



# Illinois Heartland Library System

Illinois Heartland Library System  
**July 28, 2015 - Board of Directors Meeting**  
Helen Matthes Public Library  
100 E. Market Avenue, Effingham, IL 62401  
Phone: 217-342-2464

**5:00 P.M.**

***You may also attend the meeting via videoconference at the following locations:***

- 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 Building, 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-Talbott Library (Waterloo): 215 Park Street, Waterloo, IL 62298, 618-939-6232
- Olney Public Library: 400 West Main Street, Olney, IL 62450, 618-392-3711

## AGENDA

- |         |             |    |   |
|---------|-------------|----|---|
| 5:00 PM |             | 1. | Call To Order   |
| 5:01 PM | Action      | 2. | Roll Call   |
| 5:05 PM | Action      | 3. | Welcome to New Board Members  |
|         |             | a. | Commitment to Serve <b>(Attachment A)</b>   |
|         | Action      | 4. | Election of Officers  |
|         | Action      | 5. | Consent Agenda  |
|         |             |    | All items listed under the Consent Agenda are considered routine by the Board and will be enacted by one motion. Committee and Staff reports may also be included as information items. Detailed information on all items is included in the meeting packet. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the consent agenda for discussion. |
|         |             | a. | Approval of June 11, 2015 Minutes <b>(Attachment B)</b>   |
|         |             | b. | Approval of June 23, 2015 Minutes <b>(Attachment C)</b>   |
|         |             | c. | Approval of July 8-9, 2015 Minutes <b>(Attachment D)</b>  |
|         |             | d. | Human Resources Report <b>(Attachment E)</b>  |
|         |             | e. | IT Report <b>(Attachment F)</b>   |
|         |             | f. | Operations Report <b>(Attachment G)</b>   |
|         |             | g. | Staff Activities Report <b>(Attachment H)</b>   |
|         |             | h. | SHARE/Dream Grant Report <b>(Attachment I)</b>  |
| 5:10 PM | Action      | 6. | Approval of Bills June 2015 <b>(Attachment J)</b>   |
|         |             | 7. | Financial Information   |
|         | Action      | a. | Financial Report <b>(Attachment K)</b>  |
|         | Action      | b. | FY2015 Auditor Request for Proposal Results <b>(Attachment R)</b>   |
|         | Information | 8. | FOIA Update   |

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

Du Quoin Office:  
500 South Madison  
Du Quoin, IL 62832  
618-985-3711

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

- |         |             |  |
|---------|-------------|--|
| 5:20 PM |             | 9. Public Comment  |
| 5:30 PM |             | 10. Communication  |
|         |             | 11. Staff Report   |
| 5:35 PM | Action      | a. Staff Update ( <b>Attachment L</b> )  |
| 5:40 PM | Action      | b. Secondary Employment – IHLS Staff (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(1))                                 |
| 5:45 PM | Action      | c. Personnel (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(1))   |
| 5:55 PM | Information | 12. Illinois State Library Report ( <b>Attachment Q</b> )  |
| 6:05 PM | Information | 13. Committee Reports  |
|         |             | a. Executive   |
|         |             | b. Finance   |
|         |             | c. Long Range Planning   |
|         |             | d. Membership and Policy   |
|         |             | e. Personnel   |
|         | Information | 14. Board Citations Review   |
|         |             | b. Citation review schedule ( <b>Attachment M</b> )  |
|         |             | c. RAILS – citation document ( <b>Attachment N</b> )   |
|         |             | d. Illinois Library System Act 75 ILCS 10  |
|         |             | 15. Unfinished Business  |
| 6:15 PM | Information | a. Review of Closed Session Minutes, January 2012 – July 2014 Report (This portion of the meeting may be held in executive session pursuant to section 5 ILCS 120 § 2(c)21)) |
| 6:25 PM | Action      | b. Proposed Revision Bylaws – Section 10 ( <b>Attachment O</b> )   |
|         |             | 16. New Business   |
| 6:30 PM | Information | a. IHLS Draft Mission, Vision, Values and Goals ( <b>Attachment P</b> )  |
|         | Information | b. Open School Library Representative Seat   |
|         | Action      | c. Appoint FOIA Officer  |
| 6:40 PM | Action      | d. Appoint OMA Officer   |
|         | Information | e. Long Range Planning Member Survey Report ( <b>Attachment S</b> )  |
|         | Information | f. Long Range Planning Staff Survey Report ( <b>Attachment T</b> )   |
| 6:50 PM | Information | 17. Public Comment   |
| 7:00 PM | Information | 18. Announcements  |
|         |             | a. Helen Matthes Public Library not available for August 25, 2015 meeting  |
| 7:15 PM | Action      | 19. Adjournment  |

*The Illinois Heartland Library System strives to ensure that its meetings are accessible to individuals with disabilities. If you are an individual with a disability and require assistance to observe or participate in this meeting, please contact any system office at least 48 hours prior to the start of the meeting with your specific request.*