

The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, May 12, 2020

CALL TO ORDER

The Urbana Free Library Board of Trustees met via Zoom on Tuesday, May 12, 2020. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m. Chris 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: Barb Bennett, Shirese Hursey, Barbara Jones, Lupe Mejia, Beth Scheid, Chris Scherer, John Thies, Michael Weissman, and Jane Williams

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

Also present: Jason Liggett

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

Celeste Choate asked that item 8.1 be moved to the end of the Action Items.

APPROVE THE AGENDA

It was moved by Shirese Hursey, seconded by Barbara Jones, and passed unanimously to approve the agenda as amended.

PUBLIC COMMENT

None.

PRESENTATION

None.

ACTION ITEMS (CONSENT AGENDA)

Being that Chris Scherer asked and saw that there were no requests to separate the items, it was moved by Beth Scheid, seconded by Michael Weismann, and passed unanimously to approve the consent agenda as presented.

ACTION ITEMS (INDIVIDUAL)

It was moved by John Thies, seconded by Barbara Jones, and passed unanimously to accept the FY20 budget revisions.

It was moved by John Thies, seconded by Jane Williams, and passed unanimously to approve the Circulation and Interlibrary Loan Policy revisions.

It was moved by John Thies, seconded by Beth Scheid, and passed unanimously to approve Resolution 2020-06 to execute Agreement Regarding Right of Way and Easements.

After discussion, it was moved by Michael Weismann, seconded by Barb Bennett, and passed unanimously to approve Resolution 2020-07 to amend the IGA between USD#116 and The Urbana Free Library for Library service.

It was moved by Barb Bennett, seconded by Shirese Hursey, and passed unanimously to approve Resolution 2020-08 which states Essential Functions of The Urbana Free Library.

It was moved by Beth Scheid, seconded by Barbara Jones, and passed unanimously to approve the Annual Review and Designation of Non-Resident Card Fees.

It was moved by John Thies, seconded by Shirese Hursey, and passed unanimously to approve the Leave Policy revision as presented.

Celeste explained to the Board FY21 budget changes that have been made due to COVID-19. Since staff will not be traveling to conferences, there will be savings in travel and training lines which can be moved to other lines. Many large events will not be happening in Urbana, which allows savings. The amount of the cost of living raises will be decreased. The Library has been told to ask for a lower amount of property tax. John Thies asked if the Library would be included if the City receives a stimulus package. Celeste said she will watch for governmental stimulus packages. There was discussion about ways to make sure the Library still has a presence in the community with virtual programs, Curbside delivery, and advertising.

After discussion, it was moved by John Thies, seconded by Lupe Mejia, and passed unanimously to approve the FY21 budget.

DISCUSSION ITEMS

None.

REPORTS OF LIAISON OFFICERS

Friends of the Library

The Friends have decided not to have the August book sale.

The Urbana Free Library Foundation

The Foundation received over \$1000 for Giving Tuesday. Foundation members are reaching out to donors to see how the Library can assist them.

Illinois Heartland Library System

Lupe Mejia reported that she has been elected to the IHLS Board of Directors, with her term starting in July.

Rachel Fuller reported that IHLS is working to support libraries in the southern part of the state as they deal with COVID-19 and offering professional development opportunities for library staff who are working from home.

ADMINISTRATIVE REPORTS

Celeste reported how the Library is planning to implement Curbside Pickup service. Information will be available on the Library's website and through social media. Since the Green Street side of the building is closed due to construction, Curbside Pickup service will start out on Elm Street. There was a question about returns. The Library will not take returns until there is better data about how long to quarantine materials or better ways to decontaminate materials. Barbara Jones commended Celeste and the staff on all the work that has been done.

NOMINATING COMMITTEE REPORT

Barbara Jones reported that the nominating committee brings forward the FY21 slate of officers as Chris Scherer as President, Beth Scheid as Vice-President, Barb Bennett as Secretary/Treasurer, and Barbara Jones as Secretary *pro tempore*. The Board will vote on the slate at the June 9, 2020 meeting.

BOARD PRESIDENT REPORT

None.

UNFINISHED BUSINESS


None.

NEW BUSINESS

None.

ADJOURNMENT

The meeting was adjourned at 7:55 p.m.



Becky Brown, Recorder

Barb Bennett, Secretary/Treasurer

Date Approved: June 9, 2020

Supplementary information is available in the Board packet of May 12, 2020.
This meeting was taped for later broadcast.