

**CLIFTON PUBLIC LIBRARY BOARD MEETING
PROPOSED AGENDA FOR 2/12/2025
7:00 PM**

- 1. WELCOME**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
- 4. TREASURER'S REPORT**
- 5. BILLS AND INVOICES**
- 6. COMMUNICATIONS – Illinois Heartland Library System**
- 7. UNFINISHED BUSINESS**
 - A. Village Board Meeting**
- 8. LITTLE FREE PUBLIC LIBRARY**
- 9. NEW BUSINESS**
 - A. LIBRARY REPORT – Tia Varns**
- 10. ADJOURNMENT**
 - A. Next Tentative Meeting Date March 12, 2025**

CLIFTON PUBLIC LIBRARY BOARD MEETING
1/08/2025

1. Welcome

2. ROLL CALL:

Board Members: Julie Kolosky, Sara Faulkner, Carol LeClaire, Vicky Shell and Liz Wauthier, were present at the 1/8/2025 Clifton Public Library Board meeting, called to order at 7:06 pm. Tia Varns, head Library Clerk was also present.

3. SECRETARY'S REPORT:

Meeting minutes from November 13, 2024 meeting were reviewed. A motion was made to approve the minutes by Carol, seconded by Julie. Minutes were approved.

4. LIBRARY STAFF EVALUATIONS

Closed Session

5. TREASURER'S REPORT:

Checking 11/30/2024 – 1,379,93

Savings 11/30/2024 – \$63,361.87

CD 11/30/2024 – \$15,052.67

Cash Drawer – 11/30/2024 - \$50.00

Checking 12/31/2024 – 9,454,63

Savings 12/31/2024 – \$64,676.56

CD 12/31/2024 – \$15,182.33

Cash Drawer – 11/30/2024 - \$50.00

Taxes received 12/19/2024 – \$11,256. 87 and \$50.36

Liz made a motion to approve the treasurers report, seconded by Carol. All approved.

6. BILLS AND INVOICES:

The Advocate pre-filing notice for April 1 election - \$16.00

Carol made a motion to approve the bills & invoices, seconded by Julie. All approved.

7. Communications:

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

8. Unfinished Business:

Village Board Meeting – meeting will be held January 13, 2025.

9. Little Free Public Library

Applications for Little Free Public Library Project are being distributed. (Village sign, facebook, Pralle's garage, Rabideau Grain, and Village office)

Two applications have been submitted and paid for.

Approved for payment of the following:

Up to \$1000.00 to order bench and \$500.00 to order Little Free Library.

Up to \$200.00 to buy 100 bricks

Motion by Carol, second by Julie. All approved.

10. New Business:

Library Report – Tia Varns

November programs:

24 attendees for Dinovember

6 attendees for Cocoa & Crafts

Per Capita Grant application

Illinois Humanities Road Scholars – late spring

Update needed on main computer – needs Windows 11 update to run Polaris, main computer will not take update.

Patron computers will accept Windows 11. Will swap one of the patron computers for staff computer. Will update patron computer in the future.

Per Capita Grant completed in November and accepted.

Motion to approve the Library Report by Carol, seconded by Julie, all approved.

11. Adjournment:

Meeting adjourned at 8:10pm, moved to adjourn by Liz, seconded by Carol. Approved. The next meeting is February, 12, 2025 at 7:00pm.

Respectfully submitted, Vicky Shell, President



[View this email in your browser](#)

The Amazing Librarian's New Year's Resolutions:

- ✓ Get Member Day Tickets THIS WEEK
- ✓ Attend Member Day on Feb. 12



Member Day Registration Now Open

Discover a day of professional growth, networking, and inspiration for all library leaders and staff at IHLS's premier annual event. Member Day provides access to 8 hours of online continuing education and engagement, allowing you to learn from experts, connect with colleagues, and earn up to 5 ISBE professional development hours from the comfort of your own space.

WEDNESDAY

12
February

8:30 a.m. - 4:30 p.m.
Virtual Event

[**GET TICKETS**](#)

Gold Sponsor



BookBrowse
Your guide to exceptional books



LAZERWARE

Keynotes



R. David Lankes **Beth Wahler**

11 Breakout Sessions **Games & Prizes**

Access to Session Recordings

Free for IHLS Members

(only \$18 for RAILS/CPL Members)



 Forward to a Colleague or Trustee

SHOP THE MEMBER DAY STORE

Member Day 2025
the **IHL**store
T-shirts, Mugs, & More



Order Member Day merch and have it shipped directly to your door!

[Shop Now](#)



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*Want to change how you receive these emails?
You can update your subscription preferences or unsubscribe from "all" IHL S/CMC/SHARE lists.*



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This month's Third Thursday CE and Members Matter meetings

[View Full Schedule](#)

Thursday • January 16

Don't wait! Register today. [See Full Schedule](#)



10–11 a.m.

