CLIFTON PUBLIC LIBRARY BOARD MEETING
PROPOSED AGENDA FOR 5/8/2024
7:00 PM

1. WELCOME

2. ROLL CALL

3. ELECTION OF OFFICERS FINISH
   President – Vicky Shell
   Vice President – Sarah Faulknet
   Treasurer -
   Secretary – Nicole Brough

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 – Tia Varns

10. ADJOURNMENT

    A. Next Tentative Meeting Date June 12, 2024

CLIFTON PUBLIC LIBRARY BOARD MEETING
04/10/2024

1. **Welcome**

2. **ROLL CALL:**

   Board Members: Nicole Brough, Sara Faulkner, Liz Wauthier, Carol LeClaire, and Vicky Shell were present at the 04/10/2024 Clifton Library Board meeting, called to order at 7:02 pm. Tia Varns, head Library Clerk was also present.

3. **Election of Officers:**

   President – Vicky Shell - nominated by Carol, seconded by Nicole
   Vice President/Program Coordinator – Sarah Faulkner – nominated by Vicky, seconded by Carol
   Secretary – Nicole Brough – nominated by Vicky, seconded by Sarah
   Treasurer deferred until next meeting

4. **SECRETARY'S REPORT:**

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

5. **TREASURER'S REPORT:**

   Checking 3/31/2024 - $5257.82
   Savings 3/31/2024 - $63,527.77
   CD 3/31/2024 - $14,793.89
   Cash Drawer 3/31/2024 - $50.00
   Carol made a motion to approve the treasurers report, seconded by Sarah. All approved.

6. **BILLS AND INVOICES:**

   Oriental Trading $.55
   Carol made a motion to approve the bills & invoices, seconded by Liz. All approved.

7. **Communications:**

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

8. **Unfinished Business:**

   Village Board Meeting: No information to share.

9. **New Business:**

   Library Report – Tia Varns
   April 5, Bison or Buffalo activity from Midewin National Tallgrass Prairie, 2 people attended.
   April 8, Solar Eclipse, free solar eclipse glasses given out.
   Workbasket club started 4/3, 4 people came, next date 4/17. First and third Wednesday, 3-5 pm every month.
   Summer Reading theme – "Dive" into Summer Reading, possible swim themed prizes.
   Card Making Class on 4/24 at 5pm.
   U of I sending out master gardener for presentations and activities for Fairy Gardens on 5/29 and Succulent Container Garden on 6/13.
   Clifton Fun Days – asked about setting up a booth promoting the library.
   Illinois author books.
   Webinars on Topics of Investing & Homeownership on May 11 and May 22 by Consolidated Credit Counselors
   Motion to approve the Library Report by Nicole, seconded by Carol, all approved.

10. **Adjournment:**

    Meeting adjourned at 7:47pm, moved to adjourn by Carol, seconded by Nicoe. Approved. The next meeting is May 8, 2024 at 7:00pm.
    Respectfully submitted, Nicole Brough, Secretary
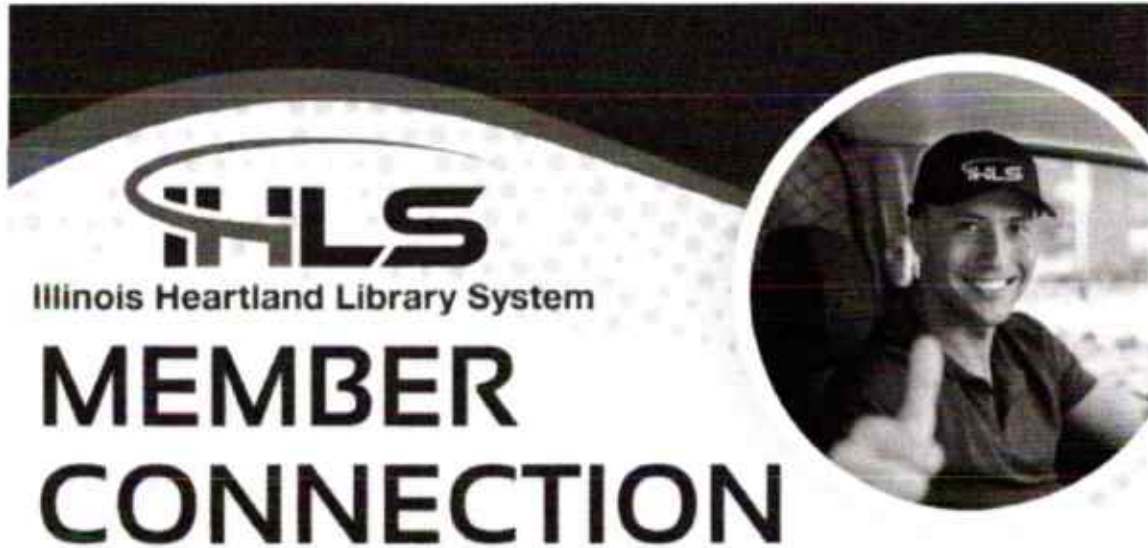
Illinois Heartland Library System

MEMBER CONNECTION

May 1, 2024

IHLS VEHICLE AUCTION

5 Surplused Cargo Vans up for Auction

Looking for a van for mobile outreach, a bookmobile, or transporting books between branches? IHLS is auctioning five surplus cargo vans, and your library (or you) could benefit! The auction will take place in two stages:

May 8–14: Open to IHLS Library Members
for library use only

May 15–21: Open to the Public
only vehicles not sold during the auction

Learn More About the Auction

Jump To:

IHLS Member News

Annual Delivery Survey Opens Thursday

IHLS's most prominent service is delivering materials between IHLS-member libraries, **and your feedback is key** to providing exceptional service. This spring, we're asking all library staff (any level!) to share their IHLS Delivery experiences through our annual survey. Look for the invite hitting your inboxes **this Thursday via the IHLS Official Business email list**. Not sure you're on the list? Update your email preferences and select "Official Business" to stay in the loop.

#IHLSMemberDay2025

Save the Date

Connect with Illinois library colleagues and IHLS on LinkedIn!

WELCOME!

Welcome to the following new library directors:

Denise Porter
Librarian, Mt. Zion Intermediate School
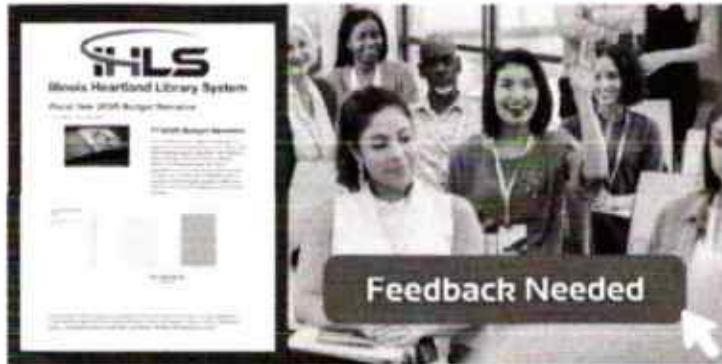
Jane Middleton
Interim Director, Kinmundy Public Library

Gail Sievert
Librarian, Iroquois West Middle School

IHLS Member Day 2025: Oh, the Places You'll Grow

We're thrilled to announce the date for IHLS Member Day 2025! Join us online on **Feb. 12, 2025**, for a full day of CE, networking, games, and prizes!

Member Feedback Requested

FY2025 Proposed Budget & Operational Plan up for Member Comment

Submit feedback by noon on May 24, 2024

We're excited to bring to our members the IHLS **Draft Fiscal Year 2025 Budget and Budget Narrative**. Learn more about how to read the drafts, and provide feedback on our website.

Learn More & Review the Drafts

New HR Source Membership Grant!
An IHLS HR Grant

Are you struggling with the intricacies of employment law or overwhelmed by the challenges of recruiting and

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Kris Campbell-Rickey
Interim Director, West Salem Public Library

*Did we miss you? **Let us know**, and we'll put you in our next newsletter!*

Recurring Events

Each First Thursday of the Month
Online; 3:30–4:30 p.m.

NEW! 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

Each Third Thursday of the Month
Online & in Person
10–11 a.m.

retaining staff? Then, consider applying for our **HR Source Membership Grant**, a new grant program to help meet **IHLS public libraries'** HR support needs.

Learn More & Apply for the Grant

Join Us: 'Safety with Dr. Steve Albrecht'

A Free Webinar for IHLS Members

May 21, 5 p.m.

Attend this online training to develop practical and realistic communication, service, and de-escalation tools to make your facility a better, safer place to work. Learn safety and security measures, personal protection methods, and how to activate your best "high-stress" customer service skills.

And Don't Forget:

Three On-Demand Library Service, Safety, & Security Webinars FREE for IHLS Members

We've partnered with Library 2.0 and Dr. Steve Albrecht to bring you three on-demand trainings on library service, safety, and security!

Register for the Live Safety Training

Register for the On-Demand Trainings

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

This Month: May 16

Succession Planning for Directors and Boards

Chester Public Library
Chester, Ill.

IHLS
MEMBERS MATTER
Membership Meeting & Forum

Each Third Thursday of the Month

Online & in Person
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.*
except each third Thursday

Next Chats:
May 2, 9, 23, 30

IHLS MEMBERS MATTER

SPECIAL MEETING
AUTOMATED MATERIAL HANDLER SYSTEM LIVE Q&A

10–11 AM ONLINE 5/1
REGISTER NOW

Automated Material Handler System LIVE Q&A

IHLS Members Matter Special Meeting

Date: May 1, 10–11 a.m.
Registration Requested by April 29*

IHLS Delivery is considering a big change to how we sort items. Over 90% of the library materials transported and sorted by IHLS Delivery come from IHLS-SHARE members. An automated material handling system (AMHS) could sort these materials much faster, but it might require IHLS-SHARE libraries to add barcodes to the outside of their materials. Join IHLS Delivery and Facilities Director Colleen Dettenmeier as she discusses what an AMHS would mean for IHLS members, especially IHLS-SHARE members, should a system be acquired.

The absolute registration deadline is 9:45 a.m. on May 1.

THE Accounting EXPERT IS IN

Available Wed. & Thurs.
And by Appointment

The IHLS Accounting Expert Is In!
IHLS Finance Director Now Available for Member Consultations

With Office Hours on Wednesdays & Thursdays

Whether you have a payroll quandary or a bookkeeping

Registration is required to receive event reminders and cancellation notices.

View All
Directors Chats

Grants

NEW GRANT OPPORTUNITIES

Kentucky Fried Wishes – Health & Wellbeing Grants

Deadline: May 31, 2024
Non-profit organizations can apply for a $10,000 grant to fund an actionable project on their wish list.

T-Mobile Hometown Grants

Deadline: June 30, 2024
This program funds projects to build, rebuild, or refresh community spaces that help foster local connections in your town.

Rural Technology and Education Grants

Deadline: Ongoing
These grants support teacher and student-led projects in public schools and libraries to help spark

conundrum, we have good news! We're **expanding our business-area consulting program** again. IHLS Finance Director Rhonda Johnisee is now available for **accounting consultations with members**. Schedule an appointment with Rhonda as early as this week!

Book a Consultation with an IHLS Expert

School Delivery Pausing for the Summer
May 27, 2024 – Aug. 16, 2024

We are pausing delivery service to schools from May 27, 2024, through Aug. 16, 2024. **School delivery service last pickup will be on May 24, 2024, and will resume on Monday, Aug. 19, 2024.**

Learn more about the summer delivery pause on our website!

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iLEAD Learning Portal Workshops

Directors and Trustees: Attend an iLEAD Online Workshop
Multiple Dates, Times, & Locations **NEW DATES ADDED!**
In-Person & Online

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.**

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student interest in technology-based careers.

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

Register for an iLEAD Workshop

Human Resources

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

- SHARE Member Engagement Specialist – Full-time; Edwardsville

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

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.

Resources

RESOURCES FOR LIBRARIES
NEW

Koios for Google Ads Grants

Koios is a nonprofit dedicated to preserving access to public information, primarily by assisting public libraries with online discoverability and analytics. They can help you get a Google Ads Grant, manage your account for you, and optimize its effectiveness.

See these resources and more in our database!

View Our Resources Database

Discounts

Swank Movie Licensing
Deadline: May 10, 2024

We're partnering with Swank Movie Licensing USA to offer your library a special, discounted rate for the annual public

performance license from July 2024 to June 2025. The annual license will allow you to bring movie showings to your patrons throughout the year.

IHLS

View Our
Discounts
Database

New Webinars in the Library HR Series

Presented by HR Source

Cost: $10/event or $25/person for three sessions

If you manage other staff, you won't want to miss this! IHLS's go-to resource for HR training and assessment, HR Source, is offering this webinar designed to help participants recruit, train, and retain staff. All system members and staff are invited.

- **Navigating HR Ethics**
  May 20, 10 a.m.

View All Library HR Webinars

*View all of IHLS's upcoming events on our website at **www.illinoisheartland.org/events**.*

Cataloging Maintenance Center

CMC CATALOGING MAINTENANCE CENTER

Statewide Cataloging Support

The CMC Catalogs

Voyaging in Vietnamese for Northern Illinois University

Recently, the CMC received a collection of Vietnamese-language items to catalog for Northern Illinois University. Check out the latest article in the CMC Catalogs series to learn about some of the items they cataloged and how they did it!

