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## REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD MEETING

Friday, October 25, 2024 | 1:00 PM  
RAILS Burr Ridge Service Center  
125 Tower Drive, Burr Ridge, IL 60527

### DRAFT Minutes

1. Welcome and Call to Order

Rene Leyva, RAILS Board President called the meeting to order at 1:00 p.m. on Friday, October 25, 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, Jenny Cutshall, Anupam Goel, Gwen Gregory, Jennifer Hovanec, Amanda Kowalcze, Rene Leyva, Karen Voitik, Catherine Yanikoski

East Peoria: Dianne Hollister, Alex Vancina

Absent: Jean Carroll, Julie Milavec, Emily Porter, Vanessa Villarreal-Kraenzle

3. Recognition of Guests and Announcements

Guests in Burr Ridge: Monica Harris, Dan Bostrom, Sharon Swanson, Leila Heath, Kate Niehoff, Maggie Thomann, Barb Miller, Galin Iliev, Jody Rubel, Emily Fister-designated note taker.

Guests in East Peoria: none

Guests on Zoom: Joe Filapek, Sam Daly, Ryan Hebel

4. Public comments

There were no public comments.

5. Consent agenda

5.1 Adoption of the Agenda

5.2 RAILS Board Minutes of September 27, 2024 Regular Meeting

5.3 Approval of Disbursements: September 2024 – Sharon Swanson

Voitik moved and Goel seconded to approve the consent agenda. A roll call vote was taken:

Ayes: Monica Caldicott, Jenny Cutshall, Anupam Goel, Gwen Gregory, Dianne Hollister, Jennifer Hovanec, Amanda Kowalcze, Rene Leyva, Alex Vancina, Karen Voitik, and Catherine Yanikoski. Nays: none.

6. RAILS Financial Report

Swanson reported the financial reports ending September 30, 2024 show a general fund unassigned cash and investment balance (approximately \$22.5 million), which would fund approximately 19.0 months of budgeted FY2025 operations. General fund revenues through

August were approximately \$744,000 below budget primarily due to the effects of the EBSCO group being selected as the vendor for the Statewide Database program and a revision in the LLSAP Support grant to RSA. These revenues are partially offset by above budget investment income and unbudgeted grant revenue from the ongoing development and enhancement of L2 and the world language cataloging services grants. RAILS's general fund expenditures through September of \$4.3 million were approximately \$1.24 million below budget due to below-budget Library Materials expenditures; and lower contractual services and vehicle expenditures. During September RAILS received and paid for six of the eight vehicle purchases budgeted for FY2025.

RAILS has replaced over half of our total delivery fleet but are still awaiting delivery of the thirteenth and final box truck ordered during FY2024 as well as the two remaining box trucks ordered for FY2025.

## 7. Reports

### 7.1 Report from the RAILS President

President Leyva reported that Board member Vanessa Villarreal-Kraenzle has tendered her resignation. He thanked Vanessa for her dedication to the RAILS board and wished her well in her next venture. The call for nominations will go out soon and the Executive Committee will meet to interview candidates. He also reported that Emily Porter has accepted a new position as the Medical Librarian at OSF Saint Anthony's in Rockford. He congratulated Emily and explained that as she holds an at-large seat on the RAILS Board the move does not affect her Board position in any way.

### 7.2 RAILS Board Committee Reports - Committee Chairs

There were no other additions or questions about the committee reports.

### 7.3 RAILS Reports

#### 7.3.1 RAILS Monthly Report

Harris reported that the ILA Annual Conference was held October 8-10 in Peoria and was well attended by RAILS staff, Board and members. She thanked the RAILS Staff and board members who took the time to greet and chat with members at the RAILS booth. Board representatives Rene Leyva, Gwen Gregory and Jean Carroll and Harris met with IHLS Board counterparts for a social dinner and all agreed it was a nice event in an informal setting. She announced that RAILS along with The Association for Illinois School Library Educators (AISLE), Illinois Heartland Library System (IHLS), Illinois Library Association (ILA), and the Illinois State Library (ISL), are the recipients of the Illinois Library Association's 2024 Hugh C. Atkinson Memorial Award for Interlibrary Cooperation. The award was received for creating the 2023 Illinois School Library Workers Symposium (ISLWS) and she acknowledged RAILS Director of Marketing and Communications Dan Bostrom for his role in creating and facilitating this important – now annual - event. Gregory commented that she enjoyed the relaxed environment of the dinner with the Heartland people and said her time at the RAILS booth was great to give away swag and to talk to members about the Agencies of Impact report. Harris

commented that the report was being used for budget presentations by RAILS members. Hollister said she and Cyndi Robinson met with interested parties regarding the ILA Retirees Forum and next steps are to develop a mission statement and other policies. Harris said the RAILS executive team met for an offsite training, facilitated by the Charmm'd Foundation. It was dedicated to understanding personal and team dynamics through DISC assessment, individual reflection, and team reflection.

