

Southern System Planning  
 Thursday, August 12, 2010  
 Knights of Columbus Hall  
 1501 W Fayette, Effingham, IL  
 1:30 – 4:30 PM

**Meeting Purpose**

The purpose of this meeting is the organization of the southern System Planning panel,

**Desired Outcomes:** By the end of the meeting

- Approve minutes of last meeting,
- Understand issues and questions of members.
- Review the System Law and administrative rules on Merger and Memo from Anne
- Agree on-Member Input section of the Planning document
- Agree on “rules of engagement for Public Input.”
- Review and revise the planning document
- Agree on Subcommittee structure and charges for subcommittees
- Received comments from non-panel representatives

| Agenda  |   |   |        |
|---|---|---|--------|
| Topic   | Process   | Who   | Time   |
| Start Ups:<br>Introductions<br>Purpose<br>Desired outcome<br>Agenda/Additions?                              | Present<br>Check for agreement                                  | All<br><br>Jan  | 15 min |
| Approve Minutes of July 14 Meeting  | Review Minutes<br>Approve                                       | Panel<br>Jan Facilitator<br>Ellen Recorder                        | 5 min  |
| Report on Issues-from Member Libraries  | Updates – LCLS, LTLS, RPLS, SHLS<br>Q & A<br>Review & Follow-up | Panel Reps<br>Ellen Facilitator<br>Jan Recorder                   | 15 min |
| Review proposed revised planning document<br>Member Input Section<br>Rules of Engagement for Public Comment | Review document<br>Revise<br>Agreement                          | Ellen Presenter<br>Panel<br>Leslie<br>Facilitator<br>Bev Recorder | 20 min |
| System Law/Administrative rules, & Anne Craig Memo dated July 19, 2010                                      | Review<br>Questions /Comments<br>Review & Follow-up             | Bev Presenter<br>Panel<br>Leslie<br>Facilitator<br>Ellen Recorder | 15 min |
| Subcommittees/ Working Groups Definition, Subcommittee Charge Timeline,                                     | Review Proposal<br>Q & A<br>List proposed revision              | Jan Presenter<br>Panel<br>Bev Facilitator<br>Leslie Recorder      | 30 min |
| Public Comment on Subcommittee/ Working Group proposal  | List Comments<br>Clarify  | Leslie<br>Facilitator<br>Audience                                 | 10 min |

|   |  |  |               |
|---|--|--|---------------|
|   |  | Panel<br>Bev Recorder                            |               |
|   | <b>BREAK</b>   |  | <b>15 min</b> |
| Subcommittees/ Working Groups Definition, Subcommittee Charge Timeline, Appointments/Volunteers | Review Panel Changes proposed<br>Review Public Comments<br>Revise<br>Form Subcommittees<br>Agree | Panel<br>Jan Facilitator<br>Leslie Recorder      | 20 min        |
| What information does the panel feel they still need?   | List<br>Clarify<br>Prioritize<br>Agreement   | Panel<br>Ellen Facilitator<br>Bev Recorder       | 15 min        |
| Organizational Meetings of Subcommittees  |  |  | 30 min        |
| Report Back   | Report Back<br>Q & A   | Panel<br>Jan Recorder                            | 10 min        |
| Review Bin<br>Next steps-   | List<br>Clarify<br>Agree   | Panel<br>Ellen Facilitator<br>Leslie Recorder    | 5 min         |
| Meeting Review including facility & facilitation  | Plus / Delta   | Panel<br>Leslie<br>Facilitator<br>Ellen Recorder | 5 min         |