



Illinois Library Association

ILA Forum Report

Committee or Forum: Trustee Forum

Report completed by: Kathy Caudill, ILA Trustee Forum President/Manager

Date: September 7, 2020

Activities underway or completed since the last report:

Trustee Forum Executive Board meeting – June 13, 2020

The Trustee Forum Executive Board met on June 13, 2020 via a Zoom meeting.

- a. The Board reviewed the list of 24 individuals still currently serving as Trustees who had expressed interest at one time in being considered for service on the Trustee Forum board, and discussed the plans for emails, calls and Zoom invites that would welcome these individuals to complete an online Information and Interest Form and attend the August 15, 2020 Zoom meeting to learn more about the Trustee Forum board.
- b. ILA received 10 nominations for the 2020 Trustee of the Year. The nominations name the person(s) making the nominations, but do not identify the nominated trustee by name. Using a rubric of information from the award criteria as outlined on the ILA website, the Board reviewed the nominations and selected Dr. Ronald Rodgers as the 2020 Trustee of the Year.

Trustee Forum Executive Board meeting – August 15, 2020

The Trustee Forum Executive Board met on August 15, 2020 via a Zoom meeting.

- a. In addition to Forum board members and ILA board and staff liaisons, the Forum welcomed five Trustees who attended the meeting to learn more about service and duties of the Forum board. To date, five trustees have completed the online Information and Interest Form, including two trustees who reside outside of the Chicago metropolitan area. The Trustee Forum board will establish a format for interviewing each interested trustee with the goal of selecting new board members at the January 16, 2021 meeting.
- b. Officers for the 2021-2020 were elected. Kathy Caudill was elected as Vice-President/Manager-Elect, and Carol Kissane was elected as Secretary.
- c. Trustees who attended the ALA virtual conference or the United for Libraries (UFL) virtual conference provided updates on the programs they attended.

ILA Orientation – July 16, 2020

Kathy Caudill and Percy Harris, the Trustee Forum President/Manager and Vice-President/Manager-Elect, attended the ILA orientation via Zoom. Forum leadership met together during the committees' breakout session. The group decided to schedule another meeting in six months to continue the engaging conversation.

Trusty Trustee Newsletter - The fifth issue of the *Trusty Trustee* newsletter was distributed to ILA trustee members on August 26, 2020.

Trustee Training

At the August 15, 2020 Trustee Forum board meeting, the trustees began to brainstorm trustee training programs for spring trustee training programs (usually held in Springfield and Oak Brook) and for the 2021 ILA annual conference. Suggested topics included: COVID (best practices and financial impact); health and safety best practices for libraries; general emergency procedures/best practices for libraries; equity, diversity and inclusion efforts; succession planning for libraries; how libraries can support virtual learning and coordinate with schools; integrating the library back into the community on a larger scale after COVID; and marketing practices for libraries.

Projected activities/initiatives during the upcoming months, intended outcomes/goals of project(s), and anticipated timeline(s) and completion date(s) for each project:

Upcoming Scheduled Trustee Forum Board meetings – all meetings will be held via Zoom

- i. November 21, 2020
- ii. January 16, 2021
- iii. ILA Trustee Workshop – date(s) to be determined, tentatively March 2021
- iv. June 5, 2021
- v. August 21, 2021

Increasing access and opportunities for diversity/inclusion - While the current Forum Board membership is diverse in gender and race, the Forum's recruitment efforts are also encouraging younger trustees, and those residing in central and southern Illinois, to remotely attend meetings and be considered as possible Trustee Forum Executive Board members.

Increasing leadership opportunities - The Trustee Forum board continues to recruit new trustees for board service, offering opportunities for trustees across the state to become trustee forum leaders.

Guarantee of Equal Representation - The new bylaws limit membership on the Executive Board to one trustee per library. This will ensure that every library represented on the Forum Board will have an equal vote.

Legislative and Community Advocacy - Conference programming, legislative meet-ups, as well as materials available on the website all assist in ILA trustee advocacy efforts.

Delivery of Member Value – Trustee trainings, legislative meet-ups, annual conference, *Trusty Trustee* newsletter, and ever increasing information available on the ILA website hopefully continue to drive trustees to the ILA website, providing an opportunity to learn about the association and membership benefits for trustees.

Activities should be designed to advance the ILA Strategic Plan. Which strategic goal areas are best addressed by the activities above? Check all that apply and describe briefly how the activities will advance the goal(s). View the full plan at <http://www.ila.org/about/strategic-plan>.

X ***Goal area: Advocacy—Legislative Advocacy*** – Legislative Meet-ups trustee training, and Trustee Day programs at the annual conference.,

X ***Goal area: Advocacy—Community Advocacy*** – Trustee training dates in March, and at ILA annual conference (including Trustee Day programs).

X ***Goal area: A Culture of Diversity and Inclusion—In the Profession*** – Virtual annual conference, Zoom trustee trainings, and Trustee Forum board meetings, make participation available for greater inclusion and diversity.

X ***Goal area: A Culture of Diversity and Inclusion—In the Association*** – Opportunities to increase trustees' level of involvement in the association, attendance at virtual trainings and conferences, and the trustee forum.

X ***Goal area: Delivery of Member Value*** – *Trusty Trustee* newsletter, ongoing trustee trainings (annual conference and in March), and resources available on the ILA website for trustees.

X ***Goal area: Leadership*** – Increased opportunities for trustees to become leaders in the Trustee Forum.