

REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD MEETING

Friday, June 28, 2019

Minutes

1. WELCOME AND INTRODUCTIONS

Ms. Laura Turner, RAILS Board President called the meeting to order at the Caterpillar facility in Morton Illinois at 1:00 p.m.

2. ROLL CALL OF RAILS BOARD MEMBERS

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

Caterpillar, Morton: Laura Turner, Dave Barry, Michael Campbell, Gwen Gregory, Paul Mills, Thomas Stagg,

Burr Ridge: Jay Kasten, Scott Pointon

Phone/Zoom videoconference : Susan Busenbark, Christine Barr, Nadia Sheikh, Michelle Simmons

3. RECOGNITION OF GUESTS AND ANNOUNCEMENTS

Caterpillar: Deirdre Brennan, Jane Plass, Joe Filapek, Wesley Smith, Mark Hatch, Jim Kregor, Dan Bostrom, Mary Witt, Halle Cox, Anna Hutson, Jane Bradbury, Sarah McHone-Chase, Jennie Mills, Emily Fister

Burr Ridge: Anne Slaughter, Grant Halter, Stacy Palmisano, Diana Rusch, Kate Hall

Illinois State Library: Karen Egan

4. PUBLIC COMMENTS

There were no public comments.

5. ADOPTION OF THE AGENDA

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

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

6.1 RAILS Board Minutes

6.1.1 RAILS Board Minutes of May 24, 2019 Regular Meeting

Ms. Sheikh moved for the approval of minutes of the May 24, 2019 RAILS board meeting. Mr. Campbell seconded and the motion was approved.

6.1.2 RAILS Board Minutes of May 24, 2019 closed session

Mr. Barry moved for the approval of minutes of the May 24, 2019 RAILS closed session. Mr. Stagg seconded and the motion was approved.

6.1.3 Review of Closed Session Minutes –May 25, 2018

Ms. Gregory moved for the release of the closed session minutes of May 25, 2018. Mr. Campbell seconded and the motion was approved.

6.2 RAILS Financial Report

Mr. Kregor reviewed the financial report for May 2019. The May 31, 2019 unassigned General Fund (\$13.5 million) cash and investment balances would fund an estimated 14.4 months of operations. Cash and investment balances decreased \$0.9 million from the April 30, 2019 balance as revenues were \$0.1 million during April, and no Area and Per Capita (APC) Grant payments were received. Investment income of \$305,243 through May exceeded budget by \$104,243 as interest rates have increased throughout the current fiscal year. RAILS received two APC payments last week and have now received two thirds of the total amount of the grant money for FY2019. Total General Fund expenditures of \$10,339,551 were \$895,646 below budget due to favorable to budget results in nearly all cost components, the largest being Personnel (\$209,846), and Contractual Services (\$378,671).

6.3 Approval of Expenditures

Mr. Kregor presented the expenditures report for May 2019. Mr. Mills moved for the approval of the check voucher/register for May 2019 in the amount of \$905,933.84. Ms. Sheikh seconded and roll call vote was taken: Ayes: Christine Barr, Dave Barry, Susan Busenbark, Michael Campbell, Gwen Gregory, Jay Kasten, Paul Mills, Scott Pointon, Nadia Sheikh, Michelle Simmons, Thomas Stagg, Laura Turner. Nays: none

7. REPORTS

7.1 Report from the RAILS President

Ms. Turner had no report.

7.2 Report from the RAILS Vice President

Mr. Mills presented Ms. Turner with a plaque and thanked her for her service on the RAILS board for the last 6 years and especially her time as Board President. Ms. Turner thanked the board and RAILS staff and said she learned a lot and would miss RAILS.

7.3 RAILS Board Committee Reports-Committee Chairs

7.3.1 Advocacy Committee

Ms. Gregory had no report but said the committee will meet after the new board members come on board.

7.3.2 Consortia Committee

There was no report.

7.3.3 Executive Committee

There was no report.

7.3.4 Nominating Committee

Ms. Hall presented the draft slate of officers recommended by the nominating committee: Paul Mills, President; Gwen Gregory-Vice President; Tom Stagg –Treasurer and Sue Busenbark – Secretary. The vote for the slate will take place at the July 26th board meeting. Nominations from the floor will be taken at that time.

7.3.5 Policy Committee

Mr. Mills reported that the Policy Committee has not met.

7.3.6 Resource Sharing Committee

Ms. Plass reported that the committee met and received updates on the Explore More and Find More Illinois programs. Ms. Leila Heath provided an overview of the vendor discounts and cooperative purchasing programs available through RAILS.

7.3.7 Universal Service Committee

The Committee has not met.

7.4 RAILS Reports

7.4.1 RAILS Monthly Report

Ms. Brennan reported the Heartland Library system has expressed interest in Simple E and the Explore More Illinois programs. She met with publishers at ALA and unfortunately they are still reluctant to sell e-books at list price because they fear losing revenue even though statistics show this is not the case. The “My Library Is...” campaign website will soon be launched soon and we are continuing to gather content from our members.

