

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, December 13, 2016**

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on December 13, 2016. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m.

ATTENDANCE

Present: Geoff Bant, Bill Brown, Barbara Jones, Mark Netter, Beth Scheid, Chris Scherer, Michael Weissman, and Jane Williams

Absent: Anna Merritt

Staff present: Becky Brown, Dawn Cassady, Celeste Choate, Anke Voss, and Kathy Wicks

Also present: Shauri Gonzalez and Simon Rosenzweig

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVE THE AGENDA

It was moved by Beth Scheid, seconded by Barbara Jones, and passed unanimously to approve the agenda as presented.

CALL FOR EXECUTIVE SESSION

None.

PUBLIC COMMENT

None.

PRESENTATIONS

Kathy Wicks gave a presentation on the Technology Plan. The revisions reflect the FY 2017 objectives that have been or are being addressed this year. Barbara Jones asked if part of the job of the Development person will be helping to find funds for the Tech Wish List. Beth Scheid asked if there will be another revision, and the answer to both is yes. The Board will vote on the Technology Plan at the January 10, 2017, meeting.

Barbara Jones told the Board about attending ILA on October 20. ILA had the sessions organized by tracks, with one track designated for Trustees. Barbara found the meetings interesting and informative. She reminded the Board of the Legislature Day scheduled on March 3, 2017.

Celeste Choate also shared her experiences at ILA. One of the sessions was with Nina Simon talking about relevance and that it is not about “or” but about “and”. It is important for libraries to reach out to the core group and to get to know others not in the core group to find out what is relevant to different groups. Session on trends and on social media were interesting.

ACTION ITEMS (CONSENT AGENDA)

It was moved by Michael Weissman, seconded by Jane Williams, and passed unanimously to approve the consent agenda as presented.

ACTION ITEMS (INDIVIDUAL)

It was moved by Jane Williams, seconded by Bill Brown, and passed unanimously to approve the Vacation and Leave Policy as presented.

DISCUSSION ITEMS

Revisions to the Circulation and Interlibrary Loan Policy were brought to the Board for discussion.

The Security Cameras Policy has been revised to include Managers as part of the group that is permitted to view camera footage when requested by the police.

Both policies will be brought to the Board for a vote at the January 10, 2017, meeting.

REPORTS OF LIAISON OFFICERS

Friends of the Library

The November 17 book sale brought in \$3,871. The next book sale will be March 30, 2017.

The Urbana Free Library Foundation

The annual appeal letter went out before Thanksgiving. More than \$28,000 had been received before the Board meeting. The Foundation has used donations to sponsor UFLive concerts and may use them on the acquisitions of land and for processing of the Chanute collection.

Illinois Heartland Library System

Geoff Bant reported that IHLS subcontracted with RAILS for the southern part of the delivery system. Delivery routes have been changed, and Champaign has become the hub. IHLS is still experiencing budget issues.

ADMINISTRATIVE REPORTS

Kathy Wicks gave the Board a facilities update. The Library received the final Henneman evaluation, with several revisions. The chiller failure has moved its replacement up the timeline. Replacing the LON Network Controller was already approved by the Board. The total estimated costs to implement all recommended immediate upgrades is \$323,737. Kathy will be making a phone call about possible grants to help with the boiler replacement. There was discussion about spending plans, whether the chiller will be replaced before summer, and the timeline.

Kathy had planned to take the Board on an HVAC tour, but given the weather, she took them on a picture tour instead.

BOARD PRESIDENT REPORT

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

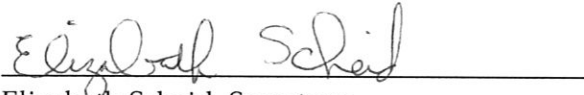
None.

ADJOURNMENT

The meeting was adjourned at 8:00 p.m.



Becky Brown, Recorder



Elizabeth Scheid, Secretary

Date Approved: 1/10/17

This meeting was taped for later broadcast on cable television.

Supplementary information is available in the Board packet of December 13, 2016.