



**Minutes of the Illinois Heartland Library System Board
October 28, 2014
Helen Matthes Public Library, Effingham, Illinois**

Call to Order

Vice President Karen Bounds called the meeting to order at 5:00 p.m.

Roll Call

Board Members Attending: Karen Bounds, Lynda Clemmons, James Fenton, Susan Justice, 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

Board Members Excused: James Matthews

Board Members Absent: George Trammell

Others Present:
Champaign: Joan Bauer, Bev Obert, Joan Rhoades
Decatur Public Library: Mike Szymkoski
DuQuoin: Traci Edwards, Ellen Popit, Brant Wingerter
Edwardsville: Leslie Bednar, Chris Dawdy, Adrienne Elam, Kathy Jackson
Effingham: Susan Palmer, Julia Pernicka
Illinois State Library: Mary Downing, Tom Huber, Lawren Tucker, Libby Letterly, Diane Yeoman

Consent Agenda

The October 28, 2014, Consent Agenda included:

- Approval of September 23, 2014 Minutes
- SHARE/Dream Grant Report
- Human Resources Report
- Operations Report
- Executive Committee Report
- Policy & Membership Committee Report
- Staff Activities



Nancy Huntley moved to approve the Consent Agenda. Jacob Roskovensky seconded the motion. The motion passed unanimously by roll call vote. Yes: Bounds, Clemmons, Denué, Fenton, Fuller, Huntley, Isaacs, Justice, Mendelsohn, Roskovensky, West

FOIA Update

No report.

Public Comment

None.

Communications

A thank you card from Peggy Durst was shared.

Staff Report

Staff Update:

Reviewed compensation for Courier Drivers. Susan Justice moved that the Board approve 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, Mendelsohn, Roskovensky, West

Secondary Employment:

None.

Personnel:

Former employee's attorney claims the agreement has been signed; however, to date neither our attorney nor IHLS has seen a copy.

ISL Report

Lawren Tucker announced the session this week is the last in-person meeting for ILeadUSA 2014. ILeadUSA 2015 applications are accepted through December 19, and will include participation from nine other states besides Illinois. Try-It! Illinois continues with a November 30 ending date.

Grants Report

None.

Membership Report

Ellen Popit provided an overview of our first Member Day. The event included 15 vendor agencies, 9 breakout sessions, roundtable discussions and 150 in attendance. IHLS staff are planning on a second event in 2015.

IT Report

None.

Committee Reports

Personnel:

Valerie Green reported that the committee did not meet.



Financial:

Nancy Huntley reported the committee did not meet.

Facilities:

Karen Bounds reported the committee did not meet.

Long Range Planning:

Valerie Green shared proposed several benchmark dates with Nancy Bolt & Associates.

- January 7-9: Quick start meeting with the Board and senior administrative staff.
- March 9 (week of): Focus group with members in Illinois
- April to early May: Large (i.e. detailed) Member survey
- July or August: Retreat with Board

Unfinished Business

Bylaws – Electronic Meeting Policy:

Jacob Roskovensky reported that last month the Board had the first reading of the change to the Bylaws on Electronic Meeting Policy. Jacob Roskovensky moved that the Board ratify Article VI Section 11 VI B. Lynda Clemmons seconded the motion. The motion passed unanimously by roll call vote. Yes: Bounds, Clemmons, Denué, Fenton, Fuller, Huntley, Isaacs, Justice, Mendelsohn, Roskovensky, West

IHLS Personnel Code:

The Board will wait to take action until after a meeting at the Illinois State Library on November 18. Susan Mendelsohn moved that the Board table a motion on the Personnel Code. Susan Justice seconded the motion. The motion passed unanimously by roll call vote. Yes: Bounds, Clemmons, Denué, Fenton, Fuller, Huntley, Isaacs, Justice, Mendelsohn, Roskovensky, West

Response to A&PC Grant:

Leslie Bednar received confirmation that the Illinois State Library had one final question on the language that was in the budget narrative on how we would handle payment if attending program with RAILS and reimbursement. This item has correlating revenues and expenditures in the budget so in the end there is no impact on the budget.

Annual Report:

The primary component is the audit and financial information from the audit. We received a second extension on the audit. It is now due November 30.

Audit Update:

Auditors will be on site next week starting on Monday. IHLS asked for supporting documentation for FY12 and FY13. Inconsistencies could go back to the transition. This is the third year with this auditing firm.

New Business***Additional Videoconference Locations:***

Four member libraries have agreed to provide their library as a location for IHLS Board meetings. Jacob Roskovensky moved that we add the four additional videoconferencing locations in November. James Fenton seconded the motion. The motion passed unanimously by roll call vote. Yes: Bounds, Clemmons, Denué, Fenton, Fuller, Huntley, Isaacs, Justice, Mendelsohn, Roskovensky, West.

Appoint Public Library Director to Replace Erin Steinsultz:

Leslie Bednar reported that James Matthew is recommending Leander Spearman as a replacement to Erin Steinsultz. Valerie Green moved that the Board accept James Matthew's recommendation of Leander Spearman. Sarah Isaacs seconded the motion. The motion passed unanimously by roll call vote. Yes: Bounds, Clemmons, Denué, Fenton, Fuller, Huntley, Isaacs, Justice, Mendelsohn, Roskovensky, West.

Bylaws – Policy Regarding Write-In:

Board had a first reading of a proposed change to Bylaws Article VI Section 4 subsections B and C. Members will be encouraged to review the proposed change and share their comments prior to the November 25 board meeting.

Reconsideration of SHARE Database Fee:

A member requested the reconsideration of the SHARE Database Fee go before the Board. The Board consensus was that the membership voted on the fee so it should stand as it is this fiscal year. The SHARE Executive Committee can readdress it.

Public Comment

None.

Announcements

None.

Adjournment

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

The meeting adjourned at 6:09 p.m.