



220 W. 23<sup>rd</sup> Ave.  
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support.prairiecat.info

## **PrairieCat Delegates Assembly Minutes April 29, 2026**

The Delegates Assembly met on Wednesday, April 29, 2026, 10:30 am – 12:00 pm in person at the Senica's Oak Ridge Golf Club, 658 US6, La Salle, IL. 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-2026-04-29) (<https://support.prairiecat.info/events/prairiecat-delegates-assembly-meeting-2026-04-29>).

### 1. Call to order and welcome

**Present at Senica's Oak Ridge Golf Club:** Ann Whitaker-Reid, Michele Thurston, Linda Schreiber, Kelly McCully, Lynette Heiden, April Hoste, Karen Lonergan, Chalyn Fornero-Green, Melanie Berg, Emily Faulkner, Paige Frechmann, Bianca Sierra, Deb Kolenko, Stephen Bero, Becky Duncan, Julie Voss, Rene Leyva, Emily Schaub, Jenna Diedrich, Jennifer Barton, Renee Martinez, Karen Sutera, Laura Watson, Thomas Webb, Mindy Long, Daisy Mechler, Devin Wood, Joanna Kluever, Jourdan Wendt, Kimberly Udstrand, Janet Clark, Ashley Hopper, Kimberly Martin, Dennis Latimer, Heide Trettenero, Jill Kohlert, Karen Barowsky, Mary Cheatwood, Shalyn Rodriguez, Dana Fanslow, Jen Finnerty, Jon Mark Bolthouse, Katie Rider, Pennie Miller, Penny Bryant, Resa Mai, Deanna Howard, Stephanie Blazina, Roy Arey, Carolyn Coulter, Jason Jensen, Chelsey Knippel, Melissa Landis, Matt Maturo, Shelby O'Hara, John Slanicky, Elizabeth Smith, Sandy Tedder, Ed Zanelli, Julie Wayland, Laura Crisp, Marilyn Calbow, Carmela Rodriguez, Laura Youngstrum, Betsy Sobin, Pubali Kundu, Leslie Johnson, Angela Campbell, Kim Brozovich, Stephanie Nissen, Jacqueline Peterson, Barbara Posinger, Yana Serdyuk, Jennifer Shugrue, Tori Drews, Amy Fry, Brenda Weinberg, Melissa Badger, Kim Halsey, Megan Gove, Lauren Offerman, Jaclyn Trujillo, Valerie Woodley, Michelle Bailey, Timothy Kilbreath, Nicholas Weber, Shelley Augustine



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**Present via Zoom:** Elizabeth Green, Amy Walsh, Sue Stevens, Leah Bill, Amy Runkle, Janice May, Sarah Flanagan, Renee Kozeal, Bryon Lear, Julie Harte, Anna Allison, Cassidy Steinke, Courtney Regan, Melissa Weidman, Maria Meachum, Allison Beasley, Britni Hartman

Gove (Chair-TF) started the meeting at 10:33 am. Gove welcomed everyone.

2. Introduction and welcome new delegates or alternates

Daisy Mechler introduced herself as the Alternate for Ida Public Library. Devin Wood introduced herself as the Delegate from Johnsborg Public Library District. Leslie Johnson introduced herself as the Alternate for Robert W. Rowe Public Library District. Thomas Webb introduced himself as the Alternate for Homer Township Public Library District. Emily Schaub introduced herself as the Delegate for Freeport Public Library. Tim Kilbreath introduced himself as the Alternate from Winnebago Public Library District. Katie Rider introduced herself as the Delegate for Odell Public Library. Courtney Regen introduced herself as the Alternate for Manteno Public Library District.

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 January 28, 2026, PrairieCat Delegates Assembly meeting

5.2. Central Site report including financial and statistical reports

5.3. Quarterly PrairieCat staff report

5.4. FY27 Meeting dates

**Motion #1: Bailey (WD) moved and Posinger (SA) seconded to approve the consent agenda as presented. There was no discussion on the motion. Motion carries by vocal affirmation.**

**Ayes: 87**

**Nays: 0**

**Abstentions: 0**

6. Administrative Council report

6.1. Finance Committee report – report from 3/19/2026

Offerman (TC) stated that the Finance Committee met on March 19<sup>th</sup> and discussed the draft FY27 budget. We have become aware that the budget we reviewed increased by .02% due to insurance costs. The Committee also discussed the Mitinet bibliographic services proposal. We recommended both go to the Delegates Assembly for approval.

