

**The Urbana Free Library Board of Trustees  
Minutes of a Regular Meeting  
Held on Tuesday, October 13, 2015**

**CALL TO ORDER**

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on October 13, 2015. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m.

**OATH OF OFFICE**

Chris Scherer swore in the library's newest Board member, Michael Weissman.

**ATTENDANCE**

Present: Geoff Bant, Bill Brown, Mark Netter, Chris Scherer, Michael Weissman, and Jane Williams

Absent: Anh Ha Ho, Anna Merritt, and Beth Scheid

Staff present: Becky Brown, Dawn Cassady, Celeste Choate, M.C. Neal, Mary Towner, Anke Voss, and Kathy Wicks

Others present: Kerry-Ann Lombela

**APPROVAL OF THE AGENDA**

It was moved by Bill Brown, seconded by Jane Williams, and approved unanimously to accept the agenda as presented.

**CONSENT AGENDA**

It was moved by Mark Netter, seconded by Geoff Bant, and passed unanimously to approve the consent agenda as presented.

**PETITIONS AND COMMUNICATIONS**

*Public comment*

None.

*Presentations*

M. C. Neal presented the FY'16 – FY'18 Technology Plan to the Board. He explained differences between the new plan and the old plan, accomplishments from the old plan, and goals and objectives of the new plan.

Anke Voss presented the Per Capita requirement: Educational Programs and Training Opportunities for Patrons to the Board. She highlighted the many educational programs the library provides, the talented staff that provide those programs, and the community support for

the programs. At the end of her presentation, she passed out fliers for the Town and Gown series program.

## ITEMS FOR ACTION OR DISCUSSION

### *Building and Grounds*

No report.

### *Technology*

No report.

### *Finance*

No report.

### *Policy*

It was moved by Mark Netter, seconded by Jane Williams, and passed unanimously to approve the Bylaws of the Board of Trustees as presented.

The Board also reviewed the Library Collection Management policy, the Adult Services Collection Management policy, the Archives Collection Management policy, and the Children's Services Collection Management policy. These policies will be on the November agenda as action items.

### *Education and Training*

No report.

## REPORTS OF LIAISON OFFICERS

### *Friends of the Library*

Celeste Choate reminded the Board of the November book sale. The dates are November 19 through November 23.

### *The Urbana Free Library Foundation*

The Foundation is working on the annual donor letter. The intention is to mail it out before Thanksgiving. The Foundation is hoping to increase the number of Foundation Board members and donors.

### *Illinois Heartland Library System*

Geoff Bant reported that he is on the IHLS personnel and facilities committees. IHLS is doing an analysis to determine the best delivery points.

## REPORTS OF ADMINISTRATIVE STAFF

### *Executive Director*

Celeste Choate reported that the library has been approached by the News-Gazette to write book reviews.

The FY'16 statistics sheet has been updated to show the comparison between FY'15 and FY'16 year to date.

The Board orientation sheet has also been updated to include the new tutorials for Board members, which were purchased by IHLS.

State budget issues are affecting the City of Urbana and the library. Mark Netter suggested investigating the possibility of arranging a short term line of credit.

There was discussion about the concerns with the library HVAC system. Michael Weissman wondered if the library might consider a geo-thermal replacement if the current system fails.

#### *Associate Director*

Kathy Wicks showed the Board a picture from the News-Gazette taken at a Battle of the Books contest hosted at the library in May 1974. The photo of the Battle of the Books competitors includes two future staff members and two future authors. The two future authors are David Foster Wallace and Madeline Strong Diehl.

#### *Adult Services*

Mary Towner passed on the good news that the Fab Lab received a grant. Part of this will be used to fund 20 hours a week of help in the Teen Open Lab.

#### *Children's Service*

No further report.

#### *Archives*

Geoff Bant asked Anke Voss if the Archives would receive any materials from the closing of the Octave Chanute Aerospace Museum. She answered that the Archives will evaluate any materials appropriate to the Archives collection.

#### *Circulation Services*

No further report.

### **UNFINISHED BUSINESS**


Celeste Choate asked the Board their opinion of the sample "Order of Business" that was sent out in the Board packet. It was the consensus of the Board to adopt the new agenda style.

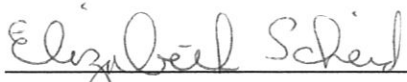
### **NEW BUSINESS**

None.

### **ADJOURNMENT**

It was moved by Michael Weissman and seconded by Mark Netter to adjourn at 8:22 p.m.

  
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Becky Brown, Recorder

  
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Elizabeth Scheid, Secretary

Date Approved: 11/10/15

This meeting was taped for later broadcast on cable television.

Supplementary information is available in the Board packet of October 13, 2015.