

REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD MEETING

Friday, March 24, 2023 | 1:00 PM

draft MINUTES

1. Welcome and call to order
 Alex Vancina, RAILS Board President called the meeting to order at 1:00 p.m. on Friday, March 24, 2023 at the RAILS Burr Ridge service center.

2. Roll call of RAILS board members
 Palmisano called the roll of the board members:
 Burr Ridge: Alice Creason, Julie Milavec, Rene Leyva, Jennifer McIntosh, Becky Spratford, Alex Vancina, Vanessa Villareal, Karen Voitik
 East Peoria: Robin Helenthal, Thomas Stagg
 Zoom: Monica Caldicott, Rosie Camargo (arrived at 1:01 p.m.), Dianne Hollister (arrived at 1:30 pm), Beth Tepen
 Absent: none

3. Recognition of guests and announcements
 Burr Ridge: Monica Harris, Joe Filapek, Galin Iliev, Renya Krempl, Mary Kate Murray, Laura Nemeth, Stacy Palmisano (designated minute taker), Anne Slaughter, Sharon Swanson
 East Peoria: James Campbell, Robert Morgan
 Illinois State Library: Pat Burg, Greg McCormick
 Zoom: Eric Bain, Jannette Derucki, Mark Hatch, Leila Heath, Kim Perry, Brian Smith

4. Public comments and announcements
 There were no public comments.

5. Consent agenda – Alex Vancina
 - 5.1 Adoption of the Agenda
 - 5.2 RAILS Board minutes of February 24, 2023, regular meeting
 - 5.3 Approval of Disbursements: February 2023
 Villarreal moved for the approval of the consent agenda. Milavec seconded and the motion was unanimously approved.

6. RAILS Financial Report
 Swanson gave the board an overview of the RAILS Financial Report. In February, RAILS received the sixth and final Live & Learn Area and Per Capita (APC) grant payment of \$1,072,500. The only grant payment that we have yet to receive is the federal or LSTA portion of our grant. Expenditures through February were \$654,256 below budget. General Fund revenues through February were above budget primarily due to above budget Area and Per Capita grant revenues and higher than budget investment income. RAILS contractual services, continuing education, travel, and vehicle budgets were under budget in February. Swanson discussed several reasons why those categories were under budget. Given the very recent failures of two large banks (Silicon Valley Bank and Signature Bank), Swanson briefly mentioned the safety and collateralization of RAILS' accounts with its current depositories. RAILS' deposits are primarily with community banks, local government investment pools, and US government securities which service a completely different industry and operate under strict guidelines.

7. Reports

7.1 Report from the RAILS President

There was no report.

7.2 RAILS Board Committee Reports - Committee Chairs

7.2.1 Advocacy Committee - Robin Helenthal

7.2.2 Consortia Committee - Thomas Stagg

7.2.3 Equity, Diversity and Inclusion Committee-Dianne Hollister

7.2.4 Executive Committee - Alex Vancina

7.2.5 Nominating Committee - Alice Creason

7.2.5 Policy Committee - Jennifer McIntosh

7.2.6 Resource Sharing Committee - Becky Spratford

7.2.7 Universal Service Committee - Alice Creason

There were no additions or questions regarding the reports included in the packet.

7.3 RAILS Reports

7.3.1 RAILS Monthly Report

Harris reminded the board members to complete the Statement of Economic Interest and forward a copy to Emily Fister, Executive Assistant. The schedule to review the RAILS Executive Director will be changed to setting goals at the April meeting due to Harris just starting the position. RAILS is in the process of planning a series of in person events this Spring intended to further introduce Harris to the RAILS membership.

These events will be targeted in the areas of: Bourbonnais, Burr Ridge, Coal Valley, Northern Chicago Suburbs, Peoria, Quincy, and Rockford. Harris encouraged the board members to meet with their local legislator to make sure they are aware of the priorities of the Illinois Library Association (ILA), and then to report back to ILA. Harris discussed House Bill 2789 (HB2789), and Senate Bill 2419 (SP2419), both of which are sponsored by Secretary of State Alexi Giannoulias. Harris attended The Illinois State Library Advisory Committee (ISLAC) meeting on March 23. Buying delivery vehicles has become very difficult in the current environment. RAILS staff are in the process of investigating an emergency purpose statement to procure vehicles and hope to bring a proposal to the April meeting after checking with our legal team. Illinois Heartland Library System (IHLS) shared that they took this step in February 2023. Lastly, Harris reported that there are already 150 people registered for the April 14 webinar on *An Overview of the Decennial Committee on Local Government Efficiency Act*.

7.3.2 RAILS New Website

Smith gave an overview of the new RAILS website that recently launched. The goal of the site is to be an expression of the RAILS Strategic Plan. An upgrade to the site redesign was to improve accessibility and to comply with the WCAG2.1 AA and AAA standards. A new requirement for all job listings is the listing of the pay rate in dollar figures. Member feedback received was to simplify the home page and the menu structure. A new feature of the website is to mark pages as favorites, which will appear as a favorites list on the home page for convenience. Caldicott suggested to place the school data project link further up on the school libraries page; Smith said that would be an easy fix.

