

The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, September 13, 2022

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, September 13, 2022. The meeting was called to order by the President, Lupe Mejia, at 7:01 p.m.

OATH OF OFFICE

Gloria Yen administered the Oath of Office to Daniel Urban.

ATTENDANCE

Present: Barb Bennett (by phone), Shirese Hursey, Lupe Mejia, Mark Pelmore, Beth Scheid, Daniel Urban, Michael Weissman, Jane Williams (by phone), and Gloria Yen

Staff present: Becky Brown, Dawn Cassady, Celeste Choate, Rachel Fuller, and Leon Wilson

Also present: Ibrahim Ouedraogo

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVE THE AGENDA

It was moved by Shirese Hursey, seconded by Beth Scheid, and passed unanimously to approve the agenda as presented.

PUBLIC COMMENT

None.

PRESENTATIONS

Leon Wilson and Celeste Choate gave presentations from *Serving Our Public 4.0: Standards for Illinois Public Libraries*. Leon's presentation covered chapter 12, Technology, saying that the Library meets the standards for the chapter. The Library continuously strives to improve its technological services and protect the integrity of its technological environment.

Celeste Choate's presentations covered chapter 2, Governance & Administration, and chapter 4, Access. The Library also meets the standards for both of these chapters. Standards for chapter 2 include having a mission statement, strategic plan and bylaws, complying with state and federal laws, giving Board members opportunities to participate in Library business at state, local and regional levels, and developing a succession plan. Standards for chapter 4 include providing proper access to the facility, evaluating long term space needs and furniture, and updating signage.

Celeste Choate updated the Board on the FY22 Strategic Plan initiatives. She expressed her pride in the work the staff has been doing during the pandemic. Staff are observing trends in where use is going up and where it is going down, and overall things are trending up. There was discussion about how to capture impact on peoples' lives versus just numbers. Lupe Mejia commented that she appreciates that the Director's report is organized to the Strategic Plan. She asked that when the Board begins the process to update the Strategic Plan, that they consider where the Plan needs refreshed and what is working well.

Celeste Choate also updated the Board on the Building Plan. Emails have gone out to Library cardholders asking them to give feedback about the building. Patrons will be able to participate in Zoom focus groups. Patrons were also encouraged to respond by email, and the Library is receiving responses. Sessions for staff input will be set up. Fred Schlipf will be meeting with the Board at the October Board meeting. Input from the various sources will be incorporated into a draft Building Program, which will be presented to the Board for their approval.

ACTION ITEMS (CONSENT AGENDA)

Being that Lupe Mejia asked and saw that there were no requests to separate the items, it was moved by Jane Williams, seconded by Shirese Hursey, and passed by unanimously to approve the consent agenda as presented.

ACTION ITEMS (INDIVIDUAL)

It was moved by Michael Weissman, seconded by Shires Hursey, and passed unanimously to approve Resolution 2022-13 to Accept Contributions.

It was moved by Beth Scheid, seconded by Gloria Yen, and passed unanimously to accept the FY23 budget revisions.

It was moved by Jane Williams, seconded by Shirese Hursey, and passed unanimously to approve the Ameren invoice for \$21,632.34.

DISCUSSION ITEMS

None.

REPORTS OF LIAISON OFFICERS

Friends of the Library

Celeste Choate reported that the Friends of the Library book sale will be next week, September 22 through September 25.

The Urbana Free Library Foundation

Gloria Yen attended her first Foundation meeting as the Board liaison. She had several things to report for the Foundation. They are sponsoring a program with author Mia Manansala as a part of the Pygmalion Festival. They are looking forward to working with Kirstin Gebhart as they prepare for their annual fund-raising campaign. And lastly, they are excited about promoting the Margaret Frampton Urbana Library Fund. Donations to the Foundation of up to \$1,000 are eligible for a two-to-one match. Donations to the Foundation of \$1,001 to \$5,000 are

eligible for a one-to-one match. The total matching amount available is \$25,000 before the end of 2023.

Illinois Heartland Library System

Lupe Mejia reported that the annual IHLS meeting is in November. She will have more details at the November meeting.

ADMINISTRATIVE REPORTS

No further report.

BOARD AND COMMITTEE REPORTS

No report.

BOARD PRESIDENT REPORT

No report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Shirese Hursey invited the Board and staff to a reading by author Mark Roberts. Mark donated copies of his book *The Lonely Banjo* and newspaper to the Library to hand out to children.

CLOSED SESSION

At 7:55 p.m., it was moved by Beth Scheid, seconded by Jane Williams, and approved by roll call vote to move into closed session for the discussion of the purchase or lease of property, pursuant to 5 ILCS 120/2 (c) (5). Votes were as follows:

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore, Beth Scheid, Daniel Urban, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

At 8:25 p.m., it was approved by roll call vote to move back into open session. Votes were as follows:

Ayes: Barb Bennett, Shirese Hursey, Lupe Mejia, Mark Pelmore, Beth Scheid, Daniel Urban, Michael Weissman, Jane Williams, and Gloria Yen

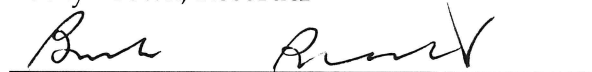
Nays: None

ADJOURNMENT

It was moved by Beth Scheid and seconded by Shirese Hursey to adjourned at 8:26 p.m.



Becky Brown, Recorder



Barb Bennett, Secretary/Treasurer

Date Approved: 10/11/2022

Supplementary information is available in the Board packet of September 13, 2022.

This meeting was taped for later broadcast.