

The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, September 12, 2017

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on September 12, 2017. The meeting was called to order by the president, Chris Scherer, at 7:04 p.m.

ATTENDANCE

Present: Geoff Bant, Anna Merritt, Jared Miller, Mark Netter, Beth Scheid, Chris Scherer, Michael Weissman, and Jane Williams

Absent: Barbara Jones

Staff present: Elaine Bearden, Becky Brown, Dawn Cassady, Celeste Choate, Rachel Fuller, and Kathy Wicks

Also present: Shauri Gonzalez and Simon Rosenzweig

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVE THE AGENDA

It was moved by Jared Miller, seconded by Michael Weissman, and passed unanimously to approve the agenda as presented.

CALL FOR EXECUTIVE SESSION

There was no call for an executive session.

PUBLIC COMMENT

None.

PRESENTATIONS

Elaine Bearden gave a presentation on this year's summer reading program themed Reading by Design, which focused on the doing of reading, including imagining, making, and exploring. It ran from May 15 through August 31 with 1,350 people registering. Children from infants up through those entering 6th grade kept track of their minutes of reading, for a total of 461,400 minutes. Teens who had completed 6th through 12th grade kept track of the pages they read, for a total of 358,894 pages. Adults kept track of the books they read, for a total of 1,451 books. The Friends of the Library provided 1,299 book prizes. The Library offered 240 programs during the summer and had 7,708 attendees. Beth Scheid commented that it was good to see so many people involved with the Library this summer even with better weather, which usually would cause people to do other activities besides read.

ACTION ITEMS (CONSENT AGENDA)

It was moved by Anna Merritt, seconded by Jared Miller, and passed unanimously to approve the consent agenda as presented.

ACTION ITEMS (INDIVIDUAL)

It was moved by Jared Miller, seconded by Mark Netter, and passed unanimously to approve the Homefield Energy invoice for \$10,055.92 as presented.

It was moved by Beth Scheid, seconded by Jared Miller, and passed unanimously to approve the Homefield Energy invoice for \$11,054.92 as presented.

It was moved by Beth Scheid, seconded by Anna Merritt, and passed unanimously to approve the FY18 budget amendment, which shifts funds from the Administration Hourly line to the departmental lines to fund a 1% wage increase and retro pay back to July 1, 2017.

Anna Merritt requested four small editorial changes to Resolution 2017-10. After discussion, it was moved by Anna Merritt, seconded by Mark Netter, and passed unanimously to approve Resolution 2017-10, which extends the JPE, Inc service agreement through March 1, 2018.

DISCUSSION ITEMS

Celeste reminded the Board that the Per Capita grant has certain standards each year. This year part of the Board's obligation is to read chapters 1-5 in the *Trustees Facts File*. Anna Merritt suggested that since Jared Miller is reading the *Trustees Facts File* for the first time, that he ask questions of the previous Board members. After discussion, it was the consensus of the Board that everyone be prepared for the November meeting. Another of the State standards for this year is safety, and Kathy will give a presentation on safety in November. Mark Netter suggested that Board members give presentations on topics that interest them and would be of relevance to the Board.

REPORTS OF LIAISON OFFICERS

Friends of the Library

Anna Merritt reported that the August book sale was successful, making over \$6,000. The President of the Friends, Theryl Newland, made a point at the last meeting, which Anna found interesting and worth bringing to the Board's attention. Theryl sees the book sales as an opportunity to get the community into the Library. In her opinion, the good will created by the helpful and friendly volunteers may be even more valuable than the money from the books that are sold.

The Urbana Free Library Foundation

Their next meeting will be on September 20, 2017.

Illinois Heartland Library System

Geoff Bant reported that the IHLS received \$1.4 million, and things have been quiet lately.

ADMINISTRATIVE REPORTS

Chris Scherer asked if raising the number of renewals from 5 to 10 would lead to more lost books, because people may forget they have the items. Celeste explained that people receive reminders as items get close to being due, and if an item becomes overdue, reminders are sent out. Over the years, as the number of times an item may be renewed has increased, the number of checkouts has increased as well.

Celeste pointed out a minor change in her director's report. Comic Con 2017 was sponsored by Illini Media and Peggy and Bob Podlasek in memory of Greg Bliss, rather than Great Bliss.

Geoff Bant asked what kinds of things the Library does in conjunction with the Champaign Public Library. Celeste said that the libraries are working together in a collaborative way on programs. Chris Scherer said that there had been a meeting between Board Presidents and the Library Directors about ways to work together. Champaign and Urbana Libraries applied together for a grant that would give the libraries WiFi hot spots to circulate, and even though the grant wasn't given, it was a good opportunity to work together.

Celeste reported to the Board that the staff have greatly enjoyed the ability to wear their Urbana Free Library t-shirts and jeans all summer long, and so it has been decided that library t-shirts and jeans will be allowed every day rather than only certain days of the month.

Kathy Wicks reported that Vince Gustafson, Public Facilities Supervisor for the City of Urbana, and representatives of The CTS Group had performed an inspection of the building, but she has not heard the results yet. Mark Netter commented that he was pleased to see a picture of the new boilers.

Anna Merritt complimented Celeste on the letter from Beth Paoli, Adult Literacy Grant Specialist, thanking Celeste for the time she gave reviewing grant applications.

Celeste explained to the Board that the new financial system will streamline the budget. There will be new ways to get information and reports without the need for as many budget lines.

Rachel Fuller gave a quick show and tell about the new collections. She brought musical instruments, including a thunder maker and egg shakers. The kits have been very popular and are checked out most of the time.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

The meeting was adjourned at 8:03 p.m.

Becky Brown, Recorder

Beth Scheid, Secretary/Treasurer

Date Approved: _____

This meeting was taped for later broadcast on cable television.

Supplementary information is available in the Board packet of September 12, 2017.