



Resource Sharing Alliance
715 Sabrina Drive
East Peoria, IL 61611
866-940-4083

**DIRECTORS ADVISORY COMMITTEE (DAC)
AGENDA**

Wednesday, 9 July 2025 | 1:00 PM

Kewanee Public Library District | 102 South Tremont, Kewanee, IL 61443

Member & Guest Attendee Zoom Registration Link:

<https://rslibraries.zoom.us/j/96450441546?pwd=JppPspcm823cpUNCj9bFNpaFp5BNop.1>

1. Welcome and Call to Order [Chair]
 - 1.1 Roll call of DAC members at meeting location [Note Taker]
 - 1.2 The in-person quorum must adopt a motion allowing the following members to participate via Zoom as they meet OMA rules preventing physical attendance (action requested)
Zoom participation sites: Towanda Public Library, 301 S. Taylor St., Towanda IL 61776
 - 1.3 Roll call of DAC members participating via Zoom [Note Taker]
2. Recognition of guests, public comments, and announcements [Chair]
 - 2.1 In person
 - 2.2 Zoom Location (Towanda)
3. Agenda adoption (action requested) [Chair]
4. Approve DAC meeting minutes from 14 May (action requested) [Chair]
5. Reports
 - 5.1 Chair's Report & New Taskings from the Board of Directors [Chair]
 - 5.2 RSA Report [ED]
 - 5.2.1 Assistant Executive Director Transition
6. Unfinished Business
 - 6.1 Jan/Feb Director Survey (discussion and action requested) [Chair]
 - 6.1.1 Identify areas RSA should work to improve
 - 6.2 Implementation / Beta Testing Individual Circulation accounts (discussion) [Deter / ED]
 - 6.2.1 Already issued at least 1,139 Cataloger and BCA accounts (current and deactivated)
 - 6.2.2 Revised backend creation, tracking, removal procedures for individual accounts:
BCA, WF Cataloger, WF Circulation, BC Circulation, and eventually BC Copy Cataloging
 - 6.2.2 Member Libraries need to keep RSA informed of local staff additions or departures (email, phone, or form)
 - 6.2.3 Individual WF Circulation & BLUEcloud Circulation account beta test in July (Fondulac and Henry PLs) – standardized recommended procedures, finalized BC Circ setup
 - 6.2.4 RSA-wide rollout will be in phases starting with volunteers, 1 year+ expected
7. New Business
 - 7.1 Board of Directors opening: Northern Region - Election late July (discussion) [Chair / ED]
 - 7.2 New version of the Operations Manual (discussion) [Deter]
 - 7.3 RSA Policy Overview Guide (discussion) [Deter]
 - 7.4 Paid bills from 2019 and earlier cleanup project completed (discussion) [ED]
 - 7.5 Bills, hold, items, (not patrons) Data Retention Policy (discussion) [Deter]
 - 7.6 Procedure testing: Doc for adding ISBNs for Library-bound books (discussion) [Deter]
 - 7.7 Ongoing mandatory in person member visits, 18-month cycle (discussion) [ED / Deter]
 - 7.8 Documentation Updates – Billing and MobileStaff (discussion) [Deter]
 - 7.9 Auto Renewal Counts available as of 1 July 2025 (discussion) [ED]
 - 7.10 New RSA Expectations & Responsibilities approved (discussion) [Chair]
 - 7.11 RSA Day committee, better as a Board subcommittee? Volunteers? (discussion) [Chair]

- 7.12 Welcome and Welcome Back! (discussion) [Chair]
 - 7.12.1 Amy Harris
 - 7.12.2 Rachel Ballenger
 - 7.12.3 Genna Buhr
- 8. Committee Development (discussion) [Chair]
 - 8.1 Committee Member comments and talking about projects in your library
 - 8.2 Guest comments and talking about projects in your library
- 9. Additional Public Comments [Chair]
- 10. Chair's Time, Agenda building for 8 October 2025 meeting at Illinois Veterans Home [Chair]
- 11. Adjournment [Chair]

FINAL VOTE OR ACTION MAY BE TAKEN AT THE MEETING ON ANY AGENDA ITEM SUBJECT MATTER LISTED ABOVE, UNLESS THE AGENDA LINE ITEM SPECIFICALLY STATES OTHERWISE.