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9 November 2018

**TO: RAILS Board of Directors**

**FROM: Deirdre Brennan**

**SUBJECT: RAILS staffing changes**

In light of the departures of Veronda Pitchford and Louise Svehla, we have been reviewing overall staffing needs and will be making some changes to help us serve members better. Additionally, Amanda Musacchio's position in the resource sharing department has not been filled since her departure in August so we are looking at that position also.

Over the past few years, we have added or expanded many programs and services: eRead Illinois, Find More Illinois, Explore More Illinois, and system membership standards are a few examples. In addition, member participation in and desire for training, consulting and continuing education have expanded. We regularly get requests for facilitation training, strategic planning assistance, suggestions for new cooperative purchasing agreements, and training to help libraries deal with the growing diversity of library users and their needs to name just a few examples. Questions about state laws (especially FOIA and OMA), the administrative code, service to those without any public library service, and professional issues like intellectual freedom are also growing as new library directors and staff join RAILS member libraries. The following information provides a brief overview of the changes we are considering.

The resource sharing and membership development department will focus on developing and managing resources and programs for members. Services related to membership – such as visits, new members, promotion and expansion of multitype collaboration will be continue to be managed by the communications and member engagement department. Consulting and continuing education staff will continue to plan and implement training and they will take on member questions as part of the consulting function. We are considering the addition of a position to assist with the collection and analysis of the growing amount of data that we collect and keep, as well as to work on the evaluation of RAILS services to members. We are also discussing the need for software development in IT as more and more of our work depends on being able to design or customize software to make it work for library purposes.

We hope to develop job descriptions and begin posting positions soon. We will bring a revised organization chart to the board for approval at the January meeting.