Online With the CMC 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.

Getting Serious About Series
May 9, 2024

Explore Cataloging 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!**

Subject Analysis
May 20–June 30

Cataloging Basics
July 8– Aug. 18

AMHS Updates

*Watch this space for special updates on the **Automated Material Handling System** (AMH or AMHS) in each issue of the newsletter.*

AMHS Proposal to IHLS Board

The Automated Materials Handling System proposal was presented as a first read to the IHLS Board of Directors during the April board meeting. You can read the full memo in the board documents section of the IHLS website. The IHLS Board of Directors will make a final decision during the May board meeting.

New AMHS Update Now Available

EXCERPTS:

Costs/Savings Calculators

Part of the AMHS research being done seeks to help member libraries determine if they will see savings by eliminating paper transit labels, as well as to help calculate the expenses you might incur if you decide to complete barcode duplication on your own. You can find these AMHS savings and expense calculators on the AMHS info page.

Where are your Barcodes?

Do you have barcodes on the **inside** of materials that circulate through IHLS Delivery? If IHLS purchases an AMHS (a decision that will be made by the IHLS board), **SHARE-member materials** that **circulate through IHLS Delivery** would need barcodes on the **outside** of the

materials (on the front or back cover, not on the spine). Learn more about what this means.

Partner News

Apply Now for Directors University
Deadline: May 15, 2024

Calling all new(ish) directors: Applications for Directors University are now open! This program is designed to prepare new public library directors for their executive roles and offer networking and team-building opportunities. The in-person workshops will be held **July 30–Aug. 1** at the **Marriott in Bloomington-Normal, Ill.**

*Contact **Kate Kite** (the Directors University IHLS staff contact) for more information or if you have questions.*

Learn More & Apply for DU

My Library Is... Sharing Showcase
It's So Much More Than a Blog!

From printables with Canva templates and sample media talking points to marketing plans and style guides, the My Library Is... Sharing Showcase has a wide variety of resources to supplement your marketing, communications, and outreach work. Go to the website to see all this free resource has to offer!

Joint Statement on Illinois Readers' Choice Awards

We're Signing in Support of the Awards

AISLE and the Rebecca Caudill Young Readers' Book Awards have released a joint statement in light of recent objections to the Illinois Readers' Choice Award lists. We're proud to join our partner organizations in signing our support for this statement.

Learn More About the Statement

Explore More Illinois Cultural Pass Program for Public Libraries

Registration Period: April 1–May 15

The next period for libraries to join Explore More Illinois, RAILS' online cultural and recreational pass program for Illinois public libraries across the state, started on April 1! Contact Jessica Barnes by email or at 630.734.5181 for more information and to sign up.

ILA's New Bill Monitoring System

Check out the ILA's new bill monitoring system. Find and track important legislation that's relevant to libraries all in one place!

Nominate Someone for an ILA Award

Deadline: May 15, 2024

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

Learn More About ILA Awards

My Library Is...

Telling Libraries' Stories of Impact on Communities

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

- My Library Is... Extending STEM Learning Outside of the Library!
- My Library Is...Giving Away Books
- My Library is... LiteZilla Lights Up Lisle Library District

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

May 1, 1 p.m.
Don't I Have the Right Not to Be Offended? Responding to Censorship in Fractious Times

Conferences

Reaching Forward North
May 10, 2024

Illinois Library Association Annual Conference
Oct 8-10, 2024, in Peoria, Ill.

Association of Illinois Library School Educations Annual Conference
Nov. 7-9, 2024, in Tinley Park, Ill.

IHLS Member Day 2025: Oh, the Places You'll Grow
Feb. 12, 2025

Illinois Youth Services Institute: Find a New Narrative
Feb. 27-28, 2025

Collaboration Opportunities

Adler Planetarium Needs Your Help!

Help them gather library solar eclipse event data

Deadline: May 3, 2024.

The Adler Planetarium is compiling data on solar eclipse-related programs that Illinois libraries hosted prior to or during the eclipse. If you have a few minutes to respond, your feedback would be greatly appreciated. Please use the link below. The form should take less than 5 minutes to complete.

Take the Survey

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

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Illinois Heartland Library System

IMAGINING TOMORROW - DELIVERING POSSIBILITIES TODAY

Illinois Heartland Library System

IHLS Upcoming Events

Looking for continuing education, networking, or membership events?
Here's what's coming up in the next few weeks!

In this email:

- IHLS Event Schedule
- On-Demand / Rolling Events
- For IHLS-SHARE Members

Registration through L2 is requested for most events and is required to receive event reminders and recording access (when recordings are available).

Explore All Upcoming Events

FEATURED EVENT:

IHLS MEMBERS MATTER

SPECIAL MEETING

AUTOMATED MATERIAL HANDLER SYSTEM LIVE Q&A

10–11 AM ONLINE 5/1

REGISTER NOW

IHLS MEMBERS MATTER SPECIAL MEETING

5/1

Automated Material Handler System LIVE Q&A

IHLS Members Matter Special Meeting

Time: 10–11 a.m.
Format: Livestream / Recording

IHLS Delivery is considering a big change to how we sort items. A large majority of the library materials transported and sorted by IHLS Delivery come from IHLS-SHARE members—97%! An automated material handling system (AMHS) could sort these materials much faster, but it might require IHLS-SHARE libraries to add barcodes to the outside of their materials. Join IHLS Delivery and Facilities Director Colleen Dettenmeier as she discusses what an AMHS would mean for IHLS members, especially IHLS-SHARE members, should a system be acquired.

Available to: IHLS-member libraries, all staff levels
Cost: Free
Registration Deadline: 9:45 a.m. the day of the event, though registration by the day before prior is kindly requested. *Must register in order to receive an event reminder, CE credit for L2/IPLAR reports, and a recording link by email.*

Register for Special Meeting & LIVE Q&A

5/2, 5/9, 5/23, 5/30, 6/6
IHLS Directors Chat

Time: 1–2 p.m.
Format: Live Text Chat

Library directors and branch leaders across central and southern Illinois get together most Thursdays for this text-based chat.

Open to: IHLS-member staff in leadership roles (directors, associate directors, district librarians, head librarians)
Cost: Free
Registration Deadline: Registration by the Tuesday before is requested in case of cancellations. Forgot to register? Join us anyway!

Register for Directors Chat

5/2
Extra Credit! School Librarian Networking

Time: 3:30–4:30 p.m.
Format: Livestream

A new monthly networking opportunity for school librarians!

Available to: IHLS-member school libraries, all staff levels
Cost: Free
Registration Deadlines: 3:15 p.m. the day of the event, though registration by the day before prior is kindly requested.

Register for Extra Credit!

5/8–5/14 (Members), 5/15–5/21 (Public)
IHLS Surplus Vehicle Auctions

Time: 3:30–4:30 p.m.
Format: Online Auction

IHLS is once again auctioning our surplus vehicles! These vehicles will be auctioned in two stages:

VEHICLE AUCTION I
Open to IHLS Library Members
for library use only
Opens: Tuesday, May 8, 2024 — 8 a.m.
Closes: Tuesday, May 14, 2024 — 4:30 p.m.

VEHICLE AUCTION II
Open to the Public
includes vehicles not sold during part I
Opens: Wednesday, May 15, 2024 — 8 a.m.
Closes: Tuesday, May 21, 2024 — 4:30 p.m.
A new monthly networking opportunity for school librarians!

See Available Vehicles

5/9
Getting Serious About Series
An Online with the CMC Webinar

Time: 10–11 a.m.
Format: Livestream / Recording

Online with the CMC is a free monthly cataloging webinar; this month, how do you determine if an item is part of a series? Is it a traced or untraced series? When you have MARC field 490 1_, then you must also add an 8XX field, but which one? Dr. Pamela Thomas will help you determine when to add a 490/8XX combination to your MARC bibliographic record.

Available to: All system-member libraries statewide, all staff levels
Cost: Free
Registration Deadline: At least 15 minutes before the webinar begins.

CMC cataloging services and trainings are free to all library workers in Illinois thanks to a grant awarded by the Illinois State Library, a Department of the Office of the Secretary of State, using funds provided by the US Institute of Museum and Library Services under the provisions of the Library Services and Technology Act (LSTA).

5/9, 5/20
Regional iLEAD Trustee Learning Portal Workshops

Time: Varies
Format: Livestream / In person
In-Person Locations: Lake Zurich and Schaumburg Areas, Statewide Online

The iLEAD Trustee Learning Portal was created to help Illinois public library board members learn the ins and outs of serving in the important government position of public library trustee—for free. In this workshop, Learn how the iLEAD Trustee Learning Portal can help public library board members shine in their roles!

Available to: All Illinois public library trustees and directors
Cost: Free
Registration Deadline: *In-Person Attendance:* Registration is required; space is limited (varies by location). *Virtual attendance:* Registration is required by the day before the workshop.

5/14

Directors-Only iLEAD Trustee Learning Portal Workshop

Time: 10 a.m.
Format: Livestream

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 was created to help Illinois public library board members learn the ins and outs of serving in the important government position of public library trustee—for free. In this workshop, Learn how the iLEAD Trustee Learning Portal can help public library board members shine in their roles!

Available to: All Illinois public library trustees and directors
Cost: Free
Registration Deadline: *In-Person Attendance:* Registration is required; space is limited (varies by location). *Virtual attendance:* Registration is required by the day before the workshop.

Register for an iLEAD Regional Workshop

IHLS THIRD THURSDAYS CE

5/16

Departures and Arrivals: Succession Planning for Directors and Boards

Third Thursday CE

Time: 10–11 a.m.
Format: Livestream / Recording available for a 3-month period
In-Person Location: Chester Public Library, Chester, Ill.

Join us online or in person each third Thursday of the month from 10-11 a.m. to hear from a guest speaker about an important or arising topic facing the library community. **This month,** *join Kate Hall and Kathy Parker to discuss Succession Planning for Directors and Boards. Directors and trustees need to prepare for the departure of a director in times of crisis and otherwise by creating a succession plan. Learn how to prepare for the arrival of a new director and the role of trustees in successfully onboarding a new director and gain strategies for how to transition the new director.*

Available to: IHLS-member libraries, all staff levels
Cost: Free
Registration Deadline: *In-Person Attendance:* Registration is required; space is limited (varies by location). *Virtual attendance:* Registration is required by the day before the workshop.
Recording: Due to restrictions on recording, the recording will only be available to those who register and for a three-month period.

Register for Third Thursday CE

Register for both Third Thursday CE events and IHLS Members Matter meetings through one registration link! Attend one or both.

IHLS MEMBERS MATTER
Membership Meeting & Forum

5/16
IHLS Members Matter
Membership Meeting & Forum

Time: 11 a.m.–Noon
Format: Livestream / Recording
In-Person Location: Chester Public Library,
Chester, Ill.

*Be the first to hear the latest news from Illinois Heartland
Library System, SHARE, and more. Then, it's your turn!
Share your library's wins, ask your peers their thoughts on
obstacles you're facing, and tell us what support you could
use from IHLS.*

Available to: IHLS-member libraries, all staff levels
Cost: Free
Registration Deadline: 9:45 a.m. the day of the event,
though registration by 2 days prior is kindly requested.

Register for Members Matter

*Register for both Third Thursday CE events and IHLS
Members Matter meetings through one registration link!
Attend one or both.*

5/20
Navigating HR Ethics
A Library Human Resources Webinar by HR
Source
Time: 10–11:30 a.m.
Format: Livestream / Recording (available for 7 days
only)

*In today's professional landscape, Human Resources (HR)
plays a vital role in reinforcing the culture, values, and
practices within an organization. The decisions made by HR
or by other leaders regarding HR issues can impact the lives
of employees, the success of the organization, and even the*

broader community. It is crucial to develop an understanding of the ethical issues in Human Resources and the importance of maintaining a fair and responsible workplace. This presentation on ethics in Human Resources delves into the fundamental principles that guide ethical decision-making in the HR arena. Participants will gain an understanding of ethical challenges that arise in HR practices and learn practical strategies to address them effectively.

Available to: All system-member libraries statewide, all staff levels
Capacity: 60 + waitlist
Cost: **$10** per person per webinar OR **$25** per person for all 3 HR Source webinars
Registration Deadline: May 20 at 5 p.m. or until full.

Presented by HR Source

Register for
Navigating HR Ethics

5/20-6/30

Subject Analysis

a CMC cataloging course

Time: Asynchronous with Weekly Deadlines
Format: Online Course

A six-week crash course in subject cataloging. In this course, Dr. Pamela Thomas will cover topics such as controlled indexing language, keyword versus controlled vocabulary, the purpose of subject headings, the 20% rule, content analysis, Library of Congress Subject Headings (LCSH), word-based approaches to retrieval, Sears List of Subject Headings, and MeSH (Medical Subject Headings).

Available to: All system-member libraries statewide, all staff levels
Capacity: 35
Cost: Free

Registration Deadline: May 13 or until full

5/22

Safety with Dr. Steve Albrecht

Time: 10 a.m.
Format: Livestream / Recording

Safety and Situational Awareness with Security Expert Dr. Steve Albrecht. The webinar will be recorded and available in three separate 30 minute videos. The link will be emailed to participants after the event.

Full description coming soon!

