



Illinois Heartland Library System  
Executive Committee Meeting  
September 16, 2013

Present: Linda McDonnell, President  
Betsy Mahoney, Vice President  
Jim Matthews, Secretary  
Susan Mendelsohn, Treasurer  
Karen Bounds, At-Large

Leslie Bednar  
Peggy Durst

Linda McDonnell called the meeting to order at 4:35 p.m.

**Public Comment**

None.

**Minutes**

Betsy Mahoney moved that minutes of the August meeting be approved. Karen Bounds seconded the motion. The motion passed unanimously by voice vote.

**Board Committees and Calendar**

Committee members discussed meeting times for the Executive and Finance committees.

**FY2013 Annual Report and Audit Update**

Staff is continuing to work on the annual report, which is due at the Illinois State Library on September 30. All components that are available will be included in the Board packet.

Leslie will find out when the auditors can attend a Finance Committee meeting and Board meeting.

**Policy Committee Update**

Betsy Mahoney told the committee that the Policy Committee met and will propose a change in bylaws to dissolve the Membership Committee and move its responsibilities to the Policy committee, which will be renamed Policy and Membership. The policy change will be presented at the September 24 Board meeting and voted on at the October meeting.

An ad hoc Long Range Planning committee will also be appointed by the Board President.

Carterville Office:  
607 S. Greenbriar Road  
Carterville, IL 62918  
618-985-3711

Champaign Office:  
1704 West Interstate Drive  
Champaign, IL 61822  
217-352-0047

Decatur Office:  
345 West Eldorado Street  
Decatur, IL 62522  
217-429-2586

Edwardsville Office:  
6725 Goshen Road  
Edwardsville, IL 62025  
618-656-3216

**Board Survey**

The Committee reviewed questions for the Board survey. The survey will be distributed on Thursday to be returned by end of the day Thursday, September 26.

**SHARE Update**

26 libraries have signed to join SHARE since July 1. Some plan to join in FY15 or FY16.

**Operations Update.**

Four new delivery vans have been delivered, 2 for Edwardsville, 1 DuQuoin and 1 Champaign.

Betsy Mahoney left the meeting at 5:26 p.m.

**Facilities Update.**

Sale of the Decatur building closed on August 30 and funds were deposited in the US Bank. A special Board meeting will be held to approve the list of surplus items for the Carterville building.

A final layout for the DuQuoin building has been prepared, cubicles will be taken down in Carterville and reconstructed in DuQuoin on September 20. The final move from the Carterville building will be the week of September 23.

Leslie Bednar advised the committee that two staff members have said there is black mold in the DuQuoin building. Estimated cost to check this is \$500-\$600. There are no federal or state standards for mold.

Jim Matthews reported that the Facilities Committee discussed the distribution of surplus items from the Decatur office and ways to improve any future surplus distribution.

Leslie Bednar stated that there will be additional surplus furniture and equipment as staff in the three offices get settled and determined what is no longer needed.

**Grants Update.**

IHLS received the final payment of the FY13 Area & Per Capita grant.

Illinois State Library announced that they will have \$1.3 million for competitive grants.

**Review Board Agenda.**

The Board reviewed the Board agenda.

**Public Comments.**

None.

**Announcements.**

Leslie Bednar will be going to RAILS with Anne Craig to observe delivery operations.

**Adjourn.**

Karen Bounds moved that the meeting adjourn. Jim Matthews seconded the motion. The motion passed unanimously by voice vote. The meeting adjourned at 5:48 p.m.