7.4 Illinois State Library Report

McCormick, Illinois State Library Director, reported that the Senate Bill 2419 (SB2419), *The License to Read Act* passed on Thursday, March 23 in the Illinois Senate and will now move onto the Illinois House. Next week the Secretary of State's budget will move to committee for discussion; included is stable funding for all library literacy programs. The ISLAC Committee discussed the possible increase of e-resources and what that could mean for implementation in the state. Regarding the Decennial Efficiency Act, libraries are receiving notification and reminders directly from county offices.

8. New business

8.1 Ethics Ordinance

Harris reported that the RAILS Policy Committee plan to review all of RAILS' policies. The Ethics Act Ordinance was included in the meeting packet and was last approved in 2016. This is an opportunity for the board to review the ordinance, and today's date will be added to the footer as the last date reviewed. The Policy Committee will also soon look at the financial and social media policies. The RAILS Policy Committee will also review the Employee Manual in fiscal year 2024.

8.2 RAILS Board Member Job Description

The revised RAILS Board Member Job Description was included in the meeting packet. Two changes were made; adding a diversity statement by the candidate and including language that in person meetings is the expectation.

Milavec motioned to approve the revised RAILS Board Member Job Description. Creason seconded and the motion was unanimously passed.

8.3 Amendment to the FY 23 budget

The budget amendment for FY23 was provided in the packet. The changes reflect the collective bargaining agreement with the International Brotherhood of Teamsters Local 325, the wage increase of all delivery drivers and sorters, along with any delivery service manager who was below the mid-point of their salary range to the mid-point.

Spratford motioned to approve the FY23 budget amendment. Voitik seconded and a roll call was taken: Ayes: Monica Caldicott, Rosie Camargo, Alice Creason, Robin Helenthal, Dianne Hollister, Rene Leyva, Jennifer McIntosh, Julie Milavec, Thomas Stagg, Becky Spratford, Beth Tepen, Alex Vancina, Vanessa Villareal, Karen Voitik. Nays: none. Motion carried.

9. Unfinished business

9.1 Board election and nominating committee

Vancina named the nominating committee members; Alice Creason (Chair, RAILS Board), Rene Leyva (RAILS Board), Alexis Carscadden (National Louis University), Jennifer Lucas (Barrington Public Library District trustee), and Laura Turner (Caterpillar, Inc.). The committee reviewed the job description, discussed recruitment techniques, and made changes to the nomination form. There are a total of five seats open for the term ending in 2026: three trustees, one school, one academic, and one specialized seat's term ending in 2025 due to the resignation of Juanita Harrell. Creason reported that it was a good kick-off meeting.

10. Board development

10.1 School library data project

Derucki shared a presentation on the school library data project. After a years-worth of work the data shows alarming trends; only 59% of school districts have library staff, not all schools have libraries, not all libraries are staffed, not all library spaces are accessible when not staffed, and retired librarians are not being replaced. The presentation focused on three areas: Library Staff, Library Finance, and Library Collections. The data shows that a new position as District Librarian has become more common and districts are shifting to school librarians overseeing more than one location. Only 20% of schools have responded that they inventory their collections, and there is an increase demand in digital resources. The next step in the project includes rebranding with a new name and logo to reflect the long-term aspect of the project. Also moving forward with the project will include the creation of a data tool, ongoing data analysis including county information, exploring the role of district librarian, looking at ways to support school library staff, and more advocacy efforts. Leyva reported that his library is working on a project to supply book lockers for two schools within his library district that do not have school libraries. Leyva suggested that RAILS look into grant funding as an alternative for a public library to assist a school without a physical library. As a school librarian, Caldicott stated her thanks that this issue is being seen and the data is the way to show it. Harris reported on the

potential partnership with RAILS and the Consortium of Academic and Research Libraries in Illinois (CARLI) and the Illinois School Board of Education (ISBE) to discuss the topic of school libraries.

11. RAILS board member reports

Voitik announced that Shorewood-Troy Public Library District reopened after a remodel. The official opening is on March 30 at 5:30 pm. Villarreal reported that Lake Villa Public Library District now has an after-school bus dropping off kids at the library. She also said that the community conversations and budget meetings for their future outdoor space at the library has begun. Milavec announced that Downers Grove Public Library has an opening for a Teen Services Librarian. McIntosh mentioned that the College of DuPage is hosting the 21st Annual Illinois Literacy Summit on April 28. Information can be found at infolitsummit.org. Camargo shared that South Holland Public Library will have a bilingual event celebrating Dia del Niño (day of the child) on April 30. Camargo also shared that the REFORMA Midwest Chapter of The National Association to Promote Library & Information Services to Latinos and the Spanish Speaking will launch a Facebook page soon. Vancina reported that the Helen M. Plum Memorial Public Library District will open its new building on April 22. Vancina also mentioned that the New Lenox Public Library District is finishing up their first-floor renovation expanding their maker space and their media lab.

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

The next RAILS Board meeting will be at the RAILS Coal Valley service center on Friday, April 28. Emily Fister, will send an itinerary to the board members that will include dinner on Thursday, April 27 and a tour of the Rock Island Public Library's new Watts-Midtown branch. Harris asked all board members that plan to attend the American Library Association's annual conference to respond to Emily with their attendance.

13. Adjourn

The meeting adjourned at 2:38 pm.