

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

DATE: June 19, 2006
TIME: 7:00 P.M.
PLACE: LTLS HEADQUARTERS, CHAMPAIGN, ILLINOIS

MEMBERS PRESENT:

Nina Pals, PresidentAltamont
James P. Quisenberry, Vice PresidentUrbana
Allen Lanham, Treasurer.....Charleston
Laura Barnes, SecretaryChampaign
Jennie Cisna.....Mattoon
Garold Eaglin.....Marshall
Sharron KreiderAshkum
Donna MinerRantoul
Rosanne Reidner.....Ogden
Anieta TrameMattoon
Kathy Wickline.....Champaign

MEMBERS NOT PRESENT:

Paula Kaufman.....Urbana
Rochelle FunderburgChampaign

OTHERS PRESENT:

Vandella Brown, Illinois State LibrarySpringfield
Janet Cler, Library Director, Tolono Public Library.....Tolono
Diane Hoffman, Trustee, Tolono Public LibraryTolono
LTLS StaffChampaign
Jan Ison, Executive Director
Pat Boze, Consultant
Mary Dry, Business Manager
Amanda McKay, Consultant
Maria Nowak, Consultant
Donna Schaal, Consultant
Joe Sciacca, Consultant
Randi Weiss, Consultant-Library Interpreters Network
Karen Wilkinson, Communications Manager

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MINUTES OF THE MEETING OF THE LTLS BOARD OF DIRECTORS

June 19, 2006

President Nina Pals called the meeting to order at 7:05 p.m. Roll call was taken with 11 members present, 2 absent.

CONSENT AGENDA

The following Consent Agenda was presented:

A. Approval of Minutes of the May 31, 2006 Meeting

B. Approval of Treasurer's Report

- Schedules of Checks

478 Check Nos. 46880 through 46927

478.1 Check Nos. 33109 through 33167

478.2 OCLC

- Schedules of Activity

478.3 Illinois Funds-Money Market Fund

478.4 The Illinois Funds-Prime Fund

478.5 Main Street Band and Trust Grant Account

478.6 Illinois Funds OCLC account

Investment Summary

Petty Cash Report as of May 31, 2006

Ms. Barnes moved to approve the Consent Agenda; Ms. Reidner seconded the motion. A roll call vote was taken:

Yes – Barnes, Cisna, Eaglin, Kreider, Lanham, Miner, Quisenberry, Reidner, Trame, Wickline, Pals

No – None

PRESIDENT'S REPORT – none

DIRECTOR'S REPORT - Jan Ison

Ms. Ison noted that she spent a great deal of time in meetings during the month of May: statewide delivery meeting, Digital Past workshop, reception for the ISL Talking Book and Braille Service, Illinois OCLC Users Group Conference, OCLC Members Council, and the LTLS Strategic Planning Committee. She said that Pat Boze visited several libraries to discuss becoming an OCLC governing member, and she held two organizational meetings with the eight new LINC libraries. Regarding the statistical summary, Ms. Ison noted that circulation was up again in May.

COMMITTEE REPORTS

Membership Committee

The following action item was presented again after being tabled at the April 17, 2006 Board meeting:

- Action Item No. 2006-15 Membership Status Change – Iroquois West CUSD #10

The Lincoln Trail Libraries System Board of Directors Membership Committee reviewed the FY2005 Annual Profile Summary data for Iroquois West CUSD #10 at its meeting on April 3, 2006. The Membership Committee recommends that the membership level of this agency be changed to a Developmental Member library with concerns about staffing and bibliographic access. LTLS consulting staff will work with this agency to determine a plan for reaching full membership status in the future.

The Board was unanimously in favor of Action Item No. 2006-15.

Nominating Committee

The Nominating Committee has selected a candidate for the Library Interest Director position but has not been able to contact the candidate. Ms. Barnes made a motion directing the Nominating Committee to complete the process with voting to be done before the July 2006 meeting. Mr. Lanham seconded the motion; the Board was unanimously in favor of the motion.

- Action Item No. 2006-21 FY2007 Officers of the Board of Directors

The Lincoln Trail Libraries System Nominating Committee submits the following nominees for FY2007 officers of the Lincoln Trail Libraries System Board of Directors: President, James Quisenberry; Vice President, Rosanne Reidner; Secretary, Laura Barnes; Treasurer, Allen Lanham. A motion was made by Mr. Eaglin and seconded by Ms. Kreider to accept Action Item No. 2006-21. The Board was unanimously in favor of the motion.

