

**Lewis & Clark Library System  
Board Meeting Minutes  
July 15, 2008  
LCLS Headquarters**

**Summary of Selected Motions**

Agenda Item	Motion	Result
III. A.	Approve the July 15, 2008 Consent Agenda A. Approve minutes of the June 17, 2008, regular Board meeting B. Approve the June 2008, Bill List in the amount of \$173,873.59	Roll call – approved
VI.C.1.	Declare items described on the summary list as surplus	Roll call – approved
VI.C.1	Approve the sale of surplus items	Roll call – approved
VI.C.1.	Approve half of total sales of surplus items go to Staff Association	Roll call – approved

**I. Opening of Meeting**

A. Call to Order

In Ms. Steingrubey’s physical absence, Ms. Wandling, Vice President, presided and called the meeting to order at 6:00 p.m.

B. Roll Call

Members present:

Mr. Ronald Coleman	Public Library Under 15,000 Representative
Ms. Linda McDonnell	Public Library Trustee Member-at-Large
Ms. JoAnn Nabe	Public Library Trustee Member-at-Large
Mr. Matthew Paris	Academic Library Representative
Ms. Joyce Reid	School Library Representative
Ms. Diane Semanisin	Public Library Trustee Member-at-Large
Mr. Norman Schiller	Public Library Over 15,000 Representative
Ms. Elaine Steingrubey	Public Library Representative ( <b>present by conference call</b> )
Ms. Pat Wandling	Special Library Representative

Members absent:

None

Others present:

Ms. Tina Hubert	LCLS Executive Director
Ms. Bonnie Kilmurray	LCLS Executive Assistant
Ms. Charm Ruhnke	LCLS Consulting Manager
Ms. Juliette Douglas	LCLS Business Manager/Workforce Development Consultant
Ms. Leslie Bednar	GateNet Manager
Ms. Amanda McKay	LCLS Marketing Consultant
Mr. Kevin Becker	LCLS Technology Development Manager

C. Introduction of Observers and Staff Members

Ms. Hubert introduced the staff members and observers.

D. Ms. Wandling administered the Oath of Office to Linda McDonnell, new Board member, as follows:

“I, Linda McDonnell, do solemnly swear that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Director of the Lewis & Clark Library System Board to the best of my ability.”

**II. Open Forum – None**

**III. Consent Agenda**

A. A motion was made by Mr. Schiller, seconded by Ms. Nabe, to:

**Approve the July 15, 2008 Consent Agenda:**

- 1. Approve minutes of the June 17, 2008 regular Board meeting**
- 2. Approve the June 2008 Bill List in the amount of \$173,873.59**

A roll call vote was taken.

Mr. Ronald Coleman	Yes	Ms. Diane Semanisin	Yes
Ms. Linda McDonnell	Yes	Mr. Norman Schiller	Yes
Ms. JoAnn Nabe	Yes	Ms. Elaine Steingrubey	Yes
Mr. Matthew Paris	Yes	Ms. Pat Wandling	Yes
Ms. Joyce Reid	Yes		

Motion carried.

#### IV. Communications

Ms. Hubert stated that a letter was received from Rose Chenowith and David Hamilton congratulating LCLS on the You Tube video *Our Library Our Choice*. Even though it did not win the award they were very impressed with it.

Ms. Hubert stated that we received a letter from the City of Edwardsville informing us that First Clover Leaf Bank had requested a special use permit for a new addition. We have no objection.

Ms. Hubert congratulated Mississippi Valley Library District for the story on the WebJunctionIL blog about the new Fairmont City Library Center.

#### V. Reports

##### A. Officers

###### 1. President – Elaine Steingrubey

Ms. Steingrubey charged Ms. Reid, as Secretary, with calling absent members each month.

###### 2. Vice-President – Pat Wandling

No report.

##### B. Committees – No report

##### C. Executive Director

###### 1. Ms. Hubert stated that we will have a Surplus Sale on August 22, 2008, from 3:30 p.m.- 6:30 p.m. and August 23, 2008, from 7:00 a.m.-12:00 noon.

A motion was made by Mr. Paris, seconded by Mr. Schiller, to:

###### **Declare items described on the summary list as surplus**

A roll call vote was taken.

