

ILA Executive Board Meeting Minutes
Friday, 16 November 2007
Illinois Library Association

Present

Officers

Tamiye Meehan, Immediate Past President
Bradley F. Baker, President
Donna Dziedzic, Vice-President / President-Elect
Jamie Bukovac, Treasurer

Directors

Emily Guss via phone
Tina Hubert
Nancy Huntley
Halle Mikyska
Julie M. Milavec
Michelle Petersen
Theodore Schwitzner
Jocelyn Tipton
H Dayle K. Zelenka

Ex Officio

Anne B. Craig
Robert P. Doyle

Absent

Carole Dickerson
Dean Bryan
Cristy Stupegia

Guests

Kiplund Kolkmeier via phone

The meeting began at 10:10 A.M.

Review of the Agenda

B. Baker reviewed the agenda and it was approved, by consensus, with the addition of the new topics of *Illinois Library Laws & Rules*, the Mackinac Island Press proposal, and the February 2008 ILA Trustee Forum workshop.

D. Zelenka moved, D. Dziedzic seconded and it was

Voted, That the Illinois Library Association's Executive Board approve the minutes of the ILA Executive Board Friday, 21 September 2007 meeting. (The motion passed unanimously. H. Mikyska abstained, since she was not present at the last board meeting. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

Public Policy Agenda & Issues

Legislative Overview

K. Kolkmeier will continue to monitor any developments regarding a construction bill. If a construction bill passes such as *Illinois Works*, it is dependent on resolving the transit issue and that doesn't seem likely to be resolved soon. The Wednesday, 14 November meeting with key leaders (Chicago Mayor R. Daley, Illinois House Speaker M. Madigan, Illinois Senate President E. Jones, Illinois House Minority Leader T. Cross, and others) was described as "nonproductive with shouting, threats, and allegations," according to House Speaker Madigan.

The Public Policy Committee will be presenting its action items at the next ILA Executive Board meeting on Friday, 22 February 2008 in Shorewood. The board should anticipate the following topics will arise: possible changes to tax increment districts, several new bills regarding sex offenders, a resolution on social networking sites, and action enabling Illinois public academic institutions to dispose of library materials more easily. In addition, the most significant library bills introduced in the Illinois General Assembly will be presented to the board for action. In the past, for example at the February 2007 ILA Executive Board meeting, twenty-two bills were presented and the board determined the association's position whether it be to endorse, oppose, or be neutral on those twenty-two bills. Those discussions lasted several hours. It should be noted that not all library bills were discussed since ILA tracked more than ninety library bills last session.

School Libraries

R. Doyle distributed ILA Update # 22 (Exhibit 1, pp. 1-3) requesting the Illinois library community urge the Illinois School Board of Education (ISBE) to include \$5 million in their FY09 budget for online resources.

T. Hubert asked the ILA Executive Board to urge the Illinois School Board of Education (ISBE) to support the new rules that require all students to have access to library media programs staffed by certified library information specialists. ISBE is currently accepting public comments. Opposition launched by the Illinois Statewide School Management Alliance (ISSMA) contends that the new rules are an unfunded mandate and that the state board does not have the authority to require certified staff in school libraries. In an ISSMA memo to their membership, school libraries are described as a "luxury" item.

T. Hubert moved, J. Bukovac seconded and it was

Voted, That the Illinois Library Association's Executive Board urge the Illinois School Board of Education (ISBE) to support the new rules that require all students to have access to library media programs staffed by certified library information specialists; and further, requests the Illinois library community and their constituents contact the Illinois School Board of Education (ISBE) by December 24 to support these new rules that emphasize school library media programs are essential to student achievement as shown in *Powerful Libraries Make Powerful Learners: The Illinois Study* and confirmed by studies done in sixteen other states. (The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

