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REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD MEETING

Friday, November 17, 2023 | 1:00 PM

RAILS Coal Valley, 220 W 23rd Ave, Coal Valley, IL 61240

DRAFT MINUTES

1. Welcome and call to order
Vancina called the meeting to order at 1:00 p.m. at the RAILS Burr Ridge Service Center.
2. Roll call of RAILS board members
Fister called the roll of board members.
Burr Ridge: Monica Caldicott, Jean Carroll, Alice Creason, Gwen Gregory, Jennifer Hovanec (arrived 1:09 p.m.), Rene Leyva, Julia Milavec, Alex Vancina, Karen Voitik, Catherine Yanikoski
East Peoria: Dianne Hollister, Tom Stagg
Zoom: Vanessa Villareal (arrived 1:15 pm)
Absent: Rosie Camargo
3. Recognition of guests and announcements

Guests in Burr Ridge: Monica Harris, Joe Filapek, Anne Slaughter, Sharon Swanson, Dan Bostrom, Sam Daly, Galin Iliev, Laura Nemeth, Emily Fister -designated minute taker
Guests in East Peoria: Kendal Orrison
Guests at the Illinois State Library: Greg McCormick, Mandy Saia
Guests via Zoom: Mark Hatch, Ryan Hebel,
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 October 27, 2023 Regular Meeting
 - 5.3 Approval of Disbursements: October, 2023
 - 5.4 Six-month review of closed session minutes: May 26, 2023Yanikoski moved and Creason seconded the approval of the consent agenda as presented. The motion was approved by a roll call vote. Ayes: Caldicott, Carroll, Creason, Gregory, Hovanec, Hollister, Leyva, Milavec, Stagg, Vancina, Villareal, Voitik, Yanikoski. Nays: None
6. RAILS Financial Report
Swanson reported the October 31 general fund cash and investment balance of approximately \$19.7 million would fund 17.2 months of budgeted FY2024 operations. General fund revenues through October were approximately \$3.7 million below budget due to not having yet received any APC grant payments. General fund expenditures through October of \$6.0 million were nearly \$880,000 below budget due to lower expenditures in Library Materials, Contractual Services (timing differences

between budgeting and actual), Personnel (open positions), and Vehicles (delays in vehicle replacements).

7. Reports

7.1 Report from the RAILS President

Vancina announced that due to the resignation of Robin Helenthal, he asked Catherine Yanikoski to serve on the Policy committee and Monica Caldicott has agreed to chair the Advocacy committee.

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 Policy Committee - Gwen Gregory

7.2.6 Resource Sharing Committee - Becky Spratford

7.2.7 Universal Service Committee - Alice Creason

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

7.3 RAILS Reports

7.3.1 RAILS Monthly Report

Harris discussed the Paid Leave for All Workers Act, which requires that all employers provide paid leave to their employees beginning on January 1, 2024. RAILS will need to make changes to its payroll system to comply with the law. Harris reported that RAILS would continue working on the policy change utilizing the regular policy change process. The board had no objections to this plan. Harris also mentioned her participation in the CARLI annual meeting. RAILS reported to the group on the broadband issue. Next, Harris discussed the Public Act 103-100. RAILS will need to pass a resolution to comply with the law. She announced the possibility of a joint board meeting with the Heartland Library System in the spring of 2024. RAILS is seeking input from the Board members on what they would like to discuss.

She gave an update on the recent ISLAC meeting, which covered many topics, including the Illinois broadband project, the Secretary of State's budget, and how he will be approaching the License to Read Act, statewide database, and Open Educational Resources for academic libraries. Illinois Library Association's Public Policy Committee met on November 6, and the recommendation on reducing the treasurer bond requirement to 10% for libraries is moving forward. She encouraged Board members to attend the upcoming ILA legislative meetups.

