: Bounds, Clemmons, Denué, Fenton, Fuller, Huntley, Isaacs, Justice, Matthews, Mendelsohn, Roskovensky, West

Secondary Employment:

None this month.

Personnel:

James Fenton moved that the Board go into closed session to discuss personnel pursuant to Section 5ILCS 120 § 2(c)(1)). Karen Bounds seconded the motion. The motion passed unanimously by roll call vote. Yes: Bounds, Clemmons, Denué, Fenton, Fuller, Huntley, Isaacs, Justice, Matthews, Mendelsohn, Roskovensky, West. Closed session began at 5:18 p.m.

The meeting returned to open session at 5:26 p.m.

The Board decided to follow the advice of counsel concerning fact that IHLS has received nothing further from a former employee and her attorney.

ISL Report

Anne Craig reported that Try-It Illinois is October 1-November 30. The Digital Imaging grant is due October 1 and the 2015 Public Library Per Capita and Equalization Grants are due October 15. The Illinois State Library has received a \$100,000 Institute of Museum and Library Services award to hold a forum to assist applicants in applying for autism spectrum disorders programming opportunities. The goal of this project is to help libraries assist patrons with an autism spectrum disorder. The ILA Annual Conference is October 14-16 and the Illinois State Library will host a dessert reception on October 15.

SHARE/Dream Grant Report

The report was included in the Board materials. Chris Dawdy and Ellen Popit reviewed grant activities for the past month. They also shared an interactive map demonstrating the progress and current status of 51 transitional SHARE member libraries. A link to the map will be sent to the Board. Leslie Bednar answered questions on the new SHARE Director position. She will send the FY15 Salary Ranges for IHLS to the Board.

Human Resources



The report was included in the Board materials. The new Human Resources Assistant started on August 18 and HR staff are in the process of updating and combining the four system personnel files.

Operations Report

The report was included in the Board materials. The two new staff vehicles have arrived.

Grants Report

No report.

Membership Report

No Report.

IT Report

The report was included in the Board materials.

Committee Reports

Executive Committee:

Jim Matthews reported that the Executive Committee met. Valarie Green has been appointed as Trustee at Large on the Executive Committee. James Matthews, Valerie Green and Leslie Bednar will meet with ISL staff regarding correspondence from the Illinois State Library on hiring/firing authority. The committee also discussed use of a consent agenda at future meetings and the Bylaw revision. Both of those will be covered under new business.

Policy & Membership:

Jacob Roskovensky reported the committee decided to leave Section 11 paragraph F of the IHLS Bylaws alone. Bylaw 11F states, "All motions shall be decided on a recorded (roll call) vote." The rest will be covered under new business.

Personnel:

Valerie Green reported that the committee did not meet.

Financial:

Nancy Huntley reported the committee did meet. Since they have just begun working on the new financial software, there were no financials this month. There will be 1Q FY2015 report in October.

Facilities:

Karen Bounds reported the committee discussed the items covered in the Operations Report.

Long Range Planning:

George Trammell reported that the committee did not meet.

Unfinished Business

FY2015 Board Committees:

Jim Matthews reported that Erin Steinsultz resigned from the Board. He will begin to seek a replacement. The new Committee schedule was included in the packet. Susan Justice was added to the Financial and Personnel Committees.



Consent Agenda Format:

The Board discussed the consent agenda format, which would streamline the Board meetings and allow directors to better focus on their leadership role. Items can be pulled from the consent agenda. Karen Bounds moved that the Board develop a consent agenda next month. Susan Justice seconded the motion. The motion passed unanimously by roll call vote. Yes: Bounds, Clemmons, Denué, Fenton, Fuller, Green, Huntley, Isaacs, Justice, Matthews, Mendelsohn, Roskovensky, West

New Business

Member Day:

Chris Dawdy and Ellen Popit reviewed plans for first annual IHLS Member Day, set for October 20 at the Knights of Columbus Hall in Effingham. The fee for 3 hours of professional development is \$10 including lunch.

Proposed Bylaw Revision:

Board had a first reading of a proposed change to section 11b of the bylaws. The change is designed to be compatible with the Policy on Meetings via Electronic Means. The proposed bylaws will be available for comment from members up to the October board meeting (October 28).

Public Comment

None.

Announcements

Jim Matthews encouraged Board members to attend ILA in Springfield next month.

The board recognized Peggy Durst for her 34 years of service and dedication to Illinois libraries. Board President Jim Matthews thanked Ms. Durst for her support of the IHLS board, her promptness in responding to requests and her sense of humor.

Adjournment

Karen Bounds moved that the Board Adjourn. Jacob Roskovensky seconded the motion. The motion passed unanimously by roll call vote. Yes: Bounds, Clemmons, Denué, Fenton, Fuller, Green, Huntley, Isaacs, Justice, Matthews, Mendelsohn, Roskovensky, West.

The meeting adjourned at 6:21 p.m.