

The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, October 11, 2016

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on October 11, 2016. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m.

ATTENDANCE

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

Staff present: Becky Brown, Dawn Cassady, Celeste Choate, Lora Fegley, M.C. Neal, Anke Voss, and Kathy Wicks

Also present: Shauri Gonzalez and Simon Rosenzweig

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVAL OF THE AGENDA

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

PUBLIC COMMENT

None.

PRESENTATIONS

Kathy Wicks gave a presentation from Chapter 6, Access in *Serving Our Public 3.0: Standards for Illinois Public Libraries*. As measured by the standards in the chapter, the Library provides good access with the hours we are open, updating the web site daily, having three locations for reference and reader's advisory, providing home bound services, and providing various tools to help people with difficulty reading. Plans to increase access include increasing the number of materials available for self-check, updating signage throughout the Library, and reviewing procedures to permit the maximum use of materials.

ACTION ITEMS (CONSENT AGENDA)

It was moved by Anna Merritt, seconded by Barbara Jones, and passed unanimously to approve the consent agenda as presented.

ACTION ITEMS (INDIVIDUAL)

It was moved by Beth Scheid, seconded by Jane Williams, and passed unanimously to approve the Intergovernmental Agreement of the Shared Automation System between the Champaign Public Library and The Urbana Free Library as presented.

It was moved by Anna Merritt, seconded by Mark Netter, and passed unanimously to approve payment of the Homefield Energy invoice for \$10,391.70.

After discussion, it was moved by Barbara Jones, seconded by Jane Williams, and passed unanimously to approve the Alpha Controls proposal as presented.

DISCUSSION ITEMS

Barbara Jones led a discussion about Intellectual Freedom from Chapter 6 of the *Trustee Facts File*. She is pleased that Illinois has a good confidentiality statute. She inquired as to whether the Library has a policy to deal with books that are challenged, and it does. There was discussion about the difficulties of filtering software, confidentiality of records, and ALA's position on net neutrality. The Library does not apply for e-rate, because one of the requirements is filtering.

M.C. Neal reported on the EDGE Assessment for the FY17 Illinois Public Library Per Capita and Equalization grants. The EDGE assessment is a tool for public libraries offering guidance and peer library comparison in four areas which are planning, advocacy, patron outreach, and public service. M.C. listed a variety of things the Library has implemented, including new software on public computers which allows audio editing, video creation, web development, and video conferencing; circulating NOOKS and Google Chromebooks; cross training staff in tech duties; and wireless printing. There was discussion about ways the Library can help small businesses.

REPORTS OF LIAISON OFFICERS

Friends of the Library

No report.

The Urbana Free Library Foundation

Celeste Choate reported that the Foundation honored Larry Jobe's service as President with a Library t-shirt and a round of applause. There is a potentially significant bequest coming to the Foundation in the future and a \$5,000 gift coming to the Children's Department. The annual fall campaign is starting soon. Celeste is finishing the last pieces needed to hire a Development Director and hopes to have someone in place after the first of next year. She asked the Board to give any input within the next couple of

weeks. The Foundation is gearing up to support the Library with several large capital expenses.

Illinois Heartland Library System

Geoff Bant reported that IHLS had received money from the Secretary of State which has relieved some of the financial pressure. They are working on advocacy procedures. There are plans to hold an IHLS meeting in Champaign soon. They are planning on creating an informational packet to give libraries more information about the Every Student Succeeds Act.

REPORTS OF ADMINISTRATIVE STAFF

The Little Free Library has benefited at least two people, one being a homeless gentleman and the other a young girl who left a lovely thank you note taped to the door and bookmarks she made inside it.

Celeste plans to get information for the Campus Plan to Jane Williams and Bill Brown by the end of the week. The committee will be looking at community resources that already exist and what is important to the people of Urbana.

NEW BUSINESS


Chris Scherer appointed Geoff Bant and Beth Scheid to an ad hoc committee for the annual Executive Director’s evaluation.

UNFINISHED BUSINESS

None.

ADJOURNMENT

The meeting was adjourned at 8:12 p.m.



Becky Brown, Recorder



Elizabeth Scheid, Secretary

Date Approved: 11/8/16

This meeting was taped for later broadcast on cable television.
Supplementary information is available in the Board packet of October 11, 2016.