

ILA Executive Board Meeting Minutes
Friday, 6 June 2008
Illinois Library Association

Present

Officers

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

Directors

Dean Bryan
Halle Cox
Carole Dickerson
Emily Guss
Robyn Hendricks
Tina Hubert
Nancy Huntley
Julie M. Milavec
Christine Stupegia
Jocelyn Tipton

Ex Officio

Anne B. Craig
Robert P. Doyle

Absent

Theodore Schwitzner
H Dayle K. Zelenka

Guests

Betsy Adamowski
Dianne Happ
Kiplund Kolkmeier
Mike Paukstis
Peggy Sullivan

The meeting began at 10:05 A.M.

Public Policy Committee

Update on 2008 Spring Legislative Session

K. Kolkmeier stated that all of the bills opposed by the association failed in the Illinois General Assembly. Four bills advanced by the association were passed by both chambers and now await the governor's signature. Unfortunately, two significant bills that the association fought hard to advance failed. Both passed in the House, but never advanced out of the Senate Rules Committee. For a summary, see 2008 ILA Update # 6, Exhibit 1, pp. 1-4. One bill, House Bill (HB) 4380, came to the association's attention late in the legislative session. The ILA Executive Committee determined that the association should be opposed to the legislation, but Kolkmeier asked for formal action by the board to guide our actions.

T. Meehan moved, J. Milavec seconded, and it was

Voted, That the Illinois Library Association oppose House Bill (HB) 4380 requiring public institutions of higher education that have student residential computer networks to (1) adopt and reasonably implement a policy defining computer and network usage and ethics that applies to students, staff, and faculty; that clearly describes and prohibits the infringement of copyrighted works over the institution's computer and network resources; that details the penalties for infringement provided under both state and federal law; and that is visibly posted in the institution's computer labs and when users sign on to the network and (2) if the institution receives ten or more legally valid notices of infringement within the preceding year, undertake reasonable efforts to install and implement a technology-based deterrent system to attempt to prevent the infringement of copyrighted works over the institution's computer and network resources. (The motion passed unanimously. R. Hendricks, T. Hubert, D. Zelenka, and T. Schwitzner were not present to vote.)

For new board members, Kolkmeier noted that the Illinois library community and the ILA Public Policy Committee (PPC) are responsible for formulating initiatives (for example, the appropriations priority or the laws the association would like to create or amend) and developing positions on legislative issues presented by others. This combined agenda is presented to the ILA Executive Board for its approval in early fall and then presented to the ILA membership at the annual membership meeting. The ILA Executive Board, through the PPC, is the final authority for determining the association's position on specific bills.

The PPC is responsible for developing a comprehensive strategy to get a bill passed. The ILA Executive Board will review, refine, and approve the strategy; and the ILA staff will be responsible for implementing the strategy. To address the issue of state funding for Illinois libraries, K. Kolkmeier recommended the following four steps:

Step One – Make the case, get the facts

No idea will be seriously considered unless it is grounded in fact and supported by solid research. It is insufficient to state that the bill is necessary or desirable. The

association must be able to explain the history of the problem, the current situation, and how the proposed funding specifically addresses the problem. Each aspect of this research must be more than anecdotal. It must be backed up wherever possible with statistical or other quantifiable proof of each point asserted.

Step Two – Make it a targeted approach not a general plea for funds, but specific line item increases or specific new programs that can not only be easily explained, but also clearly justified.

Step Three -- Who are our champions, for example, a constitutional officer or individual legislator(s)? Effective advocacy begins with identifying the best-elected official(s) to lead the legislative effort. While all legislators will ultimately be asked to support a bill, the lead sponsor is crucial to success.

Step Four -- What is the plan? Where do you want to be? Are we willing to hold our elected officials' feet to the fire? If so, get media attention, lobby directly to legislators, prepare and present testimony, prepare legislator floor speeches, work with the legislative staffs and governor's office to ensure passage of proposed budget.

D. Dziedzic explained that she is recommending that the ILA Executive Board approve the establishment of a task force on advocacy initiatives to:

- identify and review existing elements of Illinois's advocacy efforts in the context of ILA's initiative;
- evaluate the effectiveness of each element to achieving ILA's advocacy goals;
- suggest additional advocacy methods; and
- recommend to the ILA Executive Board a coordinated approach to ILA's overall advocacy initiatives as well as effective approaches to individual issues.

