

**Lewis & Clark Library System
Board Meeting Minutes
June 21, 2011
LCLS Headquarters**

Summary of Selected Motions

Agenda Item	Motion	Result
III.	<p>Approve the June, 2011, Consent Agenda:</p> <ul style="list-style-type: none"> A. Approve the minutes of the May 17, 2011, regular Board meeting and the June 14, 2011, special Board meeting. B. Approve the May 2011 financial statements and reports C. Approve the May 2011 Bill List in the amount of \$102,848.35. D. In order to pay the bills through June 30, 2011, the business office be authorized to close the books as of July 31, 2011, for the fiscal year ending June 30, 2011. E. Approve continuance of General Fund for the close of the fiscal year and use of the reserves for operating purposes consistent with the FY 2010-2011 Budget. F. Approve continuance of GateNet Fund for the close of the fiscal year and use of the reserves for operating purposes consistent with the FY 2010-2011 Budget. 	Roll call – approved as amended
IV.A.1.b	Resolve to commend Linda McDonnell, Ronald Coleman, Susan Mendelsohn, JoAnn Nabe, James Fenton, Betsy Mahoney, Annette Mills, and Diane Steele for their contributions to the development of the System and through it the strengthening of all member libraries, with appreciation / gratitude / thanks.	Roll call – approved
IV.A.1.c	Resolve to recognize and applaud all LCLS staff for their allegiance and devotion of their minds, hearts, and deeds in order for the System to advance libraries in successfully serving the evolving needs of their communities. Their dedicated service allows LCLS to move forward in its merger to the Illinois Heartland Library System.	Roll call – approved

Agenda Item	Motion	Result
IV.C.3.a	Resolve that Lewis & Clark Library System will pay, but not exceed \$7,000, for all earned, but unused compensated time and personal leave time for employees who have been unable to take their time during FY 2010-2011. All pay will be reflected in the final paycheck to be issued June 30, 2011.	Roll call – approved
IV.C.4.a	Resolve that the Lewis & Clark Library System will use its reserves to proportionately reduce the fees paid by each full GateNet member for FY2011-2012 by 10%.	Roll call – approved

I. Opening of Meeting

A. Call to Order

Ms. McDonnell, President, presided and called the meeting to order at 6:02 p.m.

B. Roll Call

Members present:

Mr. Ronald Coleman	Public Library Trustee Member at Large
Mr. James Fenton	Public Library Trustee Member at Large
Ms. Linda McDonnell	Public Library Trustee Over 15,000 Population
Ms. Betsy Mahoney	Library Representative at Large
Ms. Susan Mendelsohn	Public Library Trustee Under 15,000 Population
Ms. Annette Mills	School Library Representative
Ms. JoAnn Nabe	Public Library Trustee Member at Large
Ms. Diane Steele	Public Library Representative

Members absent:

Ms. Carol Stookey	Academic/Special Library Representative
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Others present:

Ms. Leslie Bednar	LCLS Executive Director/GateNet Manager
Ms. Julia Pernicka	LCLS Executive Assistant
Mr. Nicholas Bennyhoff	LCLS Technology Development Manager
Ms. Juliette Douglas	LCLS Business Manager
Ms. Mary Hemmer	LCLS Accountant

C. Introduction of Observers and Staff Members

Ms. Bednar introduced the staff members and observers.

II. Open Forum – None

III. Consent Agenda

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

Approve the May 17, 2011, Consent Agenda:

A. Approve the minutes of the May 17, 2011, regular Board meeting and the June 14, 2011, special Board meeting.

B. Approve the May 2011 financial statements and reports.

C. Approve the May 2011 Bill List in the amount of \$102,848.35.

D. In order to pay the bills through June 30, 2011, the business office be authorized to close the books as of July 31, 2011, for the fiscal year ending June 30, 2011.

E. Approve continuance of General Fund for the close of the fiscal year and use of the reserves for operating purposes consistent with the FY 2010-2011 Budget.

F. Approve continuance of GateNet Fund for the close of the fiscal year and use of the reserves for operating purposes consistent with the FY 2010-2011 Budget.

A roll call vote was taken.

Mr. Ronald Coleman	Yes	Ms. Annette Mills	Yes
Mr. Jim Fenton	Yes	Ms. JoAnn Nabe	Yes
Ms. Betsy Mahoney	Yes	Ms. Diane Steele	Yes
Ms. Linda McDonnell	Yes	Ms. Carol Stookey	Absent
Ms. Susan Mendelsohn	Yes		

Motion carried.

IV. Communications

Ms. Bednar shared an article from *thetelegraph.com*, “Gillespie Library gets grant to replace windows”.

V. Reports

A. Officers

1. President – Linda McDonnell

a) Transition to Illinois Heartland Library System – Ms. McDonnell gave an update on the previous meeting and the Board discussed the past year. The last transition meeting will be June 30, 2011, in Effingham.

b) Resolution for Retiring Board members -

A motion was made by Ms. Steele, seconded by Mr. Fenton, to:

Resolve to commend Linda McDonnell, Ronald Coleman, Susan Mendelsohn, JoAnn Nabe, James Fenton, Betsy Mahoney, Annette Mills, and Diane Steele for their contributions to the development of the System and through it the strengthening of all member libraries, with appreciation / gratitude / thanks.

A roll call vote was taken.

