

RAILS Board Calendar of Events

Month	Agenda Items/Topics
January	RAILS Quarterly Consortial Reports
	Filing for SEIs Due – (submit list of those who need to file)
	ALA midwinter meeting (end of January)
	ILA Legislative Meet-ups
February	ILA Legislative Meet-ups
	Appoint Nominating Committee for March Board Election
	Public Library Association (PLA) Annual Conference (end of February)
March	Executive Director evaluation process starts
	SEI notice email from Cook County in March
	ILA Trustee Workshop
April	Draft of System Area and Per Capita Grant Application + List of Membership
	Certification Membership Status Changes (if warranted)
	Notification of All systems Board meeting date
	Board members complete evaluation of Executive Director for May
	Statement of Economic Interest (SEI) – (filed by Board members)
	RAILS Quarterly Consortial Reports
	ILA Reaching Forward Illinois conference
May	Six-Month Review of Closed Session Minutes 5ILCS 120/2(c)(21)
	President or designee compiles Executive Director evaluations for June Meeting
	Approval of APC
June	Plaques: goodbye to retiring and non-returning board members
	Preliminary Board Meeting Fiscal Year Calendar
	Nominating committee presents slate of officers
	Closed session to discuss the findings and recommendations of Executive Director evaluation
	ALA annual conference (end of June)
July	Board Orientation
	RAILS Board Officers Signatures for Bank
	Swearing in of newly elected members with Oath of Office
	Election of Board Officers
	Committee Appointments by new President
	OMA certification for new board members
	Annual filing of conflict of interest form
	RAILS Quarterly Consortial Reports
Board Meeting Fiscal Year Calendar Approval	
August	Review of Annual Report Draft
September	Annual Report Acceptance
	Audit Report Acceptance
October	RAILS Quarterly Consortial Reports
	ILA annual conference
November	Six-Month Review of Closed Session Minutes 5ILCS 120/2(c)(21)
December	Meeting is dependent upon calendar approved in July