



Illinois Heartland Library System

IHLS Board of Directors Meeting

Board Meeting Minutes: May 26, 2015
5:00 pm

Helen Matthes Public Library
100 East Market Avenue, Effingham, IL 62401

Call to Order

President James Matthews called the meeting to order at 5:00 p.m.

Roll Call

Board Members Attending:

Jim Matthews, Jim Fenton, Susan Justice, Lynda Clemmons, Karen Bounds,
and Jacob Roskovensky

Board Members Attending by V- tel:

George Trammel – Marion VTEL
Gary Denué, Leander Spearman – Edwardsville VTEL
Sandra West – Du Quoin VTEL
Sarah Isaacs – Champaign VTEL
Rachel Fuller, Nancy Huntley – Illinois State Library

Board Members Attending by Phone:

None

Board Members Excused/Absent:

Valerie Green (excused)

Others Present:

Effingham: Amanda McKay, Kathy Jackson, Kimberly Townsend, Susan Palmer

Champaign: Robert Brady, Joan Bauer

Du Quoin: Troy Brown, Ellen Popit

Edwardsville: Chris Dawdy, Leslie Bednar, Adrienne Elam, Brandon Chapman

ISL: Cindy Colletti, Lawren Tucker, Jean Urbanek

Decatur Public Library: none

Gilman-Danforth: none

Morrison-Talbott: none

Marion Carnegie Public Library: none

Olney Public Library: none



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Consent Agenda

- Motion to approve the April 28, 2015 minutes: Motion to approve by Jim Fenton, seconded by Susan Justice. Motion passed by unanimous roll call vote.

Approval of Bills:

- Finance committee discussed in their meeting. Motion to approve by Sandra West, seconded by Jim Matthews. Approved unanimously by roll call vote.

Financial Report:

- May 7th received additional allocations. Motion to approve by Jacob Roskovensky, seconded by Gary Denué. Approved unanimously by roll call vote.

FOIA: NA

Communication: NA

Board Elections: Amanda McKay reported.

25% of members voted in this election and elected as directors:

- Alayna Davies-Smith (O'Fallon School District #90) – School Library Representative
- Noelle Swanson (Iroquois County Community Unit School District #9 (Watseka)) – School Library Representative
- Geoffrey W. Bant (Urbana Free Library) – Public Library Trustee Representative
- Charlene Topel (Helen Matthes Public Library (Effingham)) – Public Library Trustee Representative
- Tina Hubert (Six Mile Regional Library District (Granite City)) – Public Library Representative

Would like to improve member participation next year. Suggest that we begin the nomination committee process in January next year.

Jacob Roskovensky motioned to approve election results, Susan Justice seconded. Approved by roll call vote.

Staff Report:

Presented in attachment M. Jacob Roskovensky motioned to approve, seconded by Sandra West.

Approved by roll call vote.

ISL:

Lawren Tucker presented:

- Small Public Library Management Institute (SPLMI) begins May 31. Glad to present this necessary training.
- Application for FY2016 grant is being processed. No news yet regarding budget negotiations.

Committee Reports:

Finance – Upcoming audit. RFP to be sent to several accounting firms. Auditors will begin their work in August.



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Unfinished Business:

- Review of closed session minutes – will need to put forth written minutes for those taken out of closed status. In June you will see a copy of the closed session’s minutes that are recommended to open and recommendation for those to stay closed. We will vote at that time.
- Required Citations – Attachment N – The Executive Committee met last week and suggested that Board members start the citation review in June. The committee has volunteered to present as follows:
 - Susan Justice and Lynda Clemmons - ADA
 - George Trammel - Labor Relations Act
 - Sandy West and Sarah Isaac - Illinois Human Rights Act
 - Leander Spearman - Public Officers Prohibited actives
 - Jim Fenton - Local Records
 - Gary DeNue - Ethics Act.

New Business:

Employee Health Insurance:

Kathy Jackson covered the Health Insurance presentation, and provided her recommendations. Attachment O. Jacob Roskovensky motioned to accept the recommendations for the new insurance plan, Jim Fenton seconded. Motion was passed by roll call vote. Insurance representative will come out and talk to the staff on Monday.

Personnel Code Update:

Kathy Jackson presented Personnel Committee suggestions.

- Adverse weather – suggestion is to pay scheduled part timers on building closure dates.
 - Comp time vs Bonus time - exempt employees stay the same. Nonexempt employees will be paid for comp time.
- Karen Bounds moved to approve committee recommendations, Lynda Clemmons seconded, approved by roll call vote.

Online Auction Process – Susan Palmer

- Working on online process and waiting on approval from Greg McCormick (Illinois State Library) – Attachment Q.
- Follow up: Susan P. will check on the possible use of credit cards for purchases, and the ability to see more pictures.

IHLS Operations Committee:

Jim Matthews discussed the importance of operations and that it is not represented in any committees. Recommendations:

- Add Operations to the Facilities committee



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- Facilities/Operations Committee will become a permanent committee of the board (bylaw change would be necessary)
- Email Jim Matthews and Leslie Bednar with ideas. They will follow up in exec committee meeting.

Unserved or Non-Taxed:

All Systems Board Meeting: Leslie Bednar – Mapping technology is timely.

RAILS shows 8 ½% of total population as unserved, IHLS shows 25% of total population as unserved. Suggestion - we meet with libraries in small groups to explain this discrepancy and focus on low-tech methods of building non-resident numbers and complete understanding of the legal ramifications.

RAILS System Membership Standards Committee

We received a recommendation that IHLS provide a staff member to serve on a committee. We recommend Ellen Popit. December was the first and only meeting that we attended. Goals may be changing with regards to membership standards. To change standards RAILS and IHLS would need to be in agreement.

Public Comment – none

Announcements:

- Annual Meeting is Tuesday June 23, 2015 at 4 p.m. in the IHLS Champaign office. The board meeting will follow at 5 p.m.
- Long Range Planning retreat – scheduled for July 8th and 9th in Edwardsville.

Adjourned:

Karen Bounds motioned to adjourn, Jacob Roskovensky seconded, motion approved by roll call vote. Jim Matthews adjourned the meeting at 7:16 pm adjourned.