

REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD MEETING

Friday, April 22, 2022 | 1:00 PM

Draft minutes

1. Welcome and call to order
Thomas Stagg, RAILS Board President called the meeting to order at 1:00 p.m. on Friday, April 22, 2022.
2. Roll call of RAILS board members
Fister called the roll of Board members
Burr Ridge: Halle Cox, Dianne Hollister, Jennifer McIntosh, Scott Pointon, Becky Spratford, Thomas Stagg, Monica Tolva, Alex Vancina, Karen Voitik
Zoom: Beth Tepen -arrived at 1:02 p.m.
Absent: Susan Busenbark, Alice Creason, Robin Helenthal, Kris Kenney
3. Recognition of guests and announcements
Burr Ridge: Deirdre Brennan, Monica Harris, Mary Witt, Rosie Camargo -arrived at 1:11 p.m.
East Peoria: Kendal Orrison
Zoom: Sharon Swanson, Kendal Orrison, Leila Heath, Ryan Hebel, Mark Hatch, Joseph Filapek, Dan Bostrom, Gwen Harrison, Greg McCormick, Katherine Henc, Anne Slaughter-arrived at 1:05 p.m., Emily Fister-designated minute taker
4. Public comments
There were no public comments.
5. Consent agenda
 - 5.1 Adoption of the Agenda
 - 5.2 RAILS Board Minutes of March 18, 2022 regular board meeting
 - 5.3 RAILS Board Minutes of March 18, 2022 closed session board meeting
 - 5.4 RAILS Board Executive Committee Minutes of April 6, 2022
 - 5.5 Approval of disbursements –March 2022 –Sharon SwansonHollister moved for the approval of the consent agenda. Voitik seconded and a roll call vote was taken: Ayes: Halle Cox, Dianne Hollister, Jennifer McIntosh, Scott Pointon, Becky Spratford, Thomas Stagg, Beth Tepen, Monica Tolva, Alex Vancina, Karen Voitik
6. Recommendation of Executive Committee to fill the vacancy of Patricia Smith
Stagg reported that the Executive Committee met on six occasions in the past month to interview five of the 10 candidates who submitted nominations to fill the vacancy of Patricia Smith. The committee would like to recommend the at-large seat be filled by Rosie Camargo. Rosie is the Youth Services Librarian at the Niles-Maine District Library, she also currently serves on the RAILS EDI Committee. Rosie would be completing the term of Patricia Smith, an at-large seat that expires June 30, 2024.
Pointon moved to accept the recommendation of the Executive Committee and appoint Rosie Camargo to fill the at-large seat of Patricia Smith. Vancina seconded and the motion was unanimously approved.

Stagg asked Camaro to raise her right hand and recite the oath of office. Camargo participated in the rest of the meeting as a member of the Board.

7. RAILS Financial Report

Swanson reported the March 31 unassigned general fund cash and investment balance (\$21.5 million) would fund approximately 22.4 months of operations. Revenues through March of over \$10 million were nearly \$550,000 above budget, primarily from APC payments received to date. Expenditures through March of a little over \$9.05 million were approximately \$553,000 below budget in nearly all major cost categories with the exceptions of Supplies, Postage and Printing expenditures, and Vehicle expenditures. Delivery department expenditures through March of over \$2.68 million were almost \$49,000 below budget and nearly all cost categories were under budget with the exception of vehicle expenses. Vehicle expenses include the increase in fuel costs and vehicle repairs due to the aging fleet.

8. Reports

8.1 Report from the RAILS President

Stagg had no report.

8.2 RAILS Board Committee Reports-Committee Chairs

Stagg said committee reports were included in the packet. There were no comments or additions.

8.2.1 Advocacy Committee – Robin Helenthal

8.2.2 Consortia Committee - Thomas Stagg

8.2.3 Equity, Diversity and Inclusion Committee-Dianne Hollister

8.2.4 Executive Committee – Thomas Stagg

8.2.5 Policy Committee – Alex Vancina

8.2.6 Resource Sharing Committee – Monica Harris

8.2.7 Universal Service Committee – Sue Busenbark

8.3 RAILS Reports

8.3.1 RAILS Monthly Report

Brennan explained that the written report is available within the packet for review.

Brennan also said the Board all received the information that she has announced her retirement date of November 1st, 2022.

8.3.2 RAILS Service of the Month Report: Deals and Discounts

Heath spoke on deals, transparency, and logical pricing. Last year members saved over \$1,000,000 due to the deals and discounts programs. The best place to go to find out what is new is <https://www.railslibraries.info/deals>. The document is updated monthly. There is also information on the weekly RAILS E-News and L2 calendar.

