

**REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD MEETING**

Friday, June 18, 2021 | 1:00 PM

**Draft minutes**

1. Welcome and call to order  
Michael Campbell, President of the RAILS Board, called the meeting to order at 1:00 p.m. on Friday, June 18, 2021.
2. Roll call of RAILS board members  
Fister called the roll of the RAILS Board members:  
RAILS Burr Ridge: Michael Campbell, Paul Mills, Jenna Nemece-Loise, Scott Pointon, Becky Spratford, Alex Vancina  
RAILS East Peoria: Sue Busenbark, Dianne Hollister, Thomas Stagg, Beth Tepen  
Telephone/Zoom: Halle Cox, Sarah McHone-Chase, Jennifer McIntosh  
Absent: Percy Harris, Kris Kenney
3. Recognition of guests  
Campbell read the following: In accordance with the Government Emergency Administrative Act PA100-0640, the RAILS Board of Directors finds an in-person meeting is not practical or prudent and believes it is in the best interest of RAILS to hold a virtual meeting to perform essential business.  
Burr Ridge: Deirdre Brennan, Monica Harris, Emily Fister  
East Peoria: Kendal Orrison  
Via telephone/Zoom: Anna Duff, Jim Kregor, Ryan Hebel, Joe Filapek, Dan Bostrom, Mark Hatch, Mary Witt, Anne Slaughter, Jody Rubel, Leila Heath, Kathy Parker, Mary Jo Matousek, Alice Creason, Jody Rubel
4. Public comments and announcements  
There were no public comments.
5. Consent agenda
  - 5.1 Adoption of the Agenda
  - 5.2 Approval of RAILS Board Minutes of May 28, 2021 Regular Meeting
  - 5.3 Approval of RAILS Board Minutes of May 28, 2021 Closed Session
  - 5.4 Approval of Disbursements: May, 2021 – Jim KregorMcHone-Chase moved for the approval of the consent agenda. Vancina seconded and a roll call vote was taken: Ayes: Susan Busenbark, Halle Cox, Percy Harris, Dianne Hollister, Sarah McHone-Chase, Jennifer McIntosh, Paul Mills, Jenna Nemece-Loise, Scott Pointon, Becky Spratford, Tom Stagg, Beth Tepen, Alex Vancina, Michael Campbell. Nays: none
6. RAILS Financial Report  
Kregor reported General Fund revenues of \$17,420,615 through May were \$6,098,126 above budget due to Area and Per Capita payments and increased reimbursements. General Fund expenditures of \$10,521,391 through May were \$758,853 below budget due to lower expenditures in nearly all major cost categories other than personnel. June expenditures will be above budget as RAILS will “catch up” on payments, as a number of payments that will be made in July will be expensed to FY 2021. We estimate that total year FY 2021 expenditures will

be at least \$450,000 below budget and could be well above that amount if the laptop purchases do not take place until FY 2022. The May 31, 2021 unassigned General Fund (\$21.4 million) cash and investment balances would fund an estimated 23.1 months of operations.

## 7. Reports

### 7.1 Report from the RAILS President

Campbell has no report.

### 7.2 RAILS Board Committee Reports - Committee Chairs

#### 7.2.1 Advocacy Committee

Nemec-Loise had no updates to the report.

#### 7.2.2 Consortia Committee

The committee did not meet.

#### 7.2.3 Equity, Diversity and Inclusion Committee

Hollister had no additions to the report.

#### 7.2.4 Executive Committee

The committee did not meet.

#### 7.2.5 Nominating Committee

Parker reported that the committee met and proposes the following slate of officers:

President: Thomas Stagg; Vice President: Alex Vancina; Treasurer: Scott Pointon; Secretary: Jennifer McIntosh. Campbell stated that the slate would be voted on at the July meeting after the new board members are sworn in and nominations from the floor may be made at that time.

#### 7.2.6 Policy Committee

Stagg reported that the committee met on June 17 and the results will be discussed under agenda item 8.6.

#### 7.2.7 Resource Sharing Committee

Harris reported the committee met on May 10 and a draft revision of the committee charge will be discussed under agenda item 8.8.

#### 7.2.8 Universal Service Committee

Busenbark reported that the committee met on June 10 and the report was sent via email yesterday. A recommendation from the committee will be discussed under agenda item 8.9.

### 7.3 RAILS Reports

#### 7.3.1 RAILS Monthly Report

Brennan announced the RAILS Board will be losing four members: Michael Campbell (July 1, 2018- June 30, 2021), Percy Harris (October 1, 2019 –June 30, 2021), Sarah McHone-Chase (July 1, 2019 – June 30, 2021), Paul Mills (July 1, 2015-June 30, 2021). Stagg thanked all the outgoing board members especially Michael Campbell for his guidance. Members were thanked for their service and presented with plaques. Brennan reviewed the Board action items from the last meeting.

#### 7.3.2 RAILS Service of the Month Report: Continuing Education programs

Filapek said RAILS has been organizing events to help libraries by contracting with outside speakers and having members and RAILS staff share their skills. He gave a presentation on Continuing Education future goals and methods. Member library staff can learn about

upcoming CE opportunities by subscribing to the weekly RAILS E-News and/or viewing the event calendar on L2. He said over 200 recorded webinars and workshops are available from the [RAILS CE Archives](#).

#### 7.4 Illinois State Library Report

No one from the State Library was in attendance due to a state holiday.

