



# Illinois Heartland Library System

## BOARD OF DIRECTORS MEETING MINUTES

June 20, 2017  
5:00 pm

Carbondale Office: 1740 Innovation Drive, Carbondale, IL 62903, 618-985-3711  
 Champaign Office: 1704 West Interstate Drive, Champaign, IL 61822, 217-352-0047  
 Decatur Public Library: 130 North Franklin Street, Decatur, IL 62523, 217-424-2900  
 Edwardsville Office: 6725 Goshen Road, Edwardsville, IL 62025, 618-656-3216  
 Effingham Public Library: 200 North Third Street, Effingham, IL 62401, 217-342-2464  
 Illinois State Library, Gwendolyn Brooks Building, 300 South Second Street, Springfield, IL 62701, 217-785-5600  
 Morrison-Talbott Library (Waterloo): 215 Park Street, Waterloo, IL 62298, 618-939-6232  
 Southeastern Illinois College, Melba Patton Library, 3575 College Road, Harrisburg, IL 62946, 618-252-5400

3	Approve the June 20, 2017 Consent Agenda a. Approval of May 25, 2017 Minutes b. HR Report c. SHARE/Dream Grant Report d. Staff Activity Report e. IT Report (Membership Report) f. Operations Report g. Approval of June 28, 2016 Minutes	Carried
4.1	Approve the May Bills	Roll Call – Carried
5.1	Accept the Financial Reports	Carried
10.1	Accept the Staff Update	Roll Call - Carried
10b	Approve Secondary Employment – IHLS Staff	Carried
14.1	Adopt IHLS FY2018 Prevailing Wage Adoption	Carried
14.2	Approve Surplus Items List	Carried
14.5	Approve IHLS FY2018 Ancillary Benefit Insurance Policies	Carried
14f	Destruction of Closed Session Recordings: 08-09-11 to 09-24-13	Roll Call - Carried
	Adjourn	Roll Call - Carried

### Call to Order

-Sandy West called the meeting to order at 5:04 p.m.

### Roll Call

#### Board Members:

Carbondale: Sarah Isaacs, Clyde Hall, Gary Jones, Sandy West, Tina Hubert, Bev Obert

Champaign: Geoff Bant

Edwardsville: Tiffany Droege, Debbie Owen, Gary Denué

Illinois State Library: Susan Pennington

Absent: John Phillips, Mary Beil, Charlene Topel, Sara Zumwalt

**Other Attendees:**

Carbondale: Stacie Bushong, Brandon Chapman, Brant Wingerter, Ellen Popit, Chris Dawdy, Leslie Bednar, Adrienne Elam, Julia Pernicka, Julie Bolts, Karen Bounds , Susan Palmer, Juliette Douglas, Lynda Clemmons, Arlanna Fries, John Pollitz

Champaign: Robert Brady, Mary Johnston

Illinois State Library: Debra Aggertt, Gwen Harrison, Tom Huber

Edwardsville: Rhonda Johnisee, Colleen Dettenmeier

**Consent Agenda**

Clyde Hall motion to approve the consent agenda. Tina Hubert seconded. Motion carried.

**Approval of May Bills**

Tina Hubert motion to accept May bills. Sarah Isaacs seconded. Motion carried unanimously by roll call vote.

**Financial Reports**

Gary Jones motion to accept the financial reports. Tina Hubert seconded. Motion carried.

**FOIA Update**

None

**OMA Update**

None

**Public Comment**

None

**Communication**

Leslie Bednar presented a thank you from Charlene Topel. Sara Zumwalt shared an article about the 90<sup>th</sup> anniversary of the Carlinville library. Ms. Bednar presented a power point on the progress of IHLS in the past year and our plans for the future.

**Staff Report****Staff Update**

Beverly Obert motion to approve the staff update. Gary Jones seconded. Motion carried unanimously by roll call vote.

**Secondary Employment**

Gary Jones motion to approve secondary employment. Sarah Isaacs seconded. Motion carried.

**Personnel**

None

**Illinois State Library Report**

Debra Aggertt reported the Illinois State Library has received all three system applications by the deadline and are reviewing. Directors University was held at the library June 5-8. On June 7, the library hosted the Gwendolyn Brooks 100th birthday celebration.

**Committee Reports****Executive**

Sandy West reported the committee reviewed all other committee information. Routine meeting.

### Budget and Finance

Tina Hubert reported the committee met June 14, 3pm. It was a routine meeting and they reviewed the ancillary insurance report.

### Membership and Policy

The committee did not meet.

### Facilities and Operations

Sarah Isaacs reported the committee met twice June 12 and June 16. They discussed the delivery survey with an otherwise routine meeting.

### Personnel

The committee did not meet.

### Advocacy Committee

Sandy West reported the committee met via Zoom with DoGood Consulting and Laura Huth to help with her preparations for the July 18 Board and Admin team training.

### **Unfinished Business**

#### Executive Director Evaluation

Sandy West will send report to the board as soon as it is completed. Report was delayed by various projects and time constraints.

#### July Board Training

Sandy West reported the meeting is July 18 at the Keller convention center in Effingham.

#### Board Officers Nomination Committee

Sarah Isaacs reported she volunteered to put together a slate of officers for the upcoming fiscal year. If you are interested please contact her.

### **New Business**

#### IHLS FY2018 Prevailing Wage Adoption

Tina Hubert motion to adopt the FY2018 Prevailing wage. Bev Obert seconded. Motion carried.

#### Surplus Items

Leslie Bednar stated some of the vehicles were previously approved as surplus, and are included on the updated list so members have a complete list. Sarah Isaacs motion to approve updated surplus list. Clyde Hall seconded. Motion carried.

#### IHLS FY2017 Delivery Survey

Leslie Bednar explained this survey is sent out each year. Feedback has been positive especially in regard to the recent changes in delivery. There were responses from 221 members.

#### IHLS FY2018 Ancillary Benefit Insurance Policies

Sarah Isaacs motion to approve the IHLS FY2018 ancillary benefit insurance policies. Susan Pennington seconded. Motion carried. Tina Hubert asked to note she feels this is micromanaging and abstained.

#### July – August Meeting Dates

July and August committee meeting dates were presented. Please sign up and register on L2 for each meeting.

Destruction of Closed Session Recordings: August 9, 2011 – September 24, 2013

Tina Hubert motion to destroy closed session recordings: August 9, 2011 – September 24, 2013. Bev Obert seconded. Motion carried unanimously by roll call vote.

Recognition of Retiring Board Members

The board recognizes and thanks Clyde Hall and Sarah Isaacs for their time serving the IHLS board.

**Agenda Building**

RAILS standards. Executive Director Evaluation. Slate of officers to present. Citation review sign up. Seating and oath for new board members.

**Public Comment**

None

**Announcements**

Board training July 18. IHLS board members received commemorative items with the new IHLS logo.

**Adjournment**

Sarah Isaacs motion to adjourn. Gary Jones seconded. Motion carried. Adjourned 6:11 p.m.