T. Schwitzner moved, D. Dziedzic seconded and it was

Voted, That the Illinois Library Association's Executive Board endorse the following resolution:
WHEREAS school library media programs have been shown to be essential to student achievement as shown in *Powerful Libraries Make Powerful Learners: The Illinois Study* (2005), and
WHEREAS this study states that students, "Achieve academically when their visits to libraries bring them in contact with librarians as teachers and co-teachers," and
WHEREAS the new standards of the American Association of School Librarians state that "School librarians are essential to the development of learning skills," and
WHEREAS the Rules promulgated by the Illinois State Board of Education (ISBE), which went into effect July 28, 2005, state that no one can be assigned to provide library media services unless certified (Section 1.755 Requirements for Library Information Specialists), and
WHEREAS the ISBE has promulgated new rules regarding all students to have access to library media programs staffed by certified library information specialists which are available for public comment, and
WHEREAS students who have grown up using a well-stocked and well-staffed school library media center are more efficient and effective users of public, academic, and special libraries, now
THEREFORE we the ILA Executive Board meeting in regular session on Friday, 16 November 2007 commend and endorse the inclusion of a requirement that all students have access to library media programs staffed by certified library information specialists in the proposed new rules.

(The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

Federal Library Legislative & Advocacy Network

T. Schwitzner presented the following charge to the Federal Library Legislative and Advocacy Network.

D. Zelenka moved, T. Schwitzner seconded and it was

Voted, That the Illinois Library Association's Executive Board endorse the following charge for the Illinois Federal Library Legislative & Advocacy Network (FLLAN):

The Federal Library Legislative and Advocacy Network (FLLAN) is a national grassroots effort of the American Library Association's Office on Governmental Relations, which performs federal library advocacy at the local level and shares federal legislative and advocacy information with state chapters. Network members respond primarily to calls for action from the ALA Washington Office, while they also share information learned locally back through the network.

The Illinois FLLAN consists of the statewide network coordinator and individual contacts in each congressional district. The statewide coordinator is appointed by the ILA President. Local contacts in congressional districts may be appointed by the statewide coordinator or by the ILA President, as needed. ILA's membership assists in grassroots advocacy efforts on federal issues.

Whenever the ILA Executive Board adopts a position on a federal legislative topic, the ILA President may give permission for network members to use the ILA name and refer to the ILA position in their correspondence.

Illinois FLLAN Coordinator

The Illinois Federal Library Legislative and Advocacy Network coordinator is a person designated to serve as the primary point of contact in the state for federal issues related to libraries. As federal issues arise, staff at the ALA Office on Governmental Relations (OGR) will communicate with the network contact to request that they convey the library position to Illinois congressional representatives and senators.

Specific network contact responsibilities include the following:

- Identify an individual in each congressional district who can serve as a primary contact for the representative and write or forward letters when asked.
- Identify individuals in the state who will take the lead in advocating in specific critical issues areas such as copyright, intellectual freedom, government information, school libraries, and library funding. These experts would be asked to draft letters in response to requests from the ALA Washington Office.
- Call, write, or e-mail congressional and senate offices on issues as needed.
- Be informed of federal issues related to all types of libraries.

- Disseminate information on federal library issues from the ALA OGR to all interested parties within the state.
- Keep ALA OGR informed of any information learned at the state level that is pertinent to federal legislative and advocacy issues.
- Track the impact of federal library issues on libraries in Illinois.
- Serve as ex officio member of the ILA Public Policy Committee.
- Communicate with the following state organizations, such as but not limited to: Chicago Association of Law Libraries (CALL), Consortium of Academic Research Libraries in Illinois (CARLI), Illinois chapter of the Special Libraries Association, Illinois Library Systems Directors Organization (ILSDO), and Illinois School Library Media Association (ISLMA).

(The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

Illinois Library Advocacy Day

T. Meehan stated that the 2008 Illinois Library Advocacy Day committee will be meeting to determine the event's date and other organizational details. On Thursday, 14 November, R. Doyle sent out the 95th Illinois General Assembly (2008) schedule. K. Kolkmeier has suggested the following Wednesday dates in April --- 2, 9, 16, or 30. Both chambers will be in session those days.