Strategic Planning Committee

Ms. Ison noted three small changes that were made to the Strategic Plan as a result of member library comments. She presented the following action item:

- Action Item No. 2006-22 LTLS Strategic Plan

The Lincoln Trail Libraries System Strategic Planning Committee has completed the yearlong process of reviewing the previous strategic plan; accepting input from the LTLS portion of the ILSDO survey, Board of Directors, and staff; and drafting a new plan. The LTLS Board of Directors accepted the draft of a new strategic plan on May 31, 2006, and the draft was distributed to the membership. The Strategic Planning Committee met on June 16, 2006 for final review and changes. The Committee recommends that the Board of Directors adopt the LTLS Strategic Plan, 2006 including the mission, vision, values, guiding principles and strategic directions.

Mr. Quisenberry moved to approve Action Item No. 2006-22; Mr. Eaglin seconded the motion. The Board was unanimously in favor of the motion.

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ILLINOIS STATE LIBRARY REPORT – Vandella Brown

Ms. Brown stated that she has been assigned to another library system for FY2007 and that she has enjoyed meeting with the LTLS Board of Directors. Ms. Ison gave her a gift in appreciation. Ms. Brown showed the Board a short diversity vision test that she uses in conjunction with her job as Illinois State Library Diversity Services Manager.

UNFINISHED BUSINESS – none

NEW BUSINESS

Ms. Ison presented the following action items:

- Action Item No. 2006-23 Resolution Authorizing Financial Account Deposits, Withdrawals, Transfers

Mr. Lanham moved to accept a staff recommendation authorizing individuals to sign checks and transact other business for the accounts at the mentioned financial institutions. Ms. Barnes seconded the motion. A roll call vote was taken:

Yes – Barnes, Cisna, Eaglin, Kreider, Lanham, Miner, Quisenberry, Reidner, Trame, Wickline, Pals
No – None

- Action Item No. 2006-24 LTLS Board Meeting Schedule

The LTLS Staff recommends that the LTLS Board of Directors set 7 p.m. on the third Monday of each month as its regular meeting time for FY2007 with the exceptions indicated below. This schedule will be in effect unless otherwise determined by the Board of Directors. Meetings are scheduled as follows:

July 17, 2006	Board of Directors	7:00 p.m.
August 21, 2006	Board of Directors	7:00 p.m.
September 18, 2006	Board of Directors	7:00 p.m.
October	No meeting*	
November 20, 2006	Board of Directors	7:00 p.m.
December 18, 2006	Board of Directors	7:00 p.m.
January 2007	No meeting*	
February 19, 2007	Board of Directors	7:00 p.m.
March 19, 2007	Board of Directors	7:00 p.m.
April 16, 2007	Board of Directors	7:00 p.m.
May 21, 2007	Board of Directors	7:00 p.m.
June 18, 2007	Board of Directors	7:00 p.m.

*Member library visits

A motion was made by Ms. Barnes and seconded by Ms. Reidner to accept Action Item No. 2006-24. The Board was unanimously in favor of the motion.

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- Action Item No. 2006-25 Resolution Recognizing Board Member Nina Pals

The Board was unanimously in favor of the action item. Ms. Ison presented Ms. Pals with gifts for her six years of service and for her two terms as President of the Board.

DISCUSSION/PLANNING – Ms. Ison

Ms. Ison gave a PowerPoint presentation regarding the LINC Local Holds test policy that was implemented on June 1, 2006, including background information, an explanation of the test policy and how it works, issues (encountered as well as anticipated), and comments from members and patrons (all in opposition to the policy). Tolono Public Library Director Janet Cler said that she is concerned about increases in reciprocal borrowing by her patrons since, under the test policy, they would have to go to Champaign (primarily) to pick up items.

Following discussion, Allen Lanham moved that the LTLS Board of Directors direct LTLS staff to communicate with LINC Policy Council the concerns the Board has with the Local Holds test, based on comments and complaints received by Lincoln Trail, and ask the LINC Policy Council to hold an emergency meeting to reevaluate the test in light of comments and concerns from patrons and librarians on the implementation of the Local Holds test. He further moved that the LTLS Executive Board meet on June 30, 2006 to review all feedback and concerns regarding the Local Holds test. Mr. Quisenberry seconded the motion, and the Board was unanimously in favor of the motion.

ANNOUNCEMENTS

Donna Schaal has agreed to be a member of the Illinois State Library Statewide Diversity Committee. Allen Lanham announced that the EIU Booth Library's Frankenstein project was awarded an Honorable Mention for PR by LAMA.

ADJOURNMENT

Mr. Lanham moved to adjourn the meeting; Ms. Barnes seconded the motion. All were in favor of the motion and the meeting was adjourned at 8:50 p.m.

Approved by the Lincoln Trail Libraries System Board of Directors on Monday, July 17, 2006.

James Quisenberry, President

Laura Barnes, Secretary