



DRAFT

REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD MEETING

Friday, May 24, 2024 | 10:00 AM

MINUTES

1. Welcome and Call to Order
Alex Vancina, RAILS Board President called the meeting to order at 10:00 am on Friday, May 24, 2024 at the RAILS Burr Ridge service center.
2. Roll call of RAILS Board Members
Palmisano called the roll of the Board members.
Burr Ridge: Monica Caldicott, Rosie Camargo, Jean Carroll, Alice Creason, Gwen Gregory, Jennifer Hovanec (arrived 10:02 am), Rene Leyva, Julie Milavec, Alex Vancina, Karen Voitik, Yolande Wilburn, and Catherine Yanikoski
East Peoria: Dianne Hollister, Tom Stagg
Zoom: Vanessa Villarreal-Kraenzle
Absent: none
3. Recognition of Guests and Announcements
Guests in Burr Ridge: Anna Behm, Dan Bostrom, Joe Filapek, Monica Harris, Mark Hatch, Leila Heath, Galin Iliev, Laura Nemeth, Kate Niehoff, Stacy Palmisano (note-taker), Diana Rush, Jessica Silva, Sharon Swanson
Guests on Zoom: Grant Halter, Ryan Hebel, Greg McCormick (Illinois State Library), Quinn McKissock, Mary Kate Murray, Anne Slaughter
Guests in East Peoria: Antony Deter, Kendal Orrison
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 April 26, 2024 Regular Meeting
 - 5.3. Approval of disbursements: April 2024
Wilburn moved for the approval of the consent agenda, Voitik seconded and a roll call vote was taken: Yes: Monica Caldicott, Rosie Camargo, Jean Carroll, Alice Creason, Gwen Gregory, Dianne Hollister, Jennifer Hovanec, Rene Leyva, Julie Milavec, Tom Stagg, Alex Vancina, Vanessa Villarreal-Kraenzle, Karen Voitik, Yolande Wilburn, Catherine Yanikoski. Nays: None. The motion is adopted.
6. RAILS Financial Report
Swanson reported that through April, General Fund revenues were \$2,565,452 above budget

primarily from an earlier than anticipated receipt of the remainder of our Area & Per Capita (APC) grant funds (\$1,936,144) as well as greater than anticipated investment income (\$550,913). On April 22, RAILS received the final portion of our FY2024 APC grant funds from the office of the Secretary of State. This is the fourth year in a row that we have received the entire amount of the grant funds within the same year of the award. General Fund expenditures through April were \$615,00 below budget primarily from timing differences between budgeted and actual group purchase expenditures as well as lower than anticipated fuel prices. During the month of April, RAILS paid for improvements to the security system at the new Rockford facility, and also made a deposit to begin the long-deferred renovations of the Coal Valley bathrooms.

7. Reports

7.1. Report from the RAILS President

There was no RAILS President report.

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 - Tom Stagg

7.2.3. Equity, Diversity and Inclusion Committee -Dianne Hollister

7.2.4. Committee - Alex Vancina

7.2.5. Nominating Committee - Tom 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 - Monica Harris

Harris called attention to a recent change in HB4567, which amends the criminal code to include library employees as protected in relation to threats and disorderly conduct. On May 21, 2024, the Illinois legislature amended the bill to change from threats towards employees to libraries in general and added grant funds for library security. This bill will move to the Illinois Senate. Another legislature update is that HB4224 had its third reading deadline established for May 24. Also highlighted was the creation of the Digital Accessibility Pulse page on the RAILS website. Included on the new page is a memo from Ancel Glink regarding the Office for Civil Rights of the U.S. Department of Education's Digital Access Discrimination complaints. Harris thanked all of the board candidates for their time and effort in running for the FY2025 RAILS Board; added this year was candidate videos. As of yesterday, May 23, there were 297 votes. The goal is to go beyond the 319 votes cast in 2023. The group discussed ways to encourage more RAILS members to vote in the election including adding the title of the person able to cast a vote on the library's agency L2 page, and also to provide ways a library director can include staff in the decision-

making process. Other noteworthy news shared was the approval of the ILA Annual Conference session proposal submitted by RAILS. The session will feature a panel discussion on the value of libraries and include both RAILS and IHLS staff.

7.3.2. RAILS Continuing Education and Consulting Program Overview

Niehoff, Director of Consulting & Continuing Education, presented on the RAILS' continuing education and consulting program to the board. After introducing the RAILS' team, Niehoff reported that within the last twelve months there were forty-one events with 2,750 attendees, and 2,800 people viewed the archived recordings. RAILS applied to the Illinois State Board of Education (ISBE) to be a professional development provider. If approved, RAILS will be able to award professional development hours to school librarians. Twice a year, RAILS offers grants of up to \$2,000 to member libraries to fund continuing education events that are open to all RAILS' members. Popular consulting resources offered are the OMA/FOIA hotline, which is available for the entire state, and also the HR Source hotline available for RAILS participating HR Source members. Lastly, Niehoff reported that the RAILS staff recently completed EDI training, and new this year, is EDI training exclusively for managers and supervisors.

