

RAILS BOARD NOMINATING COMMITTEE MEETING

draft minutes

1. Call to Order
Tom Stagg, Committee Chair of the RAILS Board Nominating Committee Meeting called the meeting to order at 1:00 p.m. on Friday, March 8, 2024 at the RAILS Burr Ridge Service Center.
2. Roll Call of Committee Members
Fister called the roll of the committee members:
RAILS East Peoria: Tom Stagg
Malpass Library #215, 1 University Cir, Macomb: Michelle Holschuh Simmons
Alice Mason Room, Cordova District Library: Karen Lonergan
Via Zoom: Jennifer Hovanec, Ashley Huffines
3. Recognition of Guests and Announcements
Burr Ridge: Monica Harris, Emily Fister-designated note taker
Zoom: Dan Bostrom
4. Public Comments
There were no public comments.
5. Adoption of Agenda
Huffines moved for the adoption of the agenda, Simmons seconded, and a roll call vote was taken: Ayes: Hovanec, Huffines, Lonergan, Holschuh Simmons, Stagg. Nays: none
Stagg asked that attendees give a brief introduction. He thanked everyone for their time and willingness to serve on the committee.
6. Committee Responsibilities
Harris and Bostrom discussed the purpose of the Nominating Committee. They emphasized the importance of the Committee's role in recruiting diverse candidates to run for the Board. They reviewed the bylaws in regard to the board makeup and the desire for geographic, role and racial diversity. Bostrom reviewed the nomination process and restrictions on dual roles and library affiliations.
7. RAILS Board Member Job Description
Harris reviewed the job description which was included in the packet. She said board members are allowed two unexcused absences per year, and that travel to other locations for meetings is encouraged but not required of board members.

8. Review Nomination form

The nomination form was reviewed. Bostrom said the form will go “live” March 20. The Committee discussed the nomination form with candidates required to provide demographic information, a background history, and answer questions. A new addition to the process this year is the requirement of a 90-second video statement from each candidate, which will be worked on by the RAILS Communications team to ensure consistency. The videos will be made available to voters to provide more information about the candidates. Lonergan moved for the approval of the nomination form, Simmons seconded, and a roll call vote was taken: Ayes: Hovanec, Huffines, Lonergan, Holschuh Simmons, Stagg. Nays: none

9. Recruitment of Board Candidates

Bostrom stated that RAILS utilizes various channels such as the RAILS E-News, social media platforms, email lists, and the website to reach out to members. He stressed the importance of word-of-mouth and encouraged members to share the E-News and nomination form link with others who might be interested. He noted that their biggest challenge is recruiting for the three Public Library Trustee seats and suggested that sharing information with other library directors would be beneficial. The Committee members were urged to use their networks to identify potential candidates for positions. Hovanec suggested current Board members do a promotional video about their experience on the board. The Committee thought it was a great idea. RAILS Staff will coordinate and ask for volunteers.

10. Discuss Timeline For 2024 RAILS Board

Stagg said the detailed timeline for the committee was included in the packet. The call for nominations is set to go out on March 20th, with nominations due by April 19th. The election will be held from May 8th to May 20th. The committee also plans to schedule another meeting between April 24th and May 3rd to review the proposed election process, review nominations, and discuss the proposed ballot. The compilation of election results and the formation of the new board will take place between May 27th and June 7th. The committee also emphasized the importance of getting out the word about the election and encouraging voting among their members.

11. Schedule for Remaining Meetings

Fister will send a survey to determine the next meeting date and time set between April 19 and May 3rd.

12. Agenda Topics for Next Nominating Committee Meeting

The topics for the next meeting are to: Review the proposed election process, review nominations, and discuss the proposed ballot.

13. Adjourn

Stagg adjourned the meeting at 1:48 p.m.