

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, January 10, 2012**

Present: Mary Ellen Farrell, Barbara Gillespie, Anh Ha Ho, Eric Jakobsson,
Beth Scheid, and Jane Williams

Absent: Scott Bennett and Chris Scherer

Staff present: Becky Brown, Dawn Cassady, Lora Fegley, Debra Lissak, Anne
Phillips, and Anke Voss

Also present: Corrie Proksa

The Urbana Free Library Board of Trustees met in the Archives of The Urbana Free Library on January 10, 2012. The meeting was called to order by the president, Mary Ellen Farrell, at 7:32 p.m.

It was moved by Beth Scheid, seconded by Barbara Gillespie, and passed unanimously that the consent agenda be approved as mailed.

PETITIONS AND COMMUNICATIONS

Public comment

None.

Presentations

None.

REPORTS OF COMMITTEES

Building and Grounds

No report.

Technology

No report.

Finance

No report.

Policy

Deb reported to the Board that effective January 1, 2012, elected and appointed members of public bodies are required to successfully complete Open Meetings Act training. Board members should follow the link provided in this month's packet and forward to Becky a copy of their certifications upon completion of the training.

Education and Training

No report.

Long-Range Planning

No report.

REPORTS OF LIAISON OFFICERS

Friends of the Library

No report.

The Urbana Free Library Foundation

No report.

Illinois Heartland Library System

IHLS has not yet made an announcement about the choice of their new automation system. IHLS rescinded their proposal to suspend Champaign Public Library from the system.

REPORTS OF ADMINISTRATIVE STAFF

Executive Director

In response to patron requests, the library is experimenting with unlimited bandwidth on all of the public internet computers. Adult Services staff also noted an increase in the use of patron computers, with PC reservations required at certain times of the day.

Eric asked whether the library was familiar with Khan Academy, a free educational resource for parents and teachers. He suggested the library may consider pointing towards it.

The City has asked the library to relinquish ten metered parking spaces at the corner of Cedar and Elm. Since this lot is underutilized, the spaces will return to the City's rental pool.

Associate Director

No further report.

Adult Services

No further report.

Children's Service

No further report.

Archives

No further report.

Circulation Services

No further report.

UNFINISHED BUSINESS

Automation Update

Staff continue to encounter difficulties in configuring Polaris to our satisfaction, particularly on holds and interloans. Some migration issues remain unresolved. Patrons reported intermittent trouble logging into their accounts. Mel questioned whether separate Champaign and Urbana catalogs would be more beneficial than a single catalog. Staff have found very few difficulties with the single catalog; the software is flexible enough to allow each library its own parameters. The few decisions that have to be made system-wide have been amicably worked out.

Cafe Update

Lauren Klein, owner of Latte Da!, is preparing for another coffee shop opportunity and has requested that the library either purchase or return her used cafe equipment. Although the library has tried various marketing strategies, evening sales are still very low. Staff are looking at tasks that can be moved to the cafe staff to make the time productive. After discussion, it was the consensus of the Board to purchase needed equipment and to keep the cafe open.

NEW BUSINESS

None.

ADJOURNMENT

The meeting was adjourned at 8:08 p.m.

Becky Brown
Recording Secretary

Supplementary information and department reports are available in the Board packet of January 10, 2012.