Directly Before Members Matter
Online through Zoom*

**There is no in-person location in
January*

Join us online or (usually) in person each third Thursday, directly before IHLS Members Matter, to hear from a guest speaker about an important or arising continuing education topic facing the library community. This month:

The Statewide Database Package
 with **Suzanna Jones, Library Program Specialist**
Accessibility Consultation and Training Service

This month, Suzanna Jones will check in with libraries about the Statewide Database Package, answer questions, provide updates, and ask for feedback on what else is

needed from the Illinois State Library regarding the EBSCO databases. **This session will not be recorded.**

REGISTER NOW

*In-person space is limited; registration with an L2 account is required.
Registering for Third Thursdays CE automatically registers you for IHLS Members Matter.
Attend one or both, in person or online!*



11 a.m.–noon

Directly after Third Thursday CE

Online through Zoom*

**There is no in-person location in January*

IHLS Members Matter is your monthly opportunity to:

- **Get the latest scoop:** Hear news important to IHLS members with updates from IHLS, SHARE, and other library-related organizations.
- **Talk with IHLS staff:** IHLS staff will be on hand to answer your questions and offer support.
- **Build connections:** Network with colleagues when you attend in person.
- **Attend where you can:** Log in online.

REGISTER NOW

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This email was sent to the IHLS Official Business and Continuing Education subscription lists.
Want to change what emails you receive from us? You can:

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Unsubscribe on accident? [Subscribe](#)



[View this email in your browser](#)



Three members of the FY2025 and FY2024 boards, Loretta Broomfield, Rachel Fuller, and Sandy West, share highlights about what they go out of serving as an IHLS board member--and why you should, too.

[Learn More About What it Takes](#)

[Tell Us About a Great Candidate](#)

Illinois Heartland Library System is looking for candidates for our FY2025 Board of Directors! We're looking for passionate individuals to guide our innovations and represent our members. Nominations are open now through until **Saturday, Feb. 15, 2025**.

*It's time to **take your turn** on the IHLS board and make a real difference for libraries like yours across central and southern Illinois.*

For the FY2026 Board, we need candidates for these positions:

- **4 Public Library Trustee Representatives**
(3-year term; must serve on a public library board of directors)
- **1 Public Library Staff Representative**
(3-year term; must be a staff member of a public library)

Why join the board? You can:

- Shape the future of your library system
- Contribute to the growth of the region's libraries
- Network with library leaders in the region and state
- Gain valuable leadership experience to grow your career
- Ensure equitable access to library resources across the region

Your system. Your voice. Your turn.

Learn More About What it Takes

or

Tell Us About a Great Candidate

Public Library Directors: We need help recruiting your board members!

Please download and share these documents with your trustees.

[Trustee Recruitment Flyer](#)

[Board Member Info Packet](#)



Illinois Heartland Library System

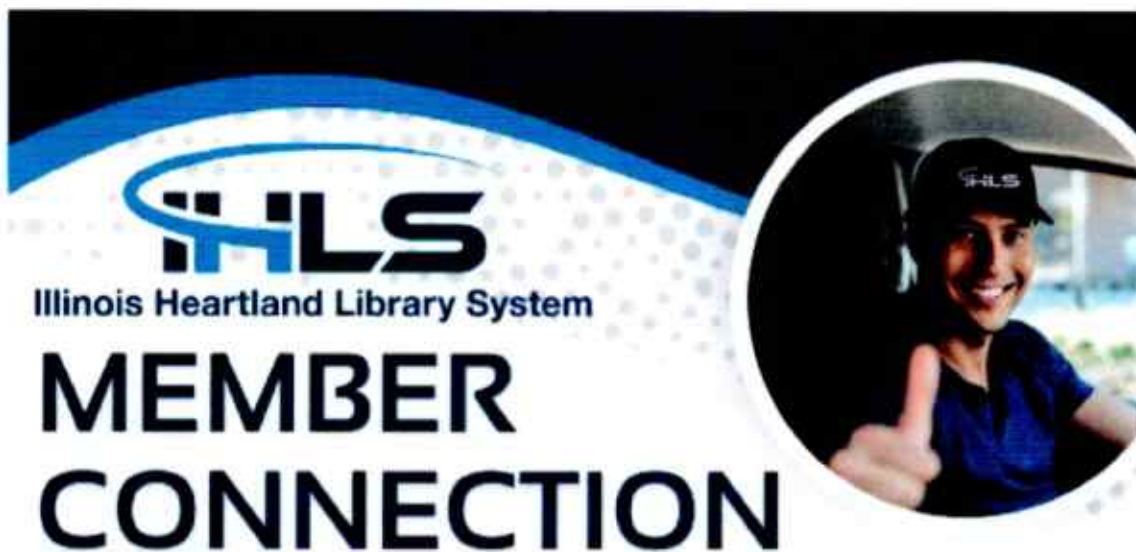
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Want to change how you receive these emails?

You can [view/update your subscription preferences](#) or [unsubscribe from ALL IHLS/SHARE/CMC lists](#).

IHLS e-newsletter

[View in your browser](#)



Jan. 15, 2025



Seeking Public Library Trustees & Staff

It's Your Turn to Serve on the IHLS Board!

Applications Due Feb. 15

NEW

We're looking for public library trustees and staff to share their skills and experience on the IHLS Board of Directors. Nominate yourself to make an impact on the quality of library service in central and southern Illinois.