Currently, there are over 60 deals. This year there have been 30 additional libraries that have joined or are interested in joining the Deals and Discounts Program.

Consortia Manager is a workflow management program that helps with member

communications and purchases for this program. The pulse page for e-resources access is <https://www.railslibraries.info/issues>.

8.4 Illinois State Library Report- ISL Staff

McCormick reported that there is a budget in place that has already been signed by the Governor. Included in that was funding for most library programs and increased funding of nearly \$2.9 million specifically for library systems. McCormick reviewed Illinois House Bill 5283 and Illinois Senate Bill 3497 (expanded Cards for Kids Act) Both of these bills await the governor's signature. The Illinois State Library will craft administrative rules to guide implementation in libraries. McCormick stated that events are coming back to the State Library. On May 11th, the ISL will be hosting with the Secretary of State the Letters About Literature contest winners and the Spot Light Awards for Literacy Achievements in the state. In June, the State Library will host the Director's University along with RAILS, IHLS and ILA.

9. New Business

9.1. New member

Bostrom presented a new member application from the Kewanee Life Skills Re-Entry Center Library, which is a department of correction facility. The Board has previously mentioned wanting to do outreach with the department of correction facilities. The library is interested in joining RAILS to access continuing education and training. They are also interested in deals & discounts and grants opportunities. Pointon moved to approve Kewanee Life Skills Re-Entry Center for full membership in RAILS as presented and request final approval from the Illinois State Library. Cox seconded and the motion was unanimously approved.

9.2 Draft FY 2023 Operational Plan

Brennan explained the Illinois State Library requires us to submit an operational plan and budget based on the annual revenue of \$11,870,000, which includes a \$1.9 million increase over FY 2022. Historically, the budget narrative is presented to the board in April with the draft budget presented for approval in May. The budget and operational plan are both based on the strategic plan, both of which align with the Illinois State guidelines. Two main expense increases are fuel and salaries. The average RAILS member library salary increases are about 5-7%. RAILS needs to remain competitive and is considering a 5.9% increase across the board. The contract with our delivery courier will be increasing as well. There are some new programs that are being considered, EDI is a top priority with consideration for an in-house consultant and/or additional CE staff. Other priorities include staff support for Find More Illinois; an increase in member engagement staff and services; and the statewide database licensing project.

9.3 RAILS Staff Holidays

Brennan raised the issue of "Juneteenth" as a RAILS holiday. The RAILS holiday schedule is set up so that RAILS is open on holidays that member libraries are open. She recommended

the Board Policy Committee Board meet to discuss and possibly update the RAILS holiday schedule.

10. Board development: Open Educational Resources

Jennifer McIntosh introduced Dr. Denise Cote to present on the topic of Open Educational Resources (OER). OER is defined as teaching, learning, and research resources that reside in the public domain or have been released under an intellectual property license that permits their free use. Dr. Denise Cote focused on the amounts undergraduates spend on books and supplies. Cote explained the savings that have been made/could be made with OER services. She explained the Public Act 102-2 Sponsored by Sen. Murphy (Des Plaines). Illinois Student Assistance Commission College Course Materials Affordability and Equitable Access Task Force Studies the impact of course materials costs on and students examines cost savings programs. SB 4724 (Passed) Sponsored by Sen Burke (Oak Lawn) allows State institutions and college bookstores to grant credit to students to pay for course materials.

11. RAILS board member reports

Spratford volunteers at her local school library and the librarian from school district 102 expressed that she was pleased with all the information getting out to school librarians from RAILS.

Dianne Hollister became part of a group regarding the Lincoln Funeral Train after speaking with the library staff at the Platte County Historical Society Museum about the current location of the Lincoln Train. Hollister learned that Bloomington should be the last stop for the Lincoln Train before the train goes to Springfield. After working on it for one year this led to placing a marker at the spot where the Lincoln Funeral Train stopped. The Marker Dedication made the papers as well.

Scott Pointon shared that after taking two years off because of COVID there was a high attendance of 1,035 attendees in six hours at the Romeoville branch library for the STEM Fest program. The next program coming up is the Comic Con Fest located in Lockport.

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

Stagg stated that Joe Filapek will present on RAILS CE Offerings and Nincy George will give us an update on World Language Cataloging Services Program Update. There will be a Six-Month Review of Closed Session Minutes and approval of the Area per Capita grant application. Stagg summarized the meeting discussion and noted the committee would next meet on May 27, 2022, at 10 a.m.

13. Closed session

No closed session was held.

14. Adjourn

The meeting was adjourned at 3:07 p.m.