7.3.2 LLSAP Support Overview and Broadband Activity

Referring to the documents in the meeting packet, Slaughter gave the Board the background on LLSAPs (Local Library System Automation Programs), including their origins, history, and current situation. RAILS hosts the Consortia Committee which includes RAILS Board members and LLSAP representatives and meets quarterly. An LLSAP could be defined as a group of libraries that share catalog software. They are also commonly referred to as consortia or networks. There are currently 6 LLSAPs in Illinois. Each LLSAP is operated independently and governed by a group of representatives from its members. LLSAPs provide various services to their members, including shared ILS software, shared collections that are cataloged in their software, resource sharing, professional development, and advocacy. RAILS provides financial support to LLSAPs through two grant programs: The Support Grant, which provides operational support to LLSAPs and distributes

\$2.25 million annually. The Catalog Membership Growth Grant funds LLSAPs to help them grow their membership. RAILS also provides non-financial support to LLSAPs, such as professional development opportunities and advocacy support. LLSAPs provide several benefits to their members, including reduced costs, increased efficiency, improved resource sharing, enhanced professional development opportunities, and more robust advocacy for libraries.

Slaughter also gave a summary of the big initiative involving two federal broadband programs that are currently in the works: the Broadband Equity and Deployment (BEAD) Program and the Digital Equity Act. The BEAD Program will allocate over \$1 billion to the state of Illinois for broadband expansion, and the Digital Equity Act will allocate \$1.4 billion to all 50 states for digital equity programs, with Illinois receiving a part of the amount. Both programs require the states to produce plans that must be publicized for comment before being finalized. Slaughter emphasized the importance of all Illinois libraries being included in the asset inventory for the BEAD Program and the need for libraries to have the capacity to offer broadband services sustainably. RAILS worked with Heartland and CARLI to create a coalition advocating for libraries. She referred the Board to the Broadband for Libraries website, which will keep information about broadband for libraries up to date.

7.4 Illinois State Library Report

McCormick provided a brief orientation to the Illinois State Library's (ISL) role in state government, largely defined by the Library Systems Act and its relationship to the library system and libraries. The State Library is charged with two functions: operating a library for state offices, agencies, and officials, as well as supporting, promoting, and implementing library services on a statewide basis.

ISL operates a 164,000-square-foot facility, housing a collection of over 5 million items, and issues cards to all state employees and any resident of the state who also holds a public library card. ISL also supports statewide library services through a variety of programs and services, including the Talking Book and Braille Service, the Regional Library for the Blind, and the Library Development and Literacy division.

The State Library's FY 24 operating budget is \$4.7 million. In addition, the State Library administers over \$87 million in appropriations for library services.

McCormick also gave a State Library report to the Board. It included a discussion of the e-resources database package for libraries, which has moved forward to the procurement stage. The Secretary of State has allocated \$5 million to acquire a statewide database package for libraries of all types. The State Library is working closely with the state libraries of Michigan, New York, and Indiana to develop a procurement plan for Illinois in a way that will allow for some library services to be extended to Illinois residents who currently have no access to a library. ISL is working on implementation rules for the Public Act 103-100, "the Book Banning Law." It will be effective January 1st, 2024. Currently, the second notice period is underway. He announced that ISL is planning to convene a meeting with the regional library systems, CARLI, and other consortia to discuss how to move forward with implementing the "License to Read Act" and negotiating pricing for e-books.

8. New business

8.1 Adoption of the ALA Library Bill of Rights

Harris presented the ALA Library Bill of Rights and gave a brief overview. Milavec moved for the RAILS Board to adopt the ALA Library Bill of Rights. Leyva seconded and the motion was unanimously approved.

8.2 Org Chart Revision

Harris explained that there were some changes due to Joe Filapek's new role as Associate Executive Director. The responsibility of RSA will move from Anne Slaughter and now be under his purview. Hovanec moved for the approval of the changes to the RAILS Organization Chart. Voitik seconded and the motion was unanimously approved.