Open Positions

- 4 Public Library Trustee Representative Positions
- 1 Public Library Staff Representative

[Learn More & Nominate Yourself](#)

Jump To:

- [IHLS Member News](#)
- [Library Jobs](#)
- [Cataloging Maintenance Center](#)
- [Delivery & AMHS Updates](#)
- [Partner News](#)
- [More Continuing Education](#)
- [Recurring Events](#)
- [Grants](#)
- [Discounts](#)
- [Have News to Share?](#)

IHLS Member News

On-Demand Annual Trainings Via Gallagher Risk Control

NEW

Sexual Harassment Prevention Training

We're proud to continue offering our members access to Gallagher Risk Control's [sexual harassment prevention training](#) to help you stay compliant with the [Illinois Human Rights Act](#). Library trustees and all employees, including interns, are required to participate in this annual



Connect with Illinois library colleagues and IHLS on LinkedIn!

WELCOME!

Welcome to the following new library directors:

Becky Newton
Director, Maroa Public

training.

Bloodborne Pathogens Training

[Bloodborne Pathogens training](#) is not required but is offered to our members through Gallagher. This training meets OSHA requirements.

Register anytime to receive the training links within a week!

If you have any questions, reach out to [Jill Trevino](#) or [Pamela Perkins-Grimes](#).



Annual Certification & ILLINET Traffic Survey

Due March 31!

NEW

As the **deadline for annual certification and the ILLINET traffic survey** rapidly approaches, we want to thank all of our members who have already completed this critical task! **Completion is necessary to retain system membership.** An updated guide is available on our website.

[View Our Certification Guide](#)

IHLS Holiday Closure

Martin Luther King, Jr., Day

Jan. 20, 2025

Library

Audrey Miller

Director, Blue Mound Public Library

Did we miss you? [Let us know](#), and we'll put you in our next newsletter!

Recurring Events



Monthly Each First Thursday
Online, 3:30–4:30 p.m.

Join us at Extra Credit!, our **virtual networking session** for **school librarians**. Attendees earn **one hour of PDH!**

Extra Credit! sessions are not recorded.

[Register for Extra Credit!](#)



Monthly Each Third Thursday
Online, 10–11 a.m.

NEW

In observance of the holiday, all IHLS hubs will be closed on Monday, Jan. 20, and delivery will not run. We wish you a lovely day of remembrance.

Grant Writing Tips & Tricks for Library Staff

An IHLS-Sponsored Webinar

Jan. 23, 2025, 10 a.m.

Join Grant Professional Lesley Zavediuk for an engaging session full of practical tips and tricks for grant-writing beginners. Whether you're just getting started or looking to build confidence, you'll gain valuable insights to help you succeed.

[Learn More & Register](#)



Directors and Trustees: Attend an iLEAD Online Workshop

Multiple Dates, Times, & Locations

In-Person & Online—New Dates Added!

Are you a library trustee or director interested in helping your board reach **new heights of excellence in public service**? The **iLEAD Trustee Learning Portal** is here to help Illinois public library trustees learn the ins and outs of

Join us in person at rolling locations or online for CE from a guest speaker discussing relevant topics in the library community.

This Month:

Jan. 16, 2025

**On the Statewide
Database Package**
Online Only

**And then stay
for...**


MEMBERS MATTER
Membership Meeting & Forum

Online Only

11 a.m.–Noon

Come join our Members Matter meetings to stay updated on the latest news and connect with peers. Attend in person at rotating locations for optimal networking opportunities!

[Register for
Both Events](#)

IHLS LIBRARY DIRECTORS' CHAT

**Thursdays 1–2
p.m.***

serving in the important government position of public library trustee—for free, at their own pace, and on their schedule.

Attend an upcoming workshop to learn more and find out how to begin your iLEAD Trustee journey right away!

[Register for an iLEAD Workshop](#)

**except each third Thursday*

Next Chats:

Jan. 23, 30; Feb. 6

Registration is required to receive event reminders and cancellation notices.

[View All Directors Chats](#)

Library Jobs



Join the IHLS Team!

NEW

Illinois Heartland Library System is looking for a new team member! We have the following position currently available within our organization:

- [Courier Driver](#) – Full-time; Champaign

We offer a competitive benefits package and a great work-life balance that is part of our company culture.

Grants

NEW GRANTS *in the* DATABASE

Better World Books Literacy Grant

Deadline: Jan. 31, 2025

These grants support projects that address literacy challenges, enhance educational opportunities, and expand access to reading at all ages.

Dollar General – Adult Literacy Grants

Deadline: Feb. 6, 2025

Dollar General awards funding to organizations that provide direct

Promote Your Job Openings with Us!

For Libraries in & Near Illinois

Our Job Board is the perfect place to post your library job openings. With over 500 IHLS libraries and affiliates of other library organizations statewide, you can attract top talent to your library team.

[Post to the IHLS Library Job Board](#)

Cataloging Maintenance Center



The Magical Mystery Local History Library Tour, vol. 1

A New CMC Article Series

NEW

CMC Cataloger Eric McKinney has embarked on a tour of local libraries. Learn about the history and charm of Wyoming Public Library [the first installment of this new series!](#)

services to adults in need of literacy assistance in one of several areas.

Dollar General – Summer Reading Grants

Deadline: Feb. 6, 2025

These grants support the creation or expansion of summer reading programs. Local nonprofit organizations, schools, and libraries are eligible to apply if their programs meet certain criteria.