Harris reported that many RAILS staff members will take part in the AISLE Annual Conference on November 7-9 in Tinley Park. This year's theme is AISLE L.E.A.D.: Librarians – Educating, Advocating, Making a Difference. She was pleased to be named the recipient of the Crystal Honor Award at this year's AISLE awards. This award is given for distinguished support of/or contributions to the school library profession, school libraries in Illinois or contributions to the Association. She stated the RAILS staff truly deserves the credit for the dedicated and incredible work done on behalf of our school library members. Caldicott stated that the school libraries truly appreciate all RAILS efforts and their contributions are felt by the AISLE members. Gronski introduced the Find More Illinois promotional video. She thanked the seven participants for sharing their individual stories on the effects that FMI has on their libraries and for their patrons. Leyva congratulated all on a terrific job on the video which was short, simple and effective.

### 7.3.2 RAILS Deals & Discounts

Heath gave an overview of the RAILS Deals & Discounts program which include over 50 opt-in deals. She reviewed the philosophy of determining a program and the advantages for the RAILS members. She shared that members saved over \$2,000,000 in FY24 which helps offset budget strains. The program's challenges are: large & diverse membership; complex pricing structures; the high potential / high stakes aspect and the fact that there are many potential resources. Rubel outlined the newest resources for the program: the Library Journal Professional Development Training- courses for library staff in leadership, customer service, and technologies; RAILS negotiated a deeper discount on Gale Presents Udemy an online learning platform for adults for advanced skills in their current profession or deepen a personal interest; ComicsPlus from Library Pass offers unlimited access to digital comics, graphic novels, manga, and pictures books; School libraries are now eligible to participate in LOTE4Kids an e-resource database of children's audio picture books in World Languages. Thomann reviewed an ongoing project of RAILS to collect and provide access to third-party vendor policies for electronic resources, both privacy and accessibility. She said RAILS hosts the website where policies can be both contributed and accessed. The project is overseen by volunteers from RAILS Member libraries. RAILS hosts a web site where policies can be both contributed and accessed. The repositories include VPATs - Voluntary Product Accessibility Template. A VPAT provides information about how electronic resources meet accessibility standards and is the form provided by the Information Technology Industry Council (ITI) and completed by vendor.

#### 7.4 Illinois State Library

Karen Egan of the Illinois State Library sent a written report that was included in the packet. FY2024 Illinois Public Library Annual Report (IPLAR): All due dates for public libraries to submit the FY2024 IPLAR have passed. Four public libraries in RAILS did not complete this requirement. They will address this with the individual libraries and the library system. Implementation of the EBSCO resources in the statewide database package is moving forward. They are working with libraries and schools to get everyone connected to the databases, and over 741 people have attended sessions, trainings, office hours, and update meetings. The FY2025 Public Library Construction Grant Program applications are due January 15, 2025. Applications are accepted under three categories to assist public libraries with construction costs in their facilities.

### 8. New Business

#### 8.1 Compliance with Laws update

Harris reported that the information provided is a requirement of the annual report. This is verification that we keep the board abreast of state and federal laws that impact the board. We present it to the board as one document prepared and updated by our attorney.

### 9. Board Development

#### 9.1 Legal Practices for Boards Around Social Media

Julie Tappendorf, from the law firm of Ancel, Glink gave a report on the best practices for Boards relating to Social Media. The First Amendment applies to government social media as it is a public forum where users can engage in protected free speech activities according to the U.S. Supreme Court.

The government should not engage in censorship or viewpoint-discrimination of protected speech in this interactive space, for instance when comments are posted. When the government opens a “forum” on social media, it invites speech, including criticism. Entities must be careful not to ban protected speech. It is recommended to adopt a comment policy that is reviewed by your attorney. She advised to keep personal and government social activities separate and refer users to official government pages for engagement about government issues.

### 10. Board Member Reports

Leyva reported that he was part of the RAILS CE Event, an excellent workshop, Mental Health First Aid, by NAMI (National Alliance on Mental Illness). He said it was well attended and shows how library workers really care about our patrons. There is another session planned for Bloomington because the workshop filled up quickly. Gregory attended the Coalition for Transforming Higher Education Funding. They are working on SB 3965, a new scheme for funding Universities in Illinois, and she shared this information with the ILA Public Policy Committee. Caldicott thanked RAILS for sponsoring the AISLE conference, coming as presenters and attendees. She encouraged all to participate in the book discussion for *That Librarian*, the story of Amanda Jones, a librarian who was threatened and attacked when she stood up against book banning. Caldicott is hosting a meeting for 35 high school librarians part

of a very vibrant networking group. She is excited that Jessica Silva will be there as well to share RAILS Deals and Discounts programs. Kowalcze gave a shout out to all RAILS Libraries who are serving as polling and/or early voting places. It can be challenging to have so many extra people in the library but also a great way to get new visitors to the library as well. Hovanec said NAMI offers a variety of community education classes and will come into workplaces to present.

11. Meeting recap and agenda building:

The next RAILS board meeting is Friday, November 22, 2024. The agenda will include an overview of the RAILS CE & Consulting Program by Kate Niehoff and Board Development will be Best Practices in Online Safety with Wesley Smith.

12. Adjourn

The meeting was adjourned at 2:48 p.m.