

**The Urbana Free Library Board of Trustees  
Minutes of a Regular Meeting  
Held on Tuesday, January 21, 2014**

Present: Scott Bennett, Anh Ha Ho, Anna Merritt, Mark Netter, Beth Scheid,  
Chris Scherer, and Jane Williams

Absent: Bill Brown and Mary Ellen Farrell

Staff present: Becky Brown, Dawn Cassady, Lora Fegley, Mary Towner, Anke Voss,  
and Kathy Wicks

Also present: Bob Burger

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on January 21, 2014. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m.

It was moved by Scott Bennett, seconded by Jane Williams, and passed unanimously to accept the consent agenda as presented.

#### **PETITIONS AND COMMUNICATIONS**

##### ***Public comment***

None.

##### ***Presentations***

Bob Burger reported that the Search Committee received twenty applications for the Executive Director position. The Committee was very satisfied with the depth and breadth of the applicants. Telephone interviews have been completed, and the Committee is meeting soon to decide whom to invite for on-site interviews. It is anticipated that three individuals will be invited. Once this part of the process has been completed, the Committee will make recommendations to the Board, and the Board will make an offer to the candidate they choose.

#### **ITEMS FOR ACTION OR DISCUSSION**

##### ***Building and Grounds***

None.

***Technology***

A part-time temporary person has been hired for IT. His main areas of focus will be upgrading computers to Windows 7, RFID, and Envisionware changes.

***Finance***

None.

***Policy***

None.

***Education and Training***

None.

***Strategic Planning***

None.

**REPORTS OF LIAISON OFFICERS**

***Friends of the Library***

No report.

***The Urbana Free Library Foundation***

No report.

***Illinois Heartland Library System***

No report.

**REPORTS OF ADMINISTRATIVE STAFF**

***Acting Director***

Anna Merritt asked questions from Kathy's report about the web site.

***Adult Services***

Chris Scherer asked Mary questions from her report about the number of incidents in the library in December. Scott Bennett asked for further clarification on how much information staff may share with law enforcement.

***Children's Service***

No further report.

***Archives***

Chris Scherer asked Anke about her report on the printing and distribution of *Champaign County: The Early Years*.

*Circulation Services*

No further report.

**UNFINISHED BUSINESS**

Mark Netter reported that Dennis Roberts met with him, Mary Ellen Farrell, Kathy Wicks, and Heather Sinclair to search out a good location for the Royer plaque. It was decided to place it on the northeast corner of the property. Board members plan to fund the plaque, and the City will install it. There were some questions about the proposed wording, and Anna Merritt agreed to meet with Dennis Roberts to finalize the wording. It was the consensus of the Board to pursue the production of the plaque.

**NEW BUSINESS**

None.

**ADJOURNMENT**

It was moved by Beth Scheid and seconded by Jane Williams to adjourn at 7:40 p.m.

Becky Brown  
Recording Secretary

Supplementary information and department reports are available in the Board packet of January 21, 2014.