

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, March 13, 2012**

Present: Scott Bennett, Barbara Gillespie, Anh Ha Ho, Beth Scheid, Chris Scherer, and Jane Williams

Absent: Mary Ellen Farrell and Eric Jakobsson

Staff present: Becky Brown, Lora Fegley, Debra Lissak, and Anne Phillips,

Also present: Corrie Proksa

The Urbana Free Library Board of Trustees met in the Archives of The Urbana Free Library on March 13, 2012. The meeting was called to order by the vice-president, Chris Scherer, at 7:31 p.m.

It was moved by Beth Scheid, seconded by Scott Bennett, 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

Since the March budget revisions included adding the cafe revenue and expenses to the general fund budget, it was the consensus of the Board to divide the revisions into two separate motions. It was moved by Jane Williams, seconded by Barbara Gillespie, and passed unanimously to approve amending the FY2011/2012 budget to include the cafe revenues and

expenses. It was moved by Barbara Gillespie, seconded by Scott Bennett, and passed unanimously to approve the other FY2011/2012 budget revisions as presented.

After discussion, it was moved by Jane Williams, seconded by Beth Scheid, and passed unanimously to forward to the City the FY2012/2013 budget draft as presented.

Policy

No report

Education and Training

No report.

Long-Range Planning

No report.

REPORTS OF LIAISON OFFICERS

Friends of the Library

No further report.

The Urbana Free Library Foundation

The Foundation did not meet in February.

Illinois Heartland Library System

There was discussion about the State Library's plans to implement a library certification process. Certification criteria are still being decided.

REPORTS OF ADMINISTRATIVE STAFF

Executive Director

Holdings on Polaris are still not working correctly. Staff are continuing to track holds to trouble shoot the problems.

Associate Director

The Board asked Kathy to explain a little more about the library advocacy course she will be taking.

Adult Services

No further report.

Children's Service

No further report.

Archives

The Board remarked on the Archives recent mention in the News-Gazette. The Archives has been getting more visibility and has received several significant donations.

Circulation Services

No further report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

The City notified the library that the lease on the Marro building will be up next February. After discussion, it was the consensus of the Board that the library has no immediate needs for the building.

Deb and Chris reported on the staff in-service. The in-service generated much discussion about space issues and possible solutions. Since the next building expansion will not be for several years, staff need to find space solutions that work within the existing building.

ADJOURNMENT

The meeting was adjourned at 8:37 p.m.

Becky Brown
Recording Secretary

Supplementary information and department reports are available in the Board packet of March 13, 2012.