



# Illinois Heartland Library System

Illinois Heartland Library System  
August 27, 2013 Board of Directors Meeting  
Helen Matthes Library  
100 East Market Avenue, Effingham, IL 62401  
Phone: 217-342-2464  
6:00 P.M.

***You may also attend the meeting via v-tel at the following locations:***

Carterville Office: 607 S. Greenbriar Rd., Carterville, IL 618-985-3711  
Champaign Office: 1704 W. Interstate Dr., Champaign, IL 61822 217-352-0047  
Decatur Office: 345 W. Eldorado St., Decatur, IL 62522 217-429-2586  
Edwardsville Office: 6725 Goshen Road, Edwardsville, IL 62025 618-656-3216  
Illinois State Library, Gwendolyn Brooks Building, 300 South 2<sup>nd</sup> Street, Springfield, IL 62701 217-785-5600

## AGENDA

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| 6:00 PM | 1. Call To Order  |
| 6:01 PM | 2. Roll Call  |
| 6:05    | 3. Commitment to Serve  |
| 6:10 PM | 4. Approval of Minutes<br>July 23, 2013 IHLS Board of Directors <b>(Attachment A)</b>   |
| 6:15 PM | 5. Financial Report<br>Payment of Bills <b>(Attachment B)</b>   |
| 6:25 PM | 6. Public Comment   |
| 6:30 PM | 7. Communications   |
| 6:35 PM | 8. Staff Report<br>a. Staff Update <b>(Attachment C)</b><br>b. Staff Activities <b>(Attachment D)</b><br>c. Personnel (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(1)) |
| 6:45 PM | 9. ISL Report <b>(Attachment E)</b>   |
| 7:00    | 10. SHARE Report<br>Report from SHARE Executive Council   |

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:  
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| 7:10 PM | 11. Operations Report   |
| 7:15 PM | 12. Grants Report   |
| 7:20 PM | 13. IT Report   |
|         | 14. Committee Reports   |
| 7:30 PM | a. Policy   |
| 7:35 PM | b. Personnel  |
| 7:40 PM | c. Membership   |
| 7:45 PM | d. Financial  |
| 7:50 PM | e. Facilities   |
| 8:00 PM | 15. Unfinished Business   |
|         | a. Real Estate Update (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(6))               |
|         | b. Update on Southern Location  |
|         | c. Update on Champaign and Decatur Locations <b>(Attachment F)</b>  |
|         | d. Decatur V-Tel Equipment <b>(Attachment G)</b>  |
|         | e. Executive Director Evaluation (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(1))    |
| 8:30 PM | 16. New Business  |
|         | a. FY2013 Annual Report   |
|         | b. New Member Application <b>(Attachment H)</b>   |
|         | c. Surplus Items List <b>(Attachment I—this document will be emailed on Monday)</b>   |
|         | d. Two New Job Descriptions <b>(Attachment J)</b>   |
|         | e. Secondary Employment—IHLS Staff (This portion of the meeting will be held in executive session pursuant to section 5 ILCS 120 § 2(c)(1)) |
|         | f. Bank Accounts  |
| 9:00 PM | 17. Public Comment  |
| 9:05 PM | 18. Announcements   |
| 9:10 PM | 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.*