

**REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD MEETING
EXECUTIVE COMMITTEE**

Wednesday, July 27, 2022 at 12:30 p.m.

Draft MINUTES

1. Welcome and call to order

Alex Vancina, President of the RAILS Board called the meeting to order at 12:30 p.m. on Wednesday, July 27, 2022.

He stated:

In accordance with the Government Emergency Proclamation, 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. This meeting will be recorded as per the statutory requirements. . Also, in order to comply with the Open Meetings Act, anyone is allowed to join the meeting as an attendee, any comments put into the chat during the public comment period will be read aloud.

All RAILS Committee and Board meetings will now have the closed caption setting activated. The captioning will appear on the large main screens of RAILS meeting rooms and can also be activated by users on their laptops. Please let us know if you need assistance with this setting.

2. Roll call of Committee Members

Emily Fister called the roll of the committee members:

Present via Zoom: Alex Vancina, Jennifer McIntosh, Dianne Hollister, Karen Voitik, Thomas Stagg

Absent: None

3. Recognition of guests and announcements

Guests present in Burr Ridge: Deirdre Brennan

Via Zoom: Mary Hudspeath, Emily Fister-designated minute taker.

4. Public comments

There were no public comments.

5. Adoption of the agenda

Voitik moved for the adoption of the agenda. Stagg seconded and the motion was unanimously approved on a roll call vote: Ayes: Vancina, McIntosh, Hollister, Stagg, Voitik.
Nays: none

6. Approval of minutes -minutes of the June 22, 2022 Executive committee meeting

McIntosh moved for the approval of the minutes of the June 22, 2022 committee meeting.

Stagg seconded and the motion was unanimously approved on a roll call vote: Ayes: Vancina, McIntosh, Hollister, Stagg, Voitik. Nays: none

7. Review of Proposals from search firms

Vancina thanked Voitik for her work on the spreadsheet with the core components for the search for each firm. Brennan reported that in looking for the right firm, keep in mind that RAILS HR department was limited due to time off and that there should be a separation between that department and any prospective director. The committee discussed the need for background checks as those differ greatly among the proposals. Hudspeath will check with the RAILS vendor on pricing as well. The committee agreed to narrow down the list to three firms in which to interview. Two of the firm's fees were cost prohibitive, and the other firm did not have experience with library staff searches.

8. Follow up with search firms

RAILS staff will develop a set of pre-screen questions and a set of reference check questions. The pre-screen interviews and reference checks results will be shared with the committee before the interviews.

9. Recommendations to the RAILS board

The committee hopes to bring a recommendation to the full board at the August 26, 2022 meeting.

10. Next meeting

Tuesday, August 16 at 1 pm, for interviews. Tuesday, August 23 for interviews and discussion of recommendation to full board.

11. Adjourn

The meeting was adjourned at 1:13 p.m.