PROPOSED AGENDA FOR 4/13/2022 7:00PM

- 1. WELCOME
- 2. ROLL CALL
- 3. ELECTION OF OFFICERS
 - A. President
 - B. Vice President/Program Coordinator
 - C. Treasurer
 - D. Secretary
- 4. APPROVAL OF MINUTES
- 5. TREASURER'S REPORT
- 6. BILLS AND INVOICES
- 7. COMMUNICATIONS Illinois Heartland Library System
- 8. UNFINISHED BUSINESS
 - A. Village Board Meeting
- 9. NEW BUSINESS
 - A. Library Report Lori Lamping

ADJOURNMENT

A. Next Tentative Meeting Date May 11, 2022

CLIFTON PUBLIC LIBRARY BOARD MEETING 03/09/2022

Welcome

2. ROLL CALL:

Board Members: Vicky Shell, Nicole Brough, and Sara Faulkner were present at the 03/09/2022 Clifton Library Board meeting. Lori Lamping, head Library Clerk was also present. Meeting was called to order at 7:03.

3. SECRETARY'S REPORT:

Meeting minutes from February 2022 meeting were reviewed. A motion was made to approve the minutes by Nicole, seconded by Sara, minutes approved.

4. TREASURER'S REPORT:

Checking:

\$8161.76

Savings:

\$61,211.41

CD:

\$14,256.71

Cash Drawer:

\$50

Motion to approve the report by Nicole, seconded by Sara, all approved.

5. BILLS & INVOICES:

February:

Staples \$111.16

Dollar General \$55.25

Advocate publications and renewal: \$43.40

March:

Rails Overdrive Magazine: \$24.69

Amazon: \$224.77

Per Capita Grant last of spending: 242.67

Amazon Prime: \$139 (Lori will try to see if since we are a library we can get the old price of \$119)

Motion to approve by Sara, seconded by Nicole, all approved.

Communications:

Illinois Heartland Library System newsletter sent out via email prior to meeting.

7. Unfinished Business:

Village Board Meeting - Discussed Carole attending the village board meetings as a Clifton Public Library representative.

8. New Business:

Library Report:

1/18 interlibrary loan and reciprocal borrowing report was completed

Library certification was completed

FOIA request from SMART Local 265 wanting to know if we were doing any renovations.

Three CCLD patrons that had \$230.33 outstanding book return. Including \$65 processing fee. \$295.33 was paid.

Will be replacing all but 2 of these items.

Per Capita Grant has been spent. Grant was \$2165.30. Spent \$2176.13. 144 items purchased.

Made \$50 on BINGO, money was donated to the Bailey family.

Need to purchase new state laws poster \$18-24 on amazon.

Motion to approve library report by Sara, seconded by Nicole, all approved.

Adjournment:

Meeting adjourned at 7:40pm, moved to adjourn by Nicole, seconded by Sara. The next meeting is April 13, 2022 at 7pm.

Respectfully submitted, Nicole Brough



March 2, 2022



HR Source is Back with More Webinars for Library Professionals!

IHLS has partnered with the human resource experts at HR Source yet again to bring IHLS members a series of webinars on important HR topics. What would typically cost \$35 to \$250 is only \$10 per webinar for all IHLS-member libraries—or \$25 for all three! This year's topics include:

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- · Effective Delegation
- · Legal Issues for Supervisors

Join one or all three of these interactive sessions to enhance your knowledge and skill set of these important topics.

Interested? Don't delay in signing up. Spots are limited to 60 participants for each webinar.

P

Learn more and register today

Google Application for Non-Profits and Libraries

You may have heard recently that Google Apps is being replaced by Google Marketplace, and libraries that signed up for Google Apps using the free tier will not have that free tier honored in the transition to Google Marketplace.

Don't worry! A free option is still available, but it is a bit of a chore. We're here to walk you through the process of applying for the free version and offer help, if needed.

Get the step-by-step application instructions

Feedback Requested: IHLS Employee Handbook 2022

Deadline: March 23

Illinois Heartland Library System has been working diligently on finalizing components for an updated Employee Handbook, which has not seen an update to its policies and procedures since 2017. This finalized version was approved at the Illinois Heartland Library System Board of Directors meeting on February 22, 2022. We are pleased to present our members with a draft of its finalized form and are seeking your valuable feedback. Let us know your thoughts!

View the handbook and share comments

Did you know? Law Requires Collection Development and Recension Policies for Public Libraries

Municipal and Township Public Libraries (75 ILCS 16/30-60)

Sec. 30-60. Resolution concerning library materials and facilities. The board of each district shall adopt, and review at least every 2 years, a resolution for the



✓ Did you know IHLS has a LinkedIn page? Follow us here!