6.2. Resource Sharing Committee report – No report

7. PrairieCat membership update, training and outreach report

Smith (PrairieCat) gave a snapshot of the current PrairieCat membership. PrairieCat has 138 member libraries, 81 Fully Participating, 23 Basic Online and 34 Union Listing libraries. Of those 138, there are 104 public libraries, 31 school libraries, 2 academic and 1 special medical library. The end users have access to 1.2 million unique titles and more than 5 million items through the shared catalog. We have 380,000 cardholders in the PrairieCat system and approximately 56,000 ILL transactions.

Smith shared the FY27 Delegates Assembly meeting dates, stating that the Delegates Assembly meets quarterly. The first three meetings will be held at multiple in-person sites throughout the PrairieCat service area. Please be sure to pay attention to the locations when registering. The April meeting will be held in one, in-person location with a luncheon to follow. Delegates Assembly attendance is a requirement for the Fully Participating and Basic Online members and the four Union List representatives. Please be sure to review the Delegates and Alternates list for your library to ensure it is up to date.

Smith highlighted the upcoming PrairieCat events. There will be two PrairieCat Ask Me Anything



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with PrairieCat Director. One will be in May and the other will be in June. A PrairieCat Member Update is scheduled for May 14<sup>th</sup> online via Zoom. We are partnering with RAILS to host a Book Doctor Workshop by Demco at the Moline Public Library on June 10<sup>th</sup>. PUG Day has been set for September 24<sup>th</sup> and 25<sup>th</sup>. This will be a virtual event. Program details and registration information will be sent out in June.

Smith continued stating that PrairieCat is sunsetting the Encore catalog effective July 2026. Innovative will not be developing or supporting this product and it will not meet the digital accessibility guidelines. eRead Illinois renewal is coming up. We sent out some messaging about this recently, but as a reminder, eRead is a service that is managed by RAILS hosted on the Palace Project platform. 100% of your library's fees go towards purchasing content for the shared collection. We are participating as a group to receive a discount and PrairieCat will be completing the renewal on your behalf. Each library will only need to complete the renewal form. PrairieCat has some updated support information for the Mobile App. We have also added new content management system videos for the mobile app. All of the Mobile App documentation can be found on the PrairieCat website. We hold quarterly Mobile App Check-In and Q&A session via Zoom. The Vega Discover My Bookshelf will become My Account Portal next week. Innovative went live with My Account Portal a couple of months ago. It did not go well. PrairieCat requested to revert our Discover back to My Bookshelf while Innovative worked out the bugs. The update to Account Portal should be occurring in the overnight hours of May 6<sup>th</sup>. This update will look like a dashboard view with a sidebar that includes overview, account information, checkouts, requests bills, fines, bookmarks, and saved searches. This update will be mobile responsive. Account linking is another feature that is paired with Account Portal, however, PrairieCat has decided wait to turn that on until we have made it successfully through the Account Portal upgrade. We will send out communication when we are turning on account linking.

8. **ACTION:** Approve PrairieCat FY27 budget and fees.

Coulter (PrairieCat) reviewed the FY27 budget and fees stating this is the same budget that was reviewed by Delegates Assembly at their January meeting except for a slight change in the insurance which added another approximately \$500 to the insurance. This addition

