

DRAFT

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

DATE: April 18, 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
Paula Kaufman Urbana
Sharron Kreider Ashkum
Allen Lanham Charleston
Susan McKinney St. Joseph
Donna Miner Rantoul
Kathy Wickline Champaign

MEMBERS NOT PRESENT:

Rochelle Funderburg Champaign

OTHERS PRESENT:

LTLS Staff Champaign
Jan Ison, Executive Director
Pat Boze, Consultant
Kit Condill, Diversity Consultant
Joe Sciacca, Consultant
Adrian Van Buskirk, Business Manager
Vanessa Whippo, Consultant
Karen Wilkinson, Communications Manager

DRAFT

MINUTES OF THE MEETING OF THE LTLS BOARD OF DIRECTORS
April 18, 2005

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

CONSENT AGENDA

The following Consent Agenda was presented:

A. Approval of Minutes of the March 21, 2005 Meeting

B. Approval of Treasurer's Report

- Schedules of Checks
464 Check Nos. 45753 through 45812
464.1 Check Nos. 31919 through 31978
- Schedules of Activity
464.2 Illinois Funds–Money Market Fund
464.3 The Illinois Funds–Prime Fund
464.4 Bank Illinois Grant Account
464.5 Illinois Funds OCLC account
Investment Summary
Petty Cash Report as of April 7, 2005
- February Financial Statements

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

Yes – Adkins, Barnes, Eaglin, Kaufman, Kreider, Lanham, McKinney, Miner, Pals, Wickline
No – None (James Quisenberry was not present at the time of the vote.)

Ms. Ison presented for approval two checks requiring double signatures (Schedule 464A): Check No. 45861 – \$18,480.58 and Check No. 45862 – \$25,632.82. Both checks are in payment of the Dynix maintenance agreement. Ms. McKinney moved to approve the checks; Ms. Kaufman seconded the motion. A roll call vote was taken:

Yes – Adkins, Barnes, Eaglin, Kaufman, Kreider, Lanham, McKinney, Miner, Pals, Wickline
No – None (James Quisenberry was not present at the time of the vote.)

PRESIDENT'S REPORT – Nina Pals

Ms. Pals reported that LTLS representatives attended Library Advocacy Day in Springfield on April 13, 2005 and were able to visit with our legislators. There was no encouraging news regarding the state budget; everyone expects this to be a very difficult year. Senator Winkel asked Ms. Ison if legislation to require school librarians should be started. Ms. Ison will forward information to him. Mr. Lanham reported on a library district bill that has passed in the Illinois Senate. The bill would allow portions of library districts to secede and form their own district. The bill has gone to the House of Representatives with an amendment that this legislation would apply only to a current situation with Mt. Vernon and Libertyville.

DRAFT

DIRECTOR'S REPORT - Jan Ison

Ms. Ison briefly reviewed the monthly executive director's, consultants', and statistical reports. She announced that to date the following people have been named to the Strategic Planning Committee: Nina Pals (Chair), Laura Barnes, Donna Giertz, Scott Drone-Silvers, Janice Harrington, Kate McDowell, Jocelyn Tipton, Renee Henry, Karen Hackman, and Cindy Clennon. The committee will begin to meet in September. Kit Condill reported on the success of the "I Am An American" diversity program held in Rantoul and the coverage in local papers. Ms. Ison said that she will attend American Library Association National Library Legislative Day in Washington, D. C. in early May.

COMMITTEE REPORTS

Membership Committee

Ms. Barnes presented the following action item:

- Action Item No. 2005-20 Membership Review - Continued Eligibility

The Lincoln Trail Libraries System Board of Directors Membership Committee reviewed FY2004 Annual Profile Summaries and membership eligibility for member libraries during its meeting on April 11, 2005. Donovan CUSD #3 was determined eligible for continued membership, based on their FY2004 Annual Profile Summary.

The Board was unanimously in favor of Action Item No. 2005-20.

- Action Item No. 2005-21 Membership Review - Continued 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 April 11, 2005. Referring to eligibility criteria as outlined in the System Membership Policy, the Committee noted that the following libraries were determined 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: Philo Public Library District, Crestwood CUSD #4, Mattoon CUSD #2, and VA Illiana Health Care System Library. The area of specific concern centers around not meeting the membership criteria category of bibliographic access.

The Board was unanimously in favor of Action Item No. 2005-21.

Planning/Policy Committee

Mr. Quisenberry presented the following action item, stating that only minor revisions and clarifications were made to the Interlibrary Loan Policy:

- Action Item No. 2005-22 Interlibrary Loan Policy Revision - Distribution of Draft for Member Library Comments

The Planning/Policy Committee recommends that the draft revisions to the LTLS Interlibrary Loan Policy be distributed to the membership for written comments. Comments will be due by May 16, 2005.

The Board was unanimously in favor of Action Item No. 2005-22.

Mr. Quisenberry presented the following action item, stating that the Resource Access Policy was rewritten and a lot of procedures were eliminated:

DRAFT

- Action Item No. 2005–23 Resource Access Policy Revision – Distribution of Draft for Member Library Comments

The Planning/Policy Committee recommends that the draft revisions to the LTLS Resource Access Policy be distributed to the membership for written comments. Comments will be due back by May 16, 2005.

The Board was unanimously in favor of Action Item No. 2005–23.

ILLINOIS STATE LIBRARY REPORT – none

UNFINISHED BUSINESS – none

NEW BUSINESS – none

DISCUSSION/PLANNING

The topic for discussion was school library funding and concerns over cuts in library staffing. Suggestions were made on how to increase awareness of the importance of the school librarian and prevent schools from cutting librarians:

- Generate press releases and editorials pointing out the findings of the Illinois Study and asking citizens to check their school’s test scores
- Contact schools with librarians retiring
- Publish comparisons of test scores between districts
- Apply for a federal grant to study schools in our area
- Establish a mentoring program for new librarians
- Speak at teacher in–service/professional development days
- Use the Illinois Study as well as possible
- Communicate more with school boards

ANNOUNCEMENTS

LibraryU calendars were distributed, and Donna Schaal described the LibraryU online training modules. The Budget/Finance Committee will meet on May 9, 2005 and the Planning/Policy Committee will meet on May 18, 2005. Mr. Lanham announced that the Charleston Carnegie Public Library’s building referendum passed resoundingly.

ADJOURNMENT

Ms. Barnes moved to adjourn the meeting; Ms. Wickline seconded the motion. All were in favor of the motion and the meeting was adjourned at 8:38 p.m.

Approved by the Lincoln Trail Libraries System Board of Directors on Monday, May 23, 2005.

Nina Pals, President

Garold Eaglin, Secretary