

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, December 10, 2019**

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, December 10, 2019. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m.

ATTENDANCE

Present: Barb Bennett, Barbara Jones (by phone), Lupe Mejia, Chris Scherer, John Thies, Michael Weissman, and Jane Williams.

Absent: Shirese Hursey and Beth Scheid

Staff present: Sherrie Bowser, Becky Brown, Dawn Cassady, Celeste Choate, Rachel Fuller, and Amanda Standerfer

Also present: Kevin Lau, Jessica Mette and Molly Sweeney

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVE THE AGENDA

It was moved by John Thies, seconded by Lupe Mejia, and passed unanimously to approve the agenda as presented.

PUBLIC COMMENT

None.

PRESENTATION

Sherrie Bowser gave a presentation about the Digital Public Library of America (DPLA) and the Illinois Digital Archives (IDA) to meet the topic requirement on outreach for the Per Capita Grant. DPLA is a large scale public library digital project whose goal is to connect people to the riches held within America's libraries, archives, museums, and other cultural heritage institutions. IDA is digital collections held by the state of Illinois, containing oral histories, Illinois bicentennial materials, Abraham Lincoln documents, and art in Illinois. The Champaign County Historical Archives has a presence in both DPLA and IDA.

ACTION ITEMS (CONSENT AGENDA)

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

ACTION ITEMS (INDIVIDUAL)

It was moved by John Thies, seconded by Lupe Mejia, and passed unanimously to adopt the Strategic Plan as amended from last month. Michael Weissman thanked staff for making the revisions as requested by the Board.

It was moved by Barb Bennett, seconded by Michael Weissman, and passed unanimously to approve the revised Computer and Internet Use Policy IV-B as presented.

It was moved by Michael Weissman, seconded by Barb Bennett, and passed unanimously to approve the FY20 budget amendment as presented.

It was moved by John Thies, seconded by Lupe Mejia, and passed unanimously to approve Resolution 2019-14 to authorize designated persons to secure and have access to the safe deposit boxes at Busey Bank.

It was moved by Lupe Mejia, seconded by Barb Bennett, and passed unanimously to approve Resolution 2019-15 to enter into an agreement with CFS - Custom Facility Services, Inc., for maintenance services.

DISCUSSION ITEMS

Dawn Cassady passed out the Per Capita requirements sheet to various Board members, requesting that if they have any recommendations to modify any procedures related to any of the topics, that they write those modifications on the sheet.

REPORTS OF LIAISON OFFICERS

Friends of the Library

Barb Bennett reported that the Friends' November book sale raised over \$4,000.

The Urbana Free Library Foundation

Amanda Standerfer reported that the Foundation annual fundraising campaign letter has been mailed, and donations are starting to come in.

Illinois Heartland Library System

Rachel Fuller reported that IHLS and ILA are partnering together to create a small and rural libraries forum for IHLS members. IHLS is also in the process of providing minimum wage support and information to libraries throughout the area.

ADMINISTRATIVE REPORTS

Chris Scherer asked when the City will be doing the classification and compensation study. Celeste Choate explained that the study is in the bid process.

BOARD PRESIDENT REPORT

No report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

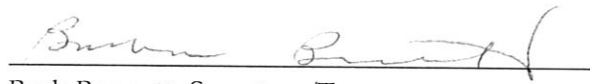
None.

ADJOURNMENT

The meeting was adjourned at 7:19 p.m.



Becky Brown, Recorder



Barb Bennett, Secretary/Treasurer

Date Approved: Jan 14, 2020

Supplementary information is available in the Board packet of December 10, 2019.
This meeting was taped for later broadcast on cable television.