Available to: All system-member libraries statewide, all staff levels
Capacity: 100
Cost: Free
Registration Deadline: May 21 at 5 p.m.

On-Demand / Rolling Events

On-Demand
Library Service, Safety & Security Webinars with Library 2.0

Time / Format: On-Demand

Access three Library Service, Safety & Security webinars from Library 2.0 and Dr. Steve Albrecht.

Open to: All IHLS-member libraries
Cost: Free
Registration Deadline: Rolling; registration required

Register for Access to
Service, Safety & Security

On-Demand
iLEAD Trustee Learning Courses

Time / Format: On-Demand

Your Illinois public library trustees are government officials who serve as the eyes, ears, and even the heart of the community in matters about the library. Yet, trustees often need more preparation for the job. The new iLEAD trustee learning portal was created to break down the Illinois statutes for public trustees. Learning topics are divided into self-led modules and completed asynchronously when convenient for trustees' schedules.

Open to: All Illinois public library trustees statewide
Cost: Free
Registration Deadline: Rolling; registration required

Learn More and Enroll in iLEAD

*iLEAD was created for the public library trustees of Illinois by **Illinois Heartland Library System** using funding awarded to Illinois Heartland*

Gallagher

On-Demand
2024 Sexual Harassment Prevention Training

Time / Format: On-Demand

Every employer with employees working in the State of Illinois is required to provide employees with annual sexual harassment prevention training that complies with Section 2-109 of the Illinois Human Rights Act. This self-paced module fulfills this requirement, and **your entire staff can take it***.*

Open to: IHLS-member libraries, all staff levels
Cost: Free
Registration Deadline: Rolling; registration required

Presented by Gallagher Risk Control.

Register for the 2024
Sexual Harassment Prevention Training

For IHLS-SHARE Members

SHARE

FOR SHARE MEMBERS
4/30, 5/2, 5/14, 5/28
SHARE Trainings

Cataloging and Circulation Trainings
Time: Varies
Format: Livestream / Recording

Open to: SHARE members, all levels
Cost: Free
Registration Deadline: Varies

View Upcoming Trainings from SHARE

Explore All IHLS Events

✉ Forward to a Colleague

![IHLS Illinois Heartland Library System logo]

Your Feedback is Needed

IHLS Draft FY2025 Operational Plan & Budget
up for member comment

Take Me to the Draft Documents

The efforts of Illinois Heartland Library System are always made better and stronger when done in conjunction with member input. Therefore, we invite you to take a look at a few recent policy and plan drafts:

- **Draft FY2025 Budget and Budget Narrative**
- **Draft FY2025 Operational Plan**

This year, we are excited to bring to you the Illinois Heartland Library System **Fiscal Year 2025 Draft Budget and Budget Narrative**

using OpenGov. OpenGov is our cloud-based budgeting tool that provides easy access to data and information for both staff members and library members like you. Each chart is interactive in such a way that you can hover over chart components to highlight them or you can click the chart to explore more data.

Our **FY2025 Draft Operational Plan** includes our planned goals for Illinois Heartland Library System for the next year and our means to achieve them.

These documents are currently accessible from the Illinois Heartland Library System homepage and using the link below. Please take a few minutes to look over the draft documents and let us know what you think.

Documents are open for member comment through May 8, 2024, at noon.

Take Me to the Draft Documents

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Illinois Heartland Library System

Administration

Strategic Plan Goal One: IHLS facilitates, supports, and promotes resource sharing to assist member libraries of all types to be of service to their users.

Objective	Planned Activity	System Standard
Share knowledge and happenings at the system, statewide, and national levels through member networking and communications.	Continue prioritizing and sharing important library-related news from the system, state, and national levels.	23 ILAC 3030.215a)3)G
	Continue to analyze and optimize website user experience, user interface, and content.	23 ILAC 3030.215a)3)G
	Strategically utilize IHLS social media as a communication tool.	23 ILAC 3030.215a)3)G
	Partner with organizations to cross-promote events or collaborate on initiatives	23 ILAC 3030.215a)3)G
	Annual review and update of the marketing communication plan for IHLS and its departments	23 ILAC 3030.215a)3)G
	Continue to look for new and innovative methods to support monthly meetings of the board and committees.	23 ILAC 3030.250 (Outside of Core Standards)
	Begin transitioning to a new activity reporting schedule.	23 ILAC 3030.250 (Outside of Core Standards)
	Coordinate and submit the Annual Report.	23 ILAC 3030.250 (Outside of Core Standards)
Streamline and improve all aspects of board support	Continue researching the data behind the motivation to participate in a system board and what methods are available to incentivize potential nominees.	blank
	Solicit video testimonials from outgoing board members.	blank

	Aid the advising committee with board member recruitment (nominations & elections)	blank
Strengthen member libraries' general human resource knowledge	Review and update HR pages on the IHLS website.	blank
	Continue to research appropriate industry forecasts and reflect those projected predictions as necessary in future fiscal year operating budgets.	23 ILAC 3030.260 (outside core standards)
Provide support for system services.	Continue to provide software and technical assistance for SHARE services.	23 ILAC 3030.215a)5)
	Maintain internal and external web services for IHLS, SHARE, and grant programs.	23 ILAC 3030.215a)5)
	Provide more online and onsite opportunities to share information regarding technology issues.	23 ILAC 3030.215a)5)
	Help IHLS and member libraries visualize the data applicable to their needs.	23 ILAC 3030.215a)5)

Strategic Plan Goal Two: IHLS communicates with and engages member libraries of all types and promotes member networking to assist libraries in improving their services.

Objective	Planned Activity	System Standard
Continually improve communications with IHLS stakeholders.	Continue to collaborate with IHLS department leadership to increase marketing presence.	23 ILAC 3030.215a)3)G
	Continue to review compliance with communication industry legal standards.	23 ILAC 3030.215a)3)G

	Planned Activity	System Standard
	Continue to provide and promote the organization-wide consulting program with IHLS professional staff.	23 ILAC 3030.215a)3)G
	Create a content governance guide.	23 ILAC 3030.215a)3)G
	Seek input on library needs during networking and other types of events.	23 ILAC 3030.215a)3)G
	Continue to improve email list hygiene.	23 ILAC 3030.215a)3)G
Continually build relationships and support communications to improve board engagement.	Reintroduce networking events with a learning opportunity and dinner	blank
	Coordinate with RAILS to host joint annual staff meetings (odd years) and in-person board meetings (even years)	blank
	Serve on external committees to share resources from a statewide perspective.	23 ILAC 3030.215 a)3)
	Attend Illinois library conferences to network and build relationships with member libraries and gain a deeper understanding of their library needs.	blank
Enable the use of online communications for members and IHLS staff	Continue to support communication electronically using technologies like Zoom and Teams.	23 ILAC 3030.215a)5)

Strategic Plan Goal Three: IHLS provides information and assistance to member libraries of all types through consulting and continuing education to improve the expertise of their staff.

Objective	Planned Activity	System Standard

Improve interest in system board membership by providing resources and training	Look for professional board support organizations that provide resources and guidance.	23 ILAC 3030.250 (Outside of Core Standards)
	Research options for a variety of board training programs and provide training for all members	**blank**
	Investigate opportunities for meeting-minute training for IHLS staff.	**blank**
	Continue to support member library recruitment opportunities.	23 ILAC 3030.215 a)3)
Provide opportunities to train and develop IHLS staff and support member libraries in training and developing their staff.	Create programs to help develop HR knowledge.	23 ILAC 3030.215 a)3)
	Enhance human resources knowledge by providing opportunities for consulting.	23 ILAC 3030.215 a)3)
	Explore and support opportunities for individual staff professional development in their roles.	23 ILAC 3030.215 a)3)
	Provide access to sexual harassment prevention training.	23 ILAC 3030.215 a)3)
	Seek opportunities to assist members with HR Source membership costs.	23 ILAC 3030.215 a)3)
	Provide opportunities for additional organization-wide training in employee evaluation.	23 ILAC 3030.215 a)3)
Enhance member libraries' financial literacy.	Enhance member libraries' financial management practices through consulting hours.	23 ILAC 3030.215 d)1)

Support domain name services for member libraries	Support member libraries with the purchase, renewal, and maintenance of Domain Name Services (DNS) using the Dreamhost account set up for non-profit libraries	23 ILAC 3030.215a)5)

Strategic Plan Goal Four: IHLS provides leadership and embraces innovation to assist member libraries of all types to better serve their users.

Objective	Planned Activity	System Standard
Enhance organizational culture	Prepare a new strategic plan and seek input from members.	23 ILAC 3030.250 (Outside of Core Standards)
	Continue to develop the use of new systems to streamline processes and IHLS services.	23 ILAC 3030.215 a)3)
	Create a culture of leadership where everyone is empowered to take initiative, learn from mistakes, collaborate with others, and contribute to the organization's vision and mission.	23 ILAC 3030.215 a)3)
	Promote a culture of continued learning to stay abreast of current trends and initiatives.	23 ILAC 3030.215 a)3)
	Develop in-house applications for IHLS and SHARE to meet staff and member needs.	23 ILAC 3030.215a)5)

Strategic Plan Goal Five: IHLS advocates for the role of libraries and library staff to build strong libraries and strong communities.

Objective	Planned Activity	System Standard
Help IHLS libraries advocate for themselves.	Annual review and update of the IHLS advocacy plan.	23 ILAC 3030.215a)3)D
	Educate libraries on new employment laws and how they impact libraries.	23 ILAC 3030.215 a)3)

Objective	Planned Activity	System Standard
	Participate in the ILA Fundraising committee to help support different areas of library support,	blank
	Explore additional networking opportunities in the state and nationally to expand resource-sharing	23 ILAC 3030.215a)5)
	Promote state and federal broadband initiatives and how libraries can be leaders in their communities	23 ILAC 3030.215a)5)

Strategic Plan Goal Six: IHLS stewards its resources to ensure maximum benefit to member libraries of all types and to taxpayers.

Objective	Planned Activity	System Standard
Promote good stewardship of public funds.	Coordinate and submit the annual System Area & Per Capita Grant application.	23 ILAC 3030.250 (Outside of Core Standards)
	Organize permanent records for easy reference.	23 ILAC 3030.250 (Outside of Core Standards)
	Continue to maintain a positive external image for Champaign and Edwardsville buildings.	23 ILAC 3030.250 (Outside of Core Standards)
	Relocate rooms at the Carbondale office to improve space utilization.	23 ILAC 3030.250 (Outside of Core Standards)
	Educate new staff on all IHLS policies and procedures.	23 ILAC 3030.215 a)3)
	Maintain a diverse pool of candidates by utilizing various job boards and media to seek high-quality candidates to serve members better.	23 ILAC 3030.215 a)3)
	Provide opportunities for staff appreciation to encourage employee engagement.	23 ILAC 3030.215 a)3)
	Ensure that IHLS maintains legal compliance in all operations and	23 ILAC 3030.215 a)3)

	serves as the point of contact for the Employment Law Attorney.	
	Research and analyze the organization's insurance rates, coverages, and investment options.	23 ILAC 3030.260 (outside core standards)
	Utilize the OpenGov software to enhance reporting to stakeholders and the public to further promote transparency.	23 ILAC 3030.260 (outside core standards)
	Continue to provide remote support through applicable software to IHLS staff at IHLS offices and remote working locations.	23 ILAC 3030.215a)5)
	Continue to support the cloud telephone system with Microsoft Business Voice 365.	23 ILAC 3030.215a)5)
	Continue to support all internal file servers, cloud services, and other IT services vital to IHLS.	23 ILAC 3030.215a)5)

Bibliographic Access

Strategic Plan Goal One: IHLS facilitates, supports, and promotes resource sharing to assist member libraries of all types to be of service to their-users.

Objective	Planned Activity	System Standard
Continue to provide excellent cataloging services to our SHARE member libraries.	Provide accurate and timely cataloging services for all SHARE member libraries, including creating bibliographic records and ongoing database cleanup and maintenance.	23 ILAC 3030.215 c)3)
	Continue to update subject headings as appropriate to reflect DEIA updates provided by the Library of Congress.	23 ILAC 3030.215 c)3)
	Continue to offer a book repair class for member libraries.	23 ILAC 3030.215c)6)

	Continue enhancing, merging, or deleting items from the Consortium of Academic and Research Libraries (CARLI) database for the I-Share consortium.	23 ILAC 3030.215c)3)
	Continue to provide metadata services.	23 ILAC 3030.215c)8)
	Continue to provide the Mobile Memory Lab project at Illinois libraries.	23 ILAC 3030.215c)8)

Strategic Plan Goal Two: IHLS communicates with and engages member libraries of all types and promotes member networking to assist libraries in improving their services.

Objective	Planned Activity	System Standard
Offer training and continuing education to maintain quality cataloging	Continue to provide SHARE Your Cataloging Questions sessions every month.	23 ILAC 3030.215c)6)
	Create a webpage for member library staff to find continuing education opportunities (both free and paid) provided by highly qualified outside organizations.	23 ILAC 3030.215c)6)
	Offer cataloging workdays either online or in person.	23 ILAC 3030.215c)6)
	Continue to develop cataloging and metadata presentations.	23 ILAC 3030.215c)6)

Strategic Plan Goal Three: IHLS provides information and assistance to member libraries of all types through consulting and continuing education to improve the expertise of their staff.

