

DRAFT

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

DATE: February 19, 2007

TIME: 7:00 P.M.

PLACE: LTLS HEADQUARTERS, CHAMPAIGN, ILLINOIS

MEMBERS PRESENT:

James P. Quisenberry, PresidentUrbana
Rosanne Reidner, Vice PresidentOgden
Allen Lanham, Treasurer.....Charleston
Laura Barnes, SecretaryChampaign
Jennie Cisna.....Mattoon
Virginia Erickson.....Urbana
Rochelle FunderburgChampaign
Sharron KreiderAshkum
Anieta TrameMattoon

MEMBERS NOT PRESENT:

Garold Eaglin.....Marshall
Paula Kaufman.....Urbana
Donna MinerRantoul
Kathy Wickline.....Champaign

OTHERS PRESENT:

Cyndy Colletti, Illinois State LibrarySpringfield
Marsha Grove, Champaign Public LibraryChampaign
LTLS StaffChampaign
Jan Ison, Executive Director
Pat Boze, Consultant
Amanda McKay, Consultant
Maria Nowak, Consultant
Ramona Rollins, Business Office Manager
Joe Sciacca, Consultant
Karen Wilkinson, Communications Manager

DRAFT

MINUTES OF THE MEETING OF THE LTLS BOARD OF DIRECTORS

February 19, 2007

President James Quisenberry called the meeting to order at 7:00 p.m. Roll call was taken with 9 members present, 4 absent.

CONSENT AGENDA

The following Consent Agenda was presented:

A. Approval of Minutes of the December 18, 2006 Meeting

B. Approval of Treasurer's Report

- Schedules of Checks

485 Check Nos. 47389 through 47423

485.1 Check Nos. 33558 through 33612

485.2 Check No. 1042

- Schedules of Activity

485.3 Illinois Funds-Money Market Fund

485.4 The Illinois Funds-Prime Fund

485.5 Main Street Bank and Trust Grant Account

485.6 Illinois Funds OCLC account

Investment Summary

Petty Cash Report as of December 31, 2006

- Schedules of Checks

486 Check Nos. 47424 through 47490

486A Check No. 47467

486.1 Check Nos. 33614 through 33670

486.2 Check Nos. 1041 and 1043 through 1046

- Schedules of Activity

486.3 Illinois Funds-Money Market Fund

486.4 The Illinois Funds-Prime Fund

486.5 Main Street Bank and Trust Grant Account

486.6 Illinois Funds OCLC account

Investment Summary

Petty Cash Report as of January 31, 2007

- Income Statements/Balance Sheets: July 2006-December 2006

- Income Statements/Balance Sheets: January 2007

All Funds Balance Sheet

All Funds Income Statement

General Fund Balance Sheet

General Fund Income Statement

DRAFT

Automation Fund Balance Sheet
Automation Income Statement
Cooperative Service Fund Balance Sheet
Cooperative Service Income Statement
Semi-Annual Report of Revenues, Expenditures, and Changes
in Fund Balances-Budget and Actual

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

Yes – Barnes, Cisna, Erickson, Funderburg, Kreider, Lanham, Quisenberry, Reidner, Trame

No – None

PUBLIC COMMENTS - none

PRESIDENT’S REPORT – James Quisenberry

Mr. Quisenberry stated that he is very interested in technology and telecommunications management and asked the Board to consider options for the future of the LINC automation system. Possibilities include locating the equipment at an offsite hub and hiring outside expertise to advise on automation decisions. He also suggested that LTLS look into other automation vendors before making a decision to move to SirsiDynix’s Horizon 8 product.

DIRECTOR’S REPORT – Jan Ison

Ms. Ison said that staff has looked into increased bandwidth connection to the Illinois Century Network. After examining options for adding a second T-1 circuit and for a fiber optic connection, LTLS signed a one-year contract for adding a second T-1. Discussion followed regarding future solutions.

Ms. Ison asked Joe Sciacca to explain the Champaign Chamber of Commerce Electricity Cooperative. LTLS has joined a consortium of organizations being formed by the Chambers of Commerce of Champaign, Decatur, and Peoria. The Cooperative will request rate proposals from electricity suppliers, and LTLS will have the option to accept or reject the supplier chosen. Transmission of power will still come from AmerinIP.

Ms. Ison announced that SirsiDynix was acquired by Vista Equity Partners in January and that SirsiDynix’s Chief Executive Officer Patrick Sommers has resigned. She said that SirsiDynix is holding off on general release of Horizon 8 until they have a satisfactory PAC product.