THURSDAYS CE

Each Third Thursday at 10 a.m.

Next Third Thursdays: March 17, April 21

Join us monthly for an important and timely library topic. Sometimes we'll host a full continuing education webinar featuring IHLS staff or guests, and sometimes we'll incorporate a mini CE program into our Members Matter membership update events.

Register for an Event in L2

IHLS LIBRARY DIRECTORS' CHAT

Thursdays 1-2 p.m.*
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Thursday



selection of library materials and the use of library materials and facilities. No employee may be disciplined or dismissed for the selection of library materials when the selection is made in good faith and in accordance with the resolution required to be adopted under this Section. (Source: P.A. 87-1277)

District Public Libraries

(75 ILCS 5/4-7.2) (from Ch. 81, par. 4-7.2)

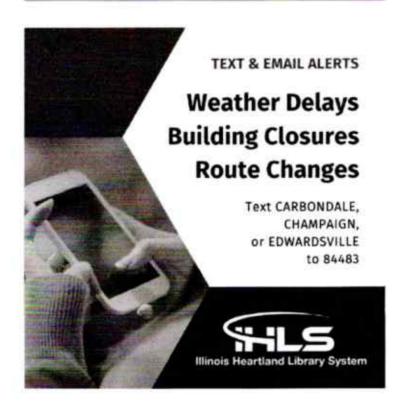
Sec. 4-7.2. The board of library trustees shall establish, and review at least biennially, a written policy for the selection of library materials and the use of library materials and facilities. No employee may be disciplined or dismissed for the selection of library materials when the selection is made in good faith and in accordance with the written policy required to be established pursuant to this Section. (Source: P.A. 85-751)

Find this and More on the Censorship and Book Challenges in Libraries page Next Chats: March 3, 10, 24, 31

Make sure you're subscribed to our IHLS Networking emails to receive the weekly links

Review My Email
Subscriptions

Directors' Chat transcript archive



System-wide notifications will be sent to all subscribers. Applicable service provider message rates apply.



For email alerts, visit <u>RainedOut.net</u>, search for "Illinois Heartland Library System," and follow the on-screen prompts.

NEW SHARE members can now text POLARIS to 84483 to receive urgent alerts about interruptions and issues with Polaris.

Annual Certification & ILLINET Traffic Survey

Deadline: March 31

To retain system membership, each library needs to complete its annual certification for system membership between Jan. 3 and March 31, 2022. Certification is a two-step process. The **first** part of the two-step process is the completion of the ILLINET Interlibrary Loan Traffic Survey. The **second** step is to complete the Annual Certification form through the Library Directory & Learning Calendar (L2) website. The certification form verifies that the library is compliant with the membership criteria outlined in the Illinois Administrative Code.

For help completing the forms, including access to links, demo videos, and who to call or email for help, visit the <u>Annual Certification & ILLINET Traffic Survey</u> page of the IHLS website.

Please don't hesitate to contact a member of our membership team if you need help.

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The 2022 Illinois Public Library Annual Report (IPLAR) survey is now open. Each public library is required to submit the IPLAR 60 days after the library's fiscal year-end. Public libraries were sent an email on Jan. 3 that explains this year's new questions. Added by the Institute for Museum and Library Services (IMLS) and the Public Libraries Survey (PLS), these new questions provide more detailed reporting for the



programming section, including live virtual programming and age-specific group programming of all types. As always, the instructions and survey itself are available on the Illinois State Library LibPAS Portal. Library directors will receive a reminder email 60 days before the report is due for each library. For more information, visit the Illinois State Library IPLAR webpage.

Congratulations to these 77 IHLS Member Library Grant Recipients

Congratulations to the following recipients of the Illinois State Library's Bouncing Back from the Pandemic, Expanding Digital Inclusion, and Road to Recovery: Transforming Library Spaces grants:

- Anne West Lindsey District Library
- Argenta-Oreana Public Library District
- Ashley Public Library District
- Barclay Public Library District
- · Bethalto Public Library District
- . Bunker Hill C.U.D. 8
- Bunker Hill Public Library District
- Carrier Mills-Stonefort Public Library District
- Casey Township Library
- Caseyville Public Library District
- · continued...



Library Resource Highlight

LibraryThing

<u>LibraryThing</u> is a site where you can create an easy, library-quality catalog for your personal library.



With a free account, you can catalog up to 200 books and it offers a community of readers to discuss your favorite books, and find new books to read, without influence by commercial marketing.