Objective	Planned Activity	System Standard

Offer training in generalized bibliographic services, cataloging, and metadata.	Develop and publish a new training course for new and current catalogers that will fulfill the cataloging certification requirements set forth by the SHARE Bibliographic and Cataloging Standards Committee.	23 ILAC 3030.215c)6)
	Keep abreast of changes in cataloging via staff continuing education opportunities to educate member library catalogers.	23 ILAC 3030.215c)6)
	Provide digital and in-person training opportunities to reach the broadest possible number of SHARE member library staff.	23 ILAC 3030.215c)6)
	Continue offering cataloging training to Illinois library staff members.	23 ILAC 3030.215c)6)

Strategic Plan Goal Six: IHLS stewards its resources to ensure maximum benefit to member libraries of all types and to taxpayers.

Objective	Planned Activity	System Standard
Maintain statistical documentation for reporting purposes.	Record statistics documenting requesting agency and number of bibliographic records upgraded; as well as authority record creation	23 ILAC 3030.215c)3)

Delivery

Strategic Plan Goal One: IHLS facilitates, supports, and promotes resource sharing to assist member libraries of all types to be of service to their users.

Objective	Planned Activity	System Standard
Continue to enhance member services.	Monitor compliance progress with the Statewide Delivery Committee.	23 ILAC 3030.215e) 5) E)

	Continue to provide access to five-day-a-week delivery.	23 ILAC 3030.215e) 4)
	Continue the IHLS annual delivery stakeholder survey and evaluate the results.	23 ILAC 3030.215e) 5)
	Continue to review, revise, and update standard operating procedures for Operations.	23 ILAC 3030.215e) 6)
	Review and revise data to analyze start/stop route times.	23 ILAC 3030.215e) 4)

Strategic Plan Goal Two: IHLS communicates with and engages member libraries of all types and promotes member networking to assist libraries in improving their services.

Objective	Planned Activity	System Standard
Continually improve communications with members.	Review and revise the delivery page(s) on the IHLS website.	
	Create a new member guide related to delivery policy and procedures.	

Strategic Plan Goal Three: IHLS provides information and assistance to member libraries of all types through consulting and continuing education to improve the expertise of their staff.

Objective	Planned Activity	System Standard
Provide efficient training and resources.	Continue to provide delivery staff with training on risk management and safety.	23 ILAC 3030.215e) 6)

Strategic Plan Goal Four: IHLS provides leadership and embraces innovation to assist member libraries of all types to better serve their users.

Objective	Planned Activity	System Standard
Advocate for improved member delivery services	Evaluate routes to increase efficiency.	23 ILAC 3030.215e) 4)

	Evaluate and implement recommendations for an Automatic Material Handler System (AMHS).	
		23 ILAC 3030.215e) 4)

Strategic Plan Goal Six: IHLS stewards its resources to ensure maximum benefit to member libraries of all types and to taxpayers.

Objective	Planned Activity	System Standard
Promote good stewardship of public funds in delivery.	Evaluate operations staffing patterns based on full-time staffing positions to reduce turnover and improve retention.	23 ILAC 3030.215e) 4)
	Continue to monitor vehicle replacement availability based on the automotive market and rising MSRP (manufacturer's suggested retail price) values.	23 ILAC 3030.215e) 5)
	Continue to optimize driver resources.	23 ILAC 3030.215e) 6)

Resource Sharing

Strategic Plan Goal One: IHLS facilitates, supports, and promotes resource sharing to assist member libraries of all types to be of service to their users.

Objective	Planned Activity	System Standard
Encourage resource sharing with members statewide.	Provide top-of-the-line service and technology to members at an affordable price, ensuring that all communities, regardless of size or financial resources, have the tools to succeed.	
	Promote the SHARE program to potential members while also assessing barriers to membership.	

Strategic Plan Goal Two: IHLS communicates with and engages member libraries of all types and promotes member networking to assist libraries in improving their services.

Objective	Planned Activity	System Standard
Promote communication and networking opportunities.	Provide opportunities for members to be heard through committee involvement and participation.	

Strategic Plan Goal Three: IHLS provides information and assistance to member libraries of all types through consulting and continuing education to improve the expertise of their staff.

Objective	Planned Activity	System Standard
Provide efficient training and resources.	Conduct training sessions and provide resources through SHARE communications channels.	

Strategic Plan Goal Four: IHLS provides leadership and embraces innovation to assist member libraries of all types to better serve their users.

Objective	Planned Activity	System Standard
Pursue resource sharing opportunities	Continue maintaining solid partnerships with vendors and other state agencies to provide members with the best possible service.	

Strategic Plan Goal Five: IHLS advocates for the role of libraries and library staff to build strong libraries and strong communities.

Objective	Planned Activity	System Standard
Continue to promote the growth of SHARE.	Provide return-on-investment data for libraries to utilize for their engagement efforts.	

Objective	Planned Activity	System Standard
	Provide patron-facing content to support libraries' advocacy efforts.	

Strategic Plan Goal Six: IHLS stewards its resources to ensure maximum benefit to member libraries of all types and to taxpayers.

Objective	Planned Activity	System Standard
Promote good stewardship of public funds.	Review SHARE membership fees and financial health to ensure continued sustainability.	
	Review policies and procedures to ensure they align with SHARE principles, Illinois Library Laws & Rules, and our DEIA commitment.	

Membership

Strategic Plan Goal One: IHLS facilitates, supports, and promotes resource sharing to assist member libraries of all types to be of service to their users.

Objective	Planned Activity	System Standard
Share knowledge and happenings through member networking and communications.	Continue to hold Members Matter meetings in hybrid formats through the system regularly.	23 ILAC 3030.215a)2)
	Continue to participate, as appropriate, in committee work that benefits our stakeholders.	23 ILAC 3030.215d)1)
	Explore the development and implementation of an IHLS continuing education calendar.	23 ILAC 3030.215d)1t
	Explore the creation of a calendar of professional development opportunities that provide professional development hours for school librarians and promote those	23 ILAC 3030.215d)1t

	opportunities to the school library community.	

Strategic Plan Goal Two: IHLS communicates with and engages member libraries of all types and promotes member networking to assist libraries in improving their services.

Objective	Planned Activity	System Standard
Provide and participate in networking initiatives throughout the system	Review and revise membership page(s) on the IHLS website	
	Continue to provide support for networking groups and update lists of groups to determine if additional groups should be formed.	23 ILAC 3030.215a)4)
	Continue to explore new opportunities for connecting target audiences.	23 ILAC 3030.215a)2)
	Continue exploring school-library-specific networking opportunities.	23 ILAC 3030.215a)2)
	Continue to develop our annual Member Day event.	23 ILAC 3030.215d)1t
	Continue taking advantage of opportunities for shared services in consulting and continuing education.	23 ILAC 3030.215d)1)

Strategic Plan Goal Three: IHLS provides information and assistance to member libraries of all types through consulting and continuing education to improve the expertise of their staff.

Objective	Planned Activity	System Standard
Encourage professional development and continuing education opportunities for member libraries.	Seek opportunities to mentor new public library directors.	23 ILAC 3030.215a)4)
	Seek opportunities to look at collection management.	
	Explore professional development opportunities	23 ILAC 3030.215d)1)

	regarding state, federal, and administrative laws for libraries.	
	Create professional development opportunities specific to school librarians and meet their continuing education requirements for the Illinois State Board of Education (ISBE).	23 ILAC 3030.215d)1t
	Continue to revise and revamp the Administrator's Academy course "Facilitating Student Learning Through the Library" with RAILS partners.	23 ILAC 3030.215d)1t
	Develop Diversity, Equity, Inclusion and Access (DEIA) training opportunities for member libraries.	23 ILAC 3030.215d)1t
	Present grant writing workshops to member libraries.	23 ILAC 3030.215d)1)
	Continuing to develop the iLEAD Trustee Learning Portal to inform and educate trustees of public libraries.	23 ILAC 3030.215a)3)D)

Strategic Plan Goal Four: IHLS provides leadership and embraces innovation to assist member libraries of all types to better serve their users.

Objective	Planned Activity	System Standard
Provide support to membership on an ongoing basis	Continue to monitor and follow up with libraries experiencing membership challenges.	23 ILAC 3030.215a)4)

Strategic Plan Goal Six: IHLS stewards its resources to ensure maximum benefit to member libraries of all types and to taxpayers.

Objective	Planned Activity	System Standard
Submit grant application to support the growth of membership services	Develop and submit grant opportunities for IHLS that	23 ILAC 3030.215d)1)

	support the organization's goals and objectives.	

FY2025 General Fund Budget

Visualization

Legend:
- Expenses
- Revenues

(Chart: Dollars vs Fiscal Year; FY2024 Approved Budget and FY2025 Proposed Budget)
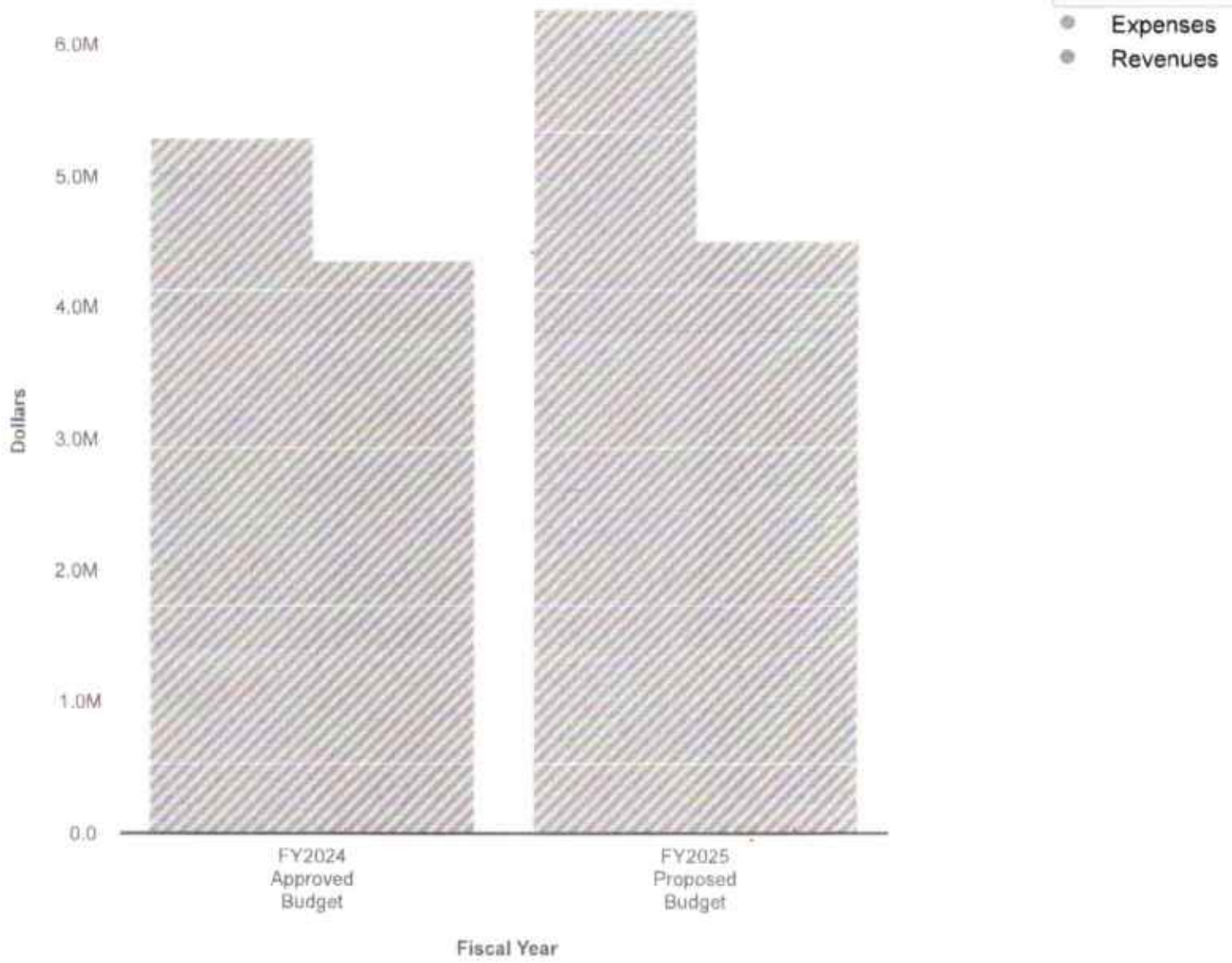
FY2025 General Fund Budget