UPCOMING GRANT DEADLINES

Jan. 23, 2025

NEA Big Read Grants (Intent to Apply)

Jan. 30, 2025

NEA Big Read Grants (Application Deadline)

Jan. 31, 2025

Better World Books Literacy Grant

Feb. 1, 2025

Innovative Reading Grant

Feb. 6, 2025

Dollar General – Adult Literacy Grants
Dollar General – Summer Reading Grants

Cataloging Maintenance Center Announces 2024–25 Webinars

Learn the nuances of cataloging and collection discoverability in 20 minutes when you attend the Cataloging Maintenance Center's *Online with the CMC*. These brief webinars cover a different cataloging special topic each month. A 40-minute Q&A session follows each presentation.

Fabricated Realms: Exploring Textile Realia

Feb. 13, 2025

**Cataloging Equipment: Gadgets, Gears,
and Gallimaufry**

March 13, 2025

**Archiving Government Studies: Cataloging
Government Documents**

April 17, 2025

**The Power of a Name: Examining the Importance
of Authority Records**

May 8, 2025

[Explore Upcoming Webinars](#)

Feb. 17, 2025

[Grants to Rural and Small
Libraries](#)

[NEA – Learning and
Leadership Grants](#)

[See the Grants
Database](#)

Discounts

NEW & RENEWED

VENDOR DISCOUNTS

New Bayscan Discounts

BayScan Technologies offers innovative technology solutions for libraries, including self-checkout systems, RFID tags, sorting systems, scanners, and printing options for hold slips and labels.

Asynchronous Cataloging Courses

For seasoned librarians interested in exploring new avenues in metadata, and those looking to learn the fundamentals of cataloging, the Cataloging Maintenance Center provides more in-depth cataloging training for library workers across the state of Illinois. **Courses are asynchronous and free to all Illinois library workers!**

Cataloging Basics

Feb. 3–March 9, 2025

Focus on Deriving a Record

March 10–23, 2025

Focus on Cataloging CDs

April 7–20, 2025

Explore Cataloging Courses

Delivery & AMHS Updates

Delivery Service

[IHLS Delivery Home](#) | [IHLS Delivery Help Desk](#)

SHARE Member Closure Dates & Delivery Closure Dates on One Form!

We're thrilled to announce a major improvement that will save you time and simplify reporting! Starting now, Delivery Closure Dates and SHARE Member Closure Dates can both be reported on a single form. Not a SHARE member? Please continue to report your closure dates on the [IHLS Delivery Helpdesk!](#) [Learn more about the form on our website.](#)

New Tubs Video & Instructions

We're excited to announce that we've created a helpful how-to video to demonstrate the proper use of our new delivery tubs! This video provides step-by-step guidance on how to efficiently load, secure,

and handle the updated tubs for optimal use of IHLS delivery services. [Learn more on our website.](#)



Updates for SHARE Members

Automated Material Handling System

[AMHS Project Info](#) | [Barcode Duplication](#)

SHARE members: IHLS Delivery is getting sorting machines! SHARE members should [read up on the AMHS project](#) and what steps you may need to take to ensure your materials are scannable.

AMHS Barcode Duplication Page

The installation of an AMHS at IHLS hubs will require [some SHARE members](#) to add duplicate barcodes [to the outside](#) of each item in portions of their collections **by April 2025**. Will you need to duplicate your library's barcodes? Learn more about the specifications and exceptions on the new [AMHS Barcode Duplication page](#).

Additional Updates

More news about the sorting machine project can be found in the *SHARE Member Notes* newsletter and on the *AMHS Project* webpage.

- [Update on Revised Timeline for AMHS Installation](#)
- [Label Protectors for Faded Barcodes](#)
- [Alternative to Rubber Bands for the AMHS](#)
- [Possible Scanner Issue with Duplicate Barcodes](#)

Partner News



***Can't Shelve This* Podcast**

A podcast that aims to create a space for **school library workers** to feel seen, entertained, and informed. The series is co-hosted by RAILS Data Analyst Janette Derucki and IHLS School Library Membership Coordinator Leah Gregory.

Latest episodes:

- [Ep. 4: A Good Librarian's Guide to Getting Along \(with Administration\)](#) **NEW**
- [Ep. 3: The Library's Got Rizz](#)
- [Ep. 2: Advocacy 101: Help Me Help You](#)
- [Ep. 1: You Can Totally Sit With Us](#)

[Can't Shelve This](#) is a production of the Reaching Across Illinois Library System (RAILS) in collaboration with Illinois Heartland Library System (IHLS).

Learn More & Listen to the Podcast



Telling Libraries' Stories of Impact on Communities

Latest additions to the *My Library Is...* blog:

- [My Library Is... Visible, Accessible, and Vital](#)
- [AISLE Response to Recent Chicago Tribune Article](#)
- [My Library Is... Welcoming!](#)
- [2025 My Library Is... Grants Now Open for Application](#)

Think you have an idea for a topic or know a writer for the [My Library Is... blog](#)? [Contact Us.](#)

Supported by IHLS through staff participation and promotion

More Continuing Education

Free Webinars

Selected & Upcoming

NEW

Jan. 21, 3 p.m.

The Science of Reading in Action:
Misunderstandings of the Science of Reading

Jan. 22, 1 p.m.

Copyright Confusion? Fair Use to the Rescue!

Jan. 23, 1 p.m.