There will be more federal money available to libraries through LSTA (Library Services and Technology Act grant) funds. An updated survey regarding the unserved will go out to member libraries

7.4.2 Service of the Month Report

Mr. Smith reported on the duties of the RAILS IT department which includes himself, Justin Schmidt, Galin Iliev and Ryan Hebel. Some of the duties IT team is responsible for are: managing the networks/Datacenters in Burr Ridge and Springfield; provide primary services for RAILS and supplementary services for LLSAPS; manage and support staff, staff computers, networks, WiFi for RAILS, RSA and PrairieCat and install, service and manage RAILS Video conference equipment for all RAILS locations and member library locations.

7.5 Illinois State Library Report- ISL Staff

Ms. Egan reported that the APC award letters are waiting for final approval, along with Project Next Generation Grant notifications and other grant programs. Literacy award letters have gone to recipients.

8. NEW BUSINESS

8.1 RAILS Board meeting schedule for FY 2020

Ms. Brennan reviewed the draft version of the FY2020 meeting schedule, there were two dates that had conflicts. November 15, 2019 is the CARLI Annual Meeting held in Champaign, IL and February 28, 2020 is the PLA Conference (Feb. 25-29) held in Nashville, TN. A revised draft will be included in the July board packet. Mr. Mills suggested a board meeting location in LaSalle and Kankakee and Ms. Gregory suggested that the University of Illinois at Chicago campus would be happy to host a meeting as well. Mr. Mills moved for the adoption of the draft schedule for the July 26 meeting date with revisions to be presented at the July board meeting. Mr. Stagg seconded and the motion was unanimously approved.

8.2 Executive Director Goals FY 2020

Ms. Brennan thanked the board for their suggestions for her FY2020 goals as RAILS Executive Director. Ms. Sheikh and Mr. Barry both expressed their approval of the list of goals. Mr. Mills commented that the list was impressive and that he especially approves of the goal #9 to work with ISL and IHLS to plan for possible funding increases in FY2020. Mr. Mills praised Ms. Brennan for her performance in meeting her goals in the past. Ms. Brennan will revise the list of goals in order of priority and present it to the board at the July 2019 meeting.

8.3 Filling vacancy of Christine Barr, School Library seat

Ms. Barr reported that she has accepted a new position as Assistant Principle with the Burlington School District #301 and will no longer be working in the capacity of a school librarian. Today will be her last board meeting. Ms. Turner thanked Ms. Barr for her service to the RAILS board and wished her luck on her new position. Ms. Brennan reviewed the options the board has in filling a board vacancy in between elections. Due to the position being a school library seat with only one year remaining in the term it was decided not to wait to fill the position at the next election but to publish the opening and to make the appointment as soon as possible.

9. UNFINISHED BUSINESS

No business.

10. BOARD DEVELOPMENT

10.1 Report on the Special Libraries Association (SLA) conference – Dan Bostrom

Mr. Bostrom reported that he attended the SLA conference held in Cleveland, OH on June 14-18. The SLA conference is held annually with hundreds of special librarians from all over the world in attendance. The conference comes at a difficult time for the organization with their membership down to under 4,000 members from approximately 8,000 in 2014. Conference attendance was also down and the organization is projecting to lose around \$400k or \$500k on the conference alone. The SLA board is actively looking into several options to add revenue to the organization, including consolidation within SLA and merging chapters. On the positive side, Mr. Bostrom reported that the conference had a lot of great content and presentations. One session he attended was about how to demonstrate your value, which was a topic closely related to RAILS My Library is... campaign. Another session that Mr. Bostrom attended focused on vendor pricing and negotiations. The perception is that materials continue to rise and in many cases, libraries have little buying leverage.

11. RAILS BOARD MEMBER REPORTS

Mr. Mills reported that Fountaindale Public Library District is having a very successful summer with numerous bids on several projects, such as a new bookmobile, new self-checkouts and banking services. In addition there are three more RFPs (Requests for Proposals) scheduled for the rest of the year.

Mr. Campbell reported that Fox River Grove will be celebrating their centennial this summer. On July 6th the town will have their fireworks and the library will be selling glow sticks and glow necklaces.

12. AGENDA BUILDING FOR THE NEXT RAILS BOARD MEETING

The next RAILS board meeting will be held on Friday, July 26 in Burr Ridge. There will be an orientation session for the incoming board members from 9 am – noon, followed by lunch and the board meeting at 1:00 pm. Veteran board members are invited to attend the orientation as well. On the agenda will be the swearing in of new board members, election of board officers, committee appointments by the new president; approval of the Executive Director's goals and approval of the board meeting calendar.

13. ADJOURN

The meeting was adjourned at 2:04 p.m.