

THE URBANA FREE LIBRARY BOARD OF TRUSTEES

APPROVED MINUTES OF A REGULAR MEETING HELD ON TUESDAY, JUNE 12, 2001

Present: William Golden, Kermit Harden, Robert McCandless, Chris Scherer, Beth Scheid, Charlie Smyth, Michael Stevenson and Jane Williams

Absent: Mary Ellen Farrell.

Staff present: Debra Booth, Barbara Lintner, Fred Schlipf, and Phyllis Max Spiro

The Urbana Free Library Board of Trustees met at a regular meeting held in the Archives of The Urbana Free Library on June 12, 2001. The meeting was called to order by the President, Michael Stevenson, at 7:32 p.m.

It was moved by William Golden, seconded by Kermit Harden, and passed unanimously that the minutes of the April 10 and May 8th meetings, and the minutes of the Long Range Planning Committee meeting of April 10, be approved as mailed.

It was moved by Kermit Harden, seconded by William Golden, and passed unanimously that the following bills be approved retrospectively for payment:

May 9, 2001 – General Fund, \$128,214.86; Trust Fund, \$2,492.54; Publications Fund, \$191.72; Grant Fund, \$29.95.

May 23, 2001 – General Fund, \$111,068.33; Trust Fund, \$247.68; Publications Fund, \$257.83; Grant Fund, \$200.14.

June 6, 2001 – General Fund, \$129,089.43; Trust Fund, \$5,693.13; Documents Fund, \$217.54; Publications Fund, \$121.54; Grant Fund, \$1891.94.

COMMITTEE REPORTS

Automation

No report.

Building and Grounds

No report.

Education and Training

No report.

Finance

The final budget revisions for the fiscal year 2001 were distributed to the board.

Changes include

- Increasing the cost for insurance to reflect paying for two years during the current fiscal year. Because the annual payment falls due on July 10, and the check cannot be issued until the first billing period of the new fiscal year, the library is almost always delinquent. By making two payments in the 2000/2001 fiscal year, the library will be able to make future payments on time.
- Moving \$8,000 into Adult Department wages to cover the costs of a grant until the actual reimbursement money arrives from the State.

It was moved by Kermit Harden, seconded by William Golden, and passed unanimously that the revisions be adopted as distributed.

Friends of The Urbana Free Library

No report.

Lincoln Trail Libraries System

Lincoln Trail installed an upgrade on Dynix yesterday but has not distributed any information about it as yet.

Recently, the Lincoln Trail Dynix computer was hacked. In response, LT has discontinued Telnet access from member libraries.

Long Range Planning Committee

A draft of the final outline program for the expanded library was distributed to the Board. It will be given to the architects at their next meeting with the staff.

The city has committed itself to the \$6.85 million plan, so that work on design can begin on a timely basis. The staff reviewed some of the basic design issues with the board.

Policy

No report.

TRUSTEE REPORTS

A fundraising event featuring Roger Ebert will take place on Saturday, October 13.

The foundation has requested funding for Archives expansion from Champaign County.

The library will also request an increase in annual county funding for Archives operations, which has remained at the same level for many years despite inflation.

The business phase of the capitol campaign is set to begin.

ADMINISTRATIVE REPORTS

Executive Director

The staff and Board members who attended the May 16 bus trip to Chicago area libraries felt that they got many good ideas about how the library might be expanded.

The Champaign County Historical Society has transferred ownership of its photo collection—including all the negatives—to the library. The negatives are now in the library's vault in Busey Bank.

The board discussed the types of things that might be sold in the new library store, and whether the library might use debit cards to allow patrons to pay for such in-house services as printing, copying, and late fees.

Adult Department

The Adult Department's seniors grant has led to computer classes at Canterbury Ridge and Clark Lindsey Village, as well as classes for the general public in the library. The classes included both general computer knowledge and information on how to use library databases. The staff will create mini-classes in the library to continue this work.

One thing the classes made clear is how very badly the library needs a small computer lab.

The U of I extension has placed a gardening information computer workstation for public use in the library. It is located adjacent to the adult reference desk and appears to be extensively used.

Children's Department

By the time of the board meeting, 367 children had already signed up for the summer reading program.

The skits performed by the children's librarians in the schools were very well received.

Special Collections

No report.

UNFINISHED BUSINESS

No report.

NEW BUSINESS

Robert McCandless presented a large print of the photograph he took of Fred Schlipf to commemorate his recognition as Illinois Librarian of the Year. The photograph and print were a gift to the library.

ADJOURNMENT

Upon motion duly made and seconded, the meeting was adjourned at 8:36 p.m.

Phyllis Max Spiro, Recording Secretary