

Southern System Planning
 February 25 & 26, 2011
 Hilton Garden Inn
 1301 Avenue of Mid America
 Effingham, IL 62401

10:00 AM – 6:00 PM February 25, 2011
 8:00 AM – 11:30 February 26, 2011

Meeting Purpose

The purpose of this meeting is to further the work of the panel toward the Goal/Outcome as approved by the individual system boards.

Desired Outcomes of Planning Meeting -- By the end of the meeting:

1. Review and approved minutes of February meeting,
2. Review and Revise Ground Rules.
3. Received comments and questions from the Planning Panel and system members.
4. Received an update on the state of finances in Illinois and Library Systems
5. Accepted the following:
 - Transition Board Make-up
 - Strategic Plan
6. Heard comments and revisions for the following documents
7. Considered reports from the subcommittees
 - Delivery
 - Planning
 - ❖ Annual Plan and Budget
 - Resource Sharing
 - Legal, Governance and Membership
 - ❖ By-Laws of the new organization
 - ❖ Membership Criteria
 - ❖ Application
8. Agree in Meeting dates for March, April and May.

Agenda February 25, 2011			
Topic	Process	Who	Time
Start Ups: Welcome Purpose Desired outcome Agenda/Additions?	Review Check for agreement	Panel F: R:	5 min.
Minutes of February 10, 2011 Meeting	Approve (PP Doc. 2.25/26.11 A) Motion / Vote	Panel F: R:	5 min (10:05 am)
Ground Rules	Review Ground Rules Add Agree		5 min (10:10 am)
Report from System Board and Membership Comments LCLS LTLS RPLS	Report from Cooperation Today Comments (PP Doc. 2.25/26.11 B) Each System Report (includes correspondence from the system		30 minutes (10:15 am)

Agenda February 10, 2011			
Topic	Process	Who	Time
SHLS	and written reports) LCLS --(PP Doc 2.25/26.11C) LTLS – (PP Doc 2.25/26.11D) RPLS – (PP Doc 2.25/26.11E) SHLS – (PP Doc 2.25/26.11F) Q & A Review comments Next Steps		
Name of New Organization	Review Considerations – (PP Doc 2.25/26.11G) Eliminate Pros/Cons of each name Ask each subcommittee to submit top 2 choices for Panel consideration	Panel F: R:	20 min. (10:45)
FY 2011 Funding FY 2012 Budget Projections	Report (PP Doc 2.25/26.11H) Q & A	Greg McCormick Panel F: R:	30 minutes (11:05 am)
System Fund projections	Report (PP Doc 2.25/26.11I) Q & A	Panel F: R:	15 minutes (11:35 am)
Public Comment			10 minutes (11:50 am)
Lunch on Site			30 min. 12:00 pm
Committee meetings			3 hours (12:30 pm) (committees to break as needed)
Break			15 min. (3:30 pm)
Report from Subcommittees			
Planning	Report Q & A Next Steps	Panel R: Jan	10 minutes 3:45 pm)
Delivery	Report Q & A Next Steps	Panel R: Leslie	10 minutes (3:55 pm)
Resource Sharing	Report Q & A Next Steps	Panel R: Ellen	10 minutes 4:05 pm)
Legal, Governance & Membership	Report Q & A	Panel R: Bev	10 minutes (4:15 pm)
Public Comment on Committee	Comments	F:	10 minutes

Agenda February 10, 2011			
Topic	Process	Who	Time
reports	Q & A	R: Audience	(4:25 pm)
Committee meetings			1.3 hours (4:40 pm)
END			(6:00 pm)
Break for the Day – Dinner on your own			

Agenda February 10, 2011			
Topic	Process	Who	Time
Breakfast at Hotel			
Begin at 8:00 am with Committees			
Committee meetings			1.25 hours (committees to break as needed)
Break			15 min. (9:15 am)
Delivery	Report Q & A Next Steps	Panel R: Leslie	15 minutes (9:30 am)
Resource Sharing	Report Q & A Next Steps	Panel R: Ellen	15 minutes (9:45 am)
Strategic Planning Strategic Plan	Report Q & A Next Steps	Panel R: Jan	15 minutes (10:00 am)
Legal, Governance & Membership	Report Q & A Next Steps	Panel R: Bev	15 minutes (10:15 am)
Name of New Organization	List Committee Choices Pros/Cons Select 3 to forward to boards for consideration	Panel F: R:	15 min. (10:30 am)
Public Comment on Committee reports	Comments Q & A	Panel F: Jan R: Ellen Audience	10 minutes (10:45 am)
Delivery	Action Items (PP Doc 2.25/26.11P)	Panel R: Leslie	5 minutes (10:50 am)
Resource Sharing	Action Items Plan (PP Doc 2.25/26.11O)	Panel R: Ellen	5 minutes (10:55 am)
Strategic Planning Strategic Plan	Action Items Plan of Service Draft (PP Doc 2.25/26.11N)	Panel R: Jan	5 minutes (11:00 am)
Legal, Governance & Membership	Action Items ByLaws (PP Doc 2.25/26.11K) Intergovernmental Agreement (PP Doc 2.25/26.11J) Appointment of Transition Board (PP Doc 2.25/26.11L) Application for Merger (PP Doc 2.25/26.11M)	Panel R: Bev	5 minutes (11:05 am)
Meeting Dates	Announce		5 minutes (11:10 am)
Agenda items for next meeting	List items Clarify Agreement	Panel F: Jan R: Bev	5 minutes (11:15 am)

Agenda February 10, 2011			
Topic	Process	Who	Time
Meeting and Facilitation Review	Plus/Delta		5 minutes (11:20 am)
Adjournment Safe Travels THANK YOU FROM THE STAFF AND MEMBERS OF THE LIBRARY SYSTEMS			

Ground Rules As Agreed from July 2010 Meeting.

- All comments are important
- Don't everyone talk at once
- Be concise
- Think of the citizens of the state
- Stay on topic
- Be realistic in comments
- Vote/Consensus