Mr. Ronald Coleman	Yes	Ms. Diane Semanisin	Yes
Ms. Linda McDonnell	Yes	Mr. Norman Schiller	Yes
Ms. JoAnn Nabe	Yes	Ms. Elaine Steingrubey	Yes

Mr. Matthew Paris	Yes	Ms. Pat Wandling	Yes
Ms. Joyce Reid	Yes		

Motion carried.

A motion was made by Mr. Paris, seconded by Mr. Schiller, to:

**Approve the sale of surplus items**

A roll call vote was taken.

Mr. Ronald Coleman	Yes	Ms. Diane Semanisin	Yes
Ms. Linda McDonnell	Yes	Mr. Norman Schiller	Yes
Ms. JoAnn Nabe	Yes	Ms. Elaine Steingrubey	Yes
Mr. Matthew Paris	Yes	Ms. Pat Wandling	Yes
Ms. Joyce Reid	Yes		

Motion carried.

A motion was made by Mr. Paris, seconded by Mr. Schiller, to:

**Approve half of total sales of surplus items go to Staff Association**

A roll call vote was taken.

Mr. Ronald Coleman	Yes	Ms. Diane Semanisin	Yes
Ms. Linda McDonnell	Yes	Mr. Norman Schiller	Yes
Ms. JoAnn Nabe	Yes	Ms. Elaine Steingrubey	Yes
Mr. Matthew Paris	Yes	Ms. Pat Wandling	Yes
Ms. Joyce Reid	Yes		

Motion carried.

2. Ms. Hubert informed the Board that the IRS has increased the mileage rate to \$.585 for the remainder of 2008.
3. Ms. Hubert thanked the Board for allowing Amanda McKay, Juliette Douglas, and herself to attend the ALA Conference in Anaheim, California.

Ms. McKay, Ms. Douglas, and Ms. Hubert reported on the sessions that they attended.

4. Ms. Hubert asked if anyone wanted to attend the ILA Conference to be held September 23-26, 2008, in Chicago. Ms. Steingrubey will be attending the full conference. Mr. Coleman and Ms. Wandling will each attend for two days for the trustee workshop. The System staff may drive depending on flight costs. Ms. Ruhnke will be a presenter for [illinoismap.info](http://illinoismap.info), participate in the Serving Our Public hearing, and monitor the Tech Atlas portion of the WebJunctionIL.
5. Ms. Ruhnke gave a demonstration of Library Learning (L2) for Professional Development. This is the new statewide calendar. She stated that this is a real plus for registering for activities around the state.
6. Ms. Hubert stated that our Area and Per Capita presentation will be held on July 23, 2008, at the State Library. Ms. Steingrubey as Board President, all managers, and Ms. Hubert will attend.

Ms. Hubert reported on the Governor's budget. Governor Blagojevich cut 1.4 billion from the overall state budget. The Secretary of State's budget was cut by 14%. The budget has yet to be approved.

Ms. Hubert stated that ILSDO met July 9-10, 2008. They have updated their mission and vision statements. They have also developed their themes for the upcoming years:

- 2009 – Illinois Libraries Going Green
- 2010 – From Discovery to Delivery
- 2011 – Libraries Remixed: Libraries as Third Spaces

Ms. Hubert stated that ILSDO as a whole is concerned about the cost of delivery. We are victims of success and will be investigating where to go in the future. Four options are being investigated: a fuel surcharge, an increase from the general assembly, a grant for re-tooling, and a request for information regarding outsourcing.

Ms. Hubert stated that the State Library is starting to review and revise the Library Systems Standards. The first meeting will be August 28, 2008.

Ms. Hubert stated that Mr. Becker began as Technology Development Manager on July 1, 2008. His first duty was to upgrade the server room. Mr. Becker along with Bruce Gates, Nick Bennyhoff, and Troy Brown from Shawnee Library System cleaned up, cleared out, and reconfigured the server room. The job was completed by 3:00 a.m.

Ms. Hubert stated that the two part-time GateNet employees have been hired. The System and GateNet are now fully staffed.

Ms. Hubert stated that the books will be closed for the 2007-2008 FY by July 31, 2008.

D. Illinois State Library Consultant, Patricia Norris – absent

**VII. Announcements – None**

**VIII. Adjournment**

The meeting adjourned at 7:16 p.m.

Approved by LCLS Board Action 9/16/2008

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Joyce Reid, Secretary