2008 National Library Legislative Day (NLLD)

R. Doyle reported that 2008 National Library Legislative Day will be Wednesday, 14 May 2008. The registration form will appear in the February 2008 *ILA Reporter*. The ALA briefing day will be held at the Holiday Inn on the Hill, 415 New Jersey Ave., N.W., Washington, DC 20001. ILA has reserved a block of rooms at the Capitol Hill Suites, 200 C St., S.E., Washington, D.C. 20003; phone: (202) 543-6000; fax: (202) 547-0883; \$239 single and \$259 double rate for a junior suite and \$279 single and \$299 for a one bedroom deluxe, 14.5% sales taxes are not included. When making reservations, please mention the Illinois Library Association. The American College of Physicians (ACP) will be meeting at the same time. ACP has reserved a very large block of sleeping rooms citywide for its meeting. In addition, Police Week will begin on Wednesday, May 14. These events create a lot of pressure in the city, drive the room and catering rates higher than usual, and necessitate early reservations. B. Baker or his designee need to determine the speaker for the Tuesday night dinner.

Illinois Public-Supported Academic Libraries and Selling Withdrawn Materials

T. Schwitzner said that Dane Ward, associate dean for public services, Illinois State University, has been working with Rep. Dan Brady (R-88, Bloomington) on drafting legislation for permitting academic libraries to sell withdrawn materials. In addition to the support that Rep. Brady is offering, Rep. Tom Cross (R-84, Plainfield) has also taken an interest in the issue as well. For additional information, see <http://www.ilstu.edu/~dmward/index.html>.

State Library Report

A. Craig reported that a proposed rule to consolidate all of the Illinois State Library grant programs into a single administrative rule was approved by the Joint Committee on Administrative Rules (JCAR) on Tuesday, 13 November in Chicago. The new part, Illinois State Library Grant Programs (23 Ill. Adm. Code 3035), includes regional library system annual grants; library system technology grants; special library services to the blind and physically handicapped; public library per capita and equalization aid grants; school district library grants; Educate & Automate automation/technology grants; and library grants for veterans' homes. The new part requires that grant applicants submit proposals on time and on forms prescribed by the Illinois State Library, which retains the right to deny a grant application if program requirements or deadlines are not met. The Literacy Grant Program (23 Ill. Adm. Code 3040) and The Illinois State Library Training Program Grants (23 Ill. Adm. Code 3037) have been repealed and incorporated into the new part. The Public Library Construction Grants (23 Ill. Adm. 3060) will be repealed and incorporated into the new part in early 2008.

The new Illinois Library Delivery Service (ILDS) will begin on January 2, 2008. A Web site has been established with answers to questions you might have about the new ILDS. Log on to <http://www.illinoisdelivers.net>.

ILLINET member academic, public, school, and special library staff are invited to attend the free Illinois State Library Electronic Resource Expo (E-R-XPO) on Thursday, 13 December from 9:30 A.M. to 4:30 P.M. at the Schaumburg Township District Library, located at 130 South Roselle Road in Schaumburg. Sponsored by the Illinois State Library and the Schaumburg Township District Library, the E-R-XPO will showcase electronic resource products and feature Try-It! Illinois 2007 participating vendors.

Treasurer's Report

Review of Financial Statements

J. Bukovac reviewed the balance sheet; summary income statement, detail income statement, four months October 31, 2007; cash received by due period; and cash available for investment. R. Doyle made the following observations:

- membership dues are \$21,545 higher this year versus last year at the same time;
- the projected 2007 ILA Annual Conference income is \$270,000 versus the \$303,300 budgeted; the projected 2007 ILA Annual Conference expenses are \$195,000 versus the budgeted \$208,930 for net of \$75,000 versus the budgeted net of \$94,370;
- sales of the Financial Manual for Illinois Public Libraries (to be published in December 2007) are good and should meet budget; and
- sales for the 2008 iREAD summer reading program are also good and the projected sales figure might be \$192,000 or higher versus the budgeted figure of \$186,360.

Auditor's Report and Management Letter

D. Dziejczak moved, J. Milavec seconded and it was

Voted, That the Illinois Library Association's Executive Board accept the Audit Report, Year Ended June 30, 2007 as prepared by Weiss, Sugar, Dvorak & Dusek, Ltd. (The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

H. Mikyska moved, J. Milavec seconded and it was

Voted, That the Illinois Library Association's Executive Board transfer the 10 percent net revenues from workshops (\$196), annual conference (\$10,784), Reaching Forward conference (\$1,059), and IREAD (\$1,268) for a total of \$13,307 to the Fidelity Long-term Investment Fund as stated in Fiscal Policy # 6051. The \$13,307 should be placed in the Fidelity Cash Reserves. (The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

