



DRAFT

REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD MEETING

Friday, January 26, 2023 | 1:00 PM

MINUTES

1. Welcome and Call to Order

Alex Vancina, RAILS Board President called the meeting to order at 1:00 p.m. on Friday, January 26, 2024 at the RAILS Burr Ridge service center.

2. Roll Call of Members

Fister called the roll of the Board members.

Burr Ridge: Monica Caldicott, Rosie Camargo, Jean Carroll, Alice Creason, Gwen Gregory, Dianne Hollister, Jennifer Hovanec, Rene Leyva, Julie Milavec, Tom Stagg, Alex Vancina, Karen Voitik, and Catherine Yanikoski, Yolande Wilburn (took seat as new Board Member)

Absent: Vanessa Villareal

3. Recognition of Guests

Guests in Burr Ridge: Monica Harris, Joe Filapek, Sharon Swanson, Galin Iliev, Anna Behm, Sam Daly, Mark Hatch, Leila Heath, Barb Miller, Laura Nemeth, Kate Niehoff, Yolande Wilburn

Guests in Zoom: Dan Bostrom, Ryan Hebel, Anne Slaughter, Karen Egan-Illinois State Library, Emily Fister-note taker.

4. Public comments and announcements

There were no public comments.

5. Consent agenda

5.1 Adoption of the Agenda

5.2 RAILS Board Minutes of November 17, 2023 Regular Meeting

5.3 Approval of Disbursements: November-December, 2023

Milavec moved for the approval of the consent agenda. Hovanec seconded and a roll call vote was taken: Monica Caldicott, Rosie Camargo, Jean Carroll, Alice Creason, Gwen Gregory, Dianne Hollister, Jennifer Hovanec, Rene Leyva, Julie Milavec, Tom Stagg, Alex Vancina, Karen Voitik, Catherine Yanikoski. Nays: None

6. RAILS Financial Report

Swanson reported that the financial statements are preliminary and unaudited reports and the December 31 general fund cash and investment balance of \$21.8 million would fund an estimated 24.6 months of budgeted FY2024 operations. The seven-month increase is due to the receipt of the General Fund portion of the APC grant (\$9,935,570). General Fund revenues through December were approximately \$280,000 above budget

partially due to increased interest rates and timing differences for membership fees. General fund expenditures through December were \$716,000 below budget partially due to lower Library Materials expenditures, and recruitment delays in filling open positions. Two capital projects, the carpet replacement at our Coal Valley facility and the budgeted patio replacement at Burr Ridge both came in over budget.

7. Reports

7.1 Report from the RAILS President

7.1.1 Recommendation of Appointment to fill At-Large Seat Vacancy

Vancina reported that the RAILS Executive Committee met on January 4 to review the 17 nominations for candidates to fill the at-large seat vacancy of Robin Helenthal. Interviews with 3 candidates were held on January 17. The executive committee voted to recommend to the full board that Yolande Wilburn, Executive Director of the Evanston Public Library, be appointed to fill the At-large seat term ending in June 2024. Creason moved for the acceptance of the Executive Committee recommendation to appoint Yolande Wilburn to the RAILS Board to fill the At-large seat term ending in June 2024. Voitik seconded and the motion was unanimously approved.

7.1.2 Swearing in of new Board Member

Wilburn took the oath of office and was welcomed to the RAILS Board.

7.2 RAILS Board Committee Reports - Committee Chairs

There were no additions to the reports included in the packet.

7.2.1 Advocacy Committee – Monica Caldicott

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 - Thomas Stagg

7.2.6 Policy Committee - Gwen Gregory

7.2.7 Resource Sharing Committee - Becky Spratford

7.2.8 Universal Service Committee - Alice Creason

7.3 RAILS Reports

7.3.1 RAILS Monthly Report

Harris introduced and welcomed Kate Niehoff, who was recently hired as the Director of Consulting and Continuing Education. Harris worked with Kate at the Schaumburg Township District Library and Kate has also worked at the Forest Park, Melrose Park and Arlington Heights public libraries. Harris reported that three of the eight Ford Transits have been delivered and we are also waiting for news on the delivery of five box trucks. Harris thanked Mark Hatch and his team for their quick response to the sprinkler system leak last week. We are seeking guidance from our attorneys regarding [Public Act 103-0343](#) which became effective on January 1 and modifies the definition of a newly hired employee to include independent contractors. The joint

Board meeting with the Illinois Heartland Library System is still being discussed but we are looking for a new venue as Bloomington Public Library cannot host due to delays in their renovations. The February Board meeting will include a capital assessment report on RAILS facilities. Yanikoski commended RAILS on the statistic included in the report that RAILS delivery drivers traveled 1,173,510 miles in 2023.

7.3.2 RAILS Service of the Month – eRead Overview

Behm gave an overview of the e-content that is available for all RAILS members. The Inkie.org Library is available to everyone in Illinois at no cost, no library card is required, and focuses on Illinois and Illinois creators. Inkie.org is a suite of self-publishing tools and resources. Pressbooks software is used to create e-book files- 413 e-books created since October 2019. eRead Illinois is a collection of Popular materials collection hosted on Baker & Taylor's Boundless platform. The membership is: Academic: 30; Public: 287; School: 597 (buildings); Special: 6, 100% of membership fees go to the collection. Behm shared some other statistics including the 68,500+ e-books and audiobooks in the shared collection.