Expand All	FY2024 Approved Budget	FY2025 Proposed Budget
⬇ Revenues	$ 4,369,728	$ 4,509,106
▼ Area and Per Capita	3,919,852	3,919,852
(4000) Area and Per Capita	3,919,852	3,919,852
▼ Other Revenues	91,435	90,136
(4200) Other Grants	4,000	0
(4610) Office Leasing	12,350	12,350
(4650) Miscellaneous Income	775	11,275
(4660) Grant Administration	71,070	63,271
(4675) E-Rate Funding	3,240	3,240
▼ Fees for Services and Materials	266,473	395,925
(4222) ILDS Contract	262,823	391,875
(4315) Member Day	3,650	4,050
▼ Net Pass-Through	3,715	8,726
(4400) Reimbursements	3,189	8,200
(4685) Dreamhost	526	526
▼ Investment Income	88,253	94,467
(4500) Interest Income	88,253	94,467
⬇ Expenses	5,300,135	6,267,765
▼ Personnel	3,334,084	3,807,152
(5000) Library Professionals	509,166	545,862
(5010) Other Professionals	920,639	978,362
(5020) Support Services	1,167,967	1,401,845
(5028) Leave Payoff-Other Professional	5,632	0
(5030) Social Security Taxes	198,416	223,140
(5035) Unemployment Insurance	6,651	3,495
(5040) Workers' Compensation	43,146	80,177
(5045) Retirement Benefits (IMRF)	18,682	25,688
(5050) Health, Dental and Life Ins	434,474	511,157
(5055) Other Fringe Benefits	200	300
(5057) Retention & Wellness	4,450	4,600
(5058) Training & Professional Development	17,060	20,826
(5060) Temporary Help	2,000	3,000

	FY2024 Approved Budget	FY2025 Proposed Budget
(5070) Recruiting	5,600	8,700
▼ Building and Grounds	269,190	287,428
(5150) Rent	81,532	96,896
▼ (5160) Utilities	64,124	63,776
(5170) Property Insurance	26,631	19,122
(5180) Repairs and Maintenance	52,326	55,603
(5190) Custodial/Janitorial Srvcs & Supplies	26,702	25,090
(5195) Other Building & Grounds	17,875	26,941
▼ Vehicle Expenses	404,707	402,007
(5200) Fuel	262,716	241,332
(5210) Repairs and Maintenance - Vehicles	64,629	70,299
(5220) Vehicle Insurance	57,938	66,400
(5230) Vehicle Leasing/Rental:Delivery	11,070	13,101
(5240) Vehicle Leasing/Rental:Staff	6,254	9,075
(5245) Other Vehicle Expense	2,100	1,800
▼ Travel, Meetings, & Continuing for Staff & Board Members	76,935	84,293
(5250) Mileage,Gas & Tolls In-State	7,394	12,377
(5255) In-State Travel(Airfare,Train,etc)	336	746
(5260) Meals-In-State	5,630	9,351
(5265) Lodging-In-State	19,700	24,219
(5270) Mileage, Gas & Tolls-Out-of-State	1,810	115
(5275) Travel-Out-of-State(Airfare,Train,etc)	2,335	2,985
(5280) Meals-Out-of-State	3,986	1,576
(5285) Lodging-Out-of-State	8,840	3,446
(5290) Registration & Meetings, Other Fees	26,904	29,478
▼ Conferences & Continuing Education Meetings	46,500	55,500
(5300) Conferences & Continuing Edu Mtgs	33,500	42,500
(5315) Member Day Conference	13,000	13,000
▼ Public Relations	42,755	35,630
(5330) Public Relations	42,755	35,630
▼ Liability Insurance	20,845	23,722
(5350) Liability Insurance	20,845	23,722
▼ Supplies, Postage, & Printing	84,495	159,438
(5360) Computer Software & Supplies	43,735	39,920
(5365) Gen'l Office Supplies & Equipment	20,085	8,250
(5370) Postage	575	575

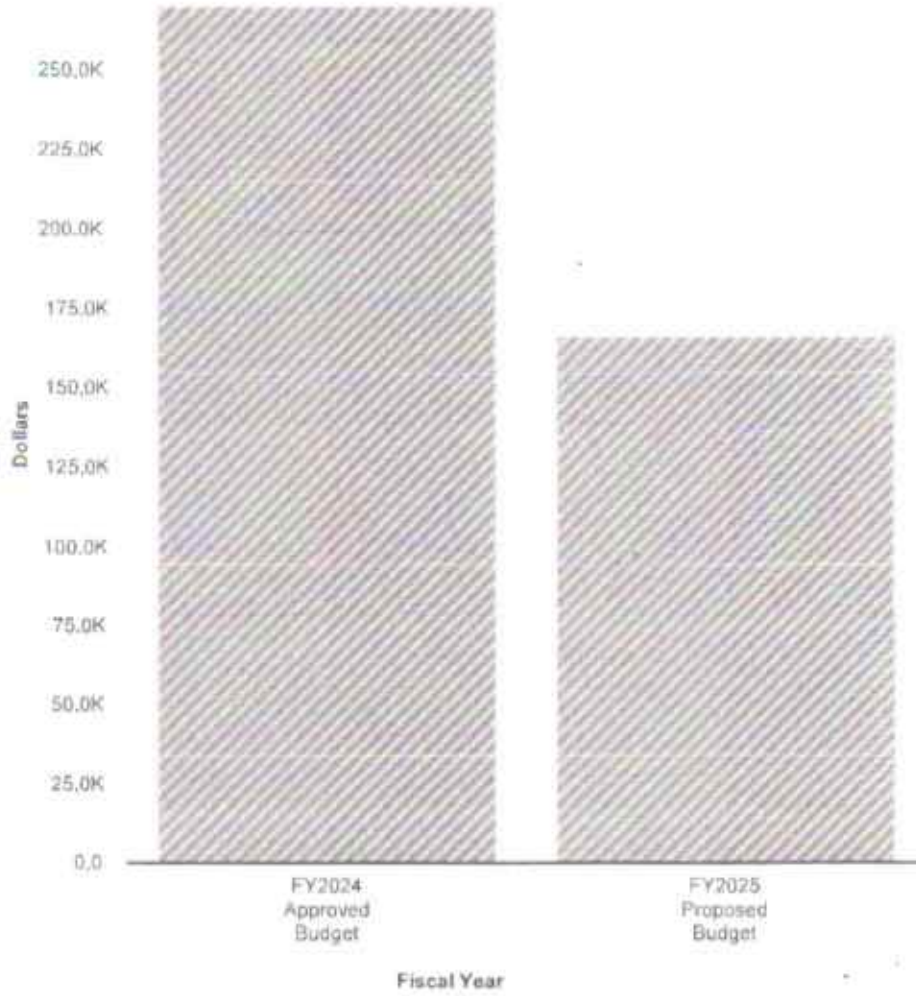|	FY2024 Approved Budget	FY2025 Proposed Budget
(5385) Delivery Supplies	19,550	109,993
(5390) Other Supplies	550	700
▼ Telephone & Telecommunications	28,485	27,659
(5400) Telephone & Telecommunications	28,485	27,659
▼ Equipment Rental, Repair & Maintenance	6,119	6,119
(5455) Equipment Repair & Maintenance	6,119	6,119
▼ Professional Services	111,975	205,174
(5500) Legal	20,000	28,000
(5510) Accounting	13,625	17,924
(5520) Consulting	36,600	52,500
(5530) Contractual Staff	41,750	106,750
▼ Contractual Services	82,216	75,171
(5550) Information Service Costs	71,653	69,191
(5570) Outside Printing Services	2,170	2,780
(5580) Other Contractual Services	8,393	3,200
▼ Professional Membership Dues	9,491	9,836
(5700) Prof Assoc Membership Dues	9,491	9,836
▼ Miscellaneous	4,920	4,910
(5725) Miscellaneous	4,920	4,910
▼ Net Pass Through	3,715	8,726
(5840) Reimbursement	3,715	8,726
▼ Inter-Company Transfers	773,703	1,075,000
(5999) Transfer to Other Funds	773,703	1,075,000
Revenues Less Expenses	$ -930,407	$ -1,758,659

FY2025 CMC Fund Budget

Visualization

Legend:
- Expenses
- Revenues
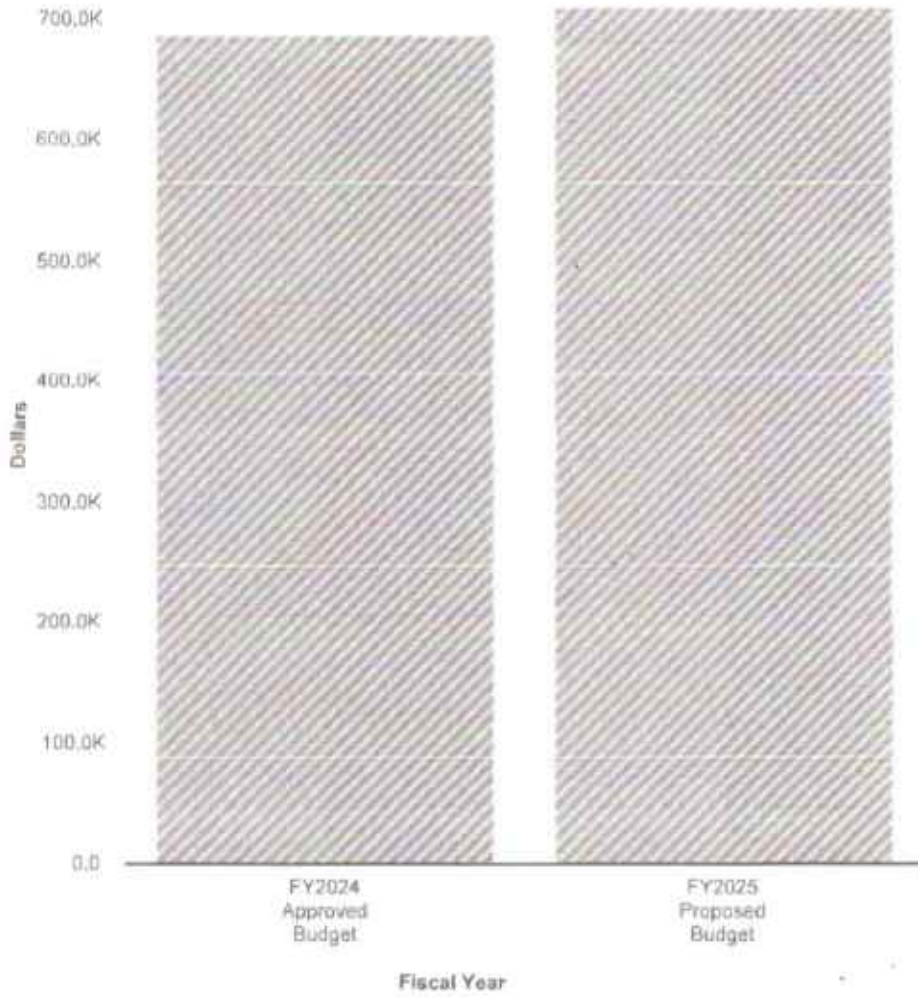
FY2025 CMC Fund Budget

Collapse All	FY2024 Approved Budget	FY2025 Proposed Budget
▽ Revenues	$ 686,693	$ 709,016
▼ Special Revenue Funds	686,693	709,016
(4027) CMC	686,693	709,016
▽ Expenses	686,693	709,016
▼ Personnel	595,047	613,719
(5000) Library Professionals	472,012	486,169
(5030) Social Security Taxes	36,109	37,192
(5035) Unemployment Insurance	872	453
(5040) Workers' Compensation	312	483
(5045) Retirement Benefits (IMRF)	3,958	4,732
(5050) Health, Dental and Life Ins	80,195	82,005
(5055) Other Fringe Benefits	0	1,800
(5058) Training & Professional Development	840	884
(5070) Recruiting	750	0
▼ Vehicle Expenses	100	100
(5200) Fuel	100	100
▼ Travel, Meetings, & Continuing for Staff & Board Members	8,499	11,016
(5250) Mileage,Gas & Tolls In-State	370	782
(5255) In-State Travel(Airfare,Train,etc)	70	105
(5260) Meals-In-State	2,061	1,220
(5265) Lodging-In-State	3,588	3,624
(5275) Travel-Out-of-State(Airfare,Train,etc)	0	450
(5280) Meals-Out-of-State	0	474
(5285) Lodging-Out-of-State	0	1,296
(5290) Registration & Meetings, Other Fees	2,410	3,065
▼ Public Relations	1,950	4,000
(5330) Public Relations	1,950	4,000
▼ Supplies, Postage, & Printing	5,000	4,950
(5360) Computer Software & Supplies	4,800	4,800
(5365) Gen'l Office Supplies & Equipment	200	150
▼ Telephone & Telecommunications	4,837	1,728
(5400) Telephone & Telecommunications	4,837	1,728

