

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, May 8, 2012**

Present: Scott Bennett, Eric Jakobsson, Beth Scheid, Chris Scherer, and Jane Williams

Absent: Mary Ellen Farrell, Barbara Gillespie, and Anh Ha Ho

Staff present: Dawn Cassady, Lora Fegley, Debra Lissak, Anne Phillips, Anke Voss, and Kathy Wicks

Also present: Simon Rosenzweig

The Urbana Free Library Board of Trustees met in the Archives of The Urbana Free Library on May 8, 2012. The meeting was called to order by the vice-president, Chris Scherer, at 7:34 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

Eric Jakobsson and Scott Bennett were contacted by a patron who asked that the library set up a way for patrons to harvest herb plants from the library gardens. It was the consensus of the Board that the gardens were intended for aesthetic purposes, that public harvesting could incur liability, and that the park district had plots for those who wished to plant gardens. Eric will notify the patron.

Technology

No report.

Finance

The Board discussed the City's reduction of the library FY 2013 budget request. There is concern about the materials expenditure becoming a lesser percentage of the library budget. The revised budget will come back to the Board to officially adopt once the City has passed the overall budget.

Eric offered to approach the City about a source of one-time funding for materials. After discussion, it was moved by Beth Scheid, seconded by Scott Bennett, and passed unanimously that Eric ask that the library be considered in the event that one time money is freed up at the City. Eric suggested that the library consider social service grants that could be used in partnership with social services agencies to reach out to specific populations.

Policy

Deb has been investigating the best way to handle the approval of minutes of Board committee meetings. It was the consensus of the Board that she should contact City Attorney, Curt Borman, for suggestions. Deb also will draft a public comments section for the Board Bylaws, following the City's public comment policy, and bring both items for the Board's review.

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

No report.

REPORTS OF ADMINISTRATIVE STAFF

Executive Director

The Board was impressed with the array of library programs and asked about methods of publicity. There also was some discussion about recent incident reports.

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

None.

ADJOURNMENT

The meeting was adjourned at 8:36 p.m.

Becky Brown
Recording Secretary

Supplementary information and department reports are available in the Board packet of May 8, 2012.