

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, April 13, 2021**

CALL TO ORDER

The Urbana Free Library Board of Trustees met via Zoom on Tuesday, April 13, 2021. The meeting was called to order by the Vice-President, Beth Scheid, at 7:00 p.m. Beth cited the State Executive Orders which temporarily suspend the in-person presence requirements and eliminate the limitation on remote access of the Illinois Open Meetings Act due to the COVID-19 pandemic.

ATTENDANCE

Present: Shirese Hursey, Lupe Mejia, Beth Scheid, Michael Weissman, Jane Williams, and Gloria Yen

Absent: Barb Bennett, Mark Pelmore, and John Thies

Staff present: Becky Brown, Dawn Cassady, Celeste Choate, Amanda Standerfer, and Donica Swann

Also present: Brianna Gaspar

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVE THE AGENDA

It was moved by Shirese Hursey, seconded by Michael Weissman, and passed by roll call vote to approve the agenda as presented. Votes were as follows:

Ayes: Shirese Hursey, Lupe Mejia, Beth Scheid, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

PUBLIC COMMENT

None.

PRESENTATIONS

Celeste Choate started her FY22 budget presentation with pictures of happy children holding the 1,000 Books Before Kindergarten poster as a reminder that serving the public is the reason why we do the work that we do. Celeste explained that the budget has three main funds and gave a brief overview of each one. The 802 fund is the general fund, the 810 fund is the gift fund, and the 820 fund is the building fund. Property tax is the majority of the Library's revenue. Revenue from library fees has been decreasing for many reasons. Staff is not recommending that the Library go fine free for the immediate future, but does recommend that the Library implement automatic renewals. One financial concern is the need for a new air handler. It has been projected that it will hold up through FY22, but there is a need to build up

fund balance for its replacement costs and other building issues. Beth Scheid commented that she felt with all of the uncertainties from last year and the unknowns for the future, that the draft budget was a reasonable projection.

During the Building Plan process, Celeste plans to update the Board each month about the Plan's progress. She and Fred Schlipf are meeting later this week to talk about the schedule for the process. Fred has edited seventy pages of questions which will be used to facilitate discussions with the various Boards and staff. Donica Swann has set up a Team for staff to participate in sharing virtual tours and photos of other libraries along with comments about features they want to point out.

ACTION ITEMS (CONSENT AGENDA)

Being that Beth Scheid asked and saw that there were no requests to separate the items, it was moved by Jane Williams, seconded by Lupe Mejia, and passed by roll call vote to approve the consent agenda as presented. Votes were as follows:

Ayes: Shirese Hursey, Lupe Mejia, Beth Scheid, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

ACTION ITEMS (INDIVIDUAL)

It was moved by Michael Weissman, seconded by Shirese Hursey, and passed by roll call vote to extend the COVID-19 leave benefits. Votes were as follows:

Ayes: Shirese Hursey, Lupe Mejia, Beth Scheid, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

It was moved by Jane Williams, seconded by Shirese Hursey, and passed by roll call vote to approve the FY21 budget amendments. Votes were as follows:

Ayes: Shirese Hursey, Lupe Mejia, Beth Scheid, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

DISCUSSION ITEMS

Shirese Hursey mentioned that she appreciated seeing Library staff at the Habitat for Humanity work day.

REPORTS OF LIAISON OFFICERS

Friends of the Library

Celeste Choate reported that the Friends of the Library hope to have a book sale this November.

The Urbana Free Library Foundation

Celeste Choate reported that thanks to Amanda Standerfer developing the promotion for the Library Giving Day during National Library Week, the Foundation raised \$565 in one day. A large part, \$365, has been designated for WIFI hotspots. Amanda added that Library just received another check for \$100 to be used for WIFI hotspots, also.

Illinois Heartland Library System

Lupe Mejia reported that based on new CDC guidelines and careful deliberation by the IHLS work group, ILHS has ended the in-hub quarantine of materials and tubs as of today. Also, the voting period for the current IHLS election ends this Thursday. The Illinois State Library is expecting to receive \$4.7 million through the American Rescue Plan Act. ISL is developing plans to allocate these funds to Illinois libraries and library systems for FY22.

ADMINISTRATIVE REPORTS

Celeste Choate reported that the Library has also made the decision to stop quarantining materials based on the CDC decision. Materials will now be checked in the same day they are received. The Library will also be cutting back the number of times that surfaces are wiped down throughout the day.

BOARD AND COMMITTEE REPORTS

No report.

BOARD PRESIDENT REPORT

No report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

The meeting was adjourned at 7:42 p.m.

Becky Brown, Recorder

Barb Bennett, Secretary/Treasurer

Date Approved: _____

Supplementary information is available in the Board packet of April 13, 2021.
This meeting was taped for later broadcast.