



220 W. 23rd Ave.
Coal Valley, IL 61240
877-542-7257
support.prairiecat.info

PrairieCat Delegates Assembly Minutes July 30, 2025

The Delegates Assembly will meet on Wednesday, July 30, 2025, 10:30 am – 12:00 pm in person at the New Lenox Public Library District, Princeton Public Library, Freeport Public Library, and the RAILS Coal Valley Service Center. The meeting will also be available online via Zoom. Delegates Assembly participation is required of all Fully Participating and Basic Online libraries and the four Union List reps. As always, please remember that only officially designated Delegates or their Alternates can vote on behalf of their library. Substitutes will not be permitted to vote, and there are no proxy votes if a delegate is not present.

[Register to attend the meeting](https://support.prairiecat.info/events/prairiecat-delegates-assembly-meeting-2025-07-30) (<https://support.prairiecat.info/events/prairiecat-delegates-assembly-meeting-2025-07-30>).

1. Call to order and welcome

Present at Coal Valley: Chelsey Knippel, Elizabeth Smith, Ann Whitaker-Reid, Michele Thurston, April Hoste, Karen Lonergan, Bianca Sierra, Laurel Reiss, Pamela Ashdown, Claire Crawford, Bryon Lear, Kathy Peschang, Angela Campbell, Kim Brozovich, Jacqueline Peterson, Tori Drews, Michelle Bailey

Present at Freeport: Megan Gove, Jason Shirley, Christina Snyder, Sondra Terry, Stephanie Nissen, Kim Halsey, Ashley Huffines, Brenda Weinberg, Laura Watson, Julie Voss, Tim Schultz, Resa Mai, Marie Monaco, Valerie Woodley, Karen Sutera, Mary Petro, Brittany Gaulrapp, Mary Cheatwood, Linda Schreiber, Carolyn Coulter, Penny Bryant

Present at New Lenox: Stacey Van Kley, Leah Bill, Heather Black, Emily Faulkner, Deb Kolenko, Renee Martinez, Rylie Roubal, Lynne Noffke, Ashley Hopper, Jamie Lockwood, Cathy Palmer, Michelle Krooswyk, Jen Finnerty, Sarah Ehlers, Deanna Howard, Barbara Posinger, Jennifer Shugrue, Lauren Offerman, Nicholas Weber, Shelley Augustine, Shelby O'Hara

Present at Princeton: Tari Sangston, Lynn Sheedy, Emily Kofoid, Laura Youngstrum, Jill Kohlert, Jill Simpson, Janet Clark, Beth Wood, Kristi Scherer, Connie Baele, Melissa Badger, Julie Wayland, Emily Schaub, Marilyn Calbow, Jason Jensen, Jourden Wendt, Yana Serdyuk, Lynette Heiden

Present via Zoom: Julie Harte, Sue Stevens, Brandy Marsden, Emily Gundry, Jennifer Barton, Allison Beasley, Katie Overstreet, Melissa Landis, Amy Walsh, Carol McSweeney, Sarah Flanagan, Paige Frechmann, Janice May, Kristine Ozyuk, Kimberly Martin, Amy Runkle, Kimberly Udstrand, Elizabeth Green, Jodie DePatis

Libraries represented: See vote and quorum sheet.

Gove (Chair-TF) started the meeting at 10:31 am. Gove welcomed everyone.

2. Introduction and welcome new delegates or alternates

Jason Shirley introduced himself as the new Director and Delegate for Byron Public Library District. Stacy Van Klay introduced herself as the new Alternate for Bourbonnais Public Library District. Renee Martinez introduced herself as the new Director and Delegate of Grant Park Public Library. Jill Kohlert introduced herself as the Director and Delegate of Mills and Petrie Memorial Library and Gymnasium.

3. Introduction of guests

There were no guests.

4. Review of agenda for additions/changes

There were no revisions.

5. Consent agenda

5.1. Approve minutes for April 30, 2025, PrairieCat Delegates Assembly meeting

5.2. Central Site report including financial and statistical reports

5.3. Quarterly PrairieCat staff report

Motion #1: Huffines (FP) moved and Bryant (PT) seconded to approve the consent agenda as presented. There was no discussion on the motion. Motion carries by vocal affirmation.