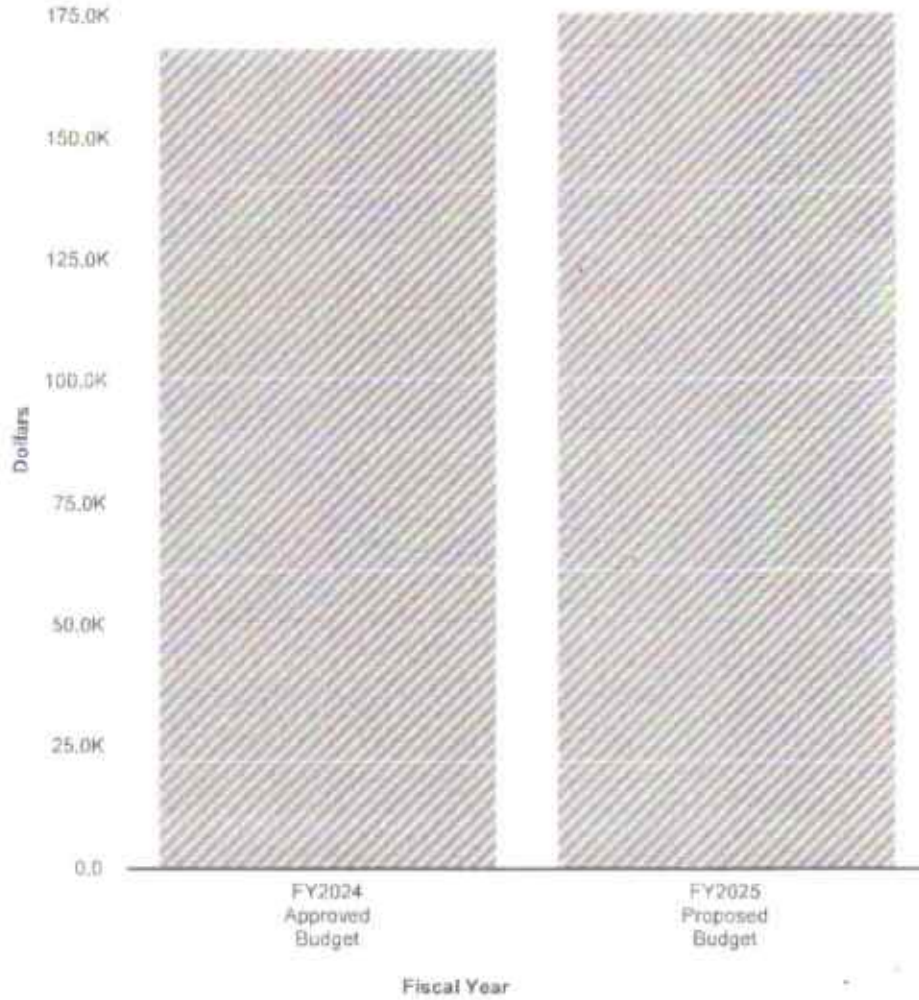|	FY2024 Approved Budget	FY2025 Proposed Budget
▾ Equipment Rental, Repair & Maintenance	1,587	1,587
(5455) Equipment Repair & Maintenance	1,587	1,587
▾ Contractual Services	68,113	70,356
(5550) Information Service Costs	5,671	5,884
(5580) Other Contractual Services	62,442	64,472
▾ Professional Membership Dues	1,560	1,560
(5700) Prof Assoc Membership Dues	1,560	1,560
Revenues Less Expenses	$ 0	$ 0

FY2025 iLEAD LTT Fund Budget

Visualization

Legend:
- Expenses
- Revenues

Y-axis (Dollars):
- 250.0K
- 225.0K
- 200.0K
- 175.0K
- 150.0K
- 125.0K
- 100.0K
- 75.0K
- 50.0K
- 25.0K
- 0.0

X-axis (Fiscal Year):
- FY2024 Approved Budget
- FY2025 Proposed Budget

FY2025 iLEAD LTT Fund Budget

Collapse All	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Revenues	$ 269,900	$ 166,321
▼ Special Revenue Funds	269,900	166,321
(4031) iLEAD Library Trustee Training	269,900	166,321
▼ Expenses	269,900	166,321
▼ Personnel	129,058	56,426
(5000) Library Professionals	57,396	0
(5010) Other Professionals	49,942	51,434
(5030) Social Security Taxes	8,211	3,935
(5035) Unemployment Insurance	145	38
(5040) Workers' Compensation	71	51
(5045) Retirement Benefits (IMRF)	934	519
(5050) Health, Dental and Life Ins	12,359	449
▼ Vehicle Expenses	500	75
(5200) Fuel	500	75
▼ Travel, Meetings, & Continuing for Staff & Board Members	10,198	4,864
(5250) Mileage,Gas & Tolls In-State	220	2,276
(5255) In-State Travel(Airfare,Train,etc)	35	15
(5260) Meals-In-State	684	586
(5265) Lodging-In-State	2,060	1,677
(5280) Meals-Out-of-State	1,408	0
(5285) Lodging-Out-of-State	2,801	0
(5290) Registration & Meetings, Other Fees	2,990	310
▼ Public Relations	7,510	7,410
(5330) Public Relations	7,510	7,410
▼ Supplies, Postage, & Printing	1,650	775
(5360) Computer Software & Supplies	1,000	200
(5365) Gen'l Office Supplies & Equipment	150	75
(5370) Postage	500	500
▼ Telephone & Telecommunications	384	192
(5400) Telephone & Telecommunications	384	192
▼ Professional Services	29,400	26,500
(5500) Legal	5,000	7,500

	FY2024 Approved Budget	FY2025 Proposed Budget
(5530) Contractual Staff	24,400	19,000
▼ Contractual Services	91,200	69,929
(5550) Information Service Costs	66,664	54,809
(5580) Other Contractual Services	24,536	15,120
▼ Professional Membership Dues	0	150
(5700) Prof Assoc Membership Dues	0	150
Revenues Less Expenses	$ 0	$ 0

FY2025 OCLC Fund Budget

Visualization

FY2025 OCLC Fund Budget

Collapse All	FY2024 Approved Budget	FY2025 Proposed Budget
▾ Revenues	$ 168,532	$ 175,573
▾ Special Revenue Funds	168,532	175,573
(4032) OCLC	168,532	175,573
▿ Expenses	168,532	175,573
▾ Personnel	136,605	143,243
(5010) Other Professionals	98,670	102,438
(5020) Support Services	9,542	11,049
(5030) Social Security Taxes	8,278	8,682
(5035) Unemployment Insurance	170	88
(5040) Workers' Compensation	71	113
(5045) Retirement Benefits (IMRF)	941	1,146
(5050) Health, Dental and Life Ins	18,093	18,846
(5058) Training & Professional Development	840	882
▾ Supplies, Postage, & Printing	3,731	3,754
(5360) Computer Software & Supplies	3,000	3,100
(5365) Gen'l Office Supplies & Equipment	431	450
(5370) Postage	300	204
▾ Telephone & Telecommunications	2,143	768
(5400) Telephone & Telecommunications	2,143	768
▾ Equipment Rental, Repair & Maintenance	3,651	3,180
(5455) Equipment Repair & Maintenance	3,651	3,180
▾ Professional Services	1,545	2,000
(5510) Accounting	1,545	2,000
▾ Contractual Services	20,857	22,228
(5550) Information Service Costs	5,518	6,247
(5580) Other Contractual Services	15,339	15,981
▾ Professional Membership Dues	0	400
(5700) Prof Assoc Membership Dues	0	400

	FY2024 Approved Budget	FY2025 Proposed Budget
Revenues Less Expenses	$ 0	$ 0

FY2025 Capital Projects Fund Budget

Visualization

Legend: Expenses, Revenues

Y-axis: Dollars (0.0 to 1.0M)
X-axis: Fiscal Year — FY2024 Approved Budget, FY2025 Proposed Budget
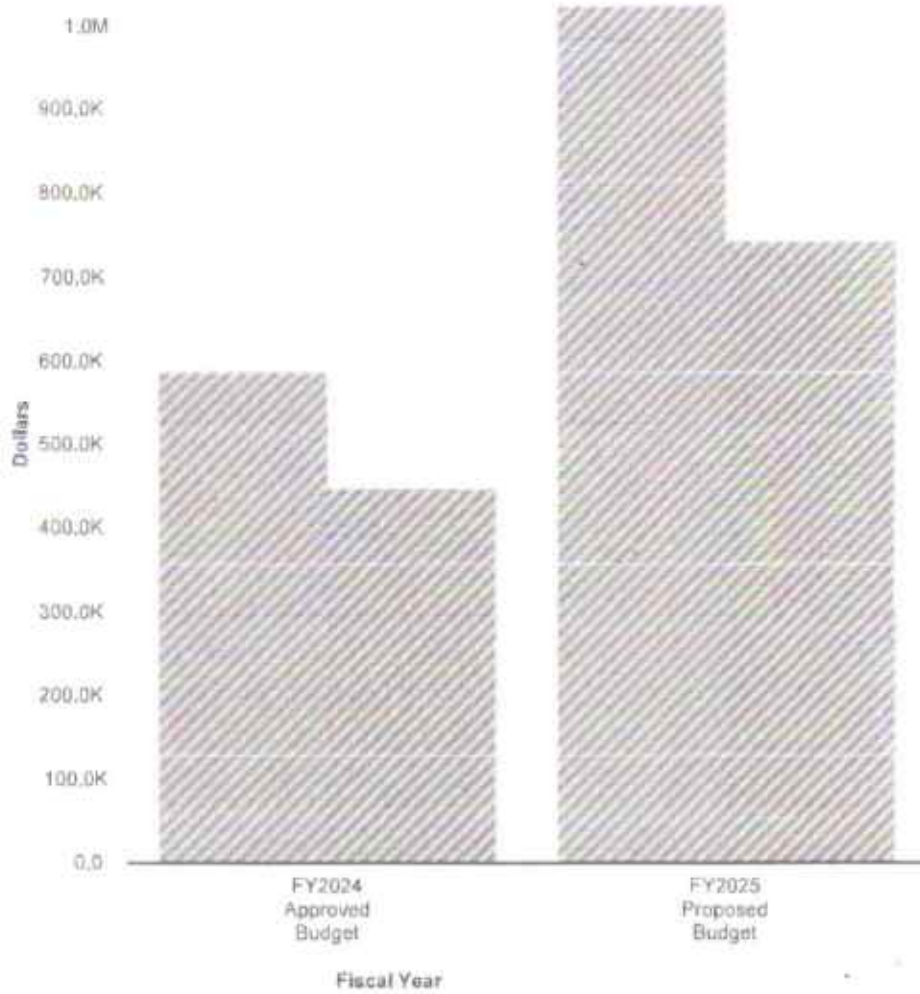
FY2025 Capital Projects Fund Budget

Collapse All	FY2024 Approved Budget	FY2025 Proposed Budget
⌄ Revenues	$ 447,389	$ 742,846
▾ Investment Income	23,686	17,846
(4500) Interest Income	23,686	17,846
▾ Inter-Company Transfers	423,703	725,000
(4999) Transfers From Other Funds	423,703	725,000
▾ Expenses	589,700	1,022,500
▾ Capital Outlays	589,700	1,022,500
(5750) Capital Outlays - Equipment	0	725,000
(5765) Capital Outlays - Building & Improvements	139,700	15,000
(5775) Capital Outlays - Vehicle	450,000	282,500
Revenues Less Expenses	$ -142,311	$ -279,654

FY2025 SHARE Operating Fund Budget

Visualization

- Expenses
- Revenues

Dollars

2.0M
1.8M
1.5M
1.3M
1.0M
750.0K
500.0K
250.0K
0.0

FY2024
Approved
Budget

FY2025
Proposed
Budget

Fiscal Year
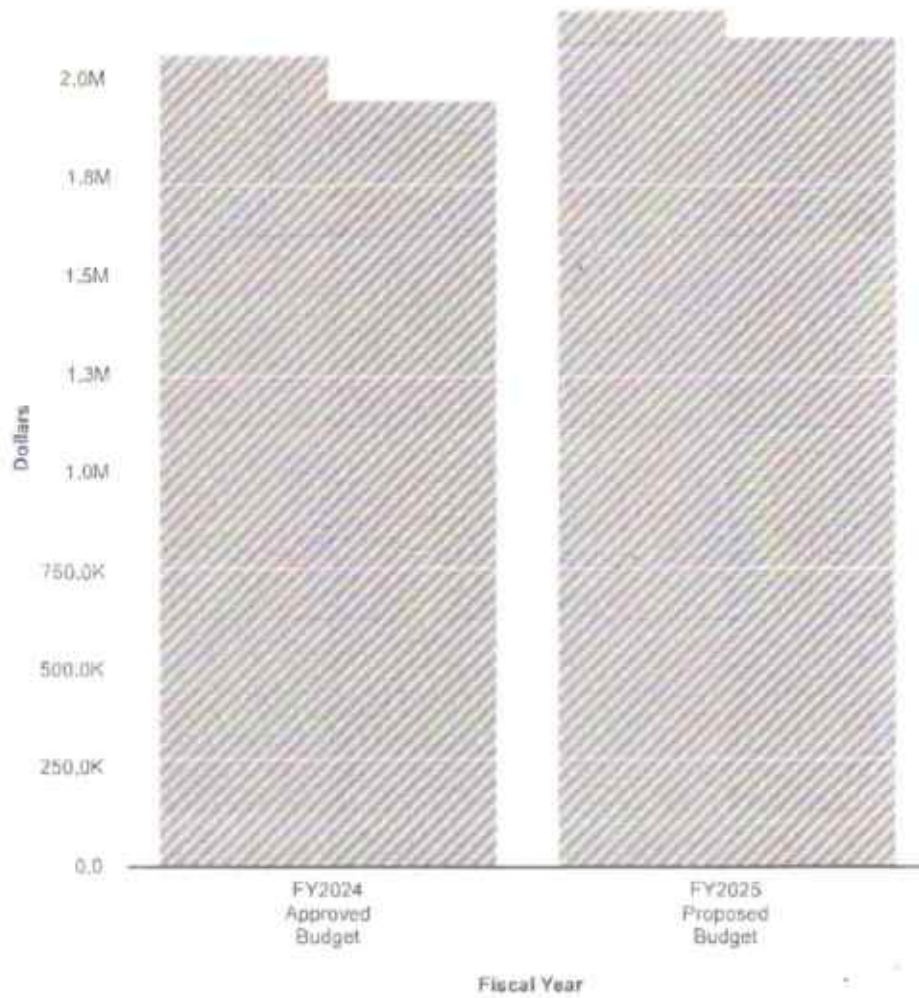
FY2025 SHARE Operating Fund Budget