Find this and other resources on the <u>Resources for</u> <u>Libraries page</u> of the IHLS website.





eRead Illinois and SHARE cloudLibrary Reading List Posts for Patrons

Did you know that IHLS periodically creates patron-facing posts that libraries can easily share on their social media pages? We even leave room for you to add your library's logo, should you prefer to download the image and create your own. Posts are typically created monthly for SHARE cloudLibrary and periodically for eRead Illinois—with plans for more eRead Illinois posts in the future.



Like and Follow IHLS on Facebook and never miss a post.



Telling libraries' stories of impact on communities

Sharing Showcase: An Idea File for Flyers, Marketing Plans, How Are Libraries Telling Their Stories?



The My Library Is...Sharing Showcase is a place for

sharing examples and templates of all these storytelling resources, a place where you can get ideas from others and share your favorite communication pieces and plans. Check it out, and then maybe add your own.

Recent additions to the My Library Is... blog:

- The Chicago Collections Consortium (3/1/2022)
- Specialized Library Spotlight: MacArthur Foundation (2/28/2022)
- Do You Want Fries with Your Bestseller? (2/24/2022)
- Putting More Digital Books in the Hands of Students (2/21/2022)

Think you have an idea for a topic or writer for the My Library Is... blog? Contact IHLS Marketing Coordinator Shandi Greve Penrod.

supported by IHLS through staff participation

Intellectual Freedom & Book Challenges

New Library Censorship and Book Challenges Resource Page

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Visit the AISLE Workshops page for more details.

Webinars & Virtual Events

The Power of Labels: LGBTQIA Books and Thematic
Spine Labels
March 9

Taking Care of Self, Staff, and Community March 10

RAILS Online Roundtable: The Ins and Outs of a Material Challenge March 17

ARSL Professional Development Book Club: Sustainable Thinking March 29

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June 23-28; Washington, D.C.

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unsubscribe from "ALL" IHLS/SHARE/CMC emails update subscription preferences subscribe



From: Illinois Heartland Library System Sent: Tuesday, March 15, 2022 5:54 PM

To: Vicky Shell

Subject: [OFFICIAL BALLOT] It's time to vote! Here are the candidates...





Cast Your Library's Vote for the IHLS Board of Directors

Voting is now underway for the 5 open seats on the Illinois Heartland Library System Board of Directors. Seats to be filled are:

- 1 Public Library Representative (3-year term)
- 4 Public Library Trustee Representatives (3-year term)

Members of the board help set the direction of IHLS. They bring to IHLS knowledge of their communities and a willingness to continually maintain and strengthen library services in Illinois. Now it's your library's turn to have a say on each candidate.

Please read carefully prior to voting:

- Please ensure that only one person at your library responds to this survey. If your system membership is shared among multiple locations or branches, be sure that only one person votes on behalf of ALL combined locations. Each member library can only vote once. If more than one vote is received by a library, then the first vote received is the one that counts.
- 2. All voting will be done electronically.
- 3. Vote by April 15, 2022. Make your library's voice count!

Learn more about each candidate on the IHLS Board of Directors Elections 2022 hub.

Learn About the Candidates & VOTE

Thank you for your participation and for exercising your library's voice in the governance of Illinois Heartland Library System.



Edwardsville, IL 62025-7773

Add us to your address book

Want to change how you receive these emails?

You can update your preferences or unsubscribe from *ALL* IHLS/SHARE/CMC lists.



March 16, 2022



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Learn About the Candidates and Cast Your Votel

Voting is open March 15 through April 15, 2022.

Library Human Resources Webinar Series

brought to you by SHLS and presented by The HR Source

HR Source is Back with More Webinars for Library Professionals!

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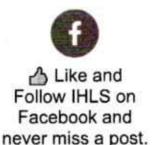
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Learn more and register today

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Next Chats: March 24, 31

Make sure you're subscribed to our IHLS Networking emails to receive the weekly links

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Directors' Chat transcript archive

directors will receive a reminder email 60 days before the report is due for each library. For more information, visit the <u>Illinois State Library IPLAR</u> webpage.

Congratulations, Tammy Caputo!

Congratulations to Tammy Caputo, Circulation Manager at Mahomet Public Library, on receiving her library's Library Staffer of the Year award. Read more about this story in the Mahomet Daily.

Has your library or a library staff member received an award? Let us know so we can feature them in our newsletters!

Nominate a Library Worker for an Award

Want to show your appreciation for a library hero, idol, mentor, colleague, or friend? Nominate them for an ILA award. ILA offers various awards honoring librarians and library advocates—nominate someone today!

2022 Explore More Illinois Attractions Contest

Explore More Illinois is looking to add new attractions and it needs your help!

