

## REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD MEETING

Friday, March 30, 2018 | 1:00 PM  
Burr Ridge Service Center | 125 Tower Drive  
Burr Ridge, IL 60527

### Draft minutes

#### 1. WELCOME AND INTRODUCTIONS

Board member Mr. Barry called the meeting to order at 1 p.m. and welcomed all attendees to the RAILS Burr Ridge Service Center.

#### 2. ROLL CALL OF RAILS BOARD MEMBERS

Ms. Fister called the roll of the RAILS Board members:

Burr Ridge: Dave Barry, Gwen Gregory, Kate Hall, Scott Pointon

Freeport Public Library: Laura Keyes,

Telephone: Sue Busenbark, Dee Runnels, Nadia Sheikh, Michelle Simmons,

Absent: Christine Barr, Judy Crocker, Paul Mills, Joseph Skibinski, Laura Turner, Lori Wilcox

#### 3. RECOGNITION OF GUESTS AND ANNOUNCEMENTS

Burr Ridge: Deirdre Brennan, Jane Plass, Jim Kregor, Mark Hatch, Ryan Hebel, Amanda Musacchio, Anne Slaughter, Veronda Pitchford, Emily Fister

East Peoria: Kendal Orrison

Illinois State Library: Gwen Harrison, Joe Natale

#### 4. PUBLIC COMMENTS

None.

#### 5. ADOPTION OF THE AGENDA

Mr. Barry moved for the adoption of the agenda, Ms. Gregory seconded and the motion was unanimously approved.

#### 6. APPROVAL OF RAILS BOARD MINUTES, FINANCIAL REPORTS AND EXPENDITURES

##### 6.1 RAILS Board Minutes of February 23, 2018 Regular Meeting

Mr. Busenbark moved for the approval of minutes of the February 23, 2018 RAILS board meeting. Ms. Keyes seconded and the motion was approved with one abstention.

##### 6.2 RAILS Financial Report

Mr. Kregor reviewed the financial report for February 2018 stating the unassigned General Fund (\$13.2 million) cash and investment balances, would fund an estimated 14.2 months of operations. RAILS received the balance of the FY17 per capita grant of \$3,962,120 on February 1<sup>st</sup>, which would fund an additional four months of operations and a 3<sup>rd</sup> payment of \$1,614,386 on March 22. We have received 36% of FY18 appropriations. Investment income is strong as interest rates continue to rise. General fund expenses are still below budget mostly due to lower personnel expenses. The financial report will include employee hiring and terminations that were previously reported in the service and operations report. RAILS unemployment rate change has been cut by 50% and will be reflected as about \$15,000 surplus for this fiscal year.

Mr. Pointon moved for the approval of RAILS February 2018 financial report. Ms. Barry seconded and the motion was approved.

### 6.3 Approval of Expenditures

Mr. Kregor presented the Expenditure report for February 2018.

Ms. Simmons joined the meeting by teleconference at 1:10 p.m.

Mr. Barry moved for the approval of the check voucher/register for February 2018 for \$ 750,768.43. Ms. Gregory seconded and roll call vote was taken:

Ayes: Dave Barry, Sue Busenbark, Gwen Gregory, Kate Hall, Laura Keyes, Scott Pointon, Dee Runnels, Nadia Sheikh, Michelle Simmons,

Nays: none

## 7. REPORTS

### 7.1 Report from the RAILS President

Ms. Hall reported that Ms. Brennan will submit a self evaluation to her by April 15 and she will send evaluation to the board which will be due back to Ms. Hall by May 15. Ms. Hall stressed the importance of all board members participating in the evaluation.

### 7.2 Rails Board Committee Reports

#### 7.2.1 Consortia Committee

There was no report.

#### 7.2.2 Executive Committee

There was no report.

#### 7.2.3 Policy Committee

There was no report.

#### 7.2.4 Resource Sharing Committee

Ms. Plass reported that the first meeting of the newly formed Resource Sharing committee was held on February 26. The committee talked about general perceptions and issues related to resource sharing. The committee plans to meet quarterly and the next meeting will be in June.

### 7.3 RAILS Reports

#### 7.3.1 Executive Director Report

Ms. Brennan reviewed the new format of the report. The System area and per capita grant application is due to the state on June 1<sup>st</sup>. RAILS will present a draft at the April meeting and ask for Board approval at the May meeting. Included in the application are copies of the Statement of Economic Interests required for all board members. Please forward a copy to Emily Fister once you have completed your statement.

### 7.4 Illinois State Library Report

Ms. Harrison reported the system APC grant applications have been sent and are due June 1. The State Library along with RAILS, ILA and IHLS will host the Elevate Leadership

conference on April 28 in Springfield. Directors University will be held June 5-8 also in Springfield. Mr. Pointon asked about the timing of the per capita grant payments. Mr. Natale said that payments are made in the order the comptroller decides to pay them out. He will check to make sure there is no further information on the process.

## 8. NEW BUSINESS

### 8.1 Membership Changes

Ms. Musacchio reported that she made the required site visit to Agudath Israel of Illinois in Chicago. The library has a unique Orthodox Jewish collection including fiction and nonfiction books and hopes to convert to an online catalog soon.

Mr. Barry moved to approve the recommendation as presented and request final approval from the State Library.

Ms. Keyes seconded and the motion was unanimously approved.

### 8.2 Capital Projects Fund Review

Ms. Brennan suggested that this subject be tabled until the April board meeting. She asked the board to review Mr. Kregor's memo and forward any questions or clarifications for discussion at the April meeting.

## 9. UNFINISHED BUSINESS

### 9.1 System Membership Standards Update

Ms. Brennan reviewed her memo regarding the beta testing results and staff revisions to the standards. The standards committee was formed in 2014 and the beta test suggested by the board has just been completed. We need to develop a process for collecting data to further clarify some issues. RAILS is also working in conjunction with ILA as they are updating their public library standards publication, "Serving Our Public". Staff will present an in-depth report at the April board meeting.

### 9.2 Strategic Plan Update

Ms. Brennan reported that RAILS has conducted four in-person meetings and two webinars for member input for updating our Strategic Plan, asking the question "what keeps you awake at night?" One more meeting is scheduled for April 6 for Academic members. Staff will incorporate the input from the listening tour and present a draft update of the strategic plan at the May board meeting.

## 10. BOARD DEVELOPMENT

### 10.1 Public Library Association Conference Report

Ms. Brennan attended a workshop on library school curriculums and the need for more real world education on social issues. Mr. Pointon attended a program about four large metropolitan area libraries focused on one major social issue. Other interesting programs were Tim Wu's talk on net neutrality and Steve Pemberton's talk on the foster care system and how interaction with a librarian was a turning point in his life.

11. RAILS BOARD MEMBER REPORTS

Ms. Gregory reported that UIC and Northwestern cohosted a program for the Initiative to Recruit a Diverse Workforce for the Association of Research Libraries and thanked Ms. Pitchford for her participation. Mr. Pointon reported that the library referendum for the White Oak Library District did not pass, but they will continue their efforts.

Ms. Keyes will be at Elevate in April and her Living History series of presentations start in April and run every other month through December.

12. AGENDA BUILDING FOR THE NEXT RAILS BOARD MEETING

The next meeting will be held at the East Peoria Service Center on Friday, April 27. A networking event and lunch will begin at 11:30 a.m. Topics on the agenda will include: standards update, Biblioboard presentation, draft of system area per capita grant application, and the capital projects funds review.

13. ADJOURN

The meeting was adjourned at 2:14 p.m.