The proposed task force will be chaired by Denise Zielinski and the other committee members are: Bradley F. Baker, Lee Logan, Inara McGroarty, Karolyn Nance, Lisa Marie Smith along with the 2008-2009 PPC chair Deirdre Brennan, Intellectual Freedom Committee chair David Hamilton, and Federal Library Legislative and Advocacy Network chair Karen Danczak Lyons. Subject to approval by the board later in the agenda, this group could assist in developing a "new paradigm" for ILA's advocacy initiative.

Treasurer's Report

Long-term Investment Advisory

J. Bukovac said the ILA Finance Committee interviewed three firms -- Sikich Cozad Asset Management, LLC; Fidelity Investments; and Edward Jones.

Mike Paukstis, Vice-President, Sikich Cozad Asset Management, LLC, made a short presentation about managing the association's long-term investments. The management fee for an account with an asset value up to \$500,000 would be an annual fee of 1 percent. The current value of ILA's long-term investments is approximately

\$311,000. Thus, the annual fee would be approximately $\$311,000 \times .01 = \$3,110$, but will vary depending on the asset value of the account. The ILA Finance Committee leaned toward Sikich Cozad and invited them back for another in-depth discussion.

If the ILA Executive Board approves, the Finance Committee would meet with Mike Paukstis to discuss in detail the investment goals for ILA and review the current financial policy. T. Meehan moved, T. Hubert seconded, and it was

Voted, That the Illinois Library Association hire Sikich Cozad Asset Management, LLC to manage the association's long-term investments. (The motion passed unanimously. D. Dziejczak abstained. T. Schwitzner and D. Zelenka were not present to vote.)

Review of the Agenda

B. Baker reviewed the agenda and it was approved. J. Milavec moved, H. Cox seconded, and it was

Voted, That the Illinois Library Association's Executive Board approve the minutes of the ILA Executive Board Friday, 23 February 2008 meeting. (The motion passed unanimously. T. Schwitzner and D. Zelenka were not present to vote.)

B. Baker noted that T. Schwitzner was unable to attend today's meeting because he is at the North American Serials Interest Group (NASIG) Conference in Phoenix, Arizona. Schwitzner assigned his proxy voting privileges for the meeting to J. Tipton.

State Library Report

A. Craig reported that the Illinois State Library's strategic plan is finally done (see Exhibit 2, pp. 5-11).

The 15th annual Small Public Library Management Institute (SPLMI), sponsored by the Illinois State Library and hosted by the University of Illinois at Springfield was held June 1-6, 2008. The weeklong institute is traditionally intended for directors of smaller public libraries and directors new to the Illinois library community.

The 14th annual Institute for School and Public Librarians (ISPL) will be held June 8-13, 2008 on the campus of Bradley University in Peoria, Illinois.

The Office of Secretary of State Jesse White is supplying, free-of-charge, recycled personal computers to Illinois school, public, and other not-for-profit libraries. Libraries should pick them up on a first-come, first-served basis at regional library system headquarters. The personal computers carry no guarantee. They are "scrubbed" (i.e., no operating system such as Windows or software such as MS Office), have 120MB memory, Pentium III processors or better. Peripherals such as monitors, mice, and keyboards are available. Some speakers are available and some units have sound cards.

Center for Research Libraries will conduct an audit of the electronic documents project for the state library.

The Lincoln Illinois Bicentennial Commission awarded a \$3,153 grant to the Illinois State Library to help pay for flagpole banners to commemorate next year's 200th anniversary of Lincoln's birthday.

Treasurer's Report continued

Review of Financial Statements

J. Bukovac reviewed ILA Financial Statements including the Balance Sheet; Summary Income Statement and Detail Income Statement, Eleven Months May 31, 2008; Cash Available for Investment; Description of ILA's Investments and Cash Received by Due Period (see Exhibit 3, pp. 13-46). R. Doyle noted that this year's fiscal year, as usual, is very tight. The final figures will not be known until the auditor's review in August.