Get Your Board Fundraising

Jan. 30, Noon

Advancing Evidence-Based Interventions in Rural Communities, a Region 6 Spotlight Speaker Webinar

Find these & more on our website with our monthly Library Learning Roundup!

Go to the January Roundup

Have suggestions, ideas, or questions about Continuing Education? Contact [Kate Kite, Continuing Education Coordinator Liaison](#), 618.474.9948.

Conferences

[IHLS Member Day 2025: Oh, the Places You'll Grow!](#)

Feb. 12, 2025

[North American Virtual Reference Online Conference](#)

Feb. 25-27, 2025

[Illinois Youth Services Institute: Find a New Narrative](#)

Feb. 27-28, 2025, in Bloomington-Normal, Ill.

[Reaching Forward South Conference](#)

April 4, 2025, in Effingham, Ill.

Have News to Share?

Share your organization's news with IHLS and you may see it in a future newsletter!

[Submit a Story](#)

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](#)



Illinois Heartland Library System
IMAGINING TOMORROW - DELIVERING POSSIBILITIES TODAY

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Unsubscribe on accident? [Subscribe](#)



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Only a Few More Days to Reserve Your Spot!

**Registration Closes
Feb. 4**

Discover a day of professional growth, networking, and inspiration for all library leaders and staff at IHLS's premier annual event.

WEDNESDAY

12

February

8:30 a.m. - 4:30 p.m.

Virtual Event

Gold Sponsors



[GET TICKETS](#)



Keynotes

R. David Lankes

Beth Wahler

The keynotes section features two speakers: R. David Lankes, a man with a beard and glasses, and Beth Wahler, a woman with dark hair. The background is a light blue sky with white clouds and yellow flowers. A red and green decorative shape is on the left side.



11 Breakout Sessions

Games & Prizes

Access to Session Recordings

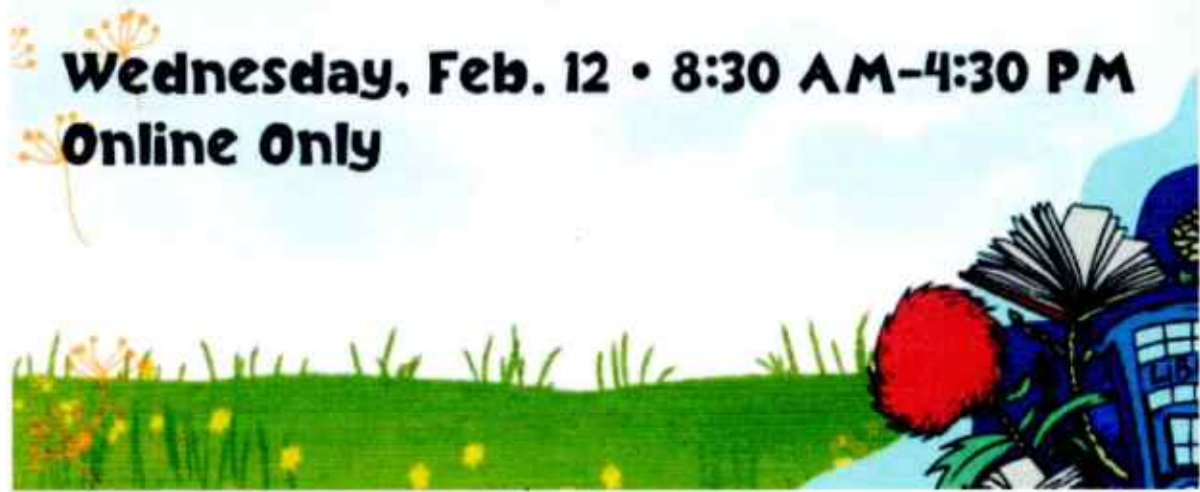
This section highlights the benefits of the event, including 11 breakout sessions, games and prizes, and access to session recordings. The background is a light blue sky with white clouds and yellow flowers.



Free for IHLS Members

(only \$18 for RAILS/CPL Members)

This section emphasizes the cost for members, stating that it is free for IHLS members and only \$18 for RAILS/CPL members. The background is a light blue sky with white clouds and yellow flowers.



 [Forward to a Colleague or Trustee](#)

SHOP THE MEMBER DAY STORE

Member Day 2025
the **iHLS** store
T-Shirts, Mugs, & More



Order Member Day merch and have it shipped directly to your door!

[Shop Now](#)

