



# Illinois Heartland Library System

## ILLINOIS HEARTLAND LIBRARY SYSTEM

### BOARD MINUTES

DATE: February 4, 2016

TIME: 5:00 pm

- **Champaign Office:** 1704 W. Interstate Drive, Champaign, IL 61822, 217-352-0047
- **Du Quoin Office:** 500 S. Madison, Du Quoin, IL, 618-985-3711
- **Edwardsville Office:** 6725 Goshen Road, Edwardsville, IL 62025, 618-656-3216
- **Decatur Public Library:** 130 North Franklin Street, Decatur, IL 62523-1327, 217-424-2900
- **Gilman-Danforth District Library (Gilman):** 715 North Maple Street, Gilman, IL 60938, 815-265-7522
- **Illinois State Library,** Gwendolyn Brooks Bldg., 300 South 2<sup>nd</sup> Street, Springfield, IL 62701, 217-785-5600
- **Marion Carnegie Public Library:** 206 South Market Street, Marion, IL 62959, 618-993-5935
- **Morrison-Talbot Library (Waterloo):** 215 Park Street, Waterloo, IL 62298, 618-939-6232

#### Call to Order

Leander Spearman called meeting to order at 5:00 pm.

#### Roll Call

##### Board members present:

Edwardsville Office: Leander Spearman, Jim Fenton, Lynda Clemmons, Alayna Davies-Smith, Tina Hubert, Susan Justice, Sandy West and Gary Denué

Illinois State Library: Rachel Fuller

Champaign Office: Geoffrey Bant, Sarah Isaacs

Phone: Clyde Hall

Marion Public Library: George Trammell

Board members absent (Excused): Charlene Topel, Mary Barteau

##### Other Attendees:

Edwardsville: Randy Pearson, Felipe Rivera, Anne Craig, Lawren Tucker, Kimberly Townsend, Leslie Bednar, Chris Dawdy, Susan Palmer, Adrienne Elam, Edie Elliott, Cheri Schuler-Faust, Julia Pernicka, Linda Petty, Colleen Dettenmeier, Rhonda Palmer, Shirley Paden, Brandon Chapman,

Champaign Office: Joan Bauer, Janet Cler, Scott Drone-Silvers, Kathleen McGonigle, Angela Thompson

Du Quoin Office: Troy Brown, Ellen Popit, Traci Edwards, Kim Sparks, Arlanna Fries, Debra Pfeiffer, Galen Sizemore, Earl Robinson

Illinois State Library: Pat Boze, Cyndy Colletti, Amy Byers, Diane Yeoman

Morrison-Talbot Library (Waterloo): Elaine Steingrubey, Jenna Dauer

Decatur Public Library: Bobbi Perryman, Rick Meyer, Mike, Szymkoski

Phone: Kathy Jackson

#### Consent Agenda

Pulled the Operations Report, December minutes and SHARE report.

Motioned to approve consent agenda minus the items pulled by Gary Denué, Susan Justice seconded.

Motion passed.



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Motion to approve December 1<sup>st</sup> minutes with correction. Motion brought by Sandy West, seconded by Tina Hubert. Correction: Under state budget crisis bullet point it will include the missing word 'travel' on page five. Motion passed.

Susan Justice motioned to approve the operations report. Sandy West seconded. Rachel Fuller asked for clarification regarding Harrisburg for delivery drop point, and submitting bid for ILDS. Susan Palmer clarified. Motion was accepted and passed.

Tina Hubert motioned to approve SHARE Dream Grant Report, Susan Justice seconded. Chris Dawdy and Leslie Bednar clarified. Motion was accepted and passed.

## **Approval of Bills November – December 2015**

Sandy West motioned to approve the bills, Tina Hubert seconded.

Report was accepted and passed by roll call vote.

## **Financial Reports**

Adrienne Elam – covered the reported fund activity: General Fund, IMSA, CMC, OCLC, SHARE and Balance Sheets. Jim Fenton moved to accept the financial report, and Sandy West seconded. Motion passed.

## **FOIA Update**

Leslie - Received email question regarding information posted on website. Responded to the individual and provided the correct links.

## **Public Comment**

None

## **Communication**

Received email regarding a matter the board has discussed. Included in packet.

## **Staff Report**

### Staff Update

Motion to accept was brought by Tina Hubert, second by Gary Denué. Motion passed.

### Secondary Employment

There was no secondary employment report this month.

### Personnel

No personnel report this month.

## **Illinois State Library Report**

Anne Craig stated library grant cuts are severe however we did receive some funding. Many services in Illinois have received no appropriation.



Illinois State Library recommends IHLS not pursue revenue sharing concept with RAILS for duration of FY2016. Address needs as we learn more regarding FY2017 funding.

Lawren added one principle underlying the revenue sharing concept. This is a state wide program. Developed the concept of sharing resources as a legitimate response to funding problem. Libraries statewide deserve same level of service.

### **Committee Reports**

#### Executive

Will discuss under new business.

#### Finance

Looking at policies and processes and present at the next meeting.

#### Membership and Policy

Did not meet. Ellen Popit stated annual certification process is more than halfway through our 500+ member libraries. Deadline is March 31.

#### Facilities and Operations

Will discuss under unfinished business.

#### Personnel

Did not meet. Will present language proposal for Personnel Code under unfinished business.

### **Board Citation Review**

Illinois Municipal Retirement Fund – presented by Tina Hubert

Public Funds Deposit Act – presented by Alayna Davies-Smith

Public Funds Investment Act – presented by Alayna Davies-Smith

### **Unfinished Business**

#### Mapping Project with Laboratory for Applied Spatial Analysis

Sarah Isaac introduced: Randy Pearson and Felipe Rivera of LASA/SIUE

Discussed how they determined how specific locations may be the best service hubs for IHLS member libraries if we reduce to two locations. IHLS will have ownership of database and platform for use in future evaluations.

#### Separation Package Options

Leslie provided severance information including additional information regarding practice/procedure at legacy systems. Susan Justice motioned to adopt option A for employees laid off due to financial exigency. Tina Hubert seconded. Motion passed by roll call vote.

#### Proposed Change to Personnel Code

Rachel Fuller requested board vote on one of the two proposals. Sarah Isaacs moved to accept Paragraph One of the proposed change. Sandy West seconded the motion. Motion passed with majority roll call vote. (No: Alayna Davies-Smith, Geoffrey Bant, Tina Hubert, Gary Denué.)



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## **New Business**

### FY2016 IHLS Funding

Budget revisions outlined in financial reports were approved by the finance committee. Colleen Dettenmeier reviewed the highlights of proposed budget revisions by fund. Sandy West motioned to adopt revised FY2016 budget, seconded by Susan Justice. Motion passed by roll call vote.

### Board Elections

Leander Spearman presented nomination committee slate to board. Alayna Davies-Smith motioned to accept, Susan Justice second. Motion passed.

### Board Documents

Chair Spearman stated policies and bylaws no longer fit how we do business as an organization. Asked each committee chair to look at appropriate policies for relevance. Executive committee will review bylaws.

## **Agenda Building**

Request for roll call votes to begin with executive committee, committee chairs and then remaining board members.

## **Public Comment**

None

## **Announcements**

None

## **Adjournment**

Sandy West motioned to adjourn. Tina Hubert seconded. Meeting adjourned at 7:38 pm.