

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

Present: Scott Bennett, Mary Ellen Farrell, Anh Ha Ho, Eric Jakobsson, Beth Scheid, Chris Scherer, and Jane Williams

Absent: Barbara Gillespie

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

Also present: Carol McCusick

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

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

## **PETITIONS AND COMMUNICATIONS**

### *Public comment*

Carol McCusick commented that the library should make available draft minutes of City Council meetings. The Board explained that public bodies are not required to make draft minutes available, that only approved minutes are required to be made public, and that all meetings of public bodies are open to the public to attend.

### *Presentations*

None.

## **REPORTS OF COMMITTEES**

### *Building and Grounds*

No report.

### *Technology*

The technology committee will meet in mid-May to review the Technology Plan draft.

### *Finance*

No report.

***Policy***

Chris Scherer and Anh Ha Ho received phone calls from a patron complaining about being banned from Children's programs. The Board concurred with the action taken.

***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***

The Foundation is considering a consultant to guide them in more active fund raising for future expansion. Deb asked the Board of Trustees if they were ready for the Foundation to take this step. It was the consensus of the Board that the Foundation should move forward.

***Illinois Heartland Library System***

Illinois Heartland Library System has selected the name SHARE for its eventual merged automation system.

**REPORTS OF ADMINISTRATIVE STAFF**

***Executive Director***

There was discussion about the towing issues during the Fairy Tale Ball. It was the consensus of the Board that signs should be posted on the Race Street door to warn patrons that the hotel lot across Race Street is private parking and subject to towing.

***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**

None.

**NEW BUSINESS**

Mel asked the Board to revisit the annual Executive Director evaluation process. After discussion, it was the consensus of the Board that narrative reviews are more useful than the rating scale rubric.

**ADJOURNMENT**

The meeting was adjourned at 8:45 p.m.

Becky Brown  
Recording Secretary

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