8.3 RSA Independence Update

Orrison stated that RSA has benefitted greatly from its relationship with RAILS, especially with economies of scale keeping RSA's membership fees low. RSA serves 143 member libraries, many of which are small public libraries and school libraries. The RSA Independence Project is underway with RSA reimbursing costs to RAILS. The biggest difficulties Orrison foresees moving forward are establishing RSA as an intergovernmental instrumentality, providing adequate benefits to staff, including IMRF, and increasing membership fees, especially for school libraries who are far more likely to pull out of the consortium than other library types. Orrison outlined the three-year timeline for RSA independence. In year one (FY 2024) RSA will change from a 501c3 to an Illinois intergovernmental instrumentality, a process that will be helped by RSA's already-established board structure. Year two (FY 2025) will see a staffing conversion in which all RSA job descriptions will be overhauled, and RSA will establish systems for employing their own staff. The focus of year three (FY2026) will be on establishing infrastructure outside of RAILS's support (i.e., internet and IT solutions, hardware, vehicles, and office space). After that, RSA will consider whether Symphony is still the best vendor for the consortium's automation and weigh the possibility of a migration. Orrison shared the following link to a page that details RSA's Independence Project: <https://support.librariesofrsa.org/independence-project/>.

8.4 New Member

Bostrom presented a new member application from Horizon Science Academy of McKinley Park, a charter school in Chicago. Caldicott moved for the approval of RAILS Membership for the Horizon Science Academy of McKinley Park Charter School with final approval from the State Library. Leyva seconded and the motion was unanimously approved.

8.5 Unite Against Book Bans Partner Invitation

The Unite Against Book Bans partnership invitation was proposed at the most recent Advocacy Committee meeting. Unite Against Book Bans is a recent initiative of the American Library Association's Intellectual Freedom Committee, and aids in support of the most recent round of materials challenges. Unite Against Book Bans provides a lot of resources that can be used at the library and community level, and information about Unite Against Book Bans is available on the Materials Challenges Pulse Page on the RAILS website. Milavec motioned that RAILS become an official partner organization for United Against Book Bans. Creason seconded and the motion was unanimously approved.

9. Board development

9.1 EDI Updates

Filapek presented the Social Justice for Libraries program offered through Freedom Lifted, an organization dedicated to equity and social justice education for organizations, especially libraries. The program is now available on the Continuing Education page of the RAILS website for any RAILS member staff with an L2 account. While the course specifically mentions public libraries, it is applicable to all types of libraries and communities; it contains five to six hours of asynchronous content, allowing for

the participation of all staff. Freedom Lifted also provides discussion and planning guides to help library leaders facilitate the success of the program. Filapek encouraged board members to use and share this training resource. The course cannot be used toward Continuing Education credit for school librarians, but RAILS is looking to become an approved provider of professional development for school librarians in the future. Filapek also shared other EDI efforts RAILS is currently working on including an equity audit, EDI-focused continuing education for members, the RAILS climate team, the EDI Board Committee, and ongoing EDI training for RAILS staff and trustees. Milavec shared that Downers Grove Public Library is looking to incorporate the Freedom Lifted training into the onboarding process for staff.

10. RAILS board member reports

Hovanec shared the La Grange Public Library opened its drive-up window this week after many delays. Hovanec also reported on the success of the LACONI unconference and thanked Janette Derucki for speaking about data-driven decision-making. Milavec reminded board members to sign up for the upcoming ILA legislative meetups and encouraged members to reach out to their local legislators about attending. The list of legislators who have signed up is on the Legislative Meetup page of the ILA website. Gregory reported that at the CARLI Annual meeting they were discussing the EDI aspect of Find More Illinois as making materials more accessible to all users.

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

Vancina noted that there is no board meeting in December this year. The next meeting will be held on January 26, 2023, at 1:00 pm.

12. Adjourn

Vancina adjourned the meeting at 3:06 pm.