



## IHLS - Board of Directors Meeting

September 27, 2022

**ZOOM**

Join from PC, Mac, Linux, iOS or Android:

<https://illinoisheartland.zoom.us/j/667226270?pwd=eTc0dWk1SlVlSQWJ6cXB0M0xzdzlzZz09>

By Phone Only: 408-638-0968 | Meeting ID: 667226270

**5:00 P.M.**

IHLS Board of Trustees will accept public comments. Please submit comments and supporting documents to [publiccomment@illinoisheartland.org](mailto:publiccomment@illinoisheartland.org) or use the form found on the IHLS website at <https://illinoisheartland.org/content/board-meeting-public-comment-form>.

Joshua Short, President  
Loretta Broomfield, Vice President  
Stacey Carter, Secretary  
Chastity Mays, Treasurer  
Karen Bounds, Member at Large  
Ann Chandler  
Tiffany Droege  
Jenna Griffith

Sarah Hill  
Ryan Johnson  
Kevin Kelsey  
Tammy Krouse  
Kevin Latoz  
Linda McDonnell  
Kelley Sullivan

- |         |        |   |
|---------|--------|---|
| 5:00 PM | Action | 1. Call to Order  |
| 5:01 PM | Action | 2. Roll Call  |
| 5:05 PM | Action | 3. Appoint Sarah Hill from Lake Land College (Mattoon) to Open Board Seat<br><b>(Attachment 3.1)</b>  |
|         | Action | 4. Consent Agenda   |
|         |        | All items listed under the Consent Agenda are considered routine by the Board and will be enacted by one motion. Committee and Staff reports may also be included as information items. Detailed information on all items is included in the meeting packet. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the consent agenda for discussion. |
|         |        | a. Approval of August 23, 2022 Minutes <b>(Attachment 4.1)</b>  |
|         |        | b. August Director & Staff Activity Report <b>(Attachment 4.2)</b>  |
| 5:15 PM | Action | 5. Acceptance of August Bills 2022 <b>(Attachment 5.1)</b>  |
|         | Action | 6. August 2022 Financial Report <b>(Attachment 6.1)</b>   |
| 5:30 PM |        | 7. FY2022 Annual Report –   |
|         | Action | a. Financial Audit  |
|         |        | i. FY2022 Audit Synopsis <b>(Attachment 7.1)</b>  |
|         |        | ii. FY2022 Audited Financial Statements <b>(Attachment 7.2)</b>   |

IMAGINING TOMORROW ~ DELIVERING POSSIBILITIES TODAY!

	Action	b. Narrative ( <b>Attachment 7.3</b> )
	Action	c. Tabular Reports ( <b>Attachment 7.4</b> )
	Information	8. Freedom of Information Act (FOIA) Update
	Information	9. Open Meetings Act (OMA) Update
	Information	10. Public Comment
		11. Communication
	Information	a. Board Learning: Board Intranet Overview
	Information	b. Association of Rural and Small Libraries Conference Review
		12. Human Resources
5:45 PM	Action	a. Staff Report ( <b>Attachment 12.1</b> )
	Action	b. Secondary Employment – IHLS Staff (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(1))
5:50 PM	Action	c. Personnel -- (This portion of the meeting may be held in executive session pursuant to Section 5 ILCS 120 § 2(c)(1))
5:55 PM	Information	13. Illinois State Library Report
6:05 PM	Information	14. Committee Reports
		a. Executive
		b. Budget and Finance
		c. Policy and Membership – no report
		d. Facilities and Operations
		e. Personnel
		f. Advocacy and Education – no report
	Information	15. Partner Reports
		a. Association of School Library Educators (AISLE)
		b. Illinois Library Association (ILA)
		c. Illinois State Library Advisory Committee (ISLAC)
6:15 PM	Action	16. Unfinished Business
		a. None
		17. New Business
6:30 PM	Information	a. Automatic Material Handler (AMH) Consultant Recommendation
	Information	b. Automatic Material Handler Next Steps ( <b>Attachment 17.1</b> )
	Action	c. FY2023 Budget Amendments ( <b>Attachment 17.2</b> )
	Action	d. Executive Director Salary Grade ( <b>Attachment 17.3</b> )
	Action	e. Project Coordinator Salary Grade Update ( <b>Attachment 17.4</b> )
	Information	f. CARLI Office Construction ( <b>Attachment 17.5</b> )
6:45 PM	Information	18. Agenda Building
	Information	19. Public Comment
7:00 PM	Information	20. Announcements
7:05 PM	Action	21. Adjournment