

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, July 11, 2017**

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on July 11, 2017. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m.

OATH OF OFFICE:

Beth Scheid administered the Oath of Office to Mark Netter, Christ Scherer, and Jane Williams, each of whom shall be continuing on the Board for another three year term. She also administered the Oath of Office to Jared Miller, who is beginning his first three year term on the Board.

ATTENDANCE

Present: Geoff Bant, Anna Merritt, Jared Miller, Mark Netter, Beth Scheid, Chris Scherer, and Jane Williams

Absent: Barbara Jones and Michael Weissman

Staff present: Becky Brown, Dawn Cassady, Lauren Chambers, Celeste Choate, Rachel Fuller, Joel Spencer, Anke Voss, and Kathy Wicks

Also present: Dan Panno, Dennis Roberts, and Simon Rosenzweig

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVE THE AGENDA

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

CALL FOR EXECUTIVE SESSION

There is an executive session on the agenda.

PUBLIC COMMENT

Dennis Roberts asked the Board to consider making the newly purchased corner lot a gateway into Urbana, incorporating the Sister Cities theme, perhaps with an international friendship garden.

New Board member, Jared Miller introduced himself. He is the City Council member of the Library Board, replacing Bill Brown.

PRESENTATIONS

Lauren Chambers and Joel Spencer gave the Board a presentation on the Teen Open Lab, which is now in its fifth year. Joel gave some history, explaining that the idea first started when the Library had lots of teens and little space for them. It was decided to use this as an opportunity to provide teens with better library service. Librarians had pizza and conversations with teens to see what they wanted from the Library. The result was the Teen Open Lab, which is still guided by teens. Because the Lab uses the auditorium, everything has to be easily moved, which has given the Lab a flexibility to change as new ideas are incorporated. Lauren explained some of the things the Lab offers, such as 3D printers, art tablets, a vinyl cutter, sewing machines, a recording studio, and computers. Teens can also play games and hang out with other teens or do homework. Lauren and Joel showed a short video about the Lab which was made by teens in the Lab. The Lab partners with many different organizations, including Champaign Community Fab Lab, the iSchool at Illinois, Makerspace Urbana, Urbana School District Splash program, the Boys and Girls Club, Campus Middle School for Girls, and Urbana Neighborhood Connection Center.

ACTION ITEMS (CONSENT AGENDA)

It was moved by Beth Scheid, seconded by Jane Williams, and passed unanimously to approve the consent agenda as presented.

ACTION ITEMS (INDIVIDUAL)

It was moved by Anna Merritt, seconded by Mark Netter, and passed unanimously to approve the appointment of Barbara Jones as the Open Meetings Act representative.

It was moved by Jared Miller, seconded by Geoff Bant, and passed unanimously to accept the appointment of Celeste Choate and Rebecca Brown as FOIA officers.

DISCUSSION ITEMS

There was discussion about having a special meeting to approve the amended Circulation and Interlibrary Loan Policy before school registration on July 27 and July 28. The amended policy will make issuing cards to school children easier. Celeste will send out an email with possible dates.

There were no questions about the 3D Printer Policy. The Board will vote on this policy at the next meeting.

The draft Annual Report to City Council per 75 ILCS 5/4-10 is still being finished. Statistics will be available for the next Board meeting. The Board will approve the report and resolve to send it to City Council. Celeste is on the City Council agenda on August 21 to present the report.

REPORTS OF LIAISON OFFICERS

Friends of the Library

None

The Urbana Free Library Foundation

The Foundation will meet next week. Chris Scherer announced that the Foundation purchased the lot on the corner of Green and Race and gave it to the Library. Community input will be solicited as to ways to use the lot.

Illinois Heartland Library System

Geoff Bant reported that IHLS hasn't met since the last Board meeting. There is a meeting schedule next week to train with Laura Huth of *do good* Consulting.

ADMINISTRATIVE REPORTS

Celeste Choate reported that the Library is thrilled to receive the corner lot from the Foundation. The Graphics Department made the lovely banner that was placed on the lot. Celeste informed the Board that the public will be able to email the Library with ideas about ways to use the lot. A page on the website will be set up so that the community may see the ideas that are being offered. Geoff Bant encouraged the Library to seek input from staff and patrons that use the Library.

Kathy Wicks reported that the Library is working through several different things right now. The Library is working with the City on the Guaranteed Energy Savings Project (GESp). Using the City's procurement process, the Library is moving forward on the porch repair evaluation proposals. Representatives from Henneman and Reliable met last week in a pre-construction meeting for the boiler project. Kathy also reported to the Board that the Library had a flood last week when the sump pump in the main elevator failed, allowing water from the air handling unit on the roof to pool and spill over into the Library. Celeste, along with several staff members, dealt with wet floors into the early morning hours. Dan Hoch, from Davis-Houk, was at the Library until 2 a.m. to help to resolve the problem and replace the sump pump before the Library opened the next morning.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Chris Scherer appointed Anna Merritt as the continuing liaison for the Friends of the Library. Chris will continue to be the liaison for the Foundation, and Geoff Bant is the continuing liaison for Illinois Heartland Library System.

CLOSED SESSION

At 8:28 p.m. it was moved by Beth Scheid, seconded by Geoff Bant, and approved by roll call vote to move into closed session pursuant to 5ILCS 120/2(c)(21) for the purpose of approval of closed session minutes and the semi-annual review of closed session minutes as mandated by Section 2.06.

Yes votes: Geoff Bant, Anna Merritt, Jared Miller, Mark Netter, Beth Scheid, Chris Scherer, and Jane Williams

No votes: None.

At 8:49 p.m., it was approved by roll call vote to move back into open session.

Yes votes: Geoff Bant, Anna Merritt, Jared Miller, Mark Netter, Beth Scheid, Chris Scherer, and Jane Williams

No votes: None.

ACTION ITEMS

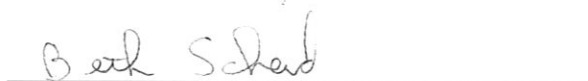
It moved by Beth Scheid, seconded by Anne Merritt, and approved unanimously to approve the closed session minutes of February 11, 2014; February 18, 2014; January 10, 2017; February 14, 2017; March 21, 2017; April 11, 2017; May 9, 2017; and June 13, 2017.

It was moved by Beth Scheid, seconded by Jared Miller, and approved unanimously open the closed session minutes for February 11, 2014; February 18, 2014; January 13, 2015; February 10, 2015; March 10, 2015; January 10, 2017; February 14, 2017; March 21, 2017; April 11, 2017; May 9, 2017; and June 13, 2017

ADJOURNMENT

The meeting was adjourned at 8:55 p.m.


Becky Brown, Recorder


Beth Scheid, Secretary/Treasurer

Date Approved: 8/8/17

This meeting was taped for later broadcast on cable television.

Supplementary information is available in the Board packet of July 11, 2017.