



OFFICE OF THE SECRETARY OF STATE

JESSE WHITE • Secretary of State and State Librarian

**Illinois Public Library Annual Report (IPLAR) Subcommittee
Illinois State Library
Gwendolyn Brooks Building, Room 309 and teleconference
300 South Second Street
Springfield, IL 62701-1796
Thursday, March 31, 2016**

MINUTES

Meeting Convenes

Jamie Mott called the meeting to order at 10:00 am.

Present:

Jeremy Andrykowski	Lisa Powell Williams
Kate Buckson	Kathy Roegge
Nancy Dolan	Donna Schaal
Joe Filapek	Sheri Starr
Melissa Henderson	Debra Stombres
Pat Hogan	Maria Tachna
Laura Long	Andrea Telli
Janet McAllister	Catherine Yanikoski
Susan McKinney	
Jennie Mills	
Sara Murray	

Not Present:

Nanette Donahue
Sara Tobias
Randall Yelverton

Illinois State Library Staff:

Deb Aggert
Becky Hunter
Jamie Mott

Susan McKinney moved to accept the adoption of the March 15, 2016 minutes. Pat Hogan seconded the motion. The motion passed.

Discussion of IPLAR data elements, Appendix B:

The group discussed the suggestions that had been made for changes to the survey included on Appendix B:

New Questions: Debra Stombres suggested a question relating to meeting room usage. Discussion ensued and the majority of the group was in favor. Ms. Stombres will submit wording for the question and definition for the group to review at the next meeting.

Change/Update Questions: Debra Stombres suggested multiple updates and clarifications. Discussion ensued and it was decided that really what is needed is more examples and explanation of the current definitions. Members will submit suggestions, with language changes as appropriate, for the next meeting.



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Remove Questions: Jamie Mott suggested removing the question that requires libraries to provide proof of their insurance of library funds. All were in favor.

IPLAR Functionality: Nancy Dolan and Debra Stombres suggested ways to make the survey more functional with relation to contracting libraries and edit checks. Jamie Mott will discuss the options with the survey vendor to see what can be done.

IPLAR Timeline: Debra Stombres and Jamie Mott made suggestions for changing the timeline of the survey. Discussion ensued and the group was open to changing the survey period, but not changing the libraries' reporting periods.

Next Steps:

The next meeting will be April 20, 2016 by teleconference. Committee members should send suggested questions and changes for next meeting to Jamie Mott by April 15, 2016 for inclusion in the agenda.

Public Comment

None

Adjournment

Lisa Williams made a motion to adjourn the meeting at 11:44 a.m. Susan McKinney seconded. The motion passed with all in favor.