

DRAFT

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
LINCOLN TRAIL LIBRARIES SYSTEM**

DATE: March 21, 2005

TIME: 7:00 P.M.

PLACE: LTLS HEADQUARTERS, CHAMPAIGN, ILLINOIS

MEMBERS PRESENT:

Nina Pals, President Altamont
James P. Quisenberry, Vice President Urbana
Carolyn Adkins, Treasurer Charleston
Sharron Kreider Ashkum
Allen Lanham Charleston
Donna Miner Rantoul
Kathy Wickline Champaign

MEMBERS NOT PRESENT:

Garold Eaglin, Secretary Marshall
Laura Barnes Champaign
Rochelle Funderburg Champaign
Paula Kaufman Urbana
Susan McKinney St. Joseph

OTHERS PRESENT:

Vandella Brown, Illinois State Library Springfield
LTLS Staff Champaign
Jan Ison, Executive Director
Pat Boze, Consultant
Maria Nowak, Consultant
Joe Sciacca, Consultant
Adrian Van Buskirk, Business Manager
Amy Weber, Consultant
Vanessa Whippo, Consultant
Karen Wilkinson, Communications Manager

DRAFT

MINUTES OF THE MEETING OF THE LTLS BOARD OF DIRECTORS
March 21, 2005

President Nina Pals called the meeting to order at 7:00 p.m. Roll call was taken with seven members present, five absent.

CONSENT AGENDA

The following Consent Agenda was presented:

A. Approval of Minutes of the February 28, 2005 Meeting

B. Approval of Treasurer's Report

- Schedules of Checks
463 Check Nos. 45702 through 45752
463.1 Check Nos. 31860 through 31918
- Schedules of Activity
463.2 Illinois Funds–Money Market Fund
463.3 The Illinois Funds–Prime Fund
463.4 Bank Illinois Grant Account
463.5 Illinois Funds OCLC account
Investment Summary
Petty Cash Report through March 11, 2005

Ms. Adkins moved to approve the Consent Agenda; Mr. Lanham seconded the motion. A roll call vote was taken:

Yes – Adkins, Kreider, Lanham, Miner, Quisenberry, Pals, Wickline
No – None

PRESIDENT'S REPORT – none

DIRECTOR'S REPORT – Jan Ison

Ms. Ison introduced Adrian Van Buskirk who started at Lincoln Trail as Business Manager on March 7, 2005.

Ms. Ison announced that the diversity programs have been well received. A third session of “Diversity and Cultural Competency in Local Libraries” has been scheduled for April 6, 2005 at LTLS, and three five-part “Spanish for Librarians” courses have been scheduled.

Ms. Ison said that she attended an e-books conference in Champaign along with consultants Pat Boze and Joe Sciacca, and she hopes that LTLS will offer a cooperative purchase of ebooks in the future. Ms. Boze spoke further with a company called Overdrive, and the LINC Directors Group will study possibilities with this company. Mr. Sciacca described Xrefer, an online reference aid package.

Ms. Ison reported that she and Mr. Sciacca attended a long-range planning session at Newman Township Library, and she also attended a half-day planning meeting at Marshall Public Library and talked about values and advocacy. Ms. Ison attended a Bi-Partisan Summit on State Finance hosted by Representative Jacobsen and attended by Representatives Black, Cultra, and Rose and Senator Winkel; she asked that system funding remain the same.

DRAFT

COMMITTEE REPORTS

Budget/Finance Committee

Ms. Ison presented the following action item:

- Action Item No. 2005-19 FY2005 Budget Revision and Fund Designation

The LTLS Budget/Finance Committee has reviewed the staff proposed budget amendments and recommends approval of the following FY2005 budget expenses and designations by fund. The major change in this budget reflects payments to Dynix for the 2004 Upgrade. (NOTE: Presentation of the estimated revenue is for information purposes only).

Fund	Expenses	Designations	Estimated Revenue (Information Purposes Only)
General Fund	\$879,242	**\$336,565	\$825,219
Cooperative Service Fund	\$ 84,338	\$110,000	\$ 93,522
Automation Fund	\$388,907	\$ 39,547	\$361,020
Capital Maintenance Fund		\$203,481	
Automation Equity Fund		\$353,517	
Special Revenue Funds	\$281,640	\$151,621	\$105,652
ILLINET/OCLC	\$5,000,000		\$5,000,000
TOTAL	\$6,634,127	\$1,194,731	\$6,385,413

**Includes operating reserve (\$277,260) and encumbrances reserve (\$59,305).

Ms. Kreider moved to approve Action Item No. 2005-19; Ms. Miner seconded the motion. A roll call vote was taken:

Yes - Adkins, Kreider, Lanham, Miner, Quisenberry, Pals, Wickline
No - None

ILLINOIS STATE LIBRARY REPORT - Vandella Brown

Ms. Brown announced that requirements for LSTA grants are posted on the Illinois State Library web site at http://www.library.sos.state.il.us/departments/library/what_we_do/home.html. Letters of intent are due June 1, 2005 and proposals are due June 17, 2005. She said that interviews are being conducted for the position of Director of the Illinois State Library, but there is a hiring freeze on other vacant positions. Ms. Brown stated that the ISL budget is expected to be flat. She said that some per capita grant checks have been mailed, and others will follow.

UNFINISHED BUSINESS - none

NEW BUSINESS

Ms. Pals called the Board's attention to a list of Board positions that will be up for election in June. Mr. Lanham, Ms. Adkins, and Ms. Pals will serve on a nominating committee.

DRAFT

DISCUSSION/PLANNING

Ms. Ison discussed development of a new strategic plan for LTLS and proposed holding a kick-off event to focus the LTLS library community on issues and trends, to be followed by committee work on drafting a new plan. The event could possibly be held on May 8 or 9, 2005, beginning mid-afternoon and lasting into the evening. The program could include a keynote speaker and perhaps a panel discussion. Topics suggested for the event included technology trends, cultural trends, funding, legal issues, and recruitment of new librarians. Surveying both the LTLS library community and citizens at large was discussed, and it was suggested that the surveys be completed prior to the event. The Board was in agreement with these proposed steps for development of a new strategic plan.

ANNOUNCEMENTS

Illinois Library Advocay Day is April 13, 2005 in Springfield.

ADJOURNMENT

Mr. Lanham moved to adjourn the meeting; Ms. Kreider seconded the motion. All were in favor of the motion and the meeting was adjourned at 8:10 p.m.

Approved by the Lincoln Trail Libraries System Board of Directors on Monday, April 18, 2005.

Nina Pals, President

Garold Eaglin, Secretary