Draft 2008-2009 Budget

J. Bukovac presented the drafted FY 2008-2009 budget, showing a small net for the year. This fifth draft budget was approved at the last Finance Committee meeting. C. Dickerson moved, N. Huntley seconded, and it was

Voted, That the Illinois Library Association's Executive Board accepts the drafted FY 2008-2009 budget (see Exhibit 4, pp. 47-59). (The motion passed unanimously. D. Zelenka was not present to vote.)

President's Report

Committee and Forum Reports

B. Baker reviewed the submitted committee and forum reports, noting that ILA GODORT had requested "with much regret that GODORT be sunset at this time with the provision that as interest and awareness increases that GODORT be reinstated as a forum of the Illinois Library Association."

GODORT conducted a survey regarding GODORT's continuing education and networking opportunities in order to determine how much, or if at all, GODORT is meeting the continuing education and networking needs of government documents librarians across the state. It was determined that other agencies are serving those needs, for example, the American Library Association's GODORT, Illinois State Library, and Northeastern Illinois Documents Librarians (NIDL).

A month later, Michaelle Stewart, GODORT forum manager, wrote again stating that she had attended a NIDL meeting and John Shuler, one of the state's preeminent government documents librarians and professors of Library Science at University of Illinois at Chicago and Dominican University, approached her with interest in ILA GODORT. Working together, Stewart is confident that there will be great government

documents programming for the 2009 ILA Annual Conference. "By partnering with NIDL, the most active group of government document librarians in Illinois, a new and vigorous GODORT is in the offing."

J. Bukovac moved, D. Dziedzic seconded, and it was

Voted, That the Illinois Library Association's Executive Board grant a year of reprieve before dissolving the forum and that the ILA Executive Board will develop minimum standards for forums. (The motion passed unanimously. D. Zelenka was not present to vote.)

Ad hoc Committee on Strategic Planning

B. Baker stated the work of the ad hoc committee on Strategic Planning had completed their work and, therefore, the committee was dismissed with the thanks for their hard work.

Ad hoc Committee on Updating Serving Our Public

C. Stuepegia and C. Ruhnke are co-chairing this committee. The June 2008 *ILA Reporter*, pp. 14-17 contains the article "Revision of *Serving Our Public: Standards for Illinois Public Libraries*." C. Stuepegia reported that the first hearing/conversation about the draft was held at the June 2008 Small Public Libraries Institute in Springfield.

Ad hoc Committee on ILA Web Site Review

B. Baker noted that T. Schwitzner is working hard on the redesign.

2008 National Library Legislative Day & MySpace Discussions

B. Baker noted that Illinois again had the largest delegation attending the 2008 National Library Legislative Day, with 52 attendees or 13 percent of the total attendance for the event. Rick Lane, Vice President, Government Affairs, News Corporation, was the dinner speaker for the Illinois delegation at the Capitol Hill Club. Lane was instrumental in enabling ILA to print two million NetSafe bookmarks for distribution in Illinois and at the 2007 ALA Annual Conference. At the last June 2007 ILA Executive Board meeting the MINUTES, recorded, "It was suggested that ILA ask for funding to develop Internet safety presentations for use with children of all ages and adults. The objectives would be to:

- educate parents and communities with a PowerPoint presentation detailing online risks, statistics, resources, and tips for keeping children safer online;
- encourage tweens and teens to examine their online behavior and take steps to prevent victimization of themselves and others; and
- teach younger children what to watch out for on the Internet and how to avoid these risks."

B. Baker and H. Cox spoke with R. Lane about attempting to achieve those three above-mentioned objectives, but there isn't anything concrete to report.

Vice-President Report

2008 ILA Annual Conference

R. Doyle distributed the latest 2008 ILA Annual Conference progress report including statistics regarding booth sales (Exhibit 5, pp. 61-62). D. Dziedzic requested assistance in our fundraising efforts.

Appointments & Election of ILA Treasurer

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

Voted, That the Illinois Library Association's Executive Board approve the election of Jamie Bukovac as the 2008-2009 ILA Treasurer in accordance with the bylaws: Article VI — Officers, Section 2: "The treasurer will be chosen from among the continuing directors-at-large, and will be elected by a majority vote of the Executive Board at its last meeting in the association year. The term of the treasurer shall begin on the first day of the association year." And, Section 2.1: "The treasurer may be elected to two consecutive one-year terms. (The motion passed unanimously. D. Zelenka was not present to vote.)

