



SHARE Executive Council

Budget Review

Wednesday, April 22, 2020 at 10:00 a.m.

Illinois Heartland Library System

6725 Goshen Road, Edwardsville, Illinois 62025

(618) 656-3216

via Zoom at <https://zoom.us/j/724769668>

Minutes

Call Meeting to Order and Roll Call: Called to order by Jenna Dauer at 10:05 a.m.

In attendance: Jenna Dauer, Vice Chair, Esther Curry, Diana Donahoo, Britni Hogg, Ryan Johnson, Rick Meyer, Jacob Pahde, and Jill Pifer. Scott Drone-Silvers arrived immediately after roll call.

Absent: Jim Bosomworth, Gloria Hendrickson, and Jared Lofrano.

SHARE Finance & Policy Committee also in attendance: Amy Byers, Chatham Public Library District; Janet Cler, Tolono Public Library; Anita Driver, Jerseyville Public Library; Miranda Shake, Lakeview College of Nursing; and Diane Yeoman, Mason City Public Library District.

IHLS Staff: Cassandra Thompson, Colleen Dettenmeier, Rhonda Johnisee, Shirley Paden, Ellen Popit, Dena Porter, and Shelley Stone.

Old Business:

- **SHARE Budget Review** – Cassandra Thompson reviewed the SHARE FY2021 budget. The first item for discussion was SHARE salaries. There are two salary lines, and due to changes in classification the numbers may look skewed, but actually show a minimal decrease into this next fiscal year. The finance department forecasted numbers based on assumptions of staffing changes in FY2020. Concerns were raised about a 3% cost-of-living increase. While the actual change in budget will be very minimal, member libraries are laying off staff and concerned about reduced tax revenue due to economic challenges of the pandemic. Rhonda Johnisee explained that we do not anticipate changes to expenditures for FY2021 and that is why the increase was included as normal. Members commented that presenting an “as usual” budget right now might be a bad idea. Cassandra Thompson also mentioned that the increase will cover any unanticipated changes, not necessarily raises. Rhonda Johnisee will take the committee’s concerns to Leslie Bednar, since this is a draft budget and will not be finalized until May. Other expenditures were reviewed, including questions about insurance and IMRF. Other line items were based on forecasting for variable expenses like gas and travel.
- **COVID-19 Response** – Cassandra Thompson stated that with the governor’s closure of schools, student due dates were extended to August 31, based on the previous motion to follow statewide orders. Additional reopening considerations were discussed, including concern about delivery when different areas of the state are experiencing different levels of illness. Susan Palmer (IHLS Delivery) is participating in several committees at both the state and national level, to determine best practices moving forward. IHLS is working on a response, knowing that there is still a great

deal of uncertainty right now. This is being discussed in partnership with RAILS and ILDS. SHARE will follow the lead of IHLS delivery, as well as state and national guidelines. IHLS is also participating in conversations with ILA, RAILS, CARLI, and Chicago Public Library to work with the state government. There were also questions if the spending for the per capita grant will be extended past June. Ellen Popit will ask what the plan may be.

Cassandra Thompson clarified a previous motion that SHARE will follow all statewide orders for social distancing both now and in the future.

SHARE is currently promoting digital resources. The cloudLibrary is available to all SHARE member libraries and patrons through the end of May. The increase in usage has been dramatic.

SHARE has also added training for Leap, Polaris' Web Application. Yesterday, there was a planned demo with 143 registered participants, and we hope to release the recording soon. The demo and training videos were a planned release, but with so many working off-site, it is good timing to show off the benefits of this product. Leap will continue to be developed, including cataloging and acquisitions, with an aggressive development schedule. There were several positive comments about Leap and how far it has advanced.

- **Other:** None.

New Business:

- **Other:** None.

Public Comment: None.

Announcements: Jeanne Urbanek and Sharon Ruda at the Illinois State Library will be retiring at the end of June.

Next meeting: Wednesday, June 3, 2020 at 2:30 p.m. via Zoom.

Adjournment: Esther Curry made a motion to adjourn, seconded by Ryan Johnson. The meeting adjourned at 11:10 a.m.