resulted in a .02% increase to the overall budget. The per-library fee for both fully participating and basic online circulating members has been increased, as was the hosting contribution. Both fees were adjusted by 3% in FY27. Reserves were calculated at 1% of total expenditure. This reduced the overall percentage of increase across all libraries from 5.04% (at a rate of 2% of reserves) to 3.24%. Union List per library and reserve fees have been recalibrated to reflect the rate of 25% of the Fully Participating rates, as detailed in the General Policy Manual. This was calculated on the per-library fee and does not include the hosting fees that are incorporated for circulating members. A remote PUG Day is reflected, as was instructed by Administrative Council. This decision was based on feedback we have received from members via Strategic Planning surveys that reflect a desire to alternate between in-person and remote events. Increases to health insurance that we will incur in FY26 are reflected at 14.32%. We have included an additional 15% increase in the last six months of FY27, as an estimation of the following year's increase in premiums. This budget also includes short-term disability insurance. Other insurance increases are reflected based on FY25 and FY26 numbers, considering an average increase based on previous years. This budget reflects our IMRF rate for FY27, which declined to 11.16% from the FY26 rate of 11.29%. This budget also reflects the RAILS grant amount. We have been notified that our grant amount for FY27 will be \$588,629.53. Accounting services, which will be charged against this amount, will come to \$54,142.75, leaving the amount of \$534,486.78 in revenues for FY27. This budget also shows Reserves expenditure for a replacement vehicle that will be needed in FY27. Our current van is 10 years old and has over 78,000 miles on it currently. This budget also reflects the sunsetting of Encore in FY27 and thus saving the Encore hosting fees (approx. \$9,150.00). Aside from the cost savings in eliminating this platform, Innovative has made it clear that they are sunsetting this product and will not be developing it or making it accessible in the future. The budget and fees reflect a 3% COLA increase and 1% merit increase for all staff. Campbell (RP) asked how PrairieCat plans to approach the purchase of the new vehicle. Coulter stated that there is a state blanket contract for vehicles with a dealership out of Springfield that we will likely leverage. When you use a state blanket you can go without gathering bids. Harman (SC) asked if the fees in the budget include the mobile app charge. Coulter explained that the mobile app fees are not included in the budget because this is still an opt-in service. The cost of the mobile

app should be similar to last year's fees.

**Motion #2: Faulkner (DK) moved and Nissen (RU) seconded to approve the FY27 budget and fees as presented. There was no discussion on the motion. Motion carries by vocal affirmation.**

**Ayes: 90**

**Nays: 0**

**Abstentions: 0**

9. ACTION: Approve pay scale for FY27

Coulter (PrairieCat) presented the FY27 pay scale. This scale is based on a 2.2% increase as recommended by HR Source for the library sector.

**Motion #3: McCully (BD) moved and Fanslow (KR) seconded to approve the FY27 pay scale as presented. There was no discussion on the motion. Motion carries by vocal affirmation.**

**Ayes: 90**

**Nays: 0**

**Abstentions: 0**

10. ACTION: Approve three-year agreement with Mitinet for bibliographic services

Coulter (PrairieCat) explained that last year our long-time bibliographic services vendor retired from business. Over the last 6 months, our Library Services group has investigated existing alternatives to replace these services. Our staff have tested the tools that are provided by Mitinet and found them sufficient for our needs. Our Library Services Manager, Magda Bonny, has negotiated a three-year agreement at level pricing, with no annual increase.

**Motion #4: Peterson (RY) moved and Schaub (FP) seconded to approve the three-year**

**agreement with Mitinet for bibliographic services. There was no discussion on the motion.**

**Motion carries by vocal affirmation.**

**Ayes: 90**

**Nays: 0**

**Abstentions: 0**

11. Update and discussion, recent Innovative disruptions

Coulter (PrairieCat) discussed ongoing issues with Innovative, including a previous software upgrade mistake that broke their system and recent disruptions caused by data center outages in Chicago. After the Administrative Council wrote a formal letter to Innovative expressing concerns, they received a response promising improvements to their support processes.

Coulter explained that before our contract expires at the end of FY27, we plan to issue an RFI to assess our options. While there is not much out there for us, we can explore the costs of the lateral move to Polaris or the new company Civica and their Spydus Integrated Library Management System.

12. Update, Innovative User's Group Conference

PrairieCat staff gave updates from the Innovative User's Group Conference. Tedder (PrairieCat) discussed advanced features, including upcoming improvements to item and volume records history, and the ability to perform admin tasks through a mobile app. Landis (PrairieCat) shared insights on data compilation and presentation by consortia, including a promising discussion about implementing the LX Starter email notice platform. O'Hara (PrairieCat) discussed improvements to the kids' catalog and Vega Discover customizations. Smith (PrairieCat) highlighted new features in Vega Discover that will help with collection statistics and reporting.

13. Staff introductions and staff longevity awards

Coulter (PrairieCat) introduced the PrairieCat staff to the Delegates. Knippel (PrairieCat) presented longevity awards to Coulter and Smith for their ten years of service to PrairieCat.



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

There were no public comments,

15. Adjournment

The meeting adjourned at 11:33 am.

Next regularly scheduled meeting, July 29, 2026