

THE URBANA FREE LIBRARY BOARD OF TRUSTEES

MINUTES OF A LONG RANGE PLANNING MEETING AND A REGULAR MEETING HELD ON TUESDAY, NOVEMBER 8, 2005

Present: Bill Golden, Kermit Harden, James P. Quisenberry, Beth Scheid, Chris Scherer, Charlie Smyth, and Jane Williams

Absent: Mary Ellen Farrell and Kate McDowell

Staff present: Becky Brown, Barbara Lintner, Debra Lissak, Fred Schlipf, and Anke Voss

The Urbana Free Library Board of Trustees met in the conference room of The Urbana Free Library on November 8, 2005. The meeting was called to order by the president, Kermit Harden, at 6:30 p.m.

It was moved by Charlie Smyth, seconded by Jane Williams, and passed unanimously that the minutes of the meeting of October 11, 2005, be approved as mailed.

It was moved by Charlie Smyth, seconded by James P. Quisenberry, and passed unanimously that the following bills be approved retrospectively for payment:

October 19, 2005 – General Fund, \$49,221.41; Trust Fund, \$455.12; Publications Fund, \$40.67; Grant Fund, \$200.00.

November 2, 2005 – General Fund, \$32,722.08; Trust Fund, \$6,192.88; Publications Fund, \$348.69.

PUBLIC COMMENT

No comments.

COMMITTEE REPORTS

Building and Grounds

The remaining air conditioning compressor in the old section of the building has now failed, leaving the east half of the library without any cooling and making it hot on warm fall days. The City is investigating putting a new system out for bid this coming winter.

Victor Fein of Timberline woodworking has provided information on the feasibility and cost of installing additional chair rails to protect walls from armchairs. It was moved by Charlie Smyth, seconded by Chris Scherer, and passed unanimously that the Library staff pursue having Timberline make and install the chair rails.

The Library staff has finally found a cleaning product that will take finger prints and grime off of the walls without removing the paint. This may help reduce the immediate need to repaint the whole Library to keep it looking respectable.

The Board discussed the east entry door and bookstore. Fred Schlipf will talk with Pages for All Ages about the possibility of opening a branch store in the Library bookstore location.

Fred has still received no official response to his punch list.

Education and Training

No report.

Finance

No report.

Friends of The Urbana Free Library

No report.

Lincoln Trail Libraries System

Lincoln Trail will be experimenting with methods of implementing the local holds option in Horizon.

Long-Range Planning

Most of the meeting was focused on revising the ***Long-Range Plan***. The Board revised sections B and C. It will continue with revisions at the January meeting.

Policy

The board postponed the policy items on the agenda due to the length of the meeting.

Technology

Electricians are coming on Wednesday, November 9, to run the wiring needed to hook up the wireless system. CU Wireless will celebrate a “public installation” on the roof of the library Friday.

Fred Schlipf is checking references for the top candidates for the technology position and hopes to make an appointment soon.

TRUSTEE REPORTS

No report.

ADMINISTRATIVE REPORTS

Executive Director

No report.

Adult Department

No report.

Children's Department

No report.

Special Collections

No report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

The meeting was adjourned at 9:07 p.m.

Becky Brown, Recording Secretary