

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

DATE: July 19, 2010
TIME: 7:00 P.M.
PLACE: LTLS Headquarters

MEMBERS PRESENT:

Rosanne Reidner, President Ogden
Allen Lanham, Vice PresidentCharleston
Rochelle Funderburg, Treasurer Champaign
Janet Hasten, Secretary Marshall
Scott Drone-Silvers Mattoon
Lavonne Gillespie..... Ashkum
Nina PalsAltamont

MEMBERS NOT PRESENT:

Janet Cler.....Tolono
Jerry DeWitt..... Urbana
Cynthia Helms.....Champaign
Donna Miner Rantoul
Anieta Trame..... Mattoon
Lynn Wiley..... Urbana

OTHERS PRESENT:

LTLS Staff Champaign
Jan Ison, Executive Director
Pat Boze, Consultant
Donna Schaal, Consultant
Vanessa Whippo, Consultant
Michelle Ralston, Consultant
Ramona Rollins, Business Office Manager
David Lottes, Communications Manager

MINUTES OF THE MEETING OF THE LTLS BOARD OF DIRECTORS
July 19, 2010

Rosanne Reidner called the meeting to order at 7:05 p.m. Roll call was taken with 7 members present, 6 absent.

CONSENT AGENDA

The following Consent Agenda was presented:

A. Approval of Minutes of the June 21, 2010 Meeting

B. Approval of Treasurer's Report

- Schedules of Checks June 2010
527 Check Nos. 49766 through 49811
527.1 ACH Payroll Checking
527.2 OCLC Check Nos. 1235 through 1236

- Schedules of Activity June 2010
527.3 Illinois Funds-Money Market Fund
527.4 Busey Grant Account
527.5 Illinois Funds-OCLC Money Market
527.6 Busey OCLC Checking
Investment Summary as of June 30, 2010

- Income Statements/Balance Sheets: June 2010
All Funds Balance Sheet
All Funds Income Statement
General Fund Balance Sheet
General Fund Income Statement
Automation Fund Balance Sheet
Automation Income Statement
Cooperative Service Fund Balance Sheet
Cooperative Service Fund Income Statement

- ILLINET/OCLC Balance Sheets:
June 2010

Mr. Drone-Silvers moved to approve the Consent Agenda; Ms. Gillespie seconded the motion. A roll call vote was taken:

Yes – Drone-Silvers, Funderburg, Gillespie, Hasten, Lanham, Pals, Reidner,

No – None

PUBLIC COMMENTS - None

PRESIDENT'S REPORT – Rosanne Reidner

Ms. Reidner presented the board with a written report and shared a letter from the OCLC Global Council, thanking Ms. Ison for her work on the council. Ms. Reidner related her experience at the Southern System Planning meetings held in June as outlined in her report.

DIRECTOR'S REPORT – Jan Ison

Ms. Ison's responsibilities with OCLC Global Council ended in June. Ms. Ison has also been attending the Planning meeting for the Southern Systems along with conducting workshops for the State Library's ILEADU program. Ms. Boze coordinated a preconference agenda for the ALA annual convention. Ms. Ison and Ms. Boze both attended the convention. Ms. Schaal reported on the work being done on the IOUG diversity website. Statistics for the end of fiscal year 2010 reflect the continued increase in library services. Also included in the June directors report was a statistical summary of the past ten years. LTLS is still waiting for general fund revenue and the state still anticipates the system receiving some revenue by the end of the 2010 calendar year.

COMMITTEE REPORTS

ILLINOIS STATE LIBRARY REPORT – Patricia Norris

Ms. Norris sent a written report for the board.

UNFINISHED BUSINESS

• Action Item No. 2011-02 – Resource Access Policy Revision

After receiving comments back from LTLS members, LTLS staff recommends that the following revision to the Resource Access Policy be approved.

Section

B. Responsibilities of LTLS Member Public Libraries (Lending Library)

1. Lend to reciprocal borrowers all materials in any format, ~~which are available for loan to local borrowers on the same basis as for local borrowers.~~ as generously as possible.

Under certain circumstances libraries may limit reciprocal borrowers:

a) A library which experiences an imbalance as a net lender in reciprocal borrowing may restrict access by the users of those libraries who have created a significant imbalance for the lending library. A significant imbalance ~~must be defined by the local library's circulation policy.~~ is defined as a local library serving less than 60% of local borrower need.

b) A library which experiences an imbalance as a net borrower may request other libraries to limit access to the library's users if there is a significant imbalance. A significant imbalance ~~must be~~ is defined by the local library's circulation policy. as a local library serving less than 60% of local borrower need.