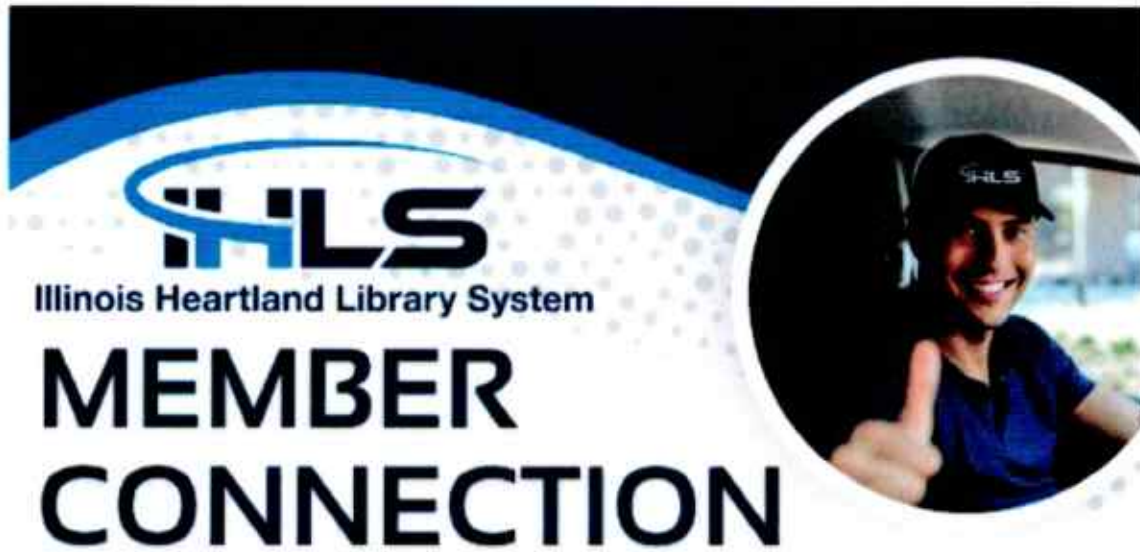


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You can update your subscription preferences or unsubscribe from "all" IHL/SL/CMC/SHARE lists.

IHLS e-newsletter

[View in your browser](#)

Feb. 5, 2025



Book Repair Workshop Series

Cost: \$15 Per Person

Open to All IHLS Members

NEW

Join SHARE Cataloger Linda Johnson for a two-hour in-person book repair workshop. This is a hands-on workshop where participants will be repairing books. **Seats are limited**, and only **one person per library** may sign up for each workshop.

Upcoming Workshops:

- [March 11 – Six Mile Regional Library District](#)
- [March 18 – Effingham Public Library](#)

- [March 25 – Marion Carnegie Library](#)

Jump To:

- [IHLS Member News](#)
- [Immigration & Libraries](#)
- [Library Jobs](#)
- [Cataloging Maintenance Center](#)
- [Delivery & AMHS Updates](#)
- [Partner News](#)
- [More Continuing Education](#)
- [Partner News](#)
- [Recurring Events](#)
- [Grants](#)
- [Discounts](#)
- [Have News to Share?](#)

IHLS Member News



Nominate Someone for an ILA Award

It's Your Turn to Serve on the IHLS Board!

Deadline: May 15, 2025

NEW

We know that IHLS libraries have some of the best staff, trustees, and partners around. So, why not recognize them? Nominate a colleague for an ILA



Connect with Illinois library colleagues and IHLS on LinkedIn!

WELCOME!

Welcome to the following new library directors:

Devon Harris
Director, Cahokia Public Library District

Becky Newton
Director, Maroa Public Library

award or scholarship, and show the whole state how fabulous these folks really are!

[Learn More About ILA Awards](#)

New PDH Label for L2 Events

NEW

L2 now offers the option to designate events that offer ISBE professional development hours. This means that users can filter event searches to display only those marked with PDH.



Seeking Public Library Trustees & Staff

It's Your Turn to Serve on the IHLS Board!

Applications Due NEXT SATURDAY

We're looking for public library trustees and staff to share their skills and experience on the IHLS Board of Directors. Nominate yourself to make an impact on the quality of library service in central and southern Illinois.

[Open Positions](#)

Audrey Miller

Director, Blue Mound Public Library

Did we miss you? [Let us know](#), and we'll put you in our next newsletter!

Recurring Events



Monthly Each First Thursday

Online, 3:30–4:30 p.m.

Join us at Extra Credit!, our **virtual networking session** for school librarians. Attendees earn **one hour of PDH!**

Extra Credit! sessions are not recorded.

[Register for Extra Credit!](#)



Monthly Each Third Thursday

Online & in Person 10–11 a.m.

- 4 Public Library Trustee Representative Positions
- 1 Public Library Staff Representative

[Learn More & Nominate Yourself](#)

On-Demand Annual Trainings Via Gallagher Risk Control

Sexual Harassment Prevention Training

We're proud to continue offering our members access to Gallagher Risk Control's [sexual harassment prevention training](#) to help you stay compliant with the [Illinois Human Rights Act](#). Library trustees and all employees, including interns, are required to participate in this annual training.

Bloodborne Pathogens Training

[Bloodborne Pathogens training](#) is not required but is offered to our members through Gallagher. This training meets OSHA requirements.

Register anytime to receive the training links within a week!

If you have any questions, reach out to [Jill Trevino](#) or [Pamela Perkins-Grimes](#).



Annual Certification & ILLINET Traffic Survey

Join us in person at rolling locations or online for CE from a guest speaker discussing relevant topics in the library community.

No February Event

Next Month: March 20

Library Ethics

Hillsboro Area Public
Library District
Hillsboro, Ill.

**And then stay
for...**



Online Only

11 a.m.–Noon

Come join our Members Matter meetings to stay updated on the latest news and connect with peers. Attend in person at rotating locations for optimal networking opportunities!

Register for
Both Events

IHLS LIBRARY DIRECTORS' CHAT

Due March 31!

As the **deadline for annual certification and the ILLINET traffic survey** rapidly approaches, we want to thank all of our members who have already completed this critical task! **Completion is necessary to retain system membership.** An updated guide is available on our website.