Collapse All	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Revenues	$ 1,947,723	$ 2,107,851
▼ Other Revenues	43,588	44,603
(4660) Grant Administration	31,213	32,228
(4678) SAM	12,375	12,375
▼ Fees for Services and Materials	1,553,858	1,704,636
(4305) Fees for Services and Materials	83,770	20,045
(4380) eResources Subscription	140,790	15,121
(4385) SHARE - Basic Fee	1,220,505	1,595,934
(4386) SHARE - Bibliographic Services	61,173	60,023
(4387) SHARE - Add'l Module Fee	45,440	10,000
(4388) SHARE - Transitions Fee	2,180	3,513
▼ Net Pass-Through	0	8,000
(4400) Reimbursements	0	8,000
▼ Investment Income	277	612
(4500) Interest Income	277	612
▼ Inter-Company Transfers	350,000	350,000
(4999) Transfers From Other Funds	350,000	350,000
▽ Expenses	2,059,603	2,171,762
▼ Personnel	1,268,201	1,309,464
(5000) Library Professionals	585,284	589,031
(5010) Other Professionals	263,175	282,124
(5020) Support Services	156,295	156,781
(5027) Leave Payoffs-Library Professional	0	7,688
(5030) Social Security Taxes	76,864	79,225
(5035) Unemployment Insurance	1,647	805
(5040) Workers' Compensation	663	1,029
(5045) Retirement Benefits (IMRF)	8,618	10,460
(5050) Health, Dental and Life Ins	170,345	177,315
(5058) Training & Professional Development	2,880	3,505
(5070) Recruiting	2,430	1,500
▼ Library Materials	157,066	203,574
(5100) Printed Materials	16,276	22,551

	FY2024 Approved Budget	FY2025 Proposed Budget
(5120) E-Resources	140,790	181,023
▼ Vehicle Expenses	2,500	2,500
(5200) Fuel	2,500	2,500
▼ Travel, Meetings, & Continuing for Staff & Board Members	56,783	51,054
(5250) Mileage,Gas & Tolls In-State	1,568	4,148
(5255) In-State Travel(Airfare,Train,etc)	175	295
(5260) Meals-In-State	3,390	5,122
(5265) Lodging-In-State	9,831	13,667
(5270) Mileage, Gas & Tolls-Out-of-State	1,252	116
(5275) Travel-Out-of-State(Airfare,Train,etc)	4,310	4,385
(5280) Meals-Out-of-State	5,827	2,476
(5285) Lodging-Out-of-State	12,885	4,720
(5290) Registration & Meetings, Other Fees	17,545	16,125
▼ Public Relations	10,961	13,456
(5330) Public Relations	10,961	13,456
▼ Supplies, Postage, & Printing	46,517	32,950
(5360) Computer Software & Supplies	39,767	27,700
(5365) Gen'l Office Supplies & Equipment	6,400	4,900
(5370) Postage	350	350
▼ Telephone & Telecommunications	18,161	18,000
(5400) Telephone & Telecommunications	18,161	18,000
▼ Equipment Rental, Repair & Maintenance	3,065	3,065
(5455) Equipment Repair & Maintenance	3,065	3,065
▼ Professional Services	27,325	30,598
(5500) Legal	1,000	1,000
(5510) Accounting	11,125	14,398
(5520) Consulting	2,000	2,000
(5530) Contractual Staff	13,200	13,200
▼ Contractual Services	324,687	353,426
(5550) Information Service Costs	321,944	349,721
(5570) Outside Printing Services	750	3,525
(5580) Other Contractual Services	1,993	180
▼ Professional Membership Dues	1,837	3,175
(5700) Prof Assoc Membership Dues	1,837	3,175
▼ Net Pass Through	0	8,000
(5840) Reimbursement	0	8,000

|	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Inter-Company Transfers	142,500	142,500
(5999) Transfer to Other Funds	142,500	142,500
Revenues Less Expenses	$ -111,880	$ -63,911

FY2025 SHARE Reserve Fund Budget

Visualization

- Expenses
- Revenues
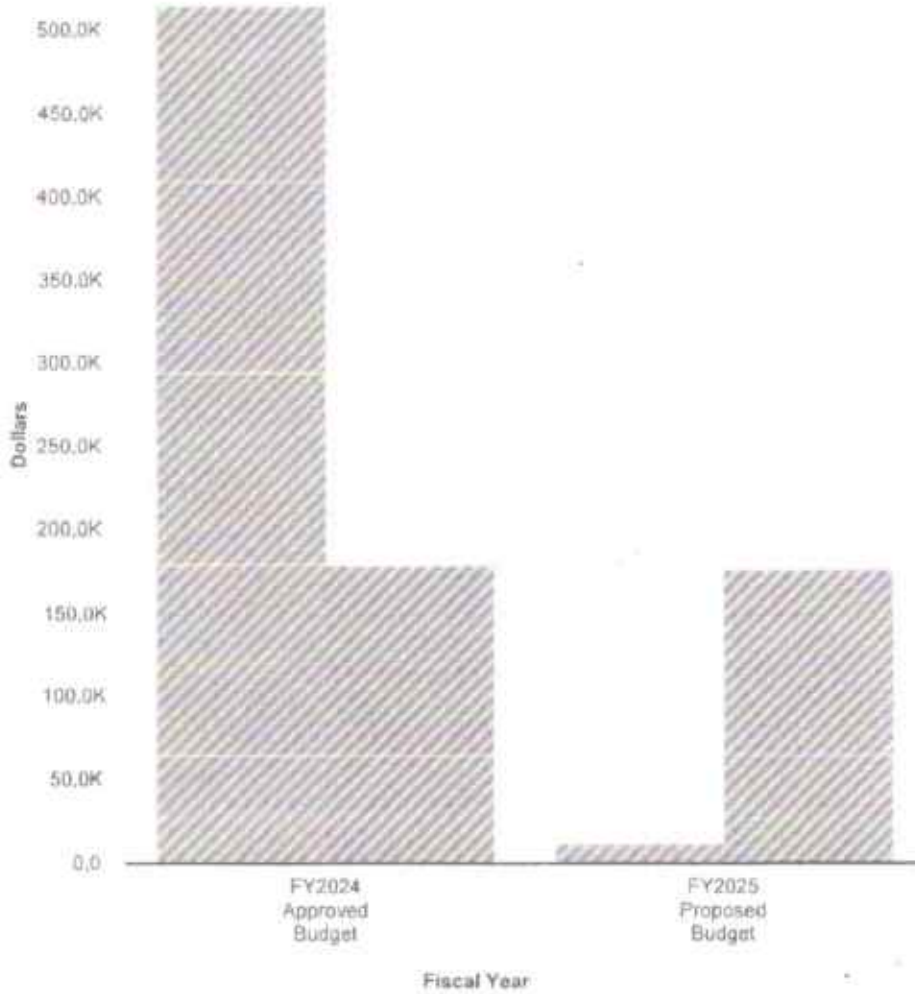
FY2025 SHARE Reserve Fund Budget

Collapse All	FY2024 Approved Budget	FY2025 Proposed Budget
▼ Revenues	$ 179,012	$ 176,344
▼ Investment Income	36,512	33,844
(4500) Interest Income	36,512	33,844
▼ Inter-Company Transfers	142,500	142,500
(4999) Transfers From Other Funds	142,500	142,500
▼ Expenses	513,967	12,000
▼ Contractual Services	113,967	12,000
(5550) Information Service Costs	63,047	12,000
(5580) Other Contractual Services	50,920	0
▼ Capital Outlays	400,000	0
(5755) Capital Outlays - Computers	400,000	0
Revenues Less Expenses	$ -334,955	$ 164,344
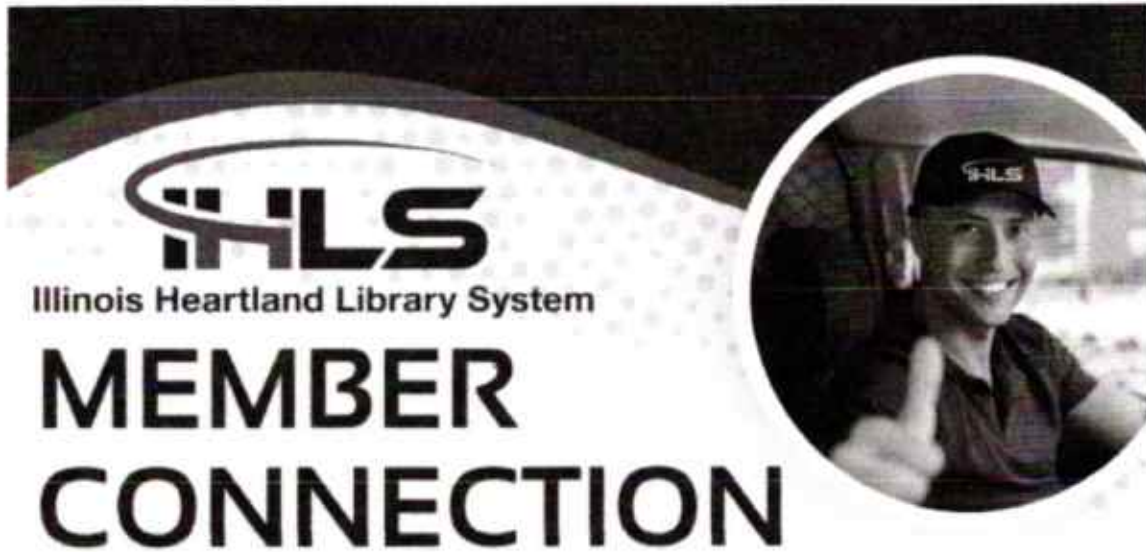
IHLS
Illinois Heartland Library System

MEMBER
CONNECTION

April 18, 2024

IHLS MEMBERS MATTER

SPECIAL MEETING

AUTOMATED MATERIAL HANDLER SYSTEM LIVE Q&A

10–11 AM ONLINE 5/1

REGISTER NOW

Automated Material Handler System LIVE Q&A

IHLS Members Matter Special Meeting

Date: May 1, 10–11 a.m.

Registration Requested by April 29*

IHLS Delivery is considering a big change to how we sort items. A large majority of the library materials transported and sorted by IHLS Delivery come from IHLS-SHARE members (93%!). An automated material handling system (AMHS) could sort these materials much faster, but it might require IHLS-SHARE libraries to add barcodes to the outside of their materials. Join IHLS Delivery and Facilities Director

Colleen Dettenmeier as she discusses what an AMHS would mean for IHLS members, especially IHLS-SHARE members, should a system be acquired.

The absolute registration deadline is 9:45 a.m. on May 1.

Jump To:

IHLS Member News

THE *Accounting* **EXPERT** *IS IN*

Available Wed. & Thurs.

And by Appointment

The IHLS Accounting Expert Is In!

IHLS Finance Director Now Available for Member Consultations

With Office Hours on Wednesdays & Thursdays

Whether you have a payroll quandary or a bookkeeping conundrum, we have good news! We're **expanding our business-area consulting program** again. IHLS Finance Director Rhonda Johnisee is now available for

Connect with Illinois library colleagues and IHLS on LinkedIn!

WELCOME!

Welcome to the following new library directors:

Kris Campbell-Rickey
Interim Director, West Salem PL

Donica Swann
Director, Tolono Public Library District

accounting consultations with members. Schedule an appointment with Rhonda as early as this week!

Book a Consultation with an IHLS Expert

Apply Now for Directors University
Deadline: May 1, 2024

Calling all new(ish) directors: Applications for Directors University are now open! This program is designed to prepare new public library directors for their executive roles and offer networking and team-building opportunities. The in-person workshops will be held **July 30–Aug. 1** at the **Marriott in Bloomington-Normal, Ill.**

*Contact **Kate Kite** (the Directors University IHLS staff contact) for more information or if you have questions.*

Learn More & Appl for DU

IHLS Board Elections Now Closed
Thanks for Participating!

Thanks to all who voted in this year's IHLS board elections! The ballot is now closed, and we will announce the results in May.

School Delivery Pausing for the Summer
May 27, 2024 – Aug. 16, 2024

With schools on summer break for different lengths of time, we are pausing delivery service to schools from May 27, 2024, through Aug. 16, 2024. **School delivery service last pickup will be on May 24, 2024, and will resume on Monday, Aug. 19, 2024.**

However, if you would like to receive delivery service to your school on one or more of these dates, you may

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Marci Markovic
Director, Jonesboro Public Library

*Did we miss you? **Let us know**, and we'll put you in our next newsletter!*

Recurring Events

EXTRA CREDIT IHLS

Each First Thursday of the Month
Online; 3:30–4:30 p.m.

NEW! 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

IHLS THIRD THURSDAYS CE

Each Third Thursday of the Month
Online & in Person
10–11 a.m.

request an adjustment of these dates by contacting us via the **IHLS Delivery Help Desk**.

