

DRAFT

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

**DATE:** April 20, 2009

**TIME:** 7:00 P.M.

**PLACE:** CENTENNIAL HIGH SCHOOL LIBRARY, CHAMPAIGN, ILLINOIS

**MEMBERS PRESENT:**

Rosanne Reidner, President .....Ogden  
Janet Cler.....Tolono  
Scott Drone-Silvers.....Mattoon  
Lavonne Gillespie .....Ashkum  
Cynthia Helms.....Champaign  
Donna Miner.....Rantoul  
Susan Norris .....Urbana  
Anieta Trame .....Mattoon

**MEMBERS NOT PRESENT:**

James P. Quisenberry, Treasurer .....Urbana  
Janet Hasten, Secretary .....Champaign  
Virginia Erickson.....Champaign  
Rochelle Funderburg .....Champaign  
Allen Lanham.....Charleston

**OTHERS PRESENT:**

Karen Egan, Illinois State Library .....Springfield  
LTLS Staff .....Champaign  
Jan Ison, Executive Director  
Pat Boze, Consultant  
Donna Schaal, Consultant  
Joe Sciacca, Consultant  
Michelle Ralston, Consultant  
Ramona Rollins, Business Office Manager  
David Lottes, Communications Manager

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## MINUTES OF THE MEETING OF THE LTLS BOARD OF DIRECTORS

April 20, 2009

Rosanne Reidner called the meeting to order at 7:00 p.m. Roll call was taken with 8 members present, 5 absent.

### **CONSENT AGENDA**

The following Consent Agenda was presented:

A. Approval of Minutes of the March 16, 2009 Meeting

B. Approval of Treasurer's Report

- Schedules of Checks

512 Check Nos. 49075 through 49125

512.1 ACH Direct Deposit

512.2 Check Nos. 1142 through 1149

- Schedules of Activity

512.3 Illinois Funds-Money Market Fund

512.4 The Illinois Funds-Prime Fund

512.5 Main Street Bank and Trust Grant Account

512.6 Illinois Funds OCLC Account

512.7 Main Street Bank and Trust OCLC Checking

512.8 Illinois Funds OCLC Prime Investment

Investment Summary as of March 31, 2009

- Income Statements/Balance Sheets: March 2009

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 Income Statement

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

Yes – Cler, Drone-Silvers, Gillespie, Helms, Miner, Norris, Reidner, Trame

No – None

**PUBLIC COMMENTS** - None

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**PRESIDENT'S REPORT** - Ms. Reidner thanked Ms. Helms for hosting the meeting at her library. Ms. Helms asked that all present take note of the mural created by an Artist-in-residence who collaborated with the students to create an amazing six-panel mural. Ms. Helms acquired the funding from a variety of sources.

**DIRECTOR'S REPORT** – Jan Ison

Ms. Ison presented the board with two public relations pieces Lincoln Trail will be including with other information for legislators at the upcoming Illinois Library Day. These public relations pieces illustrate the return on investment or (ROI) library systems provide their communities. Ms. Ison showed a Watt Solutions Meter and information about the Lincoln Trail partnership with Ameren-Cilco. Watt Solutions Meters are used to identify how efficient an electrical appliance is by determining how much energy an appliance uses. As part of the LTLS green initiative these meters will be offered to libraries to be placed in the LINC Online Catalog. Each device will be made available for interlibrary loan. Ms. Ison reported that delivery stats are up along with reciprocal borrowing and interlibrary loan. Mr. Drone-Silvers asked for comparison data of First Search trends to be created. Ms. Boze reported on the CODI/UUGI conference she attended. Donna Schaal reported on the Computers in Libraries 2009 conference she attended. Of particular interest was a new presentation technique known as Pecha Chuka. This technique requires presenters to use a limited number of visual aids in a limited time frame to present their message as concisely as possible.

**COMMITTEE REPORTS**

•Technology Committee

Mr. Sciacca reported that LTLS is involved in a grant process to bring fiber-optic broadband to LTLS Headquarters. A written copy of a special report on the grant, by Mike Smeltzer, was presented to the board.

**ILLINOIS STATE LIBRARY REPORT** – Karen Egan

Ms. Egan submitted a written report for February of 2009. Ms. Egan reminded the board that LSTA grants are due on May 1st.

**UNFINISHED BUSINESS**

**NEW BUSINESS**

•Action Item No. 2009-28 Expenditures Over \$10,000.00

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.	LTLS-OCLC	2nd FY09 Ask Away payment	\$12,269
B.	OHIONET	IL contribution to Ohio State Library SWRS Project	\$25,000

Mr. Drone-Silvers moved to approve Action Item No. 2009-28; Ms. Miner seconded the motion. A roll call vote was taken:

Yes – Cler, Drone-Silvers, Gillespie, Helms, Miner, Norris, Reidner, Trame

No – None

**DISCUSSION/PLANNING**

•Reciprocal Borrowing

Ms. Ison and Mr. Sciacca are in the process of evaluating what reciprocal borrowing means to the libraries of LTLS. As part of this effort they have been attending board meetings of member libraries involved in discussions about the issues and challenges reciprocal borrowing presents. Ms. Ison and Mr. Sciacca plan to attend more board meetings of libraries in Champaign County where 87% of the reciprocal borrowing occurs. Ms. Ison asked the board to contribute ideas for inclusion in a reciprocal borrowing information publication.

**ANNOUNCEMENTS**

The date of the May board meeting has been changed to Tuesday May 26th at 7:00 p.m. The meeting will be held at Lincoln Trail Libraries System Headquarters.

**ADJOURNMENT**

Ms. Trame moved to adjourn the meeting; Ms. Miner seconded the motion. The Board was unanimously in favor of the motion, and the meeting was adjourned at 9:00 p.m.

Approved by the Lincoln Trail Libraries System Board of Directors on Tuesday, May 26, 2009.

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Rosanne Reidner, President

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Janet Hasten, Secretary