



EXECUTIVE COMMITTEE MEETING

November 19, 2014, 4:00 p.m.

Call to Order

James Matthews called the meeting to order at 4:09 p.m.

Roll Call

Board Members Present: James Matthews, Karen Bounds, Jacob Roskovensky, Nancy Huntley, Valerie Green

Guests: Leslie Bednar, Julia Pernicka

Public Comment

None

Approval of September Minutes

Jacob Roskovensky moved that the September 18, 2014, minutes be approved. Karen Bounds seconded the motion. The motion passed unanimously by roll call vote. Yes: James Matthews, Karen Bounds, Jacob Roskovensky, Nancy Huntley, Valerie Green

Approval of October Minutes

Jacob Roskovensky moved that the October 22, 2014, minutes be approved. Valerie Green seconded the motion. The motion passed by roll call vote. Yes: James Matthews, Jacob Roskovensky, Valerie Green, Abstain: Karen Bounds, Nancy Huntley

SHARE/Dream Grant Update

Nokomis PL has decided to join SHARE. Ellen Popit visited 3 libraries today. Witt cannot join due to the cost. Karen Bounds spoke with Shelbyville and they would like to know where they are in line and an estimated timeframe of when they will be brought online. Need to find a method to keep the libraries informed. Jacob Roskovensky reported that in the RAILS newsletter they got a grant to get people to join their LLSAP

Administrative Updates:

Operation/Facilities - Approved the surplus list. Anticipating that at least the 14 vehicles will be brought to the board this month. One vehicle has had issues so it has been included even though the mileage was not as high. There may be more to add to the other surplus list.

Grants - Received approximately \$90,000 for the first installment of Area & Per Cap grant. Next installment in the works. Generally we have both payments by the end of October.

Staffing - Completed the process for the SHARE Director. Three member libraries participated in the hiring process. Chris Dawdy was hired.

On Sunday the Accounts Coordinator tendered her reservation effective immediately.

Open Meetings Act

None.

Committee Updates

Membership and Policy: Bylaw suggestion will be brought back to the board for the second approval. The committee feels we are okay with Eligible Electors. Members – to the board in January. Cleaning up some academic libraries. Old Business – Bylaws – Write-In.

Finance: The committee did meet. Gave an update on audit status for 2014. Auditors will be in on Monday and Tuesday of next week. Adrienne will give an audit update at the board meeting. When audit is complete they will start working on the 4th quarter grant reports. Reviewed and approved August and October bills. Minor questions but nothing unusual.

Personnel: Did not meet.

Facilities: The committee did meet. Susan Palmer gave report on activity for the three facilities. She is gathering quotes for server room AC in DQ. That building might be sold. In Edwardsville the parking lot striping in process. The sealing will wait until spring. We have enough parking spaces. In Champaign they are removing the surplus. They have received a quote for cleaning the duct work. They have surplused the vehicles and office equipment. They are considering online auction (32Auctions) to get rid of the surplus. They will need a motion to take to the board that suggestion for discussion.

Long Range Planning: The committee did meet. There will be a QuickStart meeting on January 9 in Edwardsville. Only 2 board members may not be able to attend. There will be hotel accommodations as needed. Anticipate check in around 9:30 – meeting 10:00-3:00. Mission Vision and Outcomes survey needs to be returned by November 26. Discussed payment for school subs.

Unfinished Business:

Annual Report: IHLS received a second extension from the ISL and the report will be submitted by November 30. The audit will not be complete. We will submit the report on time and resubmit after the financial information is ready.

Audit Update: The auditors will start their field work next week. Monday and Tuesday. Have also been working with Greg McCormick and made agreement with them Trial balances may have to change....special revenue funds. If they can complete the audit – the sooner it can be completed the better. May need a special board meeting in December. Or January 9th when the Board is already together.

Bylaws Write-In Candidates: This is ready for the second reading.

New Business:

August-October Bill Payments: Should this go in the packet and will be included as part of the consent agenda.

Surplus Items: This was covered under the Facilities report.

Review November Board Agenda

Jacob Roskovensky left the meeting at 5:06 p.m.

Public Comment:

None

Announcements

None

Adjournment

Karen Bounds moved that the meeting adjourn. Nancy Huntley seconded the motion. The motion passed unanimously by roll call vote. Yes: James Matthews, Karen Bounds, Nancy Huntley, Valerie Green.

The meeting adjourned at 5:13 p.m.