7.4 Illinois State Library Report

McCormick reported that this week the Illinois legislature was busy, and will continue through this Sunday, May 26. It looks that it is a strong session for library funding and the Secretary's literacy programs. Last month, Secretary Giannoulis held listening sessions with public library leaders and the library systems. As a result, a response document will be released soon answering questions from the sessions. Future sessions are being considered to include library leaders from different library types. The Illinois Center for the Book, a significant literacy program for the state, held the Letters About Literature in Illinois 2024 contest. Over three thousand letters from Illinois students between grades 4-12 were received this year. The Secretary also hosted a Spotlight on Literacy Awards honoring ten students and ten tutors from with over eight thousand adult learners attending programs statewide. McCormick shared that a vendor has been selected for the statewide e-resources package. The name of the vendor will be released soon with the initial implementation to begin prior to July 1, 2024. McCormick announced that the Illinois State Library Advisory Committee (ISLAC) will meet next week. Executive Director Harris thanked Director McCormick on the work his office and the office of Secretary Giannoulis has done to move forward the statewide database package. McCormick ended his report announcing that the Open Educational Resource (OER) funding will be announced soon.

8. New Business

8.1. New Member Request (approval requested)

The membership background for Liberty CUSD #2 in Liberty, Illinois was reported on by Silva.

Caldicott motioned and Camargo seconded to approve membership in RAILS for Liberty CUSD #2 and send to the Illinois State Library for final approval. The motion was unanimously approved.

8.2. Certification Report 2024

Bostrom reported that from the 2024 annual library certification, eighteen agencies have either closed completely or chose to withdraw from RAILS membership voluntarily. In addition, two libraries that did not respond to repeated phone calls or emails, are recommended for suspension of RAILS membership.

Wilburn motioned and Creason seconded for the approval of the certification report including withdrawal and suspension of members and requesting final authority of the Illinois State Library. The motion is adopted.

8.3. Public Comment Rules

Harris thanked the Policy Committee and Chairperson Gregory for their valuable feedback in reviewing RAILS' policies. Recommended changes to the Public Comment Rules are to keep compliant with the Open Meetings Act, as well as rulings regarding public comment by the Public Access Counselor of the Office of the Illinois Attorney General. Added language of "or Committee Chairperson" was added to the document to clarify the person chairing the meeting.

Milavec moved and Hovanec seconded to approve the Public Comment Rules policy with the additional language of "or Committee Chairperson." The motion is adopted.

8.4. Policy for the Provision for the Appeal of Board Decision on Membership

Harris reported that slight word changes were made to the Policy for the Provision for the Appeal of Board Decision on Membership.

Wilburn moved and Hovanec seconded to approve the Provision for the Appeal of Board Decision on Membership policy as presented. The motion is adopted.

8.5. Policy on Meeting via Electronic Means

The last update to the Policy on Meeting via Electronic Means was in 2018. Harris explained that RAILS has a special provision as a system under the Open Meetings Act to allow board members or committee members to attend meetings virtually. Language was added that prohibits a person driving a vehicle while attending the meeting.

Creason moved and Voitik seconded to approve the policy on Meeting via Electronic Means as presented. The motion is adopted.

9. Unfinished Business

9.1. Approval of SAPC Grant Application and FY2025 Budget

Both Harris and Swanson reported to the Board on the SAPC Grant application and the budget for fiscal year 2025. As part of the budget process, trends over the past five years were reviewed, including vehicle trends. Revenues are budgeted to increase due to an increase in the ILDS contract fees, the expansion of the Find More Illinois and eRead Illinois programs, the growth of the group purchasing program, and an increase in investment income. Expenditures are also budgeted to increase primarily from the growth of the purchase program, a 3% wage increase for staff, and additional organizational structural changes. Additionally, expenditure increases will be from the delivery outsourcing contractual costs of 6%, the world languages cataloging program, costs to support further accessibility of the RAILS' websites, and an increase in legal fees.

Milavec moved and Wilburn seconded to approve the SAPC grant application and FY25 budget and to send to the State Library for final approval. A roll call vote was taken: Yes: Monica Caldicott, Rosie Camargo, Jean Carroll, Alice Creason, Gwen Gregory, Dianne Hollister, Jennifer Hovanec, Rene Leyva, Julie Milavec, Tom Stagg, Alex Vancina, Vanessa Villarreal-Kraenzle, Karen Voitik, Yolande Wilburn, Catherine Yanikoski. Nays: None. The motion is adopted.