J. Milavec moved, M. Petersen seconded and it was

Voted, That the Illinois Library Association's Executive Board direct staff to draft an accounting manual documenting procedures for fiscal operation. (The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

N. Huntley moved, M. Petersen seconded and it was

Voted, That the Illinois Library Association's Executive Board insert the following policy into the ILA Fiscal Policies and Procedures under Section 6017. Document Destruction Policy: Illinois Library Association (ILA) acknowledges its responsibility to preserve information relating to litigation, audits, and investigations. The Sarbanes-Oxley Act of July 30, 2002, makes it a crime to alter, cover up, falsify, or destroy any document to prevent its use in an official proceeding. Failure on the part of employees to follow this policy can result in possible civil and criminal sanctions against ILA and its employees and possible disciplinary action against responsible individuals (up to and including termination of employment). Each employee has an obligation to contact the Executive Director of a potential or actual litigation, external audit, investigation, or similar proceeding involving ILA that may have an impact on this policy. (The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

D. Zelenka moved, T. Schwitzner seconded and it was

Voted, that the Illinois Library Association Executive Board study the auditor's recommendation to establish an audit committee by examining the practicality and logistics of implementing such a committee including the availability of persons with the required financial expertise. (The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

N. Huntley moved, J. Milavec seconded and it was

Voted, That the Illinois Library Association's Executive Board directs staff to add an additional step whereby the association reconciles the exhibit sales with the final list of exhibitors as shown on the exhibitor map or more accurately, as listed in the conference program and conference program supplement. (The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

T. Hubert moved, H. Mikyska seconded and it was

Voted, That the Illinois Library Association's Executive Board directs staff to investigate outstanding checks on a timelier basis. (The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

M. Petersen moved, J. Tipton seconded and it was

Voted, That the Illinois Library Association's Executive Board continue recording registration fees for ILA workshops and conferences as a tool to provide a more accurate indication of expenses when assessing the financial performance of continuing education events. (The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

President's Report

Ad hoc Committee on Strategic Planning

B. Baker reminded the board that a full-day strategic planning meeting will be held on Thursday, 21 February 2008, to discuss the Action Plan for FY 2008. By consensus, the ILA Executive Board removed the specific action items (see pages 44-45 in the board's packet) for the forums.

Ad hoc Committee on Serving Our Public

B. Baker noted that C. Stupegia was unable to attend the meeting, but T. Meehan and D. Dziejcz were added to the committee. By consensus, the ILA Executive Board approved the following committee charge: Established in 2006, the draft charge to the *Serving Our Public* committee is to: review the currency and relevance of *Serving Our Public: Standards for Illinois Public Libraries*, revised edition; review the products of other standard setting agencies and closely related professional organizations for consistency in standard setting and best practices; and to produce a set of standards governing public library service in Illinois.

Ad hoc Committee on ILA Web Site Review

T. Hubert stated that Donna Dziejcz and Ted Schwitzner were added to the ad hoc committee.

Free Exchange on Campus Campaign

On Thursday, 15 November, J. Tipton sent out an e-mail message to the IACRL membership requesting their feedback if the association should take a position regarding academic freedom. (For background information on this issue, see pages 53-60 of the board's packet.)

B. Baker suggested that this might be an excellent panelist discussion at the upcoming IACRL Spring Conference, "Librarians as Leaders: Energizing our Communities," that "will explore the future role of academic librarians as we expand our sphere of influence beyond the library." The conference will be March 27-28, 2008 in Bloomington, Illinois.

Future Cooperation with MySpace

H. Mikyska noted the limited availability of current free easily accessible videos addressing cyber safety. Mikyska presented various ideas to develop multiple videos with differing lengths and audiences, as well as Public Service Announcements (PSAs) that may be broadcast through theatres and DVD distribution. With the vast concepts cyber safety encompasses [cyberbullying, privacy, sexual predators, identity theft, etc.]

H. Mikyska asked for further direction. After discussion, the board directed H. Mikyska to expand upon the NetSafe bookmarks in video format. This would allow for a stronger marketing package and future partnerships.

