

DRAFT

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

**DATE:**        **October 27, 2008**

**TIME:**        **7:00 P.M.**

**PLACE:**       **LTLS HEADQUARTERS, CHAMPAIGN, ILLINOIS**

**MEMBERS PRESENT:**

Rosanne Reidner, President .....Ogden  
Allen Lanham, Vice President.....Charleston  
Janet Hasten, Secretary .....Champaign  
James P. Quisenberry, Treasurer .....Urbana  
Janet Cler.....Tolono  
Scott Drone-Silvers.....Mattoon  
Virginia Erickson.....Champaign  
Rochelle Funderburg .....Champaign  
Lavonne Gillespie .....Ashkum  
Cynthia Helms .....Urbana  
Donna Miner.....Rantoul

**MEMBERS NOT PRESENT:**

Susan Norris .....Urbana  
Anieta Trame .....Mattoon

**OTHERS PRESENT:**

Karen Egan, Illinois State Library .....Springfield  
LTLS Staff .....Champaign  
    Jan Ison, Executive Director  
    Joe Sciacca, Consultant  
    Vanessa Whippo, Consultant  
    Ramona Rollins, Business Office Manager  
    David Lottes, Communications Manager

DRAFT

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

October 27, 2008

Rosanne Reidner called the meeting to order at 7:00 p.m. Roll call was taken with 10 members present, 2 absent.

### **CONSENT AGENDA**

The following Consent Agenda was presented:

A. Approval of Minutes of the September 15, 2008 Meeting

B. Approval of Treasurer's Report

- Schedules of Checks

506 Check Nos. 48723 through 48751

506.1 ACH Direct Deposit

506.2 Check Nos. 1105 through 1111

- Schedules of Activity

506.3 Illinois Funds-Money Market Fund

506.4 The Illinois Funds-Prime Fund

506.5 Main Street Bank and Trust Grant Account

506.6 Illinois Funds OCLC Account

506.7 Main Street Bank and Trust OCLC Checking

506.8 Illinois Funds OCLC Prime Investment

Investment Summary as of September 30, 2008

Petty Cash as of September 30, 2008

- Income Statements/Balance Sheets: September 2008

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. Funderburg seconded the motion. A roll call vote was taken:

Yes – Cler, Drone-Silvers, Erickson, Gillespie, Hasten, Helms, Lanham, Miner, Quisenberry, Reidner

No – None

**PUBLIC COMMENTS** - none

DRAFT

**PRESIDENT'S REPORT** - Rosanne Reidner

Ms. Reidner congratulated Ms. Ison on twenty five years of service to the Lincoln Trail Libraries System.

**DIRECTOR'S REPORT** – Jan Ison

Ms. Ison welcomed Ms. Gillespie and Ms. Cler to the Lincoln Trail Libraries System Board of Directors. Ms. Ison reported on the ILA conference in Chicago. Ms. Ison reported that all the WorldCat pilot libraries are up and running for staff to test. She also reported on the OCLC members council where a key discussion was how the Regional Councils will be formed in July 2009 and how delegates will be elected to the Global Council. Ms. Ison will be the first President of the OCLC Global Council beginning July 2009. Ms. Ison summarized the statistical report and noted the drop in First Search numbers. Ms. Ison presented the board with copies of the FY2008 annual report and provided a written summary of the savings to LTLS provided by participation in the Direct Energy Cooperative.

**COMMITTEE REPORTS**

- Action Item No. 2009-13 Fy2008 Audit

The Budget and Finance Committee has reviewed the preliminary FY2008 Audit. The Budget and Finance Committee recommends the Board of Directors authorize LTLS administration to forward the completed audit for the year ending June 30, 2008 to the Illinois State Library.

The Board was unanimously in favor of the motion.

**ILLINOIS STATE LIBRARY REPORT** – Karen Egan

Ms. Egan submitted a written report for September of 2008 and was present at the meeting. In her report Ms. Egan provided a list of the new vendors who have agreed to participate in the Try-It! Illinois program from October 1st through November 30th. Ms. Egan updated information concerning the Bill and Melinda Gates Foundation. Ms. Egan asked that board members submit ideas to her for new LSTA grant categories.

**UNFINISHED BUSINESS** - none

**NEW BUSINESS**

- Action Item No. 2009-12 Expenditures over \$10,000

In accordance with the Lincoln Trail Libraries System Finance and Investment Policy, the following expenditures are over the \$10,000 limit and require two authorized signatures.

A. Library partnership Trust My media mall Annual Fee \$19,800.00

Ms. Erickson moved to approve Action Item No. 2009-07; Mr. Drone-Silvers seconded the motion. The Board was unanimously in favor of the motion.

DRAFT

**DISCUSSION/PLANNING**

Ms. Ison provided the board with a list of system standards with definitions and asked that they share their ideas about new standards for library systems. It was agreed that the core services should include access, delivery, leadership and consulting. Ms. Ison will provide a copy of the old standards to the board members. Ms. Ison provided the board with committee preference forms for them to fill out before the next meeting.

**ANNOUNCEMENTS**

Ms. Helms announced that the Centennial High School Library had recently been recognized in VOYA magazine.

**ADJOURNMENT**

Mr. Drone-Silvers moved to adjourn the meeting; Ms. Erickson seconded the motion. The Board was unanimously in favor of the motion, and the meeting was adjourned at 9:15 p.m.

Approved by the Lincoln Trail Libraries System Board of Directors on Monday, November 17, 2008.

---

Rosanne Reidner, President

---

Janet Hasten, Secretary