

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, February 16, 2010**

Present: Mary Ellen Farrell, Barbara Gillespie, Diane Marlin, James P. Quisenberry, Beth Scheid, Chris Scherer, Umesh Thakkar (by phone), Jane Williams, and 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 February 16, 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

The Board watched the Power Point presentation that Dawn Cassady had created for the staff in-service day.

REPORTS OF COMMITTEES

Building and Grounds

No report.

Technology

After deciding that the library would not apply for the DCEO Digital Divide grant, Deb met with Brian Bell from Parkland College. Parkland already has the training and reporting components in place and was willing to include the library as a partner in the Parkland DCEO grant.

Deb has been attending the BTOP round 2 grant meetings for public computing centers.

James Quisenberry reported that IMC is creating a computer lab for middle school and high school students. This may be a good after-school alternative for students who want to use computers in an environment that has fewer noise and behavior restrictions than the library.

Finance

The library received notification from the State Library that this year's per capita grant would be \$41,000 rather than the anticipated \$48,000.

Deb asked the Board's opinion about spending surplus utility money this year to replace the twenty 2004 public computers in the building. Discussion will continue with the budget revision next month.

The Board discussed possible budget reductions for FY2011 and suggested having a joint meeting with the Foundation.

Policy

It was moved by James Quisenberry, seconded by Barbara Gilliespie, and passed unanimously that the changes in the Hours of Service policy be accepted as presented.

It was moved by James Quisenberry, seconded by Barbara Gilliespie, and passed unanimously to change the renewal of resident library cards from two years to three years. It was moved by Lynn Wiley, seconded by Barbara Gilliespie, and passed unanimously to renew business cards the same way. It was moved by Diane Marlin, seconded by Jane Williams, and passed unanimously to do the same with non-resident property owner cards.

It was moved by Beth Scheid, seconded by James Quisenberry, and passed unanimously to accept the new paragraph in Section 10 "Cardholder Responsibilities."

It was moved by James Quisenberry, seconded by Lynn Wiley, and passed unanimously to drop the four-month probationary period for children who are transferring to adult cards from children's cards in good standing.

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

Lynn Wiley reported that Lincoln Trail voted to pursue either a credit line or a loan to cover shortfalls caused by monies not yet released by the State. There was discussion about budgetary concerns of Lincoln Trail and the State library system.

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

A card for Peggy Henderson's family was passed around for Board and staff to sign.

NEW BUSINESS

None.

ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

Becky Brown
Recording Secretary

Supplementary information and department reports are available in the Board packet of February 16, 2010.