R. Doyle stated that MySpace paid \$58,667.99 just in printing and shipping for the NetSafe bookmarks project. This information could be helpful to H. Mikyska, D. Hamilton, and P. McDonald as they determine the next "ask" to MySpace. During the 2008 ALA Midwinter Meeting, H. Mikyska, B. Baker, and R. Doyle could go to Washington, D.C. to speak with MySpace about future projects. It is hoped that the "MySpace ask/proposal" will be ready at that time.

While ILA did not charge any administrative costs to MySpace, ILA was able to print additional NetSafe bookmarks at a greatly reduced per unit cost, since one million MySpace bookmarks were on the press. In turn, ILA sold the majority of these bookmarks to the New York and New Jersey Library Associations, which covered all printing expenses in FY 2006-2007. The remaining bookmarks are now being sold across the country, accounting for the projected \$10,000 net (no expenses, just profits) in the MySpace bookmarks line item on page 7 of ILA Financial statements.

Library Trustee Forum

The ILA Library Trustee Forum 2008 Workshop is titled, "Is There a Target on Your Forehead?" It will be held on Saturday, 23 February at the Marriott Hickory Ridge Conference Center. The ILA Intellectual Freedom Committee has offered training sessions utilizing *Defending Access with Confidence: A Practical Workshop on Intellectual Freedom*, by Catherine Lord, in eight workshops around the state. The workshop will be presented by Rose Chenoweth, Alliance Library System, and Sally Decker Smith, Indian Trails Public Library District. The ad for the workshop is already posted on the ILA Web site and appears in the December 2007 *ILA Reporter*.

On Monday, 12 November, ILA Library Trustee Forum Manager Kim Johnson informed Rose Chenoweth that the workshop approved by Kim Johnson was now consider too long and the ILA Library Trustee Forum board wanted to hear from additional speakers.

Executive Director's Report

ILA Reporter Advisory Committee

After reviewing the documents in the board's packet, pp. 63-70, there was extensive discussion about the committee's name and charge. Topics discussed were:

- eliminating the term Advisory or changing it to an Editorial Review Board;
- broadening the committee's charge to be a Publications and Communications Committee to review and be more actively involved in all the association's various communication vehicles; and
- expanding the publication to be a juried journal where manuscripts are more actively solicited and then sent to a panel of experts for review, assessment, and editorial recommendations to the authors. In accordance with guidelines established, panelists would then have the opportunity to advise the editor on appropriateness for publication. In a traditional juried journal, the editor is free to act, regardless of the panelists' opinion, as he or she sees fits. Or, the association could consider that articles should be juried articles, i.e., the committee would send all manuscripts to at least two external readers for their review and advice to the editor.

R. Doyle noted that the association had a Publications and Communications Committee, but the ILA Executive Board eliminated that committee in 1998 considering its charge unclear and the committee unnecessary. In 2001, the ILA Executive Board established the *ILA Reporter Advisory Committee* to help the ILA Executive Director. As time proceeded, the committee wanted a more active role and thus, the committee's charge has been evolutionary. The cover story theme was assigned to the committee, but the committee members wanted bylines, so each of the six committee members were then charged with writing or finding someone to write one 1,000 word article per year. Recently, the committee's intern resigned from the committee because she considered the committee's work too demanding. There have also been concerns expressed about the committee member's writing skills and quality of the cover articles. Doyle noted that any effort to broaden or expand the committee's charge will probably make service on this committee more demanding and will certainly make the newsletter or journal a more labor-intensive task. By consensus, the ILA Executive Board determined that these discussions could continue at the full-day strategic planning meeting to be held on Thursday, 21 February 2008, 10:00 A.M.-4:00 P.M. at Prairie Library System, Shorewood, but for now the committee's charge was changed to incorporate the following sentence: The committee is responsible for determining the issue's theme and content, and is responsible to write or find a writer for the issue's main article.

The 2008 *ILA Reporter* theme is: "Evolution/Transformation"

- February lead story will be "the evolution of customer service" and will be written by Jane Chamberlain. Jane selected Fred Schlipf to write the MyTurn column.
- April lead story will be "the transformation of staff development" and will be written by Pierre Gregoire. Pierre selected Mary Jane Kepner to write the MyTurn column.
- June lead story will be "the evolution of the OPAC and web services" and will be written by Tammy Schnell.
- August lead story will be "the transformation of the board of trustees" and will be written by H Dayle K. Zelenka.
- October lead story will be "the evolution of the community" and will be written by Donna Schaal.
- December lead story will be "the transformation of archives' work" and will be written by Dawn Cassady.

