

DRAFT

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

DATE: September 18, 2006
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
Garold Eaglin.....Marshall
Virginia Erickson.....Urbana
Rochelle FunderburgChampaign
Sharron KreiderAshkum

MEMBERS NOT PRESENT:

Paula Kaufman.....Urbana
Donna MinerRantoul
Anieta TrameMattoon
Kathy Wickline.....Champaign

OTHERS PRESENT:

Cyndy Colletti, Illinois State LibrarySpringfield
Marsha Grove, Library Director,
Champaign Public LibraryChampaign
LTLS StaffChampaign
Jan Ison, Executive Director
Amani Ayad, Diversity Consultant
Pat Boze, Consultant
Maria Nowak, Consultant
Joe Sciacca, Consultant
Randi Weiss, Consultant, Library Interpreters Network

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MINUTES OF THE MEETING OF THE LTLS BOARD OF DIRECTORS

September 18, 2006

President James Quisenberry called the meeting to order at 7:05 p.m. Roll call was taken with 9 members present (Mr. Lanham via conference call), 4 absent.

CONSENT AGENDA

The following Consent Agenda was presented:

A. Approval of the Minutes of the August 21, 2006 Meeting

B. Approval of the Treasurer's Report

•Schedules of Checks

481 Check Nos. 47117 through 47194

481a Check Nos. 47195 through 47196

481.1 Check Nos. 33288 through 33347

482.2 Check Nos. 1028 through 1033

•Schedules of Activity

481.3 Illinois Funds – Money Market Fund

481.4 The Illinois Funds – Prime Fund

481.5 Main Street Bank and Trust Grant Account

481.6 Illinois Funds OCLC account

Investment Summary

Petty Cash Report as of September 14, 2006

Ms. Ison removed Schedule of Checks 481a from the Consent Agenda.

Ms. Barnes moved to approve the Consent Agenda as amended; Mr. Eaglin seconded the motion. A roll call vote was taken:

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

No – None

Ms. Ison explained that 481a consists of two checks: one to NSLS for a subscription to MyMediaMall and one to SirsiDynix Corp. for partial completion of Rider I functionality from the 2004 Horizon contract. A detailed letter will accompany the check to SirsiDynix Corp. Ms. Kreider moved to approve Schedule of Checks 481a; Ms. Barnes seconded the motion. A roll call vote was taken:

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

No – None

PRESIDENT'S REPORT – James Quisenberry

Mr. Quisenberry urged Board members to get involved in the upcoming political elections.

DIRECTOR'S REPORT – Jan Ison

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Ms. Ison reviewed the Executive Director's, Consultants', and Statistical reports for August, highlighting that LTLS has been notified of an award of \$70,000 for third year funding of the Diversity Grant. Ms. Ison presented the new CE calendar, passed out Diversity post-it notes, and showed the PolyTalk window cling.

Ms. Ison announced that the LTLS Business Manager has resigned. LTLS has decided not to rehire the business manager position. LTLS staffers Joe Sciacca and Ramona Rollins are running the Business Office with the support of Great Plains software trainer Sally Higgins.

LTLS has been notified that Joanne Holhman from the Inspector General's office will be at LTLS on September 29, 2006 from 9:00 a.m. to 4:00 p.m. to perform a programmatic audit. Ms. Ison invited the LTLS Board Members to attend. LTLS will prepare for the audit by reviewing questions asked of other systems during previous audits. Questions about the cataloging center and delivery are expected.

COMMITTEE REPORTS - none

ILLINOIS STATE LIBRARY REPORT - Cyndy Colletti

Ms. Colletti attended a presentation on the Open Meetings Act given by a member of the Attorney General's office. LSTA is developing the next 5-year plan. Karen Egan will be conducting focus groups throughout the state. The IPLAR is now available at the Illinois State Library Web site. The following e-resources are available: PDR, Novelist, and Try-Its.

Ms. Colletti reminded the Board of the following important dates:

September 29 - Library System annual reports are due.

September 30 - School Per Capita Grants are due.

October 16 - Public Per Capita Grants are due.

UNFINISHED BUSINESS - none

NEW BUSINESS

- Action Item No. 2007-3 Fund Transfer

Ms. Barnes moved to approve Action Item No. 2007-3; Mr. Lanham seconded the motion. A roll call vote was taken:

Yes - Barnes, Cisna, Eaglin, Erickson, Funderburg, Kreider, Lanham, Quisenberry, Reidner

No - None

- Action Item No. 2007-4 Authorization of Single Signature for Checks to Health Alliance

Ms. Reidner moved to accept Action Item No. 2007-4; Ms. Barnes seconded the motion. A roll call vote was taken:

Yes - Barnes, Cisna, Eaglin, Erickson, Funderburg, Kreider, Lanham, Quisenberry, Reidner

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No – None

•Action Item 2007-5 Authorization of Single Signature for ILLINET/OCLC Member Libraries Reimbursements

Ms. Ison explained that some libraries are being reimbursed more than \$10,000. The State Library is working on strategies to reduce the large reimbursements.

Mr. Lanham noted that most of these practices have been in place for 20 years. It may be more convenient for local boards to pay at certain times. This might become an issue if the process for reimbursement is changed. Mr. Quisenberry noted that the large amounts strain the Board of Directors approval process.

Mr. Eaglin moved to approve Action Item No. 2007-5; Ms. Barnes seconded the motion. A roll call vote was taken:

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

No – None

DISCUSSION/PLANNING - none

ANNOUNCEMENTS

Ms. Boze reported on a delivery conference she attended. Representatives from 23 states and 3 Canadian provinces were in attendance. Ms. Boze said it was interesting to hear how different states and provinces provide delivery services. Some states do not even have delivery service. Several use a commercial delivery carrier, and many of them charge because subsidies for free delivery are not available. There was a good exchange of ideas, although not all states were represented.

Ms. Kreider announced that she had received a programming grant from the LTLS Diversity grant to pay for Amira Davis to perform. The performance was great.

Mr. Lanham reminded everyone that the ILA annual meeting will be the first week in October. The Booth Library display is related to the art and architecture in Illinois libraries program. Booth staff visited over 600 libraries this summer to document the art in our libraries. Staff are also preparing a traveling exhibit that will debut at ILA and go on to visit 68 libraries. An online resource that will track the history of library buildings in our state and a book of art and architecture terms are also in the works.

Ms. Ison noted that she will send out a list of libraries for Board Members to visit in October because there is no meeting.

ADJOURNMENT

Ms. Barnes moved to adjourn the meeting; Mr. Eaglin seconded the motion. All were in favor of the motion and the meeting was adjourned at 8:15 p.m.

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Approved by the Lincoln Trail Libraries System Board of Directors on Monday, November 20, 2006.

James Quisenberry, President

Laura Barnes, Secretary