

# THE URBANA FREE LIBRARY BOARD OF TRUSTEES

## MINUTES OF A REGULAR MEETING HELD ON TUESDAY, OCTOBER 9, 2001

Present: William Golden, Kermit Harden, Beth Scheid, Chris Scherer, Charlie Smyth, Michael Stevenson, Odell Warren, and Jane Williams.

Absent: Mary Ellen Farrell.

Staff present: Debra Booth, Jean Koch, Barbara Lintner, Fred Schlipf, and Phyllis Max Spiro.

The Urbana Free Library Board of Trustees met at a regular meeting held in the Archives of The Urbana Free Library on Tuesday, October 9, 2001. The meeting was called to order by the President, Michael Stevenson, at 7:30 p.m.

It was moved by William Golden, seconded by Kermit Harden, and passed unanimously that the minutes of the August 14 meeting be approved as mailed.

It was moved by William Golden, seconded by Kermit Harden, and passed unanimously that the following bills be approved retrospectively for payment:

August 15, 2001 – General Fund, \$125,269.95; Trust Fund, \$247.68; Publications Fund, \$594.00; Grant Fund, \$13.30.

August 29, 2001 – General Fund, \$128,152.33; Trust Fund, \$372.27; Documents Center Fund, \$818.00; Publications Fund, \$90.48.

September 12, 2001 – General Fund, \$116,692.18; Trust Fund, \$274.52; Publications Fund, \$29.37; Grant Fund, \$222.04.

September 26, 2001 – General Fund, \$97,077.80; Trust Fund, \$308.03; Documents Fund, \$175.00; Publications Fund, \$262.65; Grant Fund, \$2,358.57.

### ***COMMITTEE REPORTS***

#### ***Automation***

No report.

#### ***Building and Grounds***

The library's front steps have been repaired at a far lower cost than initially anticipated. Instead of removing the steps, building new supports, and reinstalling them, the stonemasons instead cut an opening through a support wall under the steps, crawled underneath, lifted the steps with hydraulic jacks, and installed new shims.

The library's telephone system experienced some problems while the telephone company was working on the library block.

### ***Education and Training***

No report.

### ***Finance***

Proposed 2001/2002 budget revisions were distributed. These include the actual costs of new staff authorized by the city. Due to unanticipated staff turnover, there is also a \$6,000 one-time surplus that can be used to hire extra help in administration during the building process, as previously discussed. This revised budget also includes new income numbers supplied by the comptroller, Ron Eldridge.

It was moved by Kermit Harden, seconded by Odell Warren, and passed unanimously that the budget revisions be adopted.

### ***Friends of The Urbana Free Library***

The fall book sale was