The limiting library's Board of Trustees shall review any limits imposed on reciprocal borrowers at least annually to determine whether the conditions justifying such restrictions still pertain and the limits imposed remain fair and reasonable. Any restrictions imposed by a limiting library must be reported to LTLS for posting on the system web site.

Section

D. Suspension of Reciprocal Borrowing Privileges

2. ~~Any LTLS public library board may notify LTLS in writing of its intention to suspend the reciprocal borrowing privileges of another library based on a violation of this policy. Both parties are required to pursue reasonable efforts to resolve the issue causing the violation. Written notice must be sent to both the library and to LTLS no less than 30 days before the proposed suspension begins, and must include a description of the specific policy violation and description of efforts undertaken to resolve the violation. Suspension of reciprocal borrowing~~

~~privileges will extend for 90 days and may be renewed for additional 90-day periods only with written notice of efforts undertaken to resolve the violation.~~

If an interpretation of this policy is at issue, LTLS will use the procedures in the LTLS Membership Grievance Policy to clarify the intent of the policy.

Ms. Pals moved to approve Action Items No. 2011-02; Ms. Hasten seconded the motion. Six board members were in favor of Action Item No. 2011-02, one member was opposed, and the action was approved.

NEW BUSINESS

- Action Item No. 2011-01 – Expenditures over \$10,000

In accordance to the Lincoln Trail Libraries System Finance and Investment Policy, the following expenditure is over the \$10,000 limit and will require two authorized signatures.

- A. SirsiDynix 2nd payment 2010 maintenance agreement \$ 26,767.13

Mr. Drone-Silvers moved to approve Action Items No. 2011-01; Ms. Hasten seconded the motion. A roll call vote was taken:

Yes – Drone-Silvers, Funderburg, Gillespie, Hasten, Lanham, Pals, Reidner

No – None

- Action Item No. 2011-03 – Southern System Planning

Lincoln Trail Libraries System representatives have participated in 2 meetings with representatives of Lewis and Clark Library System, Rolling Prairie Library System and Shawnee Library System. Those meetings were held on June 22 and July 14, 2010 respectively. At the July meeting representatives of the systems agreed to forward the following action to each of the 4 Boards of Directors:

- A. To endorse a shared Goal/Outcome Statement for continued planning between the Southern Systems:

By July 1, 2011 to create a new and revitalized cooperative library service organization that encompasses the libraries in southern Illinois that are part of the LCLS, LTLS, RPLS and SHLS library systems, as well as any contiguous libraries or library systems that wish to be part of this cooperative program. The organization will support the primary resource sharing services for the people of Illinois including providing automation services and physical delivery. During the process for creating a restructured program it is anticipated that the plan will address how to expand and enhance these programs as well as support other cooperative programs such as advisory and education services. At the end of the development process it is anticipated that there will be one administrative organization formed by uniting the current organizations through a merger process.

- B. To endorse and support the planning process document in principle as set out by the committee (See Attached)

- C. To formally appoint 4 representatives from the Board of Directors and 1 alternate (who does not need to be from the Board but may be) to the Planning Panel.

Mr. Drone-Silvers moved to approve Action Items No. 2011-03; Ms. Gillespie seconded the motion. The board was unanimously in favor.

DISCUSSION/PLANNING

ANNOUNCEMENTS

Ms. Funderburg announced that author Jennifer Weiner will be signing books at the Champaign Public Library on Sunday June 25th. Ms. Hasten announced that the Marshall Public Library hosted a “Fury Friends at the Library” event. At the event children brought their favorite stuffed animals to the library where staff read the dolls bedtime stories and the children tucked in the dolls for an overnight stay at the library. After the children left, library staff took photos of the dolls to illustrate what the children’s fury friends were doing while they were there overnight. The photos were posted on the library’s Facebook page.

ADJOURNMENT

Mr. Drone-Silvers moved to adjourn the meeting; Ms. Gillespie seconded the motion. The Board was unanimously in favor of the motion, and the meeting was adjourned at 8:45 p.m.

Approved by the Lincoln Trail Libraries System Board of Directors on Monday, August 23, 2010.

Rosanne Reidner, President

Janet Hasten, Secretary