

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, June 8, 2010**

Present: Mary Ellen Farrell, Barbara Gillespie, Diane Marlin, James P. Quisenberry, Beth Scheid, Chris Scherer, Umesh Thakkar (by phone), and Jane Williams,

Absent: Lynn Wiley

Staff present: Becky Brown, Dawn Cassady, John Dunkelberger, Barbara Lintner, Debra Lissak, Anke Voss, and Kathy Wicks

The Urbana Free Library Board of Trustees met in the Archives of The Urbana Free Library on June 8, 2010. The meeting was called to order by the president, Mary Ellen Farrell, at 7:30 p.m.

It was moved by Beth Scheid, seconded by Jane Williams, and passed unanimously that the consent agenda be approved as mailed.

PETITIONS AND COMMUNICATIONS

Public comment

None.

Presentations

None.

REPORTS OF COMMITTEES

Building and Grounds

No report.

Technology

Chris Scherer asked how the Adult department is promoting the extra computer lab help. Deb also reported that Brian Bell, at Parkland, should be hearing about DCEO grant in July. The grant includes 12 hours of volunteer help for the library..

Finance

After discussion, it was moved by Chris Scherer, seconded by Diane Marlin, and passed unanimously that the June budget revisions for FY 2009/2010 be accepted as presented.

Deb updated the Board on recent FY 2010/2011 budget developments. The school district has been notified of a reduction in impact aid from the University of Illinois. The library receives a portion of this aid and will see a proportionate reduction. For FY 2011 the result is a revenue loss of approximately \$12,000. Deb suggested that the library absorb the loss by reducing equipment by \$7,000 and travel and training by \$5,000 at the next budget revision. Champaign County is just beginning its budget process. Deb Busey will be suggesting an across-the-board 4% reduction, which will result in approximately \$1,000 less revenue for the library. The library may not have concrete information about State per capita grant for some time. Last year the State used federal LSTA grant money to fund the State per capita grants.

Policy

No report.

Education and Training

No report.

Long-Range Planning

No report.

REPORTS OF LIAISON OFFICERS

Friends of the Library

No report.

The Urbana Free Library Foundation

No report.

Lincoln Trail Libraries System

Deb solicited Board opinions in order to respond to an LTLS survey concerning reciprocal borrowing restrictions. There was discussion about the ramifications of Champaign Public Library limiting reciprocal borrowing.

REPORTS OF ADMINISTRATIVE STAFF

Executive Director

No further report.

Associate Director

No further report.

Adult Services

No further report.

Children's Service

No further report.

Archives

No further report.

Circulation Services

No further report.

UNFINISHED BUSINESS

Department Head Vacancies

In discussion of the upcoming vacancies, there was concern about delays in filling the positions versus budget implications of the job searches and vacation payouts. It was the consensus of the Board to proceed with filling the Director of Children's Services vacancy by this fall, which leaves a short gap, and to consider a similar short delay in filling the Director of Adult Services vacancy. The Board requested that Deb bring the job descriptions, salary, and the amount of benefit payouts for John and Barbara to the next meeting. The Board would like an opportunity to meet candidates that are brought to the library.

Slate of Officers

It was moved by James Quisenberry, seconded by Diane Marlin, and passed unanimously to accept the slate of officers as presented. The current officers will retain their offices for the fiscal year 2011. The current officers are Mel Farrell as president, Chris Scherer as vice-president, and Beth Scheid as Secretary/Treasurer.

NEW BUSINESS

None.

CLOSED SESSION

It was moved by James Quisenberry, seconded by Chris Scherer, and passed by roll call vote that the meeting be moved to closed session to discuss personnel issues.

ADJOURNMENT

The meeting was moved from closed session to open session and adjourned at 9:30 p.m.

Becky Brown
Recording Secretary

Supplementary information and department reports are available in the Board packet of June 8, 2010.