Between now and May 31, <u>submit attraction</u>
<u>suggestions</u> to Explore More Illinois and be entered for a
chance to win a free lunch! For every suggestion that
results in an additional offering to Explore More Illinois by
August 15, your library will receive one entry into a raffle
for lunch for your staff. The Quipu Group, the company
that supports Explore More Illinois' ePass software, is
sponsoring the prize.

Attractions include:

- Museums
- Performing arts groups, including community theaters and orchestras
- · College and minor league sports teams
- Zoos
- Park districts
- · Historic homes
- · and more!

Help Explore More Illinois gain attractions throughout central and southern Illinois by entering your suggestions today! Check out the complete list of rules for details. For additional information about the contest, please contact Jessica Barnes at 630.734.5181.

Did You Miss It?

Senator Durbin's Presidents' Day Message to Libraries

U.S. Senate Majority Whip and Illinois Senator Dick
Durbin gave a <u>special video message</u> on Presidents'
Day this year acknowledging the hard work and
dedication of libraries and all they contribute to their
communities.



Telling libraries' stories of impact on communities

Sharing Showcase: An Idea File for Flyers, Marketing Plans, How Are Libraries Telling Their Stories?

The My Library Is...Sharing Showcase is a place for sharing examples and templates of all these storytelling resources, a place where you can get ideas from others and share your favorite communication pieces and plans.

Check it out, and then maybe add your own.

Recent additions to the My Library Is... blog:

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- Beyond Reading Off the Beaten Path (3/09/2022)
- Celebrating Library Lovers month with an Expedition! (3/07/2022)
- 3-D Printing Builds School Library Bridges (3/03/2022)
- The Chicago Collections Consortium (3/1/2022)

Think you have an idea for a topic or writer for the My.

<u>Library Is... blog</u>? Contact IHLS Marketing Coordinator

Shandi Greve Penrod.

supported by IHLS through staff participation

Grants

Project Next Generation Grant

Due March 30

Project Next Generation (PNG) through the Illinois State Library offers public libraries grant funding to be used towards educational after-school programs for middle to high school aged students. A specific focus of the grant is gaining students access to technology and hiring mentors to help instill self-confidence and pride in the students.

Learn More and Apply

CARLI and U.S. Dept. of Education Offer Illinois SCOERs Grants to Academic and Research Libraries

Grant applications due April 1

The Consortium of Academic and Research Libraries of Illinois (CARLI) has received a \$1.08 million grant for Illinois SCOERs: Support for Creation of Open Educational Resources. From this funding, CARLI is providing eight competitive sub-grant awards to CARLI Governing Member libraries to support the creation of Open Educational Resources (OER) for courses that focus on "The Human Condition: Care, Development, and Lifespan." Each applicant team may request up to \$60,000.

For more details and to apply, visit the CARLI website.

The U.S. Department of Education's Open Textbooks Pilot Program is a competitive grant program based on U.S. Senate Majority Whip and Illinois Senator Richard Durbin's Affordable College Textbook Act.

Intellectual Freedom & Book Challenges

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March 17

ARSL Professional Development Book Club: Sustainable Thinking March 29

<u>Library 2.0 Mini-Conference: Virtual Reality and</u>
<u>Learning: Leading the Way</u>

March 29

Webjunction - Broadband Improvements: Free Planning Tools for Libraries April 20

Online with the Cataloging Maintenance Center - By any other name: NAF: Name Authority File ins and outs

April 21

Conferences

Public Library Association 2022 Conference March 23-25; Portland, Ore.

Reaching Forward South
April 8; iHOTEL, Champaign, III.

ILA Marketing Forum Mini-Marketing Conference

April 29; Virtual

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May 6; Rosemont, III.

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March 30, 2022



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Learn About the Candidates and Cast Your Vote!

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Don't miss out on retaining your system membership!

Complete the two-step process by Mar. 31. The first part of the two-step process is the completion of the ILLINET Interlibrary Loan Traffic Survey. The second step is to complete the Annual Certification form through the Library Directory & Learning Calendar (L2) website. The certification form verifies that the library is compliant with the membership criteria outlined in the Illinois Administrative Code.

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Please don't hesitate to contact a member of our membership team if you need help.

Visit Us at Reaching Forward South Apr. 8 at the iHotel in Champaign, III.

IHLS is a platinum partner for this year's Reaching Forward South (RFS) conference. IHLS, along with SHARE and the Cataloging Maintenance Center, will have booths at RFS. Swing by one or all three booths and say hello!

