

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, November 10, 2020**

CALL TO ORDER

The Urbana Free Library Board of Trustees met via Zoom on Tuesday, November 10, 2020. 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.

OATH OF OFFICE

Barb Bennett administered the Oath of Office to Mark Pelmore and Gloria Yen. Gloria will finish the term that runs through June 30, 2022. Mark will finish the term that runs through June 30, 2023.

ATTENDANCE

Present: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore, Beth Scheid, John Thies, Michael Weissman, Jane Williams, and Gloria Yen

Staff present: Becky Brown, Dawn Cassady, Celeste Choate, Rachel Fuller, Drew Kenton, Donica Martin, and Amanda Standerfer

Also present: Andrew Waner

ACTION ITEM (INDIVIDUAL)

It was moved by Shirese Hursey, seconded by Lupe Mejia, and passed by roll call vote to approve John Thies as President of the Board. Votes were as follows:

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore. Beth Scheid, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

Abstain: John Thies

OATH OF OFFICE

Barb Bennett administered the Oath of Office to John Thies in his role as President of the Board of Trustees.

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVE THE AGENDA

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

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore. Beth Scheid, John Thies, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

ACTION ITEM (INDIVIDUAL)

It was moved by Michael Weissman, seconded by Shirese Hursey, and passed by roll call vote to accept Resolution 2020-13 to thank Barbara Jones for her service to the Board of Trustees.

Votes were as follows:

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore. Beth Scheid, John Thies, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

PUBLIC COMMENT

None.

PRESENTATION

Dawn Cassady presented on Chapters 3 and 8, from *Serving our Public 4.0 Standards for Illinois Public Libraries*. Chapter 3 is on Personnel, and Chapter 8 is on System Member Responsibilities. Dawn explained to the Board the ways that the Library meets the standards in both of these chapters. Drew Kenton presented on Chapter 12 about Technology. Drew explained to the Board how the Library meets the standards in this chapter.

ACTION ITEMS (CONSENT AGENDA)

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

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore. Beth Scheid, John Thies, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

ACTION ITEMS (INDIVIDUAL)

It was moved by Michael Weissman, seconded by Beth Scheid, and passed by roll call vote to approve Resolution 2020-14 to accept the gift of service from Fred Schlipf. Votes were as follows:

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore. Beth Scheid, John Thies, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

It was moved by Michael Weissman, seconded by Barb Bennett, and passed by roll call vote to not ask the Foundation to ask the City of Urbana for possession of the Marro building. Votes were as follows:

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore. Beth Scheid, John Thies, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

It was moved by Shirese Hursey, seconded by Lupe Mejia, and passed roll call vote to approve Resolution 2020-15 to accept gifts. Votes were as follows:

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore. Beth Scheid, John Thies, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

It was moved by Beth Scheid, seconded by Michael Weissman, and passed by roll call vote to approve the FY21 budget amendment. Votes were as follows:

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore. Beth Scheid, John Thies, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

REPORTS OF LIAISON OFFICERS

Friends of the Library

Celeste Choate reported for the Friends of the Library that the Amazon store is still selling books online.

The Urbana Free Library Foundation

Celeste Choate reported that the Foundation has kicked off the annual campaign. Amanda Standerfer worked with a U of I student to produce videos of community members telling why they give to the Library Foundation. Celeste encouraged Board members to view them.

Illinois Heartland Library System

Lupe Mejia reported on the IHLS annual Member Day. She felt it was well done and provided a wealth of information on the roles of Trustees, library staff, and administration.

Lupe also reported that the materials quarantine was reduced to five days on October 30, but this is still moving target as more information becomes available.

ADMINISTRATIVE REPORTS

Celeste Choate reported to the Board that as there are new developments in the COVID-19 data, the Library has created various service models to keep staff and patrons safe. She explained the Grab and Go model that is being used now. If number of COVID-19 cases decreases, the Library could move to a Grab and Go Plus model. If numbers increase, the Library could go to an Appointment Only or Curbside Only model. There was discussion about the criteria that would be used to decide the service levels. There was discussion about humidity levels in the Library, because the virus does not survive as well in higher humidity.

BOARD AND COMMITTEE REPORTS

Lupe Mejia reported on the ILA conference. She thanked the Board and Celeste for the ability to attend. She enjoyed the key note speaker, Eric Klinenberg, and received a lot of good information on advocacy, empathy, and fiscal planning. She gave a shout out to Rachel Fuller and Amanda Standerfer for a great job on their presentation on *Community Engagement Through Moves Management*.

BOARD PRESIDENT REPORT

John Thies appointed Barb Bennett join Michael Weissman on the nominating committee. Barb and Michael will meet to create a slate for the Secretary *pro tempore* position.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

CLOSED SESSION

At 8:09 p.m., it was moved by Shirese Hursey, seconded by Lupe Mejia, and passed by roll call vote to move into closed session pursuant to 5 ILCS 120/2 (c) (21) Section 2.06 for the purpose of approval of closed session minutes and the semi-annual review of closed session minutes; and pursuant to 5 ILCS 120/2 (c) (1)(2) for the purpose of approval of the destruction of verbatim records. Votes were as follows:

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore. Beth Scheid, John Thies, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

At 8:41 p.m., it was moved by roll call vote to move back into open session.

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore. Beth Scheid, John Thies, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

ACTION ITEMS (INDIVIDUAL)

It was moved by Beth Scheid, seconded by Jane Williams, and passed by roll call vote to approve the closed session minutes of June 10, 2014, August 12, 2014, and October 14, 2014.

Votes were as follows:

Ayes: Beth Scheid and Jane Williams

Nays: None

Abstain: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore, Beth Scheid, John Thies, Michael Weissman, Jane Williams, and Gloria Yen

It was moved by Lupe Mejia, seconded by Jane Williams, and passed by roll call vote to approve the closed session minutes of January 14, 2020, February 11, 2020, and March 10, 2020.

Votes were as follows:

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Beth Scheid, John Thies, Michael Weissman, and Jane Williams

Nays: None

Abstain: Mark Pelmore and Gloria Yen

It was moved by Shirese Hursey, seconded by Beth Scheid, and passed by roll call vote to open the closed session minutes of January 14, 2020, February 11, 2020, and March 10, 2020. Votes were as follows:

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Beth Scheid, John Thies, Michael Weissman, and Jane Williams

Nays: None

Abstain: Mark Pelmore and Gloria Yen

It was moved by Barb Bennett, seconded by Michael Weissman, and passed by roll call vote to approve the destruction of the verbatim records of the closed session minutes of June 10, 2014, August 12, 2014, October 14, 2014, January 9, 2018, February 13, 2018, April 10, 2018, May 8, 2018, September 11, 2018, and January 8, 2019. Votes were as follows:

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore, Beth Scheid, John Thies, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

ADJOURNMENT

The meeting was adjourned at 8:50 p.m.

Becky Brown, Recorder

Barb Bennett, Secretary/Treasurer

Date Approved: _____

Supplementary information is available in the Board packet of November 10, 2020.

This meeting was taped for later broadcast.