

# State of the RSA Report

## FY24, Q3 – February 2024

Information from the latest RSA Users Group meeting and updates about the RSA Independence Project (RIP).

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### Table of Contents (click to jump to that section)

8 February 2024 Users Group Documents & Video .....	1
Staff Anniversaries, Updates, and News .....	2
RSA Independence Project (RIP) .....	2
Full RSA Board of Directors Election! Volunteers Needed .....	2
System Updates and Notes .....	3

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### 8 February 2024 Users Group Documents & Video

All meeting documents, a pdf version of the PowerPoint presentation, and the Zoom recording are posted at the links below. These documents are available on the [RSA Support Site](#), [Users Group page](#).

- [Agenda](#)
- [Minutes](#)
- Agenda item [2. RSACat, RSA Day, RSA Operations Manual WG Notes](#)
- Agenda item [5. Governance Package Docs](#) (index + 7 docs)
- Agenda Item [6. Independence Project Communications Package Docs](#) (index + 7 docs)
- Agenda item [7. New Fee Structures for FY26-FY29 Package Docs](#) (index + 6 docs)
- Agenda item [9.3.1 Renewal and Holds Shelf Limits Policy](#)
- Agenda item [9.3.2 Renewal and Holds Shelf Limits Procedure](#)
- Agenda item [9.3.3 Children of Multi Households Procedure](#)
- Agenda item [10. Cataloging Department Update](#)
- This State of the RSA Report - <https://bit.ly/UG-Page>

- Presentation: [A PDF version of the PowerPoint presentation](#)
- YouTube: [video of the Zoom meeting](#)

## Staff Anniversaries, Updates, and News

RSA Support Staff service anniversaries this quarter:

- Jennifer Choate – 4 years in Dec
- Tony Hahn – 3 years in Jan
- Erin Roberts – 2 years in Feb

All departments have resumed in-person library visits. Member Services and Cataloging have already made several visits. We're looking at the new RSA Membership Regions map (linked above) as a good way to spread training and meetings out around RSA's 13,500 square miles of territory. If you'd like to schedule a visit from RSA you can do so from the 'Get in Touch' menu 'Request Visit' option. Or click this link:

<https://form.jotform.com/RSAntp/RSAsite-visit-request>

## RSA Independence Project (RIP)

This users group meeting discussed 20-ish documents related to RSA's Independence Project. We're in Milestone 1, converting RSA's governance structure from a 501c3 Not for Profit to an Illinois Intergovernmental Instrumentality (III). All the latest information is posed on the Independence Project page <https://support.librariesofrsa.org/independence-project/>. This page will be updated throughout the entire process with new information and documents.

On March 1<sup>st</sup>, the page will be updated with the final versions of all the documentation related to this part of the project. The documentation is split into three subject groups to make it easier to review and select the individual documents you wish to provide to your Board or Administration. We'll also have links to all the individual documents on the RSA support site.

Also, on or about March 1<sup>st</sup>, RSA will provide printed copies of ALL documents to each library via delivery. We will also send a separate printed copy to each school library's Administrator. We are running an email survey of school libraries to gather information about how specifically we should mail these packages to.

Bottom line, the only thing you are required to do is return a copy of the signed and Attested signature page of the IGA. Signing the IGA signifies your organization also approves the Bylaw and new RSA Fee Structure being phased in between FY26 – FY29. More to come on this.

## Full RSA Board of Directors Election! Volunteers Needed

The governance conversion requires the RSA Board of Directors, and the new Directors Advisory Committee to the Board to meet all Open Meetings Act (OMA) rules. This means

in-person quorums of 51% of the Board or Committee will be required at each meeting. RSA does not meet the criteria for multiple in-person meeting locations and need to have a physical quorum in a single location. We'll be using the 5 regions listed in the map linked above to move the Board meetings around.

RSA has formed a Board of Directors Nominating Committee composed of:

- Mary Aylmer from Chillicothe PLD
- John Fischer from Normal PL
- Kathleen Helsabeck from Quincy PL

Please be on the lookout for emails from the Nominating Committee announcing how to volunteer to serve on the RSA Board of Directors. For this first election, we will have Board positions searching 1, 2, 3, and full 4-year terms. All Board member libraries will receive a rebate, in the form of a check, after each year of Board service. In other words, if you serve on the Board from 1 July 2024 – 1 July 2025, your library will receive a check from RSA in July/August 2025 for your service.

Please see the Board Make-up document in the Governance Package. It outlines the regions, and size and type representative positions that make up the Board. It also includes the election years for each position and the initial terms of service for each position.

## System Updates and Notes

**Symphony Upgrade to version 4.1:** We will upgrade to Symphony 4.1 in March. We don't have firm installation dates as of this time. Once we do, we'll ensure you have as much warning as possible.

**RSA Support Site:** You can access it here <https://support.librariesofrsa.org>. We are making tons of updates to this site and reorganizing all the information RSA provides, literally hundreds of documents, to make them easier to discover and access.

Thank you.

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