[View Our Certification Guide](#)

Thursdays 1–2 p.m.*

**except each third Thursday*

Next Chats:

Feb. 6, 13, 27; March 6

Registration is required to receive event reminders and cancellation notices.

[View All Directors Chats](#)

Grants

NEW **GRANTS** *in the* **DATABASE**

Pat Carterette Professional Development Grant

Deadline: Feb. 15, 2025

This grant provides up to \$1,000 to library professionals passionate about continuing their education.

LOC Literacy Awards

Deadline: Feb. 18, 2025



Directors and Trustees: Attend an iLEAD Online Workshop

Multiple Dates, Times, & Locations

In-Person & Online—New Dates Added!

Are you a library trustee or director interested in helping your board reach **new heights of excellence in public service**? The **iLEAD Trustee Learning Portal** is here to help Illinois public library trustees learn the ins and outs of serving in the important government position of public library trustee—**for free, at their own pace, and on their schedule.**

Attend an upcoming workshop to learn more and find out how to begin your iLEAD Trustee journey right away!

[Register for an iLEAD Workshop](#)

Immigration & Libraries

What Your Library Needs to Know About Immigration Enforcement

This program honors organizations that have made outstanding contributions to increasing literacy in the United States or abroad.

UPCOMING GRANT DEADLINES

Feb. 6, 2025

Dollar General – Adult
Literacy Grants
Dollar General – Summer
Reading Grants

Feb. 15, 2025

Pat Carterette Professional
Development Grant

Feb. 17, 2025

Grants to Rural and Small
Libraries
NEA – Learning and
Leadership Grants

Feb. 18, 2025

LOC Literacy Awards

See the Grants
Database

Discounts

NEW & RENEWED VENDOR DISCOUNTS

Feb. 6, 1 p.m.

NEW

The ILA Diversity Committee and HR and Administration Forum invite you to a webinar with **ACLU of Illinois Chief Litigation Counsel for the First Amendment Rebecca K. Glenberg**. Discuss why libraries need a plan of action in case of an ICE visit, what legal responsibilities libraries must follow, and how they can effectively support their patrons and staff. There will be time for questions, so come prepared!

[Registration is required](#), and you must register with your work email. No work email? Contact Tamara Jenkins at tjenkins@ila.org for help with your registration.

New Bayscan Discounts

BayScan Technologies offers innovative technology solutions for libraries, including self-checkout systems, RFID tags, sorting systems, scanners, and printing options for hold slips and labels.

Immigration Enforcement in Libraries

A Blog Post from the ALA

NEW

If you're concerned about ICE raids in your library, check out the **ALA Office for Intellectual Freedom's [recent blog post on immigration enforcement in libraries](#)**. The post explains the **types of warrants issued by ICE agents and when libraries must allow access to records**. It also shares guidance on preparing for and responding to **visits from law enforcement, including ICE**.

Library Jobs

Promote Your Job Openings with Us!

For Libraries in & Near Illinois

Our Job Board is the perfect place to post your library job openings. With over 500 IHLS libraries and affiliates of other library organizations statewide, you can attract top talent to your library team.

[Post to the IHLS Library Job Board](#)

Cataloging Maintenance Center



Averie Carlton, Spring 2025

CMC Intern

NEW

Please join us in welcoming the Cataloging Maintenance Center's newest intern, Averie Carlton. Learn more about them in [the latest CMC news story!](#)

The Magical Mystery Local History Library Tour, vol. 1

A New CMC Article Series

CMC Cataloger Eric McKinney has embarked on a tour of local libraries. Learn about the history and charm of Wyoming Public Library in [the first installment of this new series!](#)

Cataloging Maintenance Center Announces 2024–25 Webinars

Learn the nuances of cataloging and collection discoverability in 20 minutes when you attend the Cataloging Maintenance Center's *Online with the CMC*. These brief webinars cover a different cataloging special topic each month. A 40-minute Q&A session follows each presentation.

Fabricated Realms: Exploring Textile Realia

Feb. 13, 2025

Cataloging Equipment: Gadgets, Gears, and Gallimaufry

March 13, 2025

Archiving Government Studies: Cataloging Government Documents

April 17, 2025

The Power of a Name: Examining the Importance of Authority Records

May 8, 2025

[Explore Upcoming Webinars](#)

Asynchronous Cataloging Courses

For seasoned librarians interested in exploring new avenues in metadata, and those looking to learn the fundamentals of cataloging, the Cataloging Maintenance Center provides more in-depth cataloging training for library workers across the state of Illinois. **Courses are asynchronous and free to all Illinois library workers!**

[Focus on Deriving a Record](#)

March 10–23, 2025

[Focus on Cataloging CDs](#)

April 7–20, 2025

[Explore Cataloging Courses](#)

Delivery & AMHS Updates

Delivery Service

[IHLS Delivery Home](#) | [IHLS Delivery Help Desk](#)

SHARE Member Closure Dates & Delivery Closure Dates on One Form!

