



Illinois Heartland Library System  
Executive Committee Meeting  
June 17, 2013

Present: Karen Bounds, President  
Joan Rhoades, Vice President  
Janet Hasten, Secretary  
Nina Wunderlich, Treasurer  
Jacob Roskovensky, At-Large

Leslie Bednar  
Juliette Douglas  
Peggy Durst

Karen Bounds called the meeting to order at 7:30 p.m.

**Public Comment.**

None.

**Minutes.**

Janet Hasten moved that the minutes of the May 20 meeting be approved. Joan Rhoades seconded the motion. The motion passed unanimously by voice vote.

Nina Wunderlich moved that the minutes of the June 7 meeting be approved. Janet Hasten seconded the motion. The motion passed unanimously by voice vote.

**Recommendation for Southern Hub.**

Although the committee approved the lease of the property in Herrin, the owners have since decided that they do not want to sign a lease unless IHLS pays for all property improvements up front. Staff has had discussions with the City of DuQuoin, which has offered TIF funds for the renovations. This would reduce the lease price to \$54,000 per year. The recommendation to the committee is:

Enter into an agreement with Parker Kent LLC for a 5-year contract to lease approximately 12,687 SF of property (plus approximately 1,629 SF of shared space) located at 500 Madison Street, DuQuoin, Illinois at a rate of \$4,500 a month.

- After the contract has been reviewed by the real estate attorney representing IHLS.
- Authorize the Executive Director to sign the lease agreement.

Joan Rhoades moved that the committee authorize the Executive Director to enter into a lease with Parker Kent LLC as stated. Jacob Roskovensky seconded the motion.

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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

After discussion, Joan Rhoades amended her motion:

Joan Rhoades moved that Facilities committee authorize the Executive Director to further investigate the DuQuoin property and sign a lease with Parker Kent LLC for a 5-year contract to lease approximately 12,687 SF of property (plus approximately 1,629 SF of shared space) located at 500 Madison Street, DuQuoin, Illinois not to exceed a rate of \$4,500 a month.

- After the contract has been reviewed by the real estate attorney representing IHLS.
- Authorize the Executive Director to sign the lease agreement.

Jacob Roskovensky seconded the motion. Roll call was taken. Yes: Bounds, Rhoades, Hasten, Roskovensky. No: Wunderlich.

The need for a facilities long range plan was discussed, Karen Bounds suggested that next year the Facilities Committee be charged with developing a long range plan for the sites, including what services should be at what site and if Edwardsville should be the main administrative office.

#### **Orientation for New Board Members.**

The three new Board members have been invited to attend the June 25 Board meeting. In addition, Leslie will meet with each new member for an orientation session.

#### **Annual Meeting**

The Annual Meeting will be prior to the Board meeting (5 p.m.) on June 25 at the Decatur office. Light refreshments will be served.

#### **Executive Director Evaluation.**

Karen Bounds will distribute the evaluation form to the Board. They will be returned to Linda McDonnell, chair of the Personnel Committee.

#### **LLSAP Update.**

The first All-SHARE meeting was held this month in Effingham. The meeting was also available online.

A link is on the website to vote for new members for the SHARE Executive Council.

We have a list of libraries that are interested in joining SHARE and will be contacting them.

#### **Operations Update.**

Although we had planned to make our own hub to hub deliveries, we were advised by the Illinois State Library that we cannot deliver to locations that already receive ILDS. With that in mind, we are considering receiving ILDS at only one building, and delivering to the other three in-house.

#### **Facilities Update.**

The former RPLS Board met in Decatur to formally transfer RPLS property to IHLS. Possible plans for Decatur include finding a location in Decatur to lease or allow staff to work from home and drive two days a week to Champaign. (This will not work for some positions). The ad offering the Decatur property to other buyers has been in the paper.

**Grants Update.**

We have received official word that we have the ebook grant. RAILS is the fiscal manager for that grant and they will work with vendors.

*Joan Rhoades left the meeting at 8:31 p.m.*

**Review Board Agenda.**

The Board reviewed the Board agenda.

**Public Comments.**

None.

**Announcements.**

The June meeting will be at the Decatur office.

**Adjourn.**

Jacob Roskovensky moved that the meeting adjourn. Nina Wunderlich seconded the motion. The motion passed unanimously by voice vote. The meeting adjourned at 9:00 p.m.