



**PrairieCat Administrative Council
Minutes**

January 8th

The Council will meet on Friday, January 8th, 2021, 10 am – 3 pm
Via Zoom online. Please visit [L2](#) to register or click on the link below:

<https://railslibraries.zoom.us/meeting/register/tJMkdO6trTIth9NOxMadFIPxa8Ilpti1EYLg>

The Council will meet virtually due to the coronavirus pandemic in
accordance with SB 2135.

PUBLIC COMMENT: Members of the public will be able to chat or speak during the virtual Zoom meeting during the public comment. Public comments may be submitted via email to Carolyn.Coulter@railslibraries.info at least two hours before the meeting.

Public can also dial in at: +1 312 626 6799 Meeting ID: 958 7769 7742

I. Call to order, Welcome and Introductions

Present via Zoom: Carolyn Coulter (PrairieCat), Emily Faulkner (DK), Laura Long (EM), Lauren Offerman (TC), Elizabeth Smith (PrairieCat), Laura Watson (HC), Chelsey DeSplinter (PrairieCat), Penny Bryant (Chair-PT), Charm Ruhnke (PU), Randy Stevens (IMRF), Emily Porter (BY), Julie Wayland (PR), Patti Smith (RO)

Absent: Jeff Munson (FG), Michele Arms (CH)

Bryant (Chair) called the meeting to order at 10:01 am.

II. Introduction of Visitors and Public Comments

There were public comments. Coulter introduced Randy Stevens with IMRF.

III. Review Agenda for Additions/Changes

There were no revisions.

IV. Consent Agenda

- a. Approve minutes for December 4th, 2020 PrairieCat Administrative Council meeting
- b. Approve financial report for November 2020
- c. Approve check register for 11/27/20 to 12/27/20
- d. Statistical reports

MOTION #1

Ruhnke (PU) moved and Offerman (TC) seconded to approve the consent agenda as presented. There was no discussion on the motion.

Motion carried by roll call.

Ayes: 6

Nays: 0

Abstentions: 0

Discussion:

V. Membership Update

Coulter (PrairieCat) briefed the Council on the progress with Putnam County Schools. They are adding their primary school, and the addition is underway now. The training with for item certification has been completed and John and Melissa are working with them to get their collections added.

Smith (PrairieCat) noted that she and Coulter met with the new director at Clinton Township.

VI. Administrative Issues

a. Review and recommendation to Delegates Assembly, Marengo-Union Library District IGA

Coulter (PrairieCat) stated Marengo has signed an IGA as a fully participating member. This will be a full migration and Innovative will be involved. Council agrees to move forward taking Marengo's membership to Delegates Assembly.

b. Review and recommendation to Delegates Assembly, PrairieCat Strategic Plan, FY22-24.

Coulter (PrairieCat) presented the one page as well as the complete Strategic Plan, saying PrairieCat kept the initial structure of the plan but refreshed the specific elements of the plan for FY22-24. Council agrees to take the Strategic Plan to Delegates Assembly.

c. Review and recommendation to Delegates Assembly, IMRF membership
Coulter (PrairieCat) said PrairieCat has been investigating membership in the IMRF pension plan for our employees for the past year. PrairieCat staff asks Administrative Council and Delegates Assembly to consider our membership in the plan. Coulter highlighted several point the Council and Delegates should consider:

- RAILS and PrairieCat have signed an IGA which would insure that, if PrairieCat were to dissolve, RAILS would cover any unfunded liability from employer contributions to IMRF.
- Although unlikely, RAILS may dissolve. This would leave unfunded contributions to the plan up to the responsibility of our members. Though this cost would be limited to the amount of contributions owed at the time of dissolution and would not be an ongoing liability, it is worth considering.
- The rate of employer contributions varies from year to year, based on IMRF actuarial analysis. Our rate could go up or down. There is no guarantee from year to year what it will be.
- Once an entity joins IMRF, the entity cannot withdraw from membership. Regardless of cost or any other factor, once in IMRF, always in IMRF.
- The first year employer contribution is quoted at 14.02%. This is 4.02% more than our current contribution to the ICMA-RC 401(a) plan for PrairieCat staff, currently funded at 10%.
- The fee rate letter from IMRF that was shared stipulates that membership timeline is dependent on the IMRF board. It is unclear when PrairieCat would be allowed (or forced) to join, should we accept membership. It is our hope that they would allow us to join on our fiscal year, July 1, 2021.
- Employee contributions would remain the same for staff at 4.5% of salary.

- Membership in IMRF would be very beneficial to PrairieCat staff. Many staff are already vested, and most have some service years with IMRF already. Staff would be able to “buy” the time we were out of the plan if they so desire.
- Membership in IMRF provides disability insurance, which PrairieCat pays for separately now. We would be able to drop our current long and short-term disability coverage (currently approx. \$6,000).

The Admin Council was joined by Randy Stevens (IMRF). He explained that IMRF is set up as a multi-employer pension plan. For example, employees who were once hired by RAILS and are now employed by PrairieCat, their pensions would follow them. Each employer is responsible for their proportional shares for employees. If an employee leaves PrairieCat before they are vested, they can request a separation refund. In this case, their refund would only be what they themselves paid in and not what PrairieCat contributed. PrairieCat’s contributions would remain in their funding account.

- Membership in IMRF makes PrairieCat highly desirable as an employee, and is a benefit sought after by most staff in Illinois. Membership would make PrairieCat a more attractive employer and would encourage employee longevity.

Council agrees to proceed with the presentation and recommendation to approve PrairieCat joining IMRF at Delegates Assembly.

- d. Discussion, FAIRCOM letter of support
Porter (BY) explained that as a taxing body within the district of a power generator, Byron Public Library is a member of FAIRCOM. FAIRCOM is a watchtower organization that hires lawyers and lobbyists to an eye on what is happening in the state that may or may not affect tax revenues. The letter Porter presented was drafted by FAIRCOM and sent to organizations with the hope of educating the public on the cost of closing the two Exelon power plants, one in Byron and one in Dresden. The letter explains the ramifications of these closures and the support of Climate Jobs Illinois as the way forward. Porter requests the support of PrairieCat.

MOTION #2

Smith (RO) moved and Wayland (PR) seconded to recommend the PrairieCat Chair signing the FAIRCOM letter in support of Climate Jobs Illinois. There was no discussion on the motion.

Motion carried by roll call.

Ayes: 9

Nayes: 0

Abstentions: 0

Discussion:

- e. Review of Delegates Assembly agenda for 1/27/2021
There were no changes to the Agenda.

- a. Resource Sharing Committee – no report
- b. Finance Committee – report from 12/17/2021
Offerman (TC) recapped the meeting, stating the committee met in December and mostly discussed the salary increase in the FY22 budget. In the meeting, Coulter presented some good arguments for keeping the increase to 2% across the board. The 2% fits into the budget and is in line with the recommendations from HR Source. Committee agreed to keep the salary increase at 2%

VIII. Review of Meeting – what worked and what didn't

IX. Public Comments
There were no public comments.

X. Adjournment
Adjourned at 11:20

XI. Next Meeting – Friday, February 5, 2021, Online via Zoom

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