We're thrilled to announce a major improvement that will save you time and simplify reporting! Starting now, Delivery Closure Dates and SHARE Member Closure Dates can both be reported on a single form. Not a SHARE member? Please continue to report your closure dates on the [IHLS Delivery Helpdesk! Learn more about the form on our website.](#)

New Tubs Video & Instructions

We're excited to announce that we've created a helpful how-to video to demonstrate the proper use of our new delivery tubs! This video provides step-by-step guidance on how to efficiently load, secure, and handle the updated tubs for optimal use of IHLS delivery services. [Learn more on our website.](#)



Updates for SHARE Members

Automated Material Handling System

[AMHS Project Info](#) | [Barcode Duplication](#)

SHARE members: IHLS Delivery is getting sorting machines! SHARE members should [read up on the AMHS project](#) and what steps you may need to take to ensure your materials are scannable.

AMHS Barcode Duplication Page

The installation of an AMHS at IHLS hubs will require [some SHARE members](#) to add duplicate barcodes [to the outside](#) of each item in portions of their collections **by April 2025**. Will you need to duplicate your library's barcodes? Learn more about the specifications and exceptions on the new [AMHS Barcode Duplication page](#).

Additional Updates

More news about the sorting machine project can be found in the *SHARE Member Notes* newsletter and on the *AMHS Project* webpage.

- [Update on Revised Timeline for AMHS Installation](#)
- [Label Protectors for Faded Barcodes](#)
- [Alternative to Rubber Bands for the AMHS](#)

- [Possible Scanner Issue with Duplicate Barcodes](#)

Partner News



***Can't Shelve This* Podcast**

A podcast that aims to create a space for **school library workers** to feel seen, entertained, and informed. The series is co-hosted by RAILS Data Analyst Janette Derucki and IHLS School Library Membership Coordinator Leah Gregory.

Latest episodes:

- [Ep. 4: A Good Librarian's Guide to Getting Along \(with Administration\)](#)
- [Ep. 3: The Library's Got Rizz](#)
- [Ep. 2: Advocacy 101: Help Me Help You](#)
- [Ep. 1: You Can Totally Sit With Us](#)

[Can't Shelve This](#) is a production of the Reaching Across Illinois Library System (RAILS) in collaboration with Illinois Heartland Library System (IHLS).

Learn More & Listen to the Podcast



Telling Libraries' Stories of Impact on Communities

Latest additions to the *My Library Is...* blog:

- [My Library Is... Visible, Accessible, and Vital](#)
- [AISLE Response to Recent Chicago Tribune Article](#)
- [My Library Is... Welcoming!](#)
- [2025 My Library Is... Grants Now Open for Application](#)

Think you have an idea for a topic or know a writer for the [My Library Is... blog](#)? [Contact Us.](#)

Supported by IHLS through staff participation and promotion

More Continuing Education

Free Webinars

Selected & Upcoming

NEW

Feb. 10, 10 a.m.

Unlocking the Power of Visual Storytelling for Impactful Communication

Feb. 11, 1 p.m.

Inclusive Shelves: Titles to Help Curate Your Collection

Feb. 18, 1 p.m.

Strategies for Success for Neurodiverse Librarians

Feb. 19, 1 p.m.

Brief, but Descriptive: Writing Effective Alt Text

Find these & more on our website with our monthly Library Learning Roundup!

[Go to the February Roundup](#)

Have suggestions, ideas, or questions about Continuing Education? Contact [Kate Kite, Continuing Education Coordinator Liaison](#), [618.474.9948](tel:618.474.9948).

Conferences

[IHLS Member Day 2025: Oh, the Places You'll Grow!](#)

Feb. 12, 2025

[North American Virtual Reference Online Conference](#)

Feb. 25-27, 2025

[Illinois Youth Services Institute: Find a New Narrative](#)

Feb. 27-28, 2025, in Bloomington-Normal, Ill.

[Reaching Forward South Conference](#)

April 4, 2025, in Effingham, Ill.

Partner News

Illinois Youth Services Institute

Bloomington-Normal

Feb. 27–28, 2025

NEW

IYSI is booked at the Marriott Bloomington-Normal Hotel & Conference Center. ILA is aware of the [labor situation](#) and has decided to remain at the Marriott Bloomington-Normal Hotel & Conference Center for IYSI 2025. They will pursue alternative venues for future events.

[Register Online](#)

Apply now to Girls Who Code's Summer Programs!

Priority Deadline: Feb. 26, 2025

Final Deadline: April 11, 2025

NEW

Girls Who Code's Summer Programs are back! 9th-12th grade girls and non-binary students are [invited to apply](#). Students in clubs affiliated with IHLS as a community partner **get priority for Summer Programs!** For info, [join a webinar](#) or

[email Girls Who Code.](#)

Be sure to list Illinois Heartland Library System as your Girls Who Code Community Partner on your Club's Application for extra benefits and swag!

Illinois Open Education

Summit

Normal, Ill.

April 7, 2025

NEW

Building an Open Future: Supporting and Expanding Open Education Across Illinois

The Illinois Open Education Summit, held at Illinois State University Alumni Center, seeks to bring together librarians, faculty, academic leadership, instructional designers, and distance education staff to create a shared vision for Open Education in Illinois and expand their Open Education initiatives.

[Learn more and register](#) your institution's team of three to attend this all-day event.

Have News to Share?

Share your organization's news with IHLS and you may see it in a future newsletter!

[Submit a Story](#)

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](#)



Illinois Heartland Library System

IMAGINING TOMORROW - DELIVERING POSSIBILITIES TODAY

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