### 8. New Business

#### 8.1 RAILS Board meeting schedule for FY 2021

Discussion on the next Board meeting date resulted in the selection of July 30, 2021. Pointon moved and Cox seconded that the RAILS Board approve Friday, July 30, 2021 as the date and time for the next RAILS Board meeting. The motion carried. Roll call was taken. Ayes: Halle Cox, Sarah McHone-Chase, Jennifer McIntosh, Paul Mills, Jenna Nemec-Loise, Scott Pointon, Becky Spratford, Thomas Stagg, Beth Tepen, Alex Vancina, Sue Busenbark, Michael Campbell, Dianne Hollister. Nays: None.

#### 8.2 Executive Director Goals FY 2021 (discussion only)

Brennan presented her draft goals as bullet points, and asked if there were any additions or changes. She will flesh them out for discussion and approval at the next meeting.

#### 8.3 RAILS 10<sup>th</sup> Anniversary

Brennan invited everyone to attend the next RAILS Board Meeting, on July 30, 2021, in person to celebrate the 10<sup>th</sup> Anniversary of RAILS.

#### 8.4 Board member visibility and advocacy

Brennan said the RAILS anniversary marketing, a possible Trustee University, and other events will help increase Board visibility. She will work with staff to put a plan together to present at the next Board meeting.

#### 8.5 Review of closed session minutes: May 22, 2020; August 28, 2020

Spratford moved and Nemec-Loise seconded that the RAILS Board approve the closed session May 22, 2020 minutes be released for public viewing and the August 28, 2020 minutes remain closed. The motion carried. Roll call was taken. Ayes: Dianne Hollister, Sarah McHone-Chase, Jennifer McIntosh, Paul Mills, Jenna Nemec-Lois, Scott Pointon, Becky Spratford, Thomas Stagg, Beth Tepen, Alex Vancina, Sue Busenbark, Halle Cox, Michael Campbell. Nays: None.

#### 8.6 RAILS staff vaccination and mask policy- Policy Committee report

Stagg said the Policy Committee met yesterday and would like to recommend that the Board adopt the RAILS staff vaccination and mask policy. Pointon moved and Tepen seconded that the RAILS Board approve the RAILS staff vaccination and mask policy, as amended. The motion carried. Roll call was taken. Ayes: Sarah McHone-Chase, Jennifer McIntosh, Paul Mills, Jenna Nemec-Lois, Scott Pointon, Becky Spratford, Thomas Stagg, Beth Tepen, Alex Vancina, Sue Busenbark, Michael Campbell, Halle Cox, Dianne Hollister. Nays: None. Discussion ensued on the RAILS Board being held to the same policy which resulted in the decision to vote on that aspect at the next meeting.

### 8.7 Revised advocacy committee charge

Brennan and Nemec-Loise explained the proposed changes to the Advocacy Committee charge, which include opening up membership to non-RAILS Board members. They hope to gain multi-library type representatives in order to advocate more effectively for all libraries. Nemec-Loise stated the Advocacy Committee would like to recommend that the Board approve the charge changes. Cox moved and McIntosh seconded that the RAILS Board approve the changes to the Advocacy Committee charge, as presented. The motion carried. Roll call was taken. Ayes: Jennifer McIntosh, Paul Mills, Jenna Nemec-Lois, Scott Pointon, Becky Spratford, Thomas Stagg, Beth Tepen, Alex Vancina, Sue Busenbark, Halle Cox, Dianne Hollister, Sarah McHone-Chase, Michael Campbell. Nays: None.

### 8.8 Revised resource sharing committee charge

Harris presented on reasons for the proposed charge changes, which included adding a new member and making role requirements less prescriptive. Vancina moved and Hollister seconded that the RAILS Board approve the changes to the charge for the resource sharing committee, as presented. The motion carried. Roll call was taken. Ayes: Paul Mills, Jenna Nemec-Loise, Scott Pointon, Becky Spratford, Thomas Stagg, Beth Tepen, Alex Vancina, Sue Busenbark, Halle Cox, Dianne Hollister, Sarah McHone-Chase, Michael Campbell, Jennifer McIntosh. Nays: None.

### 8.9 Universal service committee report

Brennan said the main point of discussion at the last meeting was putting together a statewide call to action, rather than solely implementing incremental changes at the system level. As a result of Board discussion, this item was tabled until the next meeting, when Greg McCormick will be present.

## 9. UNFINISHED BUSINESS

### 9.1 Strategic Planning Update

Harris said she met with Stephanie Chase to discuss the RAILS strategic plan schedule. She shared which RAILS meetings Chase will be attending in the future and said she would like the Board involved in the strategic planning process.

## 10. BOARD DEVELOPMENT

### Collaboration between RAILS/AISLE/IHLS/ILA

President-Elect of Association of Illinois School Library Educators (AISLE), Mary Jo Matousek spoke about AISLE's priorities. She said advocacy is a pressing issue for school libraries, since many librarians are having their roles cut or are given less time than required to manage collections and plan with teachers. She talked about the issue of budget cuts negatively impacting school libraries. She said AISLE has also been working on a strategic plan to include more diverse leaders in the organization.

Harris said RAILS, AISLE, and Heartland began meeting in 2019 regarding the issues described, especially school library advocacy. She spoke about RAILS programs that support school libraries,

like MyLibraryIs..., Deals and Discounts, e-book grants, RAILS Advocacy Committee work, virtual events, and RAILS's efforts towards procuring school library data.

11. RAILS BOARD MEMBER REPORTS

There were no reports.

12. Meeting recap and agenda building for the next RAILS board meeting

The issue of statewide action for universal service was tabled for the next meeting to discuss with the state library. The following items will be on the agenda for July 30, 2021 meeting at 1:00 p.m.: the board mask policy will be presented for approval; an update on strategic planning and the board visibility plan, and the executive director goals for FY 2022 will be presented.

13. ADJOURN

The meeting was adjourned at 3:05 p.m. (check video)