9.2. Executive Director Evaluation Update

Vancina thanked the RAILS Board for completing the Executive Director's evaluation. A discussion of the evaluation findings will take place in a closed session at the June meeting. President Vancina and Vice President Gregory will then meet with Executive Director Harris to discuss the findings and recommendations of the compiled evaluation. The Board can anticipate receiving the survey results next week.

10. Board development

10.1. RAILS eBook Data Project

Halter talked to the Board about the Data Analysis Internship. This first-time internship was an effort for RAILS to offer an opportunity for recent graduates to get system experience specifically in library data work. Quinn McKissock, will complete the seven month internship in June. The internship focused on data collection from eRead Illinois. McKissock collaborated closely with staff from RAILS and Baker and Taylor to collect, clean up inconsistencies, aggregate, and analyze data. McKissock reported on trends seen in circulation, talked about publisher price points for public libraries, and e-book licensing. McKissock will do a follow-up report on the data findings from the internship. Halter praised the incredible work McKissock did in managing and cleaning up the data. The goal is to create an interactive dashboard on E-Read Illinois data. Following the presentation, the Board members discussed the big five publishing companies' monopoly on popular titles. A benefit to the data collection from the internship is that it looked at trends statewide and can tell a story on e-book access to public libraries and the relationship with e-book vendors. Bostrom mentioned that on May 15, he hosted a

member discussion titled, [Online Roundtable: eRead Illinois Data Project](#) which McKissock shared findings from their internship including eRead Illinois usage and statistics, an overview of the current e-book/audiobook landscape, trends in the way users are accessing eRead Illinois, and a Q & A session.

11. RAILS Board Member Reports

Camargo reported that she was the Committee Chairperson for the Reaching Forward Conference held on May 10. A highlight at the conference was hosting two drag queen story times that was well attended. Camargo announced that she recently signed a contract with ILA to co-write a book on storytelling with a focus on equity, diversity, and inclusion.

Caldicott talked about her experience on her school's employee union which put forth a vote of no confidence for the district superintendent. She learned about sharing the message and stories of ineffective leadership.

Hollister was happy to report that Bloomington Public Library's new building opened today, May 24 with books back on their shelves.

12. Meeting Recap and Agenda Building for the Next RAILS Board Meeting: Friday, June 21, 2024 at 1:00 p.m.

The June agenda will include a report on member engagement strategies, an update on the World Language Cataloging Services program, a report on the Board election, a discussion on the organizational chart, and the compensation structure for FY2025. Also, on the agenda will be a draft schedule for the board meeting dates for FY2025, and a closed session to discuss Harris' evaluation.

13. Closed Session

Vancina stated: The Board will move into closed session to discuss matters pertaining to closed session minutes as per 5 Illinois Compiled Statutes, chapter 120, paragraph 2, section 2(c)(21), which states: *Exceptions. A public body may hold closed meetings to consider the following subjects:(21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.*

Carroll motioned that the Board move into closed session. The motion was seconded by Hovanec and a roll call vote was taken. Yes: Rosie Camargo, Monica Caldicott, Jean Carroll, Alice Creason, Gwen Gregory, Dianne Hollister, Jennifer Hovanec, Rene Leyva, Julie Milavec, Tom Stagg, Alex Vancina, Vanessa Villarreal-Kraenzle, Karen Voitik, Yolande Wilburn, Catherine Yanikoski. Nays: None. The motion is adopted.

At this time there was a ten-minute break.

At 12:07 am Wilburn motioned that the Board return to open session. Camargo seconded

and a roll call vote was taken. Yes: Rosie Camargo, Jean Carroll, Alice Creason, Gwen Gregory, Dianne Hollister, Jennifer Hovanec, Rene Leyva, Julie Milavec, Tom Stagg, Alex Vancina, Vanessa Villarreal-Kraenzle, Karen Voitik, Yolande Wilburn, Catherine Yanikoski. Nays: None. Absent: Monica Caldicott. The motion is adopted.

14. Actions in Follow-up to Closed Session

14.1. Six-month Review of Closed Session Minutes

Wilburn moved and Voitik seconded to remain closed the closed session minutes for January 26, 2024, and March 26, 2024. A roll call vote was taken. Yes: Rosie Camargo, Jean Carroll, Alice Creason, Gwen Gregory, Dianne Hollister, Jennifer Hovanec, Rene Leyva, Julie Milavec, Tom Stagg, Alex Vancina, Vanessa Villarreal-Kraenzle, Karen Voitik, Yolande Wilburn, Catherine Yanikoski. Nays: None. Absent: Monica Caldicott. The motion is adopted.

15. Adjourn

Vancina adjourned the meeting at 12:12 pm.