

REACHING ACROSS ILLINOIS LIBRARY SYSTEM BOARD MEETING

Friday, November 16, 2018 | 1:00 PM

DRAFT minutes**1. WELCOME AND CALL TO ORDER**

Ms. Laura Turner, RAILS Board President called the meeting to order at the RAILS East Peoria Service Center at 1:00 p.m.

2. ROLL CALL OF RAILS BOARD MEMBERS

Ms. Fister called the roll of the RAILS Board members:

Burr Ridge: Christine Barr, Dave Barry, Gwen Gregory, Jay Kasten, Paul Mills, Scott Pointon, Daisy Porter-Reynolds, Thomas Stagg

East Peoria: Liza Hickey, Laura Turner

Monmouth College: Michelle Simmons

Absent: Sue Busenbark, Michael Campbell, Dee Runnels, Nadia Sheikh,

3. RECOGNITION OF GUESTS AND ANNOUNCEMENTS

Burr Ridge: Deirdre Brennan, Jane Plass, Jim Kregor, Joe Filapek, Mark Hatch, Mary Witt, Ryan Hebel, Nincy George and Emily Fister

East Peoria: Kendal Orrison

Coal Valley: Carolyn Coulter

Illinois State Library: Karen Egan, Gwen Harrison, Greg McCormick, Debra Aggertt

4. PUBLIC COMMENTS

There were no public comments.

5. ADOPTION OF THE AGENDA

Mr. Kasten moved for the approval of the agenda. Ms. Porter-Reynolds seconded and the agenda was unanimously approved.

6. APPROVAL OF RAILS BOARD MINUTES, FINANCIAL REPORTS AND EXPENDITURES**6.1 RAILS Board Minutes of October 26, 2018 Regular Meeting**

Mr. Barry moved for the approval of minutes of the October 26, 2018 RAILS board meeting.

Mr. Pointon seconded and the motion was approved.

6.2 Review of Closed Session Minutes –May 25, 2018

Mr. Kasten moved for the release of the closed session minutes of May 25, 2018. Mr. Barry seconded and the motion was approved.

6.3 RAILS Financial Report

Mr. Kregor reviewed the financial report for October 2018. The October 31, 2018 unassigned General Fund (\$10.0 million) cash and investment balances would fund an estimated 10.3 months of operations. RAILS received \$172,699 of the FY2019 APC grant award. The remaining amount of the FY2018 Area and Per Capita Grant funds owed (\$5,256,080) would fund approximately 5.4 months of operations. Total General Fund expenditures of \$4,139,917 were \$331,112 below budget. Variances are due to Personnel vacancies (\$78,168); Library

Materials lower group purchasing amounts (\$70,520); and Contractual Services lower LLSAP membership grants (\$61,695).

6.4 Approval of Expenditures

Mr. Kregor presented the expenditures report for October 2018. Mr. Mills moved for the approval of the check voucher/register for October 2018 in the amount of \$1,277,660.12;

Ms. Porter-Reynolds seconded and roll call vote was taken:

Ayes: Christine Barr, Dave Barry, Gwen Gregory, Liza Hickey, Jay Kasten, Paul Mills, Scott Pointon, Daisy Porter-Reynolds, Michelle Simmons, Thomas Stagg, Laura Turner. Nays: none

7. REPORTS

7.1 Report from the RAILS President

Ms. Turner had no report.

7.2 RAILS Board Committee Reports-Committee Chairs

7.2.1 Consortia Committee

There was no report.

7.2.2 Executive Committee

There was no report.

7.2.3 Policy Committee

There was no report.

7.2.4 Resource Sharing Committee

There was no report.

7.3 RAILS Reports

7.3.1 RAILS Monthly Report

Ms. Brennan presented her report. She highlighted steps to marketing the updated strategic plan which will include visuals and infographics. The monthly reports will also be revised to mirror the plan. Staff is working with a content strategy firm *Imagine* on a video to promote libraries and universal service. Many RAILS staff attended the ILA Strategic Plan session held at Burr Ridge. Members can sign up to participate in an ILA focus group session on-line or at various locations.

7.3.2 Service of the Month

This item is deferred until the January board meeting.

7.4 Illinois State Library Report

Mr. McCormick sent greetings from the State Library and Secretary of State White. They are happy that checks are being issued for FY19 to member libraries and are already working on the FY2020 budget. School per capita grants have been awarded to 694 districts throughout the state. The public library per capita grant application is online and due January 15; the Live and Learn Construction Grants are due January 11. He reported that Deb Aggertt has announced her retirement and offered congratulations and thanks for her work on behalf of the State library and all the libraries throughout the state.

8. NEW BUSINESS

8.1 Staffing Changes

Ms. Brennan reviewed her memo regarding staff changes, which includes moving all member questions to consulting and continuing education staff. There is a possibility of creating two new positions, one for data collection and analysis, and another for software development possibly four positions replacing three for an approximate overall cost of \$100,000. The changes would better serve our members. As the plan is implemented, a new organizational chart will be presented to the board.

8.2 Executive Director goals expanded

Ms. Brennan stated that her goals were approved by the board previously but did not include suggestions from May and June. Ms. Porter-Reynolds moved for the approval of the complete list of Executive Director goals as presented. Mr. Kasten seconded and the motion was unanimously approved.

9. UNFINISHED BUSINESS

9.1 RAILS Board diversity and representation

Ms. Brennan reported that she met with Richard Kong, director of the Skokie Public Library. Skokie's population consists of 40% foreign-born residents. The library has formed a staff committee to work on Equity Diversity and Inclusion because they decided they needed to work on EDI in-house before working with the community. The library hosts a monthly discussion series on learning how to talk through issues of racism and equity instead of around them. The RAILS board talked about the definition of diversity, hiring a consultant for RAILS and RAILS libraries, expert training for the Board, and identifying problems and setting goals for this subject. RAILS staff will look into getting a speaker for the next board meeting.

10. BOARD DEVELOPMENT

10.1 RAILS School Libraries

Ms. Barr reviewed her report on school libraries. She explained funding structures and how much they vary. Each district and each school within a district receives funds as determined by superintendents and individual principals. School libraries also rely on State library grants as well as creative funding such as book fairs and grandparents day. The Illinois Library Association is working on legislation that requires a school librarian for each district. According to the Illinois State Board of Education this is a requirement but it is not enforced.

11. RAILS BOARD MEMBER REPORTS

Ms. Turner reported that Caterpillar hosted a RAILS and Special Library Association sponsored event on Thursday. Dan Bostrom and Emily Fister attended along with RAILS and IHLS members. The group had a good exchange of ideas and plan to meet on a regular basis. Ms. Gregory reported that the RAILS sponsored two events for academic libraries that were well attended.

Mr. Stagg reported the Alpha Park Library is sponsoring a teen board on bullying, in partnership with the Bradley University psychology department. The Moline area meet-up will be at the Franklin elementary school on Tuesday December 4.

12. AGENDA BUILDING FOR THE NEXT RAILS BOARD MEETING

There is no December RAILS board meeting. The January meeting will be held on Friday, January 18 in Burr Ridge. This is one week early due to ALA midwinter conference held January 25-29.

13. ADJOURN

The meeting was adjourned at 2:08 p.m.