

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, February 14, 2012**

Present: Scott Bennett, Mary Ellen Farrell, Barbara Gillespie, Eric Jakobsson,
Beth Scheid, Chris Scherer, and Jane Williams

Absent: Anh Ha Ho

Staff present: Becky Brown, Lora Fegley, Debra Lissak, Anne Phillips, Anke Voss,
and Kathy Wicks

The Urbana Free Library Board of Trustees met in the Archives of The Urbana Free Library on February 14, 2012. The meeting was called to order by the president, Mary Ellen Farrell, at 7:33 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

After discussion, it was the consensus of the Board to forward to the City the FY2012/2013 budget draft as is. Deb will consult with Ron Eldridge for City concerns or changes, and return the budget to the Board in March for discussion and a vote.

Policy

No report

Education and Training

No report.

Long-Range Planning

No report.

REPORTS OF LIAISON OFFICERS

Friends of the Library

The Friends met informally to tie books bundles for the Valentine's Day give-away.

The Urbana Free Library Foundation

No report.

Illinois Heartland Library System

IHLS announced that Polaris was chosen as the new automation system.

REPORTS OF ADMINISTRATIVE STAFF

Executive Director

There was discussion about uses of the library security cameras. Since the library has signs at the entrances notifying the public of camera use, it was the consensus of the Board that use of the cameras and computers for time-stamping and documenting public incidents was acceptable. The cameras and computers are not used to discern personal information about what patrons are reading or viewing.

Associate Director

No further report.

Adult Services

Mel commented on Anne's report about the challenges of interlibrary loan on Polaris. Part of the explanation for the inefficiency is that Polaris does not index OCLC numbers.

Children's Service

No further report.

Archives

No further report.

Circulation Services

No further report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

The meeting was adjourned at 8:40 p.m.

Becky Brown
Recording Secretary

Supplementary information and department reports are available in the Board packet of February 14, 2012.