

**The Urbana Free Library Board of Trustees  
Minutes of a Regular Meeting  
Held on Tuesday, December 10, 2013**

Present: Bill Brown, Mary Ellen Farrell, Anh Ha Ho, Anna Merritt, Mark Netter, Beth Scheid, Chris Scherer, and Jane Williams

Absent: Scott Bennett

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

Also present: Corrie Proksa, Dennis Roberts, and Ellis Woodland

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on December 10, 2013. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m.

It was moved by Anna Merritt, seconded by Beth Scheid, and passed unanimously to accept the consent agenda as presented.

#### **PETITIONS AND COMMUNICATIONS**

*Public comment*

None.

*Presentations*

Dennis Roberts made a presentation to the Board about the feasibility of placing a plaque at the library commemorating its status as a Joseph W. Royer building. There were questions about the funding of the plaque. It was the consensus of the Board that Dennis should move forward with the project. Dennis will bring wording for the plaque to the Board for their approval.

Bill Brown showed the Board a publication by the Municipal League which commemorates their 100 years of existence. Pictured in the publication was one of the League's conventions in The Urbana Free Library in 1923.

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

*Building and Grounds*

None.

*Technology*

None.

*Finance*

There was discussion about the budget revisions. It was move by Mary Ellen Farrell, seconded by Mark Netter, and passed unanimously to approve the December budget revisions as presented.

It was moved by Mark Netter, seconded by Beth Scheid, and passed unanimously to approve a total of \$15,000 for roof repairs on the Webber building.

*Policy*

None.

*Education and Training*

None.

*Strategic Planning*

None.

**REPORTS OF LIAISON OFFICERS**

*Friends of the Library*

The Friends had a successful book sale. Mary Towner organized volunteers from the Graduate School of Library and Information Science to help box unsold books for a shipment to Better World Books. The volunteers expressed interest in helping with future book sales.

*The Urbana Free Library Foundation*

No report.

*Illinois Heartland Library System*

No report.

**REPORTS OF ADMINISTRATIVE STAFF**

*Acting Director*

There were questions from the Board which led to discussions about the computer lab sessions, IT staffing, the staff Technology Committee, the cafe, RFID labeling, and patron issues.

*Adult Services*

No further report.

*Children's Service*

Anna Merritt complimented Children's Services on having an open house in their department.

*Archives*

No further report.

*Circulation Services*

No further report.

**UNFINISHED BUSINESS**

Mark Netter reported for the Search Committee that applications are arriving for the Executive Director opening. The Committee plans to do phone interviews initially and then bring final candidates on site.

**NEW BUSINESS**

None.

**ADJOURNMENT**

The meeting was adjourned at 8:12 p.m.

Becky Brown  
Recording Secretary

Supplementary information and department reports are available in the Board packet of December 10, 2013.