2008-2009 Appointments

D. Dziedzic presented the 2008-2009 committees. The objective is to have all appointments confirmed for the new edition of the *ILA Handbook of Organization and Membership Directory*, which will be distributed at the Thursday, 31 July 2008 orientation session in East Peoria. By consensus, the ILA Executive Board accepted the committee appointments and changed the ad hoc committees to ___title___ task forces, for example, Strategic Focus for Advocacy Task Force, *Serving our Public* Revision Task Force, and Web Site Review Task Force.

Orientation Session

D. Dziedzic stated that the 2008 ILA Orientation Session for Forum and Committee Leadership will be held on Thursday, 31 July 2008 at the Alliance Library System in East Peoria. ILA has reserved a block of rooms at the Hampton Inn — East Peoria, 11 Winners Way, East Peoria, IL 61611; phone: (309) 694-0711; fax: (309) 694-0407. All forum managers and committee members are invited to the orientation session.

ILA Executive Board Schedule

D. Dziedzic presented the draft ILA Executive Board schedule (Exhibit 3, pp. 69-77 in the board's packet) and it was approved without changes.

Statewide Study of Economic Benefits for Illinois Libraries

Since the 2005 ILA Annual Conference in Peoria, ILA has been exploring the possibility of conducting a study on the economic benefits of libraries. R. Doyle stated that

previously distributed state reports and/or information include: Florida, Indiana, Ohio, California, Maryland, Pennsylvania, South Carolina, and Wisconsin. The ILA Web site www.ila.org/advocacy contains the various above-mentioned reports and ILA's discussions on this issue.

On May 12, ILA applied for an LSTA grant to fund this project "to go beyond economic contributions and perception of residents, and provide data that justify the library's 'place at the table,' identifying how libraries contribute to the economic and social goals of local government, economic development, educational contributions, and serving on local committees and boards.

"A researcher will then be hired to develop a research methodology and conduct a study of public library contributions to community development. Chosen libraries will be the basis of the study, which will identify their contribution to community development in their neighborhood, municipality, or district. The researcher will then develop a research methodology to study the libraries' economic and social contributions to the community -- what each brings to deserve a 'place at the table.'"

D. Dzedzic noted that we should find out in early fall if the grant proposal is successful.

Cooperative Programs with the Illinois Attorney General

Illinois Attorney General Lisa Madigan, Illinois Secretary of State, the Center for Missing and Abused Children, and ILA will be printing a poster (see Exhibit 6, p. 63) on Internet safety for posting in libraries across the state.

R. Doyle is continuing the discussions with the Illinois Attorney General regarding a library staff lounge poster on "When Do You Call the Police."

Discussions with the American Library Association about Office Space

D. Dzedzic, R. Doyle, ALA Executive Director Keith Michael Fiels, and ALA Associate Executive Director of Finance Greg Calloway met yesterday to discuss renting space at the ALA headquarters. Exhibit 7, pp. 65-88, presents the ALA proposal and Doyle's questions of clarification. It was revealed at the lunch meeting that many of the May 28, 2008 terms and conditions are not accurately stated, including the proposed office space as indicated on the floor plan. ALA is very interested in having ILA as a tenant and will submit a new "terms and conditions" document on Monday, 9 June. T. Hubert moved, H. Cox seconded, and it was

Voted, That the Illinois Library Association Executive Board support the ongoing discussions with the American Library Association, as a possible future site for the ILA offices. (The motion passed unanimously. D. Zelenka was not present to vote.)

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ILA Personal Membership Dues

D. Dziedzic stated the ILA Executive Committee is requesting the approval of three new categories for personal membership -- \$115,001 to \$125,000: \$205; \$125,001 to \$135,000: \$215; and \$135,001 and up: \$225. If approved by the ILA Executive Board, this proposal would need to be presented and approved by the ILA Membership at the 2008 ILA Annual Conference in Chicago. By consensus, the ILA Executive Board approved the new categories and this will be presented at the conference in Navy Pier.

Service Recognition

B. Baker recognized the service of departing board members, D. Bryan, N. Huntley, T. Meehan, and J. Milavec. Each was presented a framed certificate of appreciation.

The meeting adjourned at 3:25 P.M.

Respectfully submitted,

Robert P. Doyle
Sunday, 8 June 2008