

**The Urbana Free Library Board of Trustees  
Minutes of a Regular Meeting  
Held on Tuesday, August 14, 2018**

**CALL TO ORDER**

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, August 14, 2018. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m.

**ATTENDANCE**

Present: Barb Bennett, Barbara Jones, Jared Miller, Chris Scherer, Jane Williams, and Michael Weissman

Absent: Geoff Bant, Beth Scheid, and John Thies

Staff present: Becky Brown, Dawn Cassady, Celeste Choate, and Rachel Fuller

Also present: Jason Liggett

**ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA**

Item 15 was removed from the agenda.

**APPROVE THE AGENDA**

It was moved by Jared Miller, seconded by Barbara Jones, and passed unanimously to approve the agenda as corrected.

**CALL FOR EXECUTIVE SESSION**

The executive session (Item 15) was removed from the agenda.

**PUBLIC COMMENT**

None.

**PRESENTATIONS**

Barbara Jones told the Board about the highlights of attending the American Library Association conference in New Orleans this past June. During the Opening General Session, Barbara was awarded the 2018 Freedom to Read Foundation Roll of Honor Award for her intellectual freedom work within American libraries for decades. She enjoyed hearing Michelle Obama speak, the exhibitions, and the sessions, which included talks about the 1<sup>st</sup> Amendment and social media, net neutrality, how to talk to legislatures, fake news, and recruiting Millennials for library boards. She was thankful to the Library for helping her attend.

**ACTION ITEMS (CONSENT AGENDA)**

It was moved by Jared Miller, seconded by Michael Weissman, and passed unanimously to approve the consent agenda as presented. Chris Scherer asked about the Carle Foundation Hospital invoice for \$2,975.00. Celeste Choate explained that the invoice was for the Employee

Assistance Program (EAP), which provides short term counseling for employees and family members.

#### **ACTION ITEMS (INDIVIDUAL)**

It was moved by Barb Bennett, seconded by Barbara Jones, and passed unanimously to approve the Annual Report to the City Council per 75 ILCS 5/4-10.

It was moved by Jared Miller, seconded by Michael Weissman, and passed unanimously to approve the insurance policy premiums.

It was moved by Barb Bennett, seconded by Jared Miller, and passed unanimously to approve the Homefield invoice.

#### **DISCUSSION ITEMS**

None.

#### **REPORTS OF LIAISON OFFICERS**

##### *Friends of the Library*

The Friends are preparing for the August book sale, starting August 23, which will coincide with the Sweet Corn Festival weekend.

##### *The Urbana Free Library Foundation*

The Foundation will meet on Wednesday, August 15.

##### *Illinois Heartland Library System*

No report.

#### **ADMINISTRATIVE REPORTS**

Celeste reported that RFP's for the HVAC system chiller and compressor, as well as the HVAC system in the Webber building, will be issued in the next few days. The Library is waiting on the final design for the porch. Painting projects are in the future for the exteriors of all three buildings owned by the Library.

Celeste also reported that candidates are being reviewed for the Development & Promotion Director, the AYS Programming & Outreach Manager, and the IT Manager.

Barbara Jones was pleased to read in Celeste's Director's report about the success of the Drag Queen Story Hour. She also appreciated the right mix of fun and scholarship at the Library's 100<sup>th</sup> Anniversary Celebration for the Samuel T. Busey Memorial Library.

Chris Scherer asked if there was a total number of children that have received Library cards due to the Library and USD#116 agreement. Celeste answered that the number has not yet been finalized, but should be by the next Board meeting.

Celeste reported that because of a change in staffing, the Library was able to create a new full-time Circulation/Information assistant position and fill it from an active Civil Service roster in a

short amount of time. She announced that Heather Sinclair is leaving the Library, which will impact the search for the Development & Promotion Director. Heather will be missed.

**BOARD PRESIDENT REPORT**

No report.

**UNFINISHED BUSINESS**

None.

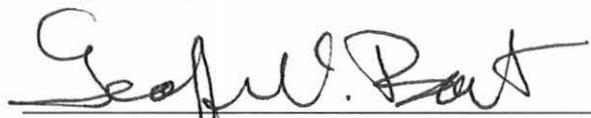
**NEW BUSINESS**

None.

**ADJOURNMENT**

The meeting was adjourned at 7:25 p.m.

  
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Becky Brown, Recorder

  
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Geoffrey Bant, Secretary/Treasurer

Date Approved: August 14, 2018

Supplementary information is available in the Board packet of August 14, 2018.  
This meeting was taped for later broadcast on cable television.