Please return any empty bags and/or tubs to your delivery driver the next time they visit your facility. We ask that all libraries return their empty totes or bags on their last pick-up.

Happy Summer Break from the IHLS Delivery team!

IHLS Pre-Conference Meet & Greet

members at mcdill's irish pub

You're Invited!

Pre-Conference Meet & Greet at McDill's Irish Pub

April 18, 2024, 6-8 p.m.

Are you an IHLS member attending Reaching Forward South? Start your conference networking early! Join us for a casual meet-and-greet the night before at **McDill's Irish Pub** in Collinsville. Mingle with fellow librarians and IHLS staff, enjoy complimentary food and drinks (cash bar available), and get ready for a productive conference.

Space is limited, so don't miss your chance to connect with colleagues in this relaxed setting. Once capacity is met, **a waitlist will be available.**

Address is 267 St Louis Rd, Collinsville, IL 62234, across from Kruta Bakery. Parking is available in lots on both sides of the street.

Navigate to McDill's

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

This Month: April 18
Green Initiatives
Six Mile Regional LD
Granite City

IHLS
MEMBERS MATTER
Membership Meeting & Forum

Each Third Thursday of the Month
Online & In Person
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.*
*except each third Thursday

Next Chats:
April 25; May 2, 9, 23

IHLS Members Now Have Access to 3 Library Service, Safety, and Security Webinars!

Free for IHLS-Member Libraries

We've partnered with Library 2.0 and Dr. Steve Albrecht to bring you three on-demand trainings on library service, safety, and security!

Sign Up For Access

Roundtable with Libraries Transforming Communities Grant Winners

April 24, 1 p.m.

Want to learn more about this grant and how four IHLS libraries are using their funding from Round 1? Join us for a webinar panel with some of the winners.

Register for the LTC Grant Roundtable

Directors and Trustees: Attend an iLEAD Online Workshop

Multiple Dates, Times, & Locations **NEW DATES ADDED!**

In-Person & Online

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

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Grants

Judith F. Krug Memorial Fund Banned Books Week Grants

April 30, 2024

These grants support activities that raise awareness of intellectual freedom and censorship issues during the annual Banned Books Weeks celebration.

Gladys Brooks Foundation Grants

May 31, 2024

Grant proposals will be considered generally for resource endowments (for example, print, film, electronic database, speakers/workshops), capital construction, and capital equipment.

Public Impact Projects at Smaller

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

Human Resources

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

- Sorter – Part-time; Champaign
- Sorter – Part-time; Edwardsville
- SHARE Engagement Specialist – Full-time; Edwardsville

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

Promote Your Job Openings with Us!
For Libraries in & near Illinois

Organizations
Optional Draft Due:
May 8, 2024
Final Deadline:
June 12, 2024

These awards support a variety of activities that focus on enriching interpretive strategies, strengthening interpretive skill sets, or enhancing community engagement with public-facing programs.

UPCOMING
GRANT
DEADLINES

April 26, 2024
NFPF–Film Preservation Grants—*applications due*

April 30, 2024
LBSS Reader's Choice Book Award
Judith F. Krug Memorial Fund Banned Books Week Grants

May 1, 2024
ALA – Sara Jaffarian School Library Program Award

May 7, 2024
Illinois National Electric Vehicle Infrastructure Program

May 10, 2024
ALA – John Cotton Dana Library Public Relations Award

May 21, 2024

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

New Webinars in the Library HR Series
Presented by HR Source
Cost: $10/event or $25/person for three sessions

If you manage other staff, you won't want to miss this! IHLS's go-to resource for HR training and assessment, HR Source, is offering this webinar designed to help participants recruit, train, and retain staff. All system members and staff are invited.

- **Effective Performance Reviews**
  April 22, 10 a.m.
- **Navigating HR Ethics**
  May 20, 10 a.m.

View All Library HR Webinars

*View all of IHLS's upcoming events on our website at **www.illinoisheartland.org/events.***

Cataloging Maintenance Center

NEH Research and Development Grants

May 31, 2024
Gladys Brooks Foundation Grants

May 8, 2024
Public Impact Projects at Smaller Organizations—
Optional Draft Deadline

June 12, 2024
Public Impact Projects at Smaller Organizations

View Our Grants Database

Resources

NEW RESOURCES FOR LIBRARIES

Koios for Google Ads Grants
Koios is a nonprofit dedicated to preserving access to public information, primarily by assisting public libraries with online discoverability and analytics. They can help you get a **Google Ads Grant**, manage your account for you, and optimize its effectiveness.

See these resources and more in our database!

The CMC Catalogs

Voyaging in Vietnamese for Northern Illinois University

Recently, the CMC received a collection of Vietnamese-language items to catalog for Northern Illinois University. Check out the latest article in the CMC Catalogs series to learn about some of the items they cataloged and how they did it!

Online With the CMC 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.

Getting Serious About Series
May 9, 2024

Explore Cataloging 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**

View Our Resources Database

Discounts

Swank Movie Licensing

Deadline: May 10, 2024

We're partnering with Swank Movie Licensing USA to offer your library a special, discounted rate for the annual public performance license from July 2024 to June 2025. The annual license will allow you to bring movie showings to your patrons throughout the year.

View Our Discounts Database

asynchronous and free to all Illinois library workers!

AMHS Updates

*Watch this space for special updates on the **Automated Material Handling System** (AMH or AMHS) in each issue of the newsletter.*

New AMHS Update Now Available

EXCERPTS:

Costs/Savings Calculators

Part of the AMHS research being done seeks to help member libraries determine if they will see savings by eliminating paper transit labels, as well as to help calculate the expenses you might incur if you decide to complete barcode duplication on your own. You can find these AMHS savings and expense calculators on the AMHS info page.

Where are your Barcodes?

Do you have barcodes on the **inside** of materials that circulate through IHLS Delivery? If IHLS purchases an AMHS (a decision that will be made by the IHLS board), **SHARE-member materials** that **circulate through IHLS Delivery** would need barcodes on the **outside** of the materials (on the front or back cover, not on the spine). Learn more about what this means.

Partner News

My Library Is... Sharing Showcase
It's So Much More Than a Blog!

From printables with Canva templates and sample media talking points to marketing plans and style guides, the My Library Is... Sharing Showcase has a wide variety of resources to supplement your marketing, communications, and outreach work. Go to the website to see all this free resource has to offer!

Joint Statement on Illinois Readers' Choice Awards
We're Signing in Support of the Awards

AISLE and the Rebecca Caudill Young Readers' Book Awards have released a joint statement in light of recent objections to the Illinois Readers' Choice Award lists. We're proud to join our partner organizations in signing our support for this statement.

Explore More Illinois Cultural Pass Program for Public Libraries

Registration Period: April 1–May 15

The next period for libraries to join Explore More Illinois, RAILS' online cultural and recreational pass program for Illinois public libraries across the state, started on April 1! Contact Jessica Barnes by email or at 630.734.5181 for more information and to sign up.

ILA's New Bill Monitoring System

Check out the ILA's new bill monitoring system. Find and track important legislation that's relevant to libraries all in one place!

Nominate Someone for an ILA Award

Deadline: May 15, 2024

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

Learn More About ILA Awards

My Library Is...

Telling Libraries' Stories of Impact on Communities

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

- My Library Is... Extending STEM Learning Outside of the Library!
- My Library Is...Giving Away Books
- My Library is... LiteZilla Lights Up Lisle Library District

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

April 18, 12 p.m.
Representations of Gender and Sexuality in Metadata

April 25, 12 p.m.
Designing For Human Behavior Through Innovative Furniture Solutions

April 26, 12 p.m.
Cataloging with Medical Subject Headings (MeSH)

April 30, 1 p.m.
Introduction to Measuring Your Impact

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

*Have suggestions, ideas, or questions about Continuing Education? Contact **Kate Kite, Continuing Education Coordinator Liaison, 618.474.9948.***

Conferences

Illinois Information Literacy Summit
April 19, 2024

Reaching Forward South
April 19, 2024, in Collinsville, Ill.

Reaching Forward North
May 10, 2024

Illinois Library Association Annual Conference
Oct 8-10, 2024, in Peoria, Ill.

Association of Illinois Library School Educations Annual Conference
Nov. 7-9, 2024, in Tinley Park, Ill.

Illinois Youth Services Institute: Find a New Narrative
Feb. 27-28, 2025

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

IMAGINING TOMORROW - DELIVERING POSSIBILITIES TODAY

IHLS Pre-Conference Meet & Greet

members at mcdill's irish pub

April 18, 2024 • 6–8 p.m.

McDILL'S
IRISH PUB

Reaching Forward South Attendees

Join us the night before RFS at McDill's Irish Pub in Collinsville!

Are you an IHLS member attending Reaching Forward South? Start your conference networking early! Join us for a casual meet-and-greet the night before at McDill's Irish Pub in Collinsville. Mingle with fellow librarians and IHLS staff, enjoy complimentary food and drinks (cash bar available), and get ready for a productive conference.

Space is limited, so don't miss your chance to connect with colleagues in this relaxed setting. Once capacity is met, **a waitlist will be available.**

McDill's Irish Pub
(267 St Louis Rd, Collinsville, IL 62234, across from Kruta Bakery)
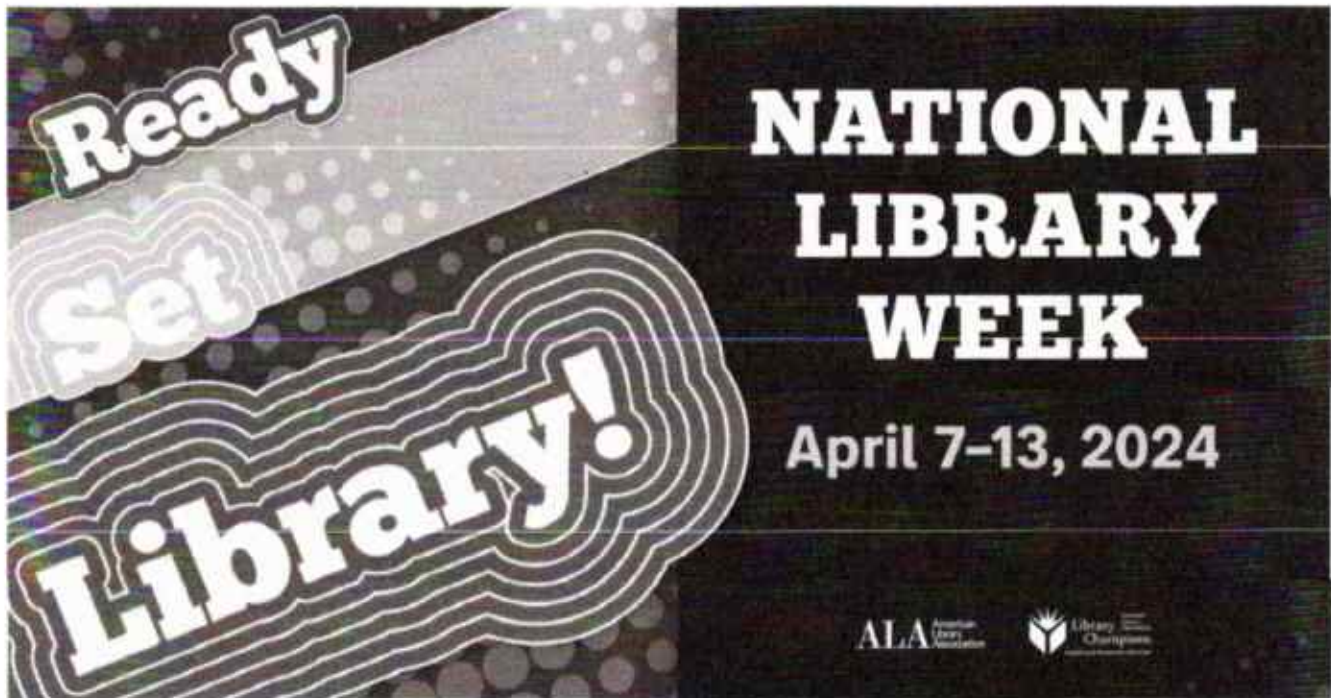Parking is available in lots on both sides of the street.

Forward to a Colleague

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The theme for National Library Week 2024, "Ready, Set, Library!," promotes the idea that in our always-online world, libraries give us a green light to something truly special: a place to connect with others, learn new skills, and focus on what matters most.

Get ready to explore, become inspired, and connect with your library this National Library Week. Libraries are there for you, all the way to the finish line.

Learn more about and find promotional tools and resources at

ALA National Library Week

Monday, April 8

Right to Read Day

Right to Read Day is a National Day of Action in support of the right to read. The State of America's Libraries Report is released, including Top Ten Most Challenged Books of 2023. #RightToReadDay

Tuesday, April 9

National Library Workers Day

National Library Workers Day, a day for everyone to recognize the valuable contributions made by library workers. #NLWD24

Wednesday, April 10

National Library Outreach Day

National Library Outreach Day, a day the dedicated library professionals who are meeting their patrons where they are. #LibraryOutreachDay

Thursday, April 11

Take Action for Libraries Day

Take Action for Libraries Day, a day for all library advocates to affirm their participation in 2024 elections. #TakeActionForLibraries