



**Board of Directors Meeting
3/16/10
LaSalle Public Library
305 Marquette Street
LaSalle, IL 61301-2135**

Minutes

I. Welcome & call to order

The meeting was called to order at 10:12am by President Charlet Key.

II. Roll call

Present: Lois Anderson, Steven Epstein, D'Ann Hamilton, Roberta Hannon, David Hargett, Penny O'Rourke, Catherine Yanikoski, Alan Davidson, Charlet Key (via videoconference)

Absent: Marina Spitzer, Debbie Samuelson

Also present: Michael Piper, Rhonda Krahl

III. Pledge of Allegiance

IV. Changes/Additions to agenda

There were no changes or additions to the agenda.

V. Introduction of visitors/visitor comments

Judy Hutchinson (PALS), Crystal Talbot (PALS), Jeff Mahan (PALS), Nancy Smith (PALS), Neil Kelley (ISL, via videoconference)

VI. Approve minutes of 1/19/10 meeting

Alan moved and D'Ann seconded that the minutes of the January 19, 2010 meeting be approved as presented. The motion carried on a roll call vote: Anderson – yes, Davidson – yes, Epstein – yes, Hamilton – yes, Hannon – yes, Hargett – yes, Key – yes, O'Rourke – yes, Yanikoski – yes.

VII. Financials

Penny moved and Lois seconded that the bills in the amount of \$266,300.77 be paid. The motion carried on a roll call vote: Anderson – yes, Davidson – yes, Epstein – yes, Hamilton – yes, Hannon – yes, Hargett – yes, Key – yes, O'Rourke – yes, Yanikoski – yes.

Penny moved and Steve seconded that the financial statements be approved as presented. The motion carried on a roll call vote: Anderson – yes, Davidson – yes, Epstein – yes, Hamilton – yes, Hannon – yes, Hargett – yes, Key – yes, O'Rourke – yes, Yanikoski – yes.

VIII. ISL Report – Neil Kelley

Neil presented a written report.

IX. System Director's Report

Nancy reported on cooperation and collaboration between systems in the area of continuous learning. L2 was designed to allow for cooperation and we have been using it for OPAL and WIMBA webinars, as well as videoconferences. We have had 113 attendees this year who weren't members of PALS.

Brian Smith, who now coordinates our communications, is working on a new version of Prairie Views.

An updated PrairieCat Manager position description was distributed. The firm of John Keister and Associates has been hired to assist with the search. PrairieCat will share the cost of \$7,200. It's anticipated that Mr. Keister will present a list of final candidates to the search committee within a month.

Judy reported that the delivery code project is underway and approximately 30 delivery codes are being changed each week to reflect their delivery route. It is estimated that the project will take 9-10 weeks to complete.

We have declared the official go live with AquaBrowser and are in negotiations to pay the remaining fees from the contract. We are at the same stage with SirsiDynix, but the Administrative Council has asked to review the situation at its March 25th meeting before the final funds are released.

Jeff reported that we are working on a plan for on-call PrairieCat support after hours. He also reported that we are considering expanding the Coal Valley area technical support program system wide if there is enough interest. Additional staff could be hired if necessary.

Crystal reported that after PALS IMRF Employer Reserve Account took a loss of over \$4 million in calendar year 2008, IMRF bounced back in 2009 with a record investment year. As a result, PALS IMRF Employer Reserve Account balance ended the year with a positive balance of approximately \$1.6 million despite having a hefty deduction for member and survivor annuities for 2009, which could have left PALS with a negative account balance.

X. Committee Reports

The Finance Committee met prior to the Board meeting. At this point, the possibility of borrowing from PrairieCat doesn't look encouraging. The Committee will be reviewing the PALS investment policy.

XI. Board development

Rhonda presented information on how the Open Meetings Act and Freedom of Information Act affect PALS.

Charlet suggested that the Board begin using a consent agenda and will present a model for discussion in April, with proposed action in May.

Charlet reported that the Board will have seven vacancies for FY2011 and encouraged members to recruit nominees. A nomination form will be available on the PALS website.

XII. Old Business

Michael reported that preliminary budget planning has begun and we will be preparing alternate budgets based on different funding scenarios. The Finance Committee will make a recommendation to the Board at its May meeting.

XIII. New Business

Michael presented information on possible levels of collaboration with other systems, especially Alliance Library System, DuPage Library System, Metropolitan Library System, and North Suburban Library System. Dave, Charlet, and Michael will attend a meeting in Burr Ridge on March 17. In preparation for the meeting, they asked for input from the Board and staff members present. Comments included:

- Can we improve service or reduce costs by collaboration?
- We need to identify the strengths and liabilities of PALS and the other systems.
- Could PALS members assist each other?
- PrairieCat, delivery, and having access to other libraries are valued services.
- We need to communicate with the Board and leadership team.
- We need to involve everyone, including members and staff.
- It might be helpful to redraw system maps.

The Finance Committee discussed putting our annual audit out for bids and recommends that we stay with the current firm for another year. Penny moved and D'Ann seconded that we stay with the current firm this year. The motion carried on a roll call vote: Anderson – yes, Davidson – yes, Hamilton – yes, Hannon – yes, Hargett – yes, O'Rourke – yes, Yanikoski – yes.

D'Ann moved and Alan seconded that the Board accept Marina Spitzer's recommendation that the closed minutes remain closed. The motion carried on a voice vote.

LAC has recommended Brown Mackie College be accepted as a full member of PALS. Bobbie moved and Alan seconded to accept Brown Mackie College as a member. The motion carried on a voice vote.

Good Shepherd Manor has applied for membership but doesn't meet membership requirements at this time.

XIV. Fifth order of business

The FY2010 Board self-evaluation was distributed. Board members are asked to return it to Charlet by May 1.

XV. Adjourn

Alan moved and Bobbie seconded that the meeting be adjourned. The meeting was adjourned at 2:20pm.

Scheduled next meeting:

**April 22, 2010
iWireless Center
1201 River Drive
Moline, IL 61265**