



## OFFICE OF THE SECRETARY OF STATE

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### **The Illinois Literacy Foundation**

#### **Board Meeting Minutes**

**June 14, 2016**

**12:30 p.m.**

**James R. Thompson Center, Room 9-035, 100 W. Randolph Street, Chicago, IL 60601**

**Also available by videoconference and/or teleconference:**

**Illinois Heartland Library System – DuQuoin**

**Illinois State Library – Springfield**

#### **Present:**

Board members: Michael C. Mroz, President; Dr. Robert Castaneda, Treasurer; Carolyn Anthony; Heather Bookstaver, Secretary-via teleconference in DuQuoin

Secretary of State Staff present: Rachel Farrer

Secretary of State Staff present via teleconference in Springfield: Anne Craig, Taran Ley, Joe Natale

#### **Welcome and Introductions**

President Mroz called the meeting to order at 12:58 p.m. and called the roll. A quorum was present. Board welcomed Greta Bever as ILF Coordinator. Anne informed Board she had accepted a new job and would be leaving State Library on June 30, 2016.

#### **Approval of Minutes**

President Mroz presented the March 8, 2016 minutes. Minutes approved.

Motion: Ms. Anthony

Seconded: Ms. Bookstaver

#### **Treasurer's Report**

Dr. Castaneda reported that the treasury has an ending balance as of June 10, 2016 of \$22,852.47. Treasurer's report approved.

Motion: Ms. Bookstaver

Seconded: Ms. Anthony

#### **New Business**

##### **Proposed Goals and Objectives for next 12 months**

-Board discussed having a fundraising luncheon with a Speaker with tickets in the \$25-30 range to raise awareness. Greta agreed to draft a proposal. Ms. Bookstaver recommended contacting the Illinois Reading Association and including ad space in library event brochures. Ms. Anthony offered to facilitate with Penguin Random House for an Outlander Series combined event.

-Greta recommended updating the website including board member photos and a philosophical statement; developing a press release campaign working model, and possible social media presence.



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Motion: Mr. Castaneda made a motion to pursue these proposals

Seconded: Ms. Bookstaver

### **Fundraising Letter**

-Ms. Anthony offered to update letter using bullet points with statistics or key points.

-Ms. Bookstaver offered to work booth/table at DuQuoin State Fair in August

-Dr. Castaneda recommended the Foundation use the phrase "book desert" in its literature

### **Future Book Event**

Board discussed Lori Degman as possible future book event. To be discussed further at next meeting.

### **Old Business**

#### **Grants**

Joe Natale informed the Board that the RR Donnelley grant would be completed and submitted. Joe confirmed no Board member had a conflict of interest regarding the application. Regarding other grants:

-No response yet on Wish You Well grant.

-Build A Bear grant denied.

-Dollar General Grant is statewide and can be submitted at the 1st of the year.

-First Book has been registered. ILF must pay for shipping

Greta indicated she had a contact at the city's Children & Family Services Center for distribution of First Book purchases.

Ms. Bookstaver offered to distribute books through the food pantries in her area.

### **Bernie's Book Bank**

President Mroz informed Board he would be meeting with founder of Bernie's Book Bank on Thursday, June 16th, 2016.

### **Miscellaneous**

President Mroz offered to contact absent members with details of meeting noting that under OMA requirements a majority of a quorum cannot meet outside of a formal meeting.

Motion to Adjourn: Ms. Bookstaver

Seconded: Dr. Castaneda

Meeting Adjourned at 2:09 p.m.