

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, April 8, 2014**

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, Dawn Cassady, Celeste Choate, Lora Fegley, Mary Towner, Anke Voss, and Kathy Wicks

Also present: Larry Jobe and Jason Liggett

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on April 8, 2014. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m.

It was moved by Anna Merritt, seconded by Jane Williams, and passed unanimously to accept the consent agenda as presented.

PETITIONS AND COMMUNICATIONS

Public comment

None.

Presentations

None.

ITEMS FOR ACTION OR DISCUSSION

Building and Grounds

None.

Technology

None.

Finance

The City will have a decrease in property tax revenue due to the removal of Carle from the tax base. The library has been asked to split the impact of this revenue reduction for FY2015. The FY2015 levy amount was also less than anticipated. The Administrative team brainstormed ways of coping with this shortfall without touching the materials budgets or library hours. Ideas included charging for notary services, reducing budget lines that were underspent during FY2014, and not immediately filling three vacant positions. By increasing revenues and decreasing expenditures, the total difference between the budget passed March 25, 2014, and

the budget proposed at this Board meeting was \$231,719. The Board discussed charging for notary service, and it was decided to give patrons notice May 1 about the change starting on July 1. It was suggested by the Board that Celeste approach the Carle Foundation about possible donations. After discussion, it was moved by Mark Netter, seconded by Jane Williams, and passed unanimously to approve the new FY2015 budget as presented.

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

Acting Director

Scott complimented Kathy on the social media coverage of the Fairy Tale Ball.

Adult Services

No further report.

Children's Service

After Mark asked, Lora explained the idea of passive programming. She also recapped the highlights of the Battle of the Books contest.

Archives

No further report.

Circulation Services

Mel and Beth both had questions about the recent purchase of Polaris by Innovative Interfaces Inc. The purchase is too recent to anticipate the effects on Polaris software developments.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Jane Williams reported for the nominating committee that all three current officers are willing to let their names stand for the coming fiscal year. The current officers are Chris Scherer as President, Mark Netter as Vice-President, and Beth Scheid as Secretary/Treasurer.

CLOSED SESSION

At 7:47 p.m., it was moved by Beth Scheid, seconded by Mark Netter, and approved by roll call vote to go into closed session for the matter of property, pursuant to 5 ILCS 120/2 (c)(5).

At 8:23 p.m., it was moved by Mary Ellen Farrell, seconded by Jane Williams, and approved by roll call vote to go into open session.

ADJOURNMENT

It was moved to adjourn at 8:24 p.m.

Becky Brown
Recording Secretary

Supplementary information and department reports are available in the Board packet of April 8, 2014.