And, be sure to check out the breakout session, Cataloging Maintenance Center: Making Your Items Accessible, at 1:30 p.m. in the Excellence Room presented by Dr. Pamela Thomas, Bibliographic Grant Manager, and Eric McKinney, CMC Cataloger.

Crisp, Clear & Concise: A Formula for Effective Communication



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IHLS LIBRARY DIRECTORS' CHAT

Thursdays 1-2 p.m.*
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Presented by the human resource experts at HR Source

April 13, 11 a.m. to 12:30 p.m.

Join other IHLS-member libraries and HR Source for the first of three informational sessions focused on important human resource topics. This session will cover topics such as assessing your communication skills, the importance of body language and tone, applying a basic communication model to improve everyday communication, and more! It is interactive and participation is encouraged.

These webinars are only \$10 each for all IHLS-member libraries—or \$25 for all three.

Space is limited, and each participant must register individually for each session by 5 p.m. two days prior to each session.

Learn more and register

CMC Catalogs: Historical Photographs of the Navigator Collection

Mary Cornell, Cataloging Maintenance Center (CMC) cataloger, had the honor of assisting Groff Memorial Library in cataloging local history and genealogical materials donated to the library from S & R Media, LLC.

Follow the story on how Mary cataloged these fascinating historical items.

Library Director Jill Pifer Interviewed for Local News Article on Illinois Libraries Present

Fairview Heights Public Library Director Jill Pifer was recently interviewed by the St. Louis Post-Dispatch for an article about Illinois Libraries Present (ILP). Pifer is on the ILP steering committee and discusses the benefits of

Next Chats: March 31; April 7, 14, 28

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Review My Email Subscriptions

Directors' Chat transcript archive this program, which is currently in pilot phase. ILP is a statewide initiative to bring libraries of all sizes and budgets access to high-end programming, of which many would not be able to afford otherwise.

Check out the full story.

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Between now and May 31, submit attraction

suggestions to Explore More Illinois and be entered for a chance to win a free lunch! For every suggestion that results in an additional offering to Explore More Illinois by August 15, your library will receive one entry into a raffle for lunch for your staff. The Quipu Group, the company that supports Explore More Illinois' ePass software, is sponsoring the prize.

Attractions include:

- Museums
- Performing arts groups, including community theaters and orchestras
- College and minor league sports teams
- Zoos
- Park districts
- · Historic homes
- · and more!

Help Explore More Illinois gain attractions throughout central and southern Illinois by entering your suggestions today! Check out the <u>complete list of rules</u> for details. For additional information about the contest, please contact <u>Jessica Barnes</u> at 630.734.5181.

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CARLI and U.S. Dept. of Education Offer Illinois SCOERs Grants to Academic and Research Libraries

Grant applications due April 1

The Consortium of Academic and Research Libraries of Illinois (CARLI) has received a \$1.08 million grant for Illinois SCOERs: Support for Creation of Open Educational Resources. From this funding, CARLI is providing eight competitive sub-grant awards to CARLI Governing Member libraries to support the creation of Open Educational Resources (OER) for courses that focus on "The Human Condition: Care, Development, and Lifespan." Each applicant team may request up to \$60,000.

For more details and to apply, visit the CARLI website.

The U.S. Department of Education's Open Textbooks
Pilot Program is a competitive grant program based on
U.S. Senate Majority Whip and Illinois Senator Richard
Durbin's Affordable College Textbook Act.

More Continuing Education

AISLE Workshops

The Association of Illinois School Library Educators is offering various upcoming workshops for school library professionals looking to earn PDH credit. Registration is offered to both members and non-members.

Visit the AISLE Workshops page for more details.

Webinars & Virtual Events

CARLI - PDA Series: Intentionally Recruiting for

Diversity in Librarianship April 12

ILA Trustee Forum Spring Workshops

April 2, May 14

ILA Noon Network - Readers' Choice Presentation:

Lincoln Award

April 13

Webjunction - Broadband Improvements: Free Planning Tools for Libraries

April 20

Online with the Cataloging Maintenance Center - By any other name: NAF: Name Authority File ins and outs

April 21

Webjunction - Digital Collections at Your Library:

Community, Culture, and Connection

April 26

Conferences

Reaching Forward South

April 8; iHotel, Champaign, III.

ILA Marketing Forum Mini-Marketing Conference

April 29; Virtual

Reaching Forward

May 6; Rosemont, III.

ALA Annual Conference & Exhibition 2022

June 23-28; Washington, D.C.

Quick Links

Illinois Heartland Library System | Cataloging Maintenance Center | SHARE

Consortium | SHARE Help Desk | Library Directory & Learning Calendar (L2) |

Illinois State Library | Illinois Library Association









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