

The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, August 13, 2013

Present: Scott Bennett, Bill Brown, Mary Ellen Farrell, Anh Ha Ho, Anna Merritt, Mark Netter, Beth Scheid, Chris Scherer, and Jane Williams

Staff present: Becky Brown, Lora Fegley, Debra Lissak, Mary Towner, and Kathy Wicks

Also present: Many people from the public

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on August 13, 2013. The meeting was called to order by the president, Chris Scherer, at 6:30 p.m.

It was moved by Jane Williams, seconded by Mary Ellen Farrell, and passed unanimously to amend the July 9, 2013 minutes to show that Mark Netter made the motion to accept the revised FY 2014 budget rather than Chris Scherer.

It was moved by Mark Netter, seconded by Anna Merritt, and passed unanimously accept the consent agenda as amended.

PETITIONS AND COMMUNICATIONS

Public comment

The following people spoke during public comment: Kate McDowell, Laura Haber, Al Kagan, Danielle Chynoweth, and Kathryn LaBarre.

Presentations

None.

Items for Action or Discussion

Building and Grounds

None.

Technology

None.

Finance

None.

Policy

None.

Education and Training

None.

Strategic Planning

None.

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

Deb brought a copy of the Foundation recruitment packet for the Board to review.

Associate Director

No further report.

Adult Services

Mary Towner has been appointed as interim Director of Adult Services.

Mary reported on the process and progress of reviewing the books returned from Better World Books.

Children's Service

Lora reported that the tagging is just about finished in Children's Services.

They have had a busy summer with lots of well attended programs, including one program with ponies.

Archives

No further report.

Circulation Services

Deb reported that the self-check kiosks will arrive the end of August. There are several steps to complete before they are ready for public use.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Kathy explained the requirements of this year's Per Capita grant. One requirement is a marketing plan. The library does comply with several items in the requirement and has room for improvement in some areas. Another requirement is an environmental scan of the community. There was discussion about whether to use the recent Strategic Plan. It was the consensus of the Board to use the Strategic Plan to fulfill the requirements of the Per Capita.

CLOSED SESSION

At 7:25 p.m., it was moved by Bill Brown, seconded by Anna Merritt, and approved by roll call vote that the Board move into closed session for the purpose of discussing personnel.

At 8:53 p.m., it was moved by Bill Brown, seconded by Anna Merritt, and approved by roll call vote that the Board move back into open session.

After the Board came back into open session, it was announced that Mark Netter and Beth Scheid will form a search committee for the new Executive Director.

The Board appointed Kathy Wicks as Acting Director.

ADJOURNMENT

The Board moved to adjourn at 8:56 p.m.

Becky Brown
Recording Secretary

Supplementary information and department reports are available in the Board packet of August 13, 2013.