

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, February 9, 2016**

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on February 9, 2016. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m.

ATTENDANCE

Present: Geoff Bant, Bill Brown, Anna Merritt, Mark Netter, Beth Scheid, Chris Scherer, Michael Weissman, and Jane Williams

Absent: Anh Ha Ho

Staff present: Becky Brown, Celeste Choate, Donica Miller, Anke Voss, and Kathy Wicks

Also present: Kerry-Ann Lombela

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVAL OF THE AGENDA

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

PUBLIC COMMENT

None.

PRESENTATIONS

Kathy Wicks gave the Board a facilities update, touching on past facilities reports, the current facilities issues, and future facilities plans. Current facilities issues include the 1918 windows, the 1918 porch, the 1975 boiler and air handler, the 2005 carpet, and the ongoing roof issues. Future facilities plans include talking with the HVAC consultant the City recently hired, hiring a structural engineer to assess the porch, investigating ways to make the windows more energy efficient without compromising their historic appearance, and finding grants.

ACTION ITEMS (CONSENT AGENDA)

It was moved by Michael Weissman, seconded by Mark Netter, and passed unanimously to approve the consent agenda as presented.

ACTION ITEMS (INDIVIDUAL)

It was moved by Anna Merritt, seconded by Jane Williams, and passed unanimously to approve the FY'16 budget amendments as presented. There was discussion about what level of details the Board needs to approve.

Chris Scherer appointed Bill Brown and Jane Williams to serve on the ad hoc Library Campus Plan Committee.

Chris Scherer appointed Beth Scheid and Geoff Bant to serve on the ad hoc Director's Evaluation Committee.

DISCUSSION ITEMS

There was discussion about wording in the Productive Work Environment Policy. Anna Merritt has several recommendations and will meet with Celeste to discuss her suggestions. Procedures for the policy will be presented at the staff in-service.

REPORTS OF LIAISON OFFICERS

Friends of the Library

The next Friends' meeting will be in March, and the book sale begins March 31st.

The Urbana Free Library Foundation

The Foundation's annual fund drive is doing well. The Library Foundation has been listed as one of the recipients of an estate that is being settled.

Chris Scherer reported that the Foundation has agreed to use funds they hold from Glenna Spitze to purchase equipment, such as telescopes, and science and other kits for circulation.

Illinois Heartland Library System

Geoff Bant reported that there had been a recommendation from the Illinois State Library that IHLS and RAILS consider merging. However, IHLS is still financially solid for now, with eighteen months of savings to cover operations. There are discussions of moving from three delivery hubs to two.

REPORTS OF ADMINISTRATIVE STAFF

The Fab Lab is teaming up the Teen Open Lab to offer various hands on possibilities to teens. Geoff Bant was curious about what is driving force behind libraries expanding in these directions. Celeste responded that hands-on experiential learning programs are popular in libraries across the country. At TUFL, patrons, staff, and volunteers are all a part of the process of deciding what to offer at the Teen Open Lab.

Anna Merritt asked Anke Voss where things stand with the closing of the Octave Chanute Aerospace Museum. Anke replied that the museum has no staff, and the Archives is working with the facilities manager and dedicated volunteers to evaluate the collection. There is about 700 square feet of material that is archival.

Anna Merritt asked about the Webber property. Three of the four units are rented. The fourth may need furnace work.

Celeste reported to the Board that the Urbana School District and the Library are ready to work on written agreement for the distribution of the Impact money from U of I. Celeste asked if the agreement should be between Boards or her as Executive Director and Don Owen as Superintendent. It was the consensus of the Board to let Celeste and Don write the agreement.

Geoff Bant asked if there is a Maker Space Policy to guide the library similar to the Collection Development Policy. Celeste briefly explained the history of the Teen Lab, and that it has been guided by grants with their guidelines and by teen interest. Michael Weissman commented that he has recently spoken with an Illinois Congressman that was excited about the Maker Space potential in libraries.

UNFINISHED BUSINESS

None

NEW BUSINESS

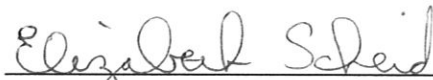
None.

ADJOURNMENT

It was moved by Beth Scheid and seconded by Michael Weissman to adjourn at 8:20 p.m.



Becky Brown, Recorder



Elizabeth Scheid, Secretary

Date Approved: March 8, 2016

This meeting was taped for later broadcast on cable television.

Supplementary information is available in the Board packet of February 9, 2016.