Upgrades to the ILA membership database iMIS

R. Doyle reviewed pages 71-75 of the board's packet.

Financial Manual for Illinois Public Libraries

R. Doyle stated that the publication should be off the press in early December. On 24 October 2007, a bulk purchase order was offered to the Illinois Library Systems. For a minimum order of 50, the price is \$16 each, or a 20% discount for members and a 47% discount for nonmembers. To date, the following systems have placed orders: DuPage Library System, 97; Lewis and Clark Library System, 53; Metropolitan Library System, 78; North Suburban Library System, 55; Rolling Prairie Library System, 50; and Shawnee Library System, 160.

Mackinac Island Press Membership Benefit & Fundraising Proposal (Exhibit 2, pp. 5-6)

D. Dziedzic moved, N. Huntley seconded and it was

Voted, That the Illinois Library Association's Executive Board thank the Mackinac Island Press for their offer of a 30 percent discount for members to purchase their books with another 10 percent donated back to the Illinois Library Association; it was noted that the New York Library Association, Indiana Library Federation, Florida Library Association, along with another seven or eight other state library associations are working with Mackinac Island Press; the ILA Executive Board reasserted, however, its position to focus on the association's mission rather than engage in various affinity programs. (The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stupegia were not present to vote.)

R. Doyle will contact Mackinac Island Press to inform them of the board's decision.

Cooperative Projects with Illinois Attorney General

R. Doyle reported there was nothing new to report on this possible cooperative project with the Illinois Attorney General's office.

College Assistance Program (CAP) Center Meeting

N. Huntley moved, H. Mikyska seconded and it was

Voted, That the Illinois Library Association's Executive Board endorses the efforts to provide an opportunity for low-income students to work with a counselor or adviser on college planning and to have access to information on colleges and careers; further, the board endorses the exploratory efforts to fund a pilot project; and further, appoints ILA Executive Board member Nancy Huntley to work with Illinois Board of Higher Education, Illinois Student Assistance Commission, and other interested groups on this project, in particular, obtaining funding for the program, identifying potential library pilot sites, and establishing and evaluating the program. (The motion passed unanimously. D. Bryan, C. Dickerson, and C. Stuepegia were not present to vote.)

Illinois Library Laws & Rules in Effect January 2008

R. Doyle sought the board's advice of new inclusions for the publication. He distributed (Exhibit 3, pp. 7-11) as background information. By consensus, the ILA Executive Board determined not to include "new subject material." Rather, links should be provided in the publication for these suggestions. (See Exhibit 4, pp. 13-14 for the letter sent to West/Thomson with the board's recommendations.)

Vice-President's Report

2008 ILA Annual Conference Plans

D. Dziejczak said the second 2008 ILA Annual Conference Program Committee meeting will be on Thursday, 29 November.

Committee Appointments -- deadline Tuesday, 1 May 2008

D. Dziejczak noted the deadline for all committee appointments is Tuesday, 1 May 2008 and sought the board's assistance in selecting appropriate individuals for the various committees.

Statewide Study of Economic Benefits for Illinois Libraries

D. Dziejczak is currently working on a Return on Investment (ROI) study for Naperville Public Library (NPL). At this point, ILA needs a Request for Proposal (RFP) and funding for the project. NPL needs an RFP, but has internal funding. Dziejczak plans to develop a base RFP for NPL, which can then be expanded to include the idea of a statewide project or statewide wide model. The ILA RFP would then serve as the basis for funding opportunities and a cost estimate.

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Past-President's Report

Nominating Committee

T. Meehan reported the committee is hard at work on having the slate ready by the Thursday, 20 December deadline for the February 2008 *ILA Reporter*.

Committee and Forum Reports

B. Baker reviewed the various reports: the Cultural and Racial Diversity Committee requested "a response to the goals submitted to the ILA Executive Board in regards to the strategic plan."

The meeting adjourned at 3:15 P.M.

Respectfully submitted,

Robert P. Doyle
Sunday, 18 November 2007