

REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD MEETING

Friday, July 26, 2019 | 1:00 PM

Burr Ridge Service Center

Draft Minutes**1. WELCOME AND CALL TO ORDER**

Mr. Mills, RAILS Board Vice President called the meeting to order at 1:01 p.m. at 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, Michael Campbell, Halle Cox, Gwen Gregory, Selina Gomez-Beloz, Dianne Hollister, Jay Kasten, Sarah McHone-Chase, Paul Mills, Scott Pointon, Nadia Sheikh, Thomas Stagg

Telephone/Zoom: Sue Busenbark, Dee Runnels,

3. RECOGNITION OF GUESTS AND ANNOUNCEMENTS

Burr Ridge: Deirdre Brennan, Jane Plass, Jim Kregor, Mark Hatch, Anne Slaughter, Mary Witt, Joe Filapek, Anna Behm, Wesley Smith, Emily Fister

East Peoria: Kendal Orrison, Anna Hutson, Patty Kweram

4. PUBLIC COMMENTS

None.

5. ADOPTION OF THE AGENDA

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

6. OATH OF OFFICE AND ELECTION OF OFFICERS**6.1 Newly Elected Board Members**

The newly elected board members, Sue Busenbark, Halle Cox, Selina Gomez-Beloz, Dianne Hollister, Sarah McHone-Chase, Scott Pointon, stood and recited the oath of office.

6.2 Election of Officers

Mr. Mills presented the slate of officers as suggested by the Nominating Committee and opened the floor to other nominations:

Paul Mills, President

Gwen Gregory, Vice President

Susan Busenbark, Secretary

Thomas Stagg, Treasurer

Mr. Campbell moved for the approval of the slate of officers as presented. Mr. Kasten seconded and the motion was unanimously approved. Mr. Mills presided over the rest of the meeting.

7. APPROVAL OF RAILS BOARD MINUTES, FINANCIAL REPORTS AND EXPENDITURES**7.1 RAILS Board Minutes of June 28, 2019 Regular Meeting**

Ms. Sheikh moved for the approval of minutes of the June 28, 2019 RAILS board meeting. Mr. Pointon seconded and the motion was approved.

7.2 RAILS Financial Report

Mr. Kregor reviewed the financial report for June 2019 which ends FY2019, stating the reports were not audited and the final reports will be presented at the September meeting. The unassigned cash and investment amount of \$15.0 million would fund 16 months of operations. RAILS has received Area and Per Capita Grant funds of \$2,145,000 in June and 1,072,500 was received on July 1. Investment income of \$335,569 through June exceeded budget by \$116,369 as interest rates increased steadily through the first nine months of the current fiscal year.

Mr. Barry moved for the approval of RAILS June 2019 financial report. Mr. Stagg seconded and the motion was approved.

7.3 Approval of Expenditures

Mr. Kregor reported expenditures for June in the amount of \$827,316.64.

Mr. Kasten moved for the approval of the check voucher/register for June 2019. Ms. Sheikh seconded and roll call vote was taken:

Ayes: Dave Barry, Sue Busenbark, Michael Campbell, Halle Cox, Gwen Gregory, Selina Gomez-Beloz, Dianne Hollister, Jay Kasten, Sarah McHone-Chase, Paul Mills, Scott Pointon, Dee Runnels, Nadia Sheikh, Thomas Stagg

Nay: none

8. REPORTS

8.1 Report from the RAILS President

Mr. Mills said he is looking forward to representing RAILS as the Board President and has a long history of system membership.

8.2 RAILS Board Committee Reports-Committee Chairs

8.2.1 Advocacy Committee

The committee has not met.

8.2.2 Consortia Committee

The committee met on July 15 and discussed the Simply E project, which puts all the e-book materials from different companies and applications under one searchable interface. They have also discussed the future of SHARE Illinois, a project that initiates the facilitation of sharing among consortia in Illinois.

8.2.3 Executive Committee

The committee will meet and review the applications for the school librarians to fill the board vacancy due to Christine Barr's resignation.

8.2.4 Policy Committee

The committee will meet this month to review the RAILS employee manual.

8.2.5 Resource Sharing Committee

The committee has not met.

8.2.6 Universal Service Committee

The Committee has not met.

