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

DATE: February 28, 2005

TIME: 7:00 P.M.

PLACE: LTLS HEADQUARTERS, CHAMPAIGN, ILLINOIS

MEMBERS PRESENT:

Nina Pals, President Altamont
James P. Quisenberry, Vice President Urbana
Garold Eaglin, Secretary Marshall
Carolyn Adkins, Treasurer Charleston
Laura Barnes Champaign
Sharron Kreider Ashkum
Allen Lanham Charleston
Donna Miner Rantoul
Susan McKinney St. Joseph
Kathy Wickline Champaign

MEMBERS NOT PRESENT:

Rochelle Funderburg Champaign
Paula Kaufman Urbana

OTHERS PRESENT:

LTLS Staff Champaign
Jan Ison, Executive Director
Pat Boze, Consultant
Kit Condill, Diversity Consultant
Maria Nowak, Consultant
Donna Schaal, Consultant
Joe Sciacca, Consultant
Amy Weber, Consultant
Karen Wilkinson, Communications Manager

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President Nina Pals called the meeting to order at 7:00 p.m. She welcomed Kathy Wickline who has been appointed to the Board to replace Emily Condill for the remainder of the fiscal year. Board members introduced themselves. Roll call was taken with ten members present, two absent.

CONSENT AGENDA

The following Consent Agenda was presented:

A. Approval of Minutes of the January 24, 2005 Meeting

B. Approval of Treasurer's Report

- Schedules of Checks

462 Check Nos. 45637 through 45698

462.1 Check Nos. 31801 through 31859

- Schedules of Activity

462.2 Illinois Funds-Money Market Fund

462.3 The Illinois Funds-Prime Fund

462.4 Bank Illinois Grant Account

462.5 Illinois Funds OCLC account

Investment Summary

Petty Cash Report as of February 17, 2005

- Action Item No. 2005-15 Fund Transfer

The Lincoln Trail Libraries System staff recommends that the Board authorize a fund transfer of \$71,911.00 from the Automation Equity Fund to the Automation Fund (A300). This transfer pays Dynix Corporation for the Software Functional Acceptance Test for Public CorePak.

- Semi-annual Financial Report for Six Months Ended December 31, 2004

- January Financial Statements

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

Yes - Adkins, Barnes, Eaglin, Kreider, Lanham, McKinney, Miner, Quisenberry, Pals, Wickline

No - None

PRESIDENT'S REPORT - none

DIRECTOR'S REPORT - Jan Ison

Ms. Ison announced that Kim Fraser has resigned his position as business manager. Several candidates have been interviewed, and it is hoped that the position will be filled soon. Ms. Ison introduced Kit Condill who is the LTLS Diversity Consultant. Mr. Condill described the workshops that are being offered as part of LTLS' diversity grant project. Donna Schaal talked about the "Spanish for Librarians" classes that have now been scheduled as part of the project. Ms. Ison reviewed four statistical charts showing monthly comparisons in the following areas: delivery items, circulation, LINC bibliographic records/holdings, and in-system lending/reciprocal borrowing. She discussed a Lumpkin Foundation grant received by Mattoon Public Library and several other libraries in the LTLS and Rolling Prairie Library System area. Materials for

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young adults will be purchased. When the books are in circulation, the group will experiment with leaving books at the library where requested instead of returning them through delivery.

Joe Sciacca and Allen Lanham discussed HB2458-Internet Screening in Public Libraries Act that, if passed, would impose fines on public libraries that do not have a technology protection measure to prevent the display of obscenity on public computers. "Public" refers to any library maintained by the State or a unit of local government or school district. Ms. Ison encouraged the Board to contact Representative Chapin Rose regarding this bill.

COMMITTEE REPORTS

Membership Committee

Ms. Barnes presented the following action items:

- Action Item No. 2005-16 Membership Review – Continued Eligibility

The Lincoln Trail Libraries System Board of Directors Membership Committee reviewed FY2004 Annual Profile Summaries and membership eligibility during its meeting on February 15, 2005. Eight libraries were determined eligible for continued membership, based on their FY2004 Annual Profile Summaries.

- Action Item No. 2005-17 Membership Review – Eligibility with Concerns

The Lincoln Trail Libraries System Board of Directors Membership Committee reviewed FY2004 Annual Profile Summaries and membership eligibility during its meeting on February 15, 2005. Referring to eligibility criteria as outlined in the System Membership Policy, the Committee determined that seven libraries are eligible for continued membership but will be asked to work with System consulting staff in the coming months to address specific steps for developing a plan for meeting membership status eligibility not yet met. Areas of specific concern center around not meeting the membership criteria categories of a) fiscal resources, b) staffing, c) bibliographic access, d) facilities/equipment, and e) hours of service/access.

The Board was unanimously in favor of Action Item No. 2005-16 and Action Item No. 2005-17.

Ms. Barnes presented the following action item:

- Action Item No. 2005-18 Adoption of Membership Policy Revision

The LTLS Membership Committee at its meeting on January 10, 2005, discussed proposed revisions to the LTLS Membership Policy and agreed upon draft revisions to be presented to the Board. The revisions were presented to the Board at the January 24, 2004 meeting, and the Committee recommended that the draft revisions to the LTLS Membership Policy be distributed to the membership for written comments. The Board approved the recommendation. LTLS staff distributed the draft electronically to the LTLS membership. Comments were due by February 21, 2005.

Key changes to the policy include a statement that LTLS members must be governing members of OCLC (who contribute to cataloging/ILL), a statement citing the ISLMA school library staffing standards, and correction to the hours of access for public libraries, based on revised standards for Illinois public libraries.

At its meeting on February 15, 2005, the Membership Committee reviewed the member comments received. Based on the positive input received, the Membership Committee recommends that the draft revisions to the LTLS Membership Policy be adopted.

The Board was unanimously in favor of Action Item No. 2005-18.

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ILLINOIS STATE LIBRARY REPORT

Ms. Ison referred the Board to a written report submitted by Vandella Brown.

UNFINISHED BUSINESS – none

NEW BUSINESS – none

DISCUSSION/PLANNING

Ms. Ison gave a PowerPoint presentation on the Illinois Study of School Libraries, “Powerful Libraries Make Powerful Learners.” This two-year project undertaken by Keith Curry Lance was commissioned by the Illinois School Library Media Association through an LSTA grant. Results of the study show that students achieve higher reading, writing, and ACT scores if they visit the library frequently and have a better-staffed library, computers connecting to library catalogs, and more current book collections.

ANNOUNCEMENTS

Ms. Ison announced that the Planning/Policy Committee will meet on March 14, 2005, and the Budget/Finance Committee will meet on March 15, 2005. Mr. Lanham reported that three academic library consortia—ICCM, IDAL, and ILCSO—will merge into a new organization called CARLI (The Consortium of Academic and Research Libraries in Illinois) on July 1, 2005.

ADJOURNMENT

Ms. McKinney moved to adjourn the meeting; Ms. Barnes seconded the motion. All were in favor of the motion and the meeting was adjourned at 8:30 p.m.

Approved by the Lincoln Trail Libraries System Board of Directors on Monday, March 21, 2005.

Nina Pals, President

Garold Eaglin, Secretary