Ayes: 86

Nays: 0

Abstentions: 0

6. Administrative Council report

6.1. Finance Committee report – report from 6/12/2025

Coulter (PrairieCat) stated that the Finance Committee met on June 12 and discussed PrairieCat's CD investments. We have two CDs that will be maturing at the end of August. The Committee discussed the options moving forward. The recommendation to the Administrative Council was to purchase two new CDs with the best rates at the time of purchase. Due to economic uncertainty, the recommendation was to ladder the two new CDs, one for 12 or 13 months and the other for 24 months, to keep some liquidity. The accountants will be looking at the rates next week and at the August 8, 2025, Administrative Council meeting, the Council will make a decision on where to move the money.

6.2. Resource Sharing Committee report – report from 4/23/2025 meeting

Coulter (PrairieCat) stated that the Resource Sharing Committee met back in April and discussed and reviewed the Resource Sharing Summit. The overall feedback of the Summit was positive. The Committee also discussed possible topics for next year's Summit.

7. PrairieCat membership update, training and outreach report

Smith (PrairieCat) gave the membership update, stating that Mills and Petrie upgraded to Basic Online membership and went live at the end of May.

Smith explained that PrairieCat has started the new Fiscal Year 2026. This is the first of the

four scheduled Delegates Assembly meetings with the multiple-in-person sites. The dates of the remaining meetings and approved locations can be found on the PrairieCat website and on L2. The April meeting will be held in a single-in-person location at Senica's Oak Ridge Golf Club, LaSalle, IL. This will be the meeting where we approve the budget for the upcoming fiscal year followed by a luncheon. The Zoom option will still be available for the excused absence reasons listed in the Zoom registration. Smith summarized other upcoming member events hosted by PrairieCat. We host quarterly New Director Welcome meetings online via Zoom. The next one is scheduled for September 9th. Also on September 9th, in the afternoon, we have a Back-To-School Session for PrairieCat's school libraries. Landis (PrairieCat) has been holding monthly IPLAR Q&A sessions. These sessions are opportunities for the membership to ask questions about gathering PrairieCat specific reports. The next and last IPLAR Q&A session will be held on Monday, August 11th.

Smith reminded the Delegates about the member forums on the PrairieCat website for peer-to-peer discussions and about the monthly Newsletter. She also gave a summary of TalentLMS, PrairieCat's online training platform. In the last 30 days, there were 22 new users, 95 logged in users and 249 courses completed. Vega Discover courses are available on TalentLMS, including basic courses and homepage customization.

Smith discussed the upcoming PUG Day conference. This will be an in-person event held at the Bend XPO Center in East Moline, IL on September 26th. Program details are available on the PUG Day site which you can access from the homepage of the PrairieCat website. L2 registration is open. There is no registration fee, however, if you want to eat an on-site catered lunch, you can opt into that at registration and your library will be billed \$16/lunch.

Smith talked about Idea Exchange, the Innovative enhancement process and how you can get connected with the Innovative Users Group (IUG). Members of IUG vote on the enhancements they would like to see completed. Innovative commits to delivering the enhancements with the most votes within a specified time frame. PrairieCat is a member of IUG but we only get one vote as a consortium. Smith encouraged the membership to

consider joining IUG to help give PrairieCat a bigger voice in this group. The price range for membership is between \$121-\$165. If this is feasible for your library, please consider joining.

7.1. ACTION: Revision of the Bylaws Article V, Section 3, regarding Delegates Assembly meetings

Coulter (PrairieCat) explained that upon review of the bylaws, it is suggested that the statement regarding meeting frequency be revised to allow for meetings to be cancelled or rescheduled due to emergency situations or lack of business when determined to be appropriate by the Administrative Council. Likewise, the statement referring to non-attendance fines will also need to be revised given this change. Voss (FO) asked if this means there will only be two meetings scheduled instead of four. Coulter responded, no, we will still schedule four quarterly meetings, but this means that if there is an emergency or a lack of business deemed by the Administrative Council, we can cancel a meeting.

Motion #2: Bailey (WD) moved and Faulkner (DK) seconded to approve the revisions of the Bylaws Article V, Section 3 as presented. There was no discussion on the motion.

Motion carries by vocal affirmation.

Ayes: 86

Nays: 0

Abstentions: 0

8. Presentation: Updates from RAILS

Coulter (PrairieCat) gave a presentation on the updates from RAILS.

9. Public comments via previously submitted email (see above), in person or online

There were no public comments.



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10. Adjournment

The meeting adjourned at 11:15 am.

11. Next regularly scheduled meeting, October 29, 2025