8.3 RAILS Reports

8.3.1 Executive Director Report

Ms. Brennan announced that we have received seven nomination forms for the school library board position and the candidates will be reviewed by the executive committee and a recommendation will go before the board. She attended the Illinois Library Association (ILA) annual committee workday. Ms Busenbark said she attended a trustee training with Nancy Sylvester, and highly recommends her programs to all board member.

8.3.2 RAILS Consortia Report

Ms. Brennan presented the quarterly report for April-June 2019. These reports are part of the consortia committee meeting packet that shares information on the RAILS consortia.

8.4 Illinois State Library Report

There was no report.

9. NEW BUSINESS

9.1 Committees and appointments

Mr. Mills thanked the board members for answering the call to serve on the various RAILS board committees. Mr. Kasten moved for the approval of Dave Barry as the at-large member of the Executive committee. Mr. Campbell seconded and the motion was unanimously approved.

9.2 Facilities report

Mr. Hatch presented the Burr Ridge facility Assessment Report and explained the report is solely for budgeting and informational purposes. Mr. Hatch predicts that with good maintenance, the life expectancy on our equipment will greatly surpass the manufacturer's projected timelines. There was a question of the possibility of a grant for installing LED lighting. Mr. Hatch explained that he is able to get better discounts using COMED vendors. RAILS received a grant a couple of years ago for updating to more energy efficient bulbs. All outdoor lighting was switched to LED but he would like to eventually make all the facilities nine-hundred bulbs LED. Mr. Hatch reviewed the Facilities report. He is currently working with the Village of Burr Ridge to fix and locate the source of a sink-hole in front the RAILS Burr Ridge building. The Village will cover the costs but Mr. Hatch forecasts the possible future need for RAILS to repave the parking lot. RAILS will be purchasing 7 new vehicles. The Coal Valley service center is not currently on the market.

10. UNFINISHED BUSINESS

10.1 RAILS Board meeting schedule for FY 2020

Ms. Brennan announced that this fiscal year calendar reflects the board's desire to travel throughout the RAILS area for main meeting sites. A meeting at University of Illinois Chicago was tentatively scheduled for March 27 with a tour of the library. Cherry Valley, Kankakee, Macomb, and Sycamore are possibilities for the June meeting. Mr. Barry made a motion to approve the RAILS Board meeting schedule for FY 2020. Mr. Kasten seconded and the motion was unanimously approved.

10.2 Executive Director goals

Ms. Brennan put the board suggestions in order and included her own as well. Mr. Pointon made a motion to approve the Executive Director Goals. Ms. McHone-Chase seconded and the motion was unanimously approved.

11. BOARD DEVELOPMENT

11.1 List of Topics of previous board meetings

The floor was opened for suggestions for board development topics. Patron privacy was discussed as an important topic. The Library Confidentiality Act in Illinois states that patron information is required to be kept private. Some libraries have undertaken privacy audits from a legal and ethical perspective. Other topics were also reviewed.

11.2 RAILS Board Portal

Ms. Witt demonstrated the new RAILS Board Portal online. The webpage includes links to all Board information in one location. The portal includes the Administrative Code, travel expense reimbursement forms, slides from Board Orientation FOIA Hotline, a RAILS glossary for acronyms and terms, the Resource Sharing Map and events that might be of interest to Board Members. It was suggested that the RAILS Board Portal site will be extremely helpful for current Board Members but also for the recruitment of new board members as well. The board members gave brief introductions and background information. The Board member "buddy system" was discussed with veteran board members teaming up with new members for questions and guidance.

12. RAILS BOARD MEMBER REPORTS

Ms. Sheikh reported that the Carol Stream Public Library is in phase two of a massive renovation and has been promoting the Explore More program. Mr. Barry said the Bartlett Public Library has begun checking out ukuleles. Waukegan is trying to improve response rates for the census. Additionally, a Ray Bradbury statue will be installed and celebrated with the Waukegan symphony on August 22, 2019. Mr. Pointon reported that the Comicon event will be held in Lockport tomorrow and they expect over a thousand people. Mr. Mills said Fountaindale is enthusiastic about getting a new bookmobile vehicle for their library.

13. AGENDA BUILDING FOR THE NEXT RAILS BOARD MEETING

Patron privacy will be a topic for the next meeting. Mr. Pointon is on The Illinois Library Association Public Policy Committee, which responds to and proposes legislation. He suggested RAILS could help the committee by encouraging librarians to speak up for legislation that is important to them.

14. ADJOURN

The meeting was adjourned at 2:53 p.m.