

## **EXECUTIVE COMMITTEE MEETING MINUTES**

Date: October 13, 2021

Time: 5:00 p.m.

### **Call to Order**

Josh Short called the meeting to order at 5:00 p.m.

### **Roll Call**

Members present: Karen Bounds, Loretta Broomfield, Stacey Carter, Josh Short

Members absent: Chastity Mays

Others present: Leslie Bednar, Stacie Bushong, Ann Chandler

### **Public Comment**

Board member Ann Chandler asked questions about the draft October board meeting agenda included in the committee meeting packet. Questions included: why the board did not approve the COVID-19 testing/vaccination procedure for staff; had some concerns about the draft October agenda not listing discussion about benefits; will the board discuss requiring new IHLS employees be vaccinated for COVID-19; can board packets be completed and sent to members by the Friday prior to board meetings?

### **Approval of September 15, 2021 Minutes**

Stacey Carter motioned to approve the September 15, 2021, minutes. Loretta Broomfield seconded. Karen Bounds - abstain, Loretta Broomfield - yes, Stacey Carter - yes, Josh Short – yes. Motion carried.

### **SHARE Update**

Leslie Bednar reported there has been some interest in their presentation to the Reaching Across Illinois Library System (RAILS) group. RAILS has announced they now have a specialized support pilot program funded by a grant from the Illinois State Library which will include languages not covered by the Cataloging Maintenance Center (CMC). The CMC has always offered cataloging services in languages beyond those considered Modern European. A meeting was requested by IHLS regarding messaging to be sure it is clarified that IHLS does offer this service.

### **Administrative Updates**

#### Accounting and Human Resources

Leslie Bednar reported for Accounting and HR it is business as usual and they are not working

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on any new projects.

## IT

Leslie Bednar reported the Illinois Library Association Public Policy Committee (PPC) sent recommendations for legislative priorities they would like to support this year, and the broadband project will be one of two for the legislative session.

## Facilities and Operations

Leslie Bednar reported for Facilities and Operations it is business as usual and they are not working on any new projects.

## Membership and Grants

Leslie Bednar reported that for the Membership team it is business as usual, and they are not working on any new projects.

## Administration

Leslie Bednar reported an internal operations planning process has begun to consider what services IHLS would like to offer moving forward. All departments are represented by staff who are good at thinking outside the box.

## **Open Meeting Act Compliance**

None

## **Committee Updates**

### Advocacy Committee

Karen Bounds reported the committee did not meet.

### Budget and Finance Committee

Leslie Bednar reported the committee met and reviewed the bills and financial reports, Edwardsville building improvements and the FY2022 Capital Projects Proposed Budget Amendment.

### Facilities and Operations Committee

Loretta Broomfield reported the committee did not meet.

### Membership and Policy Committee

Stacey Carter reported the committee met for introductions and to review the charge of the committee.

### Personnel Committee

Josh Short reported the committee met to discuss member comments on Social Media Policy in addition to other items later on in this agenda.

## **Unfinished Business**

### FY2022 Edwardsville Building Improvements

Leslie Bednar reported a quote was received from Color Art for furnishings in the Accounting and HR space. The quote for construction is still in process.

### COVID-19 and IHLS Staff

Leslie Bednar reported Monday was the first day for staff to either turn in their COVID-19 vaccine card or a negative COVID-19 test. There are planned adjustments to the schedule so it will not be necessary to wait for results over the weekend.

## **New Business**

### Open Board Position

Josh Short reported Guadalupe Mejia has resigned from the board. He has asked Karen Bounds to serve as Member-at-Large and Chastity Mays will chair the Budget and Finance committee. Any suggestions for someone to fill the open position are welcome.

### FY2022 Capital Projects Proposed Budget Amendment

Leslie Bednar reviewed the Capital Projects Proposed Budget Amendment Proposal with the committee.

Karen Bounds motioned to move the FY2022 Capital Projects Proposed Budget Amendment to the full board. Stacey Carter seconded. Motion carried.

### Nominating Committee

Leslie Bednar reported the goal is to identify the committee members by the next board meeting. There are currently five seats that will be open for election.

## **Agenda Building**

The committee discussed the October board meeting agenda.

## **Public Comment**

Ann Chandler repeated her statements from the first public comment opportunity.

## **Announcements**

Stacey Carter said the ILA conference has been great. Others who attended concurred.

## **Adjournment**

Karen Bounds motioned to adjourn. Stacey Carter seconded. Motion carried. Adjourned at 5:36 p.m.