Ms. Ison presented statistical charts using data from fiscal years 2003-2007 showing circulation trends by month and delivery trends by month. The charts show that circulation has been down each year in December, but the highest circulation numbers have not always been in the same month. The delivery charts show that delivery numbers have been highest every year in March. She also presented charts showing lending and borrowing activities by LINC libraries with Champaign and Urbana. Ms. Ison will provide the circulation and delivery charts on a quarterly basis.

Ms. Ison noted that the income statements and balance sheets are now completely up to date and commended Business Office Manager Ramona Rollins for her excellent work.

DRAFT

In response to a question, Amanda McKay talked about MySpace, Second Life, and Infolsland and how they are used.

COMMITTEE REPORTS

Membership Committee

Laura Barnes presented the following action items:

- Action Item No. 2007-13 Membership Review – Continued Eligibility

The Lincoln Trail Libraries System Board of Directors Membership Committee reviewed FY2006 Annual Profile Summaries and membership eligibility during its meeting on February 19, 2007. Thirty-four libraries were determined eligible for continuing membership with no concerns, based on their FY2006 Annual Profile Summaries.

The Board was unanimously in favor of Action Item No. 2007-13.

- Action Item No. 2007-14 Membership Review – Eligibility with Concerns

The Lincoln Trail Libraries System Board of Directors Membership Committee reviewed FY2006 Annual Profile Summaries and membership eligibility during its meeting on February 19, 2007. Sidney Community Library was determined eligible for continuing membership with concerns about fiscal resources, based on its FY2006 Annual Profile Summary.

The Board was unanimously in favor of Action Item No. 2007-14.

- Action Item No. 2007-15 Membership Application – Asian Educational Media Service Library

The Lincoln Trail Libraries System Board of Directors Membership Committee reviewed the membership application of the Asian Educational Media Service Library at its meeting on February 19, 2007. The Membership Committee recommends that this agency be admitted to LTLS as a Developmental Member. The library will be eligible for Full Member status upon making their collection bibliographically accessible by joining OCLC as a Governing Member.

The Board was unanimously in favor of Action Item No. 2007-15.

ILLINOIS STATE LIBRARY REPORT – Cyndy Colletti

Ms. Colletti distributed a written report for February 2007 covering many topics including FY2008 LSTA grants, Crime Victims Compensation booklets, Illinois Library Day, institutes for school and public librarians and small public library management, Construction Grant workshops, ISL's new videoconferencing equipment, 2007 Synergy class, and a new LibraryU class for library trustees.

UNFINISHED BUSINESS

DRAFT

Mr. Sciacca said that the Board approved Action Item No. 2007-12, Intergovernmental Agreement-Group Insurance Pool, at the December 18, 2006 meeting. The action item authorized LTLS to participate in the Library Insurance Management and Risk Control Combination (LIMRiCC) Unemployment Compensation Group Account (UCGA). However, due to complications with completing the application process, the application was submitted late and subsequently rejected. LTLS will apply again next year.

Ms. Ison stated that she will work to establish the LINC Strategic Planning Committee.

Ms. Ison referred to the October 18, 2006 letter from the Inspector General’s office requesting more information and Lincoln Trail’s reply of January 3, 2007, copies of both letters being in the Board packet. Discussion followed regarding the fact that the Inspector General did not visit Chicago Library System. Ms. Ison asked Ms. Colletti to express the Board’s concern to the Illinois State Library that Chicago Library System was excluded.

NEW BUSINESS - none

ANNOUNCEMENTS

A tentative meeting date of March 12, 2007 has been set for the Budget/Finance Committee meeting. The Illinois Library Association is seeking donations for Illinois Library Day; if any library wishes to contribute, they can do so as an institutional registration. Mr. Lanham distributed booklets on Eastern Illinois University Booth Library’s “Farm Life” exhibition and related events being held February 5-March 10, 2007. Ms. Trame announced that Mattoon Middle School will hold a book sale March 1-3, 2007 to raise funds for library shelving. Mr. Quisenberry announced that The Urbana Free Library is co-hosting the Urbana Model Railroad Show at Lincoln Square Village in Urbana on March 17 and 18.

ADJOURNMENT

Ms. Barnes moved to adjourn the meeting; Ms. Trame seconded the motion. The Board was unanimously in favor of the motion, and the meeting was adjourned at 9:52 p.m.

Approved by the Lincoln Trail Libraries System Board of Directors on Monday, March 19, 2007.

James Quisenberry, President

Laura Barnes, Secretary