

The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, August 13, 2019

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, August 13, 2019. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m.

OATH OF OFFICE

Barb Bennett administered the Oath of Office to Barbara Jones.

ATTENDANCE

Present: Barb Bennett, Shirese Hursey, Barbara Jones, Lupe Mejia, Beth Scheid, Chris Scherer, Michael Weissman, and Jane Williams

Absent: John Thies

Staff present: Becky Brown, Dawn Cassady, Celeste Choate, Rachel Fuller, Amanda Standerfer and Anke Voss

Also present: Kevin Lau and Craig Shonkwiler

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

Action item 10.5 was removed from the agenda.

APPROVE THE AGENDA

It was moved by Michael Weissman, seconded by Barb Bennett, and passed unanimously to approve the agenda as modified.

PUBLIC COMMENT

None.

PRESENTATIONS

Craig Shonkwiler gave an overview of the MCORE project. The work will be done on two or three blocks at time, incorporating bicycle lanes, bus shelters, new trees and new sidewalks. The plan is to start in March or April of 2020 and finish in November 2020. The entrance to the Library parking lot will be narrowed to one lane only during part of the project. The project will use a small section of the property at the corner at Race and Green to widen the street corner.

LIBRARY BOARD STRATEGIC PLANNING

Barbara Jones gave an update for the Process Team. They have been reviewing the Learning Report. Barbara appreciated the ample amount of time given to the Team to review the report.

The Process Team will meet on Thursday, August 15. The Board will have a Strategic Planning meeting on August 29 at 6:00 p.m.

ACTION ITEMS (CONSENT AGENDA)

Being that Chris Scherer asked and saw that there were no requests to separate the items, it was moved by Michael Weissman, seconded by Shirese Hursey, and passed unanimously to approve the consent agenda as presented.

ACTION ITEMS (INDIVIDUAL)

It was moved by Beth Scheid, seconded by Barb Bennett, and passed unanimously to approve Resolution 2019-07 to convey property to the City of Urbana and execute agreements regarding right of way and easements with the City of Urbana.

After discussion, it was moved by Barb Bennett, seconded by Lupe Mejia, and passed unanimously to accept the Fehr Graham proposal, and to authorize the Executive Director to negotiate a contract for the staff parking lot improvements.

After discussion, it was moved by Shirese Hursey, seconded by Beth Scheid, and passed unanimously to approve the payment of the RAILS invoice.

It was moved by Michael Weissman, seconded by Lupe Mejia, and passed unanimously to approve the payment of the Cincinnati invoice.

It was moved by Shirese Hursey, seconded by Barb Bennett, and passed unanimously to approve the FY20 Budget amendments.

It was moved by Barb Bennett, seconded by Lupe Mejia, and passed unanimously to approve the renumbering of the 3-D Printing Service Policy from IV-E to IV-F.

It was moved by Barbara Jones, seconded by Barb Bennett, and passed unanimously to approve the revised II-A Library Collection Management Policy.

It was moved by Beth Scheid, seconded by Lupe Mejia, and passed unanimously to accept the Annual Report to the City Council. Beth commented that it was an excellent report.

After discussion, it was moved by Michael Weissman, seconded by Lupe Mejia and passed unanimously to accept the custodial and maintenance proposals from Clean as a Whistle, and to authorize the Executive Director to negotiate contracts.

DISCUSSION ITEMS

None.

REPORTS OF LIAISON OFFICERS

Friends of the Library

The Friends of the Library are meeting this week to prepare for the book sale next week.

The Urbana Free Library Foundation

Chris Scherer complimented Amanda Standerfer on her Foundation presentation on naming opportunities. Barbara Jones asked about ways to connect people she meets to the Foundation.

Illinois Heartland Library System

Rachel Fuller reported that IHLS is offering various professional development opportunities to member libraries and new library directors. After Shirese Hursey asked, Rachel Fuller explained about L2, which is provided to trustees by IHLS.

ADMINISTRATIVE REPORTS

Beth Scheid asked about FanCon. Attendance was lower than hoped for, but the people that attended had a good time. Lupe Mejia commented that her children really enjoyed the program. Staff are investigating various ideas for next year.

Beth Scheid commented that she was pleased to read that Circulation Services is using Microsoft Teams to facilitate staff communication.

Chris Scherer asked Amanda Standerfer about the Research Institute for Public Libraries conference that she attended. Amanda replied that she will be using things she learned at the Board Strategic Planning session on August 26.

BOARD PRESIDENT REPORT

No report.

UNFINISHED BUSINESS

None.

CLOSED SESSION

At 7:55 p.m. it was moved by Barb Bennett, seconded by Shirese Hursey, and passed by roll call vote to move into closed session pursuant to 5 ILCS 120/2 (c) (1) for the purpose of discussing compensation and performance of personnel and pursuant to 5 ILCS 120/2.06 (c) (1)(2) for the purpose of approval of the destruction of verbatim records.

Yes votes: Barb Bennett, Shirese Hursey, Barbara Jones, Lupe Mejia, Beth Scheid, Chris Scherer, Michael Weissman, and Jane Williams

No votes: None

At 9:00 p.m., it was passed by roll call vote to move back into open session.

Yes votes: Barb Bennett, Shirese Hursey, Barbara Jones, Lupe Mejia, Beth Scheid, Chris Scherer, Michael Weissman, and Jane Williams

No votes: None

NEW BUSINESS

It was moved by Beth Scheid, seconded by Shirese Hursey, and approved unanimously return to Celeste Choate 80 hours of unused vacation.

It was moved by Shirese Hursey, seconded by Barbara Jones, and passed unanimously to approve the destruction of the verbatim record of the July 11, 2017 closed session per 5ILCS 120/2.06 (c) (1)(2).

ADJOURNMENT

The meeting was adjourned at 9:02 p.m.



Becky Brown, Recorder



Barb Bennett, Secretary/Treasurer

Date Approved: Sept 10, 2019

Supplementary information is available in the Board packet of August 13, 2019.

This meeting was taped for later broadcast on cable television.