Mr. Ronald Coleman	Yes	Ms. Annette Mills	Yes
Mr. Jim Fenton	Yes	Ms. JoAnn Nabe	Yes
Ms. Betsy Mahoney	Yes	Ms. Diane Steele	Yes
Ms. Linda McDonnell	Yes	Ms. Carol Stookey	Absent
Ms. Susan Mendelsohn	Yes		

Motion carried.

- c) Recognize LCLS staff – Ms. McDonnell noted that letters from the Board recognizing staff were available for signature. Copies of the letters will go in the employee’s personnel file.

A motion was made by Mr. Coleman, seconded by Ms. Mills, to:

Resolve to recognize and applaud all LCLS staff for their allegiance and devotion of their minds, hearts, and deeds in order for the System to advance libraries in successfully serving the evolving needs of their communities. Their dedicated service allows LCLS to move forward in its merger to the Illinois Heartland Library System.

A roll call vote was taken.

Mr. Ronald Coleman	Yes	Ms. Annette Mills	Yes
Mr. Jim Fenton	Yes	Ms. JoAnn Nabe	Yes
Ms. Betsy Mahoney	Yes	Ms. Diane Steele	Yes
Ms. Linda McDonnell	Yes	Ms. Carol Stookey	Absent
Ms. Susan Mendelsohn	Yes		

Motion carried.

2. Vice-President – Ronald Coleman – no report
- B. Committees – no reports.
- C. Executive Director – Leslie Bednar
1. Administrative/Fiscal Topics
- a) Financial Situation – Ms. Bednar reported that at the June 9 transition meeting Greg

McCormick reported that the Illinois FY2012 budget has passed. The lapse year was extended to the end of December, 2011.

Ms. Douglas distributed an updated copy of the Cash Flow Report.

Ms. Douglas reported as part of the building repairs, the old copper downspouts were sold as scrap metal for \$440.

- b) Real Estate – Ms. Douglas gave an update on the two parcels of land that are for sale.

2. Board Relations

- a) Illinois Heartland Library System update – Ms. McDonnell reported that she, Susan Mendelsohn, Betsy Mahoney, and Brock Peoples are on the IHLS Board. Their first board meeting will be July 5, 2011.
- b) 2011 Annual Meeting – The Board discussed the Annual Meeting which was held earlier that afternoon.

3. Personnel Development

- a) Staff Issues – Ms. Bednar reported that current staff that will be employed by IHLS on July 1, 2011, have received offer letters.

Ms. Bednar also reported that due to the work on the upcoming merger, some employees have worked extra hours and they will not be able to take the time off before the end of the month and will lose the time.

A motion was made by Ms. McDonnell, seconded by Mr. Fenton, to:

Resolve that Lewis & Clark Library System will pay, but not exceed \$7,000, for all earned, but unused compensated time and personal leave time for employees who have been unable to take their time during FY 2010-2011. All pay will be reflected in the final paycheck to be issued June 30, 2011.

A roll call vote was taken.

Mr. Ronald Coleman	Yes	Ms. Annette Mills	Yes
Mr. Jim Fenton	Yes	Ms. JoAnn Nabe	Yes
Ms. Betsy Mahoney	Yes	Ms. Diane Steele	Yes
Ms. Linda McDonnell	Yes	Ms. Carol Stookey	Absent
Ms. Susan Mendelsohn	Yes		

Motion carried.

4. Planning

- a) Technology Report – Mr. Bennyhoff reported that the list of surplus equipment went out to the membership for bid. Deadline for the bids is Thursday, June 23rd at 4:00 p.m.

5. Membership Relations

- a) GateNet Report – Ms. Bednar discussed the GateNet membership’s perceived inequities regarding the way the LLSAPs are supported/funded. The GateNet members feel that if we are all going to be part of the same library system, they should be funded in the same way.

A motion was made by Ms. McDonnell, seconded by Mr. Coleman, to:

Resolve that the Lewis & Clark Library System will use its reserves to proportionately reduce the fees paid by each full GateNet member for FY2011-2012 by 10%.

A roll call vote was taken.

Mr. Ronald Coleman	Yes	Ms. Annette Mills	Yes
Mr. Jim Fenton	Yes	Ms. JoAnn Nabe	Yes
Ms. Betsy Mahoney	Yes	Ms. Diane Steele	Yes
Ms. Linda McDonnell	Yes	Ms. Carol Stookey	Absent
Ms. Susan Mendelsohn	Yes		

Motion carried.

- b) LAC – No report.

6. Community and Organizational Involvement

- a) Illinois Library System Directors Organization (ILSDO) – Ms. Bednar reported that LibraryLearning (L2) will be updated on July 1, 2011, to reflect the new System changes with RAILS and IHLS. DuPage Library System has been spearheading this project and is also funding the changes.
- b) Illinois State Library committee(s)/program(s) work – No report.
- c) Illinois Library association work (ILA, ISLMA, etc.) – Ms. Bednar reported that the Future of Illinois Library Cooperation (FILC) committee looking at statewide delivery will have a preliminary report of the committee’s project at ILA in October.
- d) Other – no report

7. Miscellaneous

- D. Illinois State Library Consultant – Ms. Brown highlighted several items on the ISL Consultant’s Report which was distributed.

VI. Announcements

Mr. Coleman reported that there are three to four openings on the Louis Latzer Memorial Public Library Board.

Ms. McDonnell expressed her appreciation of the Board for the work they have done for the LCLS staff and conveyed that it has been a pleasure working with everyone.

VII. Adjournment

The meeting adjourned at 7:34 p.m.

Approved by LCLS Board Action 07/26/2011

Susan Mendelsohn