7.4 Illinois State Library Report - ISL Staff

Egan reported that Public Library Per Capita Grant applications are due by January 30, 2023, and that the Illinois State Library (ISL) has already received numerous outstanding applications. The Public Library Construction Grant deadline has been extended to February 15, 2024, and details can be obtained by contacting Mark Shaeffer at ISL. Recently, the ISL Advisory Committee discussed the allocation of funds for statewide e-resources, currently in the Request for Proposals (RFP) process and set for review in March. The Secretary of State is proposing a 3-year contract with a 7-year renewal, requiring a 10-year commitment within the first contract. All libraries are eligible for online education resources. Resources are expected to include Pre-K to 12th grade educational resources, academic resources, and reference e-books. This initiative, addressing Universal Services, will allow all state residents to obtain an electronic resources library card. Additionally, ISL is collaborating with CARLI on establishing Open Educational Resources (OERs) across the state, with a direct mailing to colleges and universities encouraging faculty and librarians to collaborate on the project. The establishment of statewide OERs will ultimately reduce the need for students to purchase textbooks.

8. New business

8.1 Security Camera Policy

Harris reported that the Security Camera Policy is a new policy to RAILS and follows general guidelines of submission and retention of camera recordings and has been reviewed by the policy committee and legal consultants. Milavec moved and Camargo seconded to approve the RAILS Security Camera Policy as recommended by the RAILS

Policy Committee. The motion was unanimously approved.

8.2 Paid Leave for All Workers (PLAW) Policy

Harris reported that the PLAW Policy was presented in draft form at the November board meeting as legislation required that it be implemented by January 1, 2024. The Policy Committee made some suggested changes per our legal and HR consultants. Wilburn moved to approve the recommended changes to the Paid Leave for All Workers Policy approved by the RAILS Policy Committee. Caldicott seconded and the motion was unanimously approved.

8.3 New Members

Bostrom presented new member applications from the Prairie Crossing Charter School in Grayslake and the Newark Community School District 66. Caldicott moved for the approval of RAILS Membership for the Prairie Crossing Charter School in Grayslake and the Newark Community School District 66 with final approval from the State Library. Camargo seconded and the motion was unanimously approved.

9. Board Development

9.1 Find More Illinois update

RAILS Consortial Services Supervisor Barb Miller gave an overview of Find More Illinois. Find More Illinois is an interlibrary loan platform that provides access to all participating libraries' holdings in one seamless interface. Libraries of all types and sizes can join, no matter what kind of catalog software they use. In 2018, the pilot phase, there were 15 pilot libraries with a total of 602 transactions. In 2022 an incentive program began offering no one-time set-up fees and annual fees waived until July 2023. That year, 21 libraries joined: 17 public (including all 6 libraries from the Pinnacle consortium), and 4 school libraries. This was a 65% increase in libraries with a total of 4,713 transactions, a 170% increase in transactions from the previous year. The next year will include onboarding 32 new public libraries; and evaluation of existing fee tiers and the Enhanced Borrowing pilot. Miller commented that the Helen Plum Library is one of the biggest users of the Find More Illinois program and thanked Alex Vancina for his support.

10. RAILS board member reports

Caldicott thanked RAILS for the My Library Is grant that the School Library has used to fund the creation of a 100-foot wall mural in conjunction with the art design class. The wall is outside the library and will be a great entry into the library. Milavec reported that Downers Grove Public Library has a new trustee whose parents are from a small region of India and was thrilled that her kids were able to get books in her parents' native language. Hovanec reported that the Villa Park Public Library had their year end review and noted that their foot traffic had increased by 24000 visitors from last year. Gregory reported that the Northern Illinois University library was one of 56 institutions to receive the 2024 Library Excellence in Access and Diversity (LEAD) Award from Insight Into

Diversity magazine. The award is a measure of an academic library's programs and initiatives that encourage and support diversity, equity, and inclusion on their campus.

11. Next RAILS board meeting Friday, February 23, 2023

The agenda for next month will include: updates from the policy committee, the nominating committee will be appointed, RAILS service of the month will be from Marketing and Communications; and the board development will be RAILS Facilities and Capital Assessment Activities.

12. Closed session

Vancina stated the following: The Board will move into closed session to discuss matters regarding employment, as per 5 Illinois Compiled Statutes, chapter 120, paragraph 2, section (c) 1, which states: Exceptions. A public body may hold closed meetings to consider the following:

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel, including hearing testimony on a complaint lodged against an employee or against legal counsel to determine its validity.

Milavec moved for the Board to move into closed session. Leyva seconded and a roll call vote was taken: Monica Caldicott, Rosie Camargo, Jean Carroll, Alice Creason, Gwen Gregory, Dianne Hollister, Jennifer Hovanec, Rene Leyva, Julie Milavec, Tom Stagg, Alex Vancina, Karen Voitik, Yolande Wilburn, Catherine Yanikoski. Nays: None

Hollister moved for the Board to move into open session. Milavec seconded and a roll call vote was taken: Monica Caldicott, Rosie Camargo, Jean Carroll, Alice Creason, Gwen Gregory, Dianne Hollister, Jennifer Hovanec, Rene Leyva, Julie Milavec, Tom Stagg, Alex Vancina, Karen Voitik, Yolande Wilburn, Catherine Yanikoski. Nays: None

13. Actions in follow-up to closed session

None.

14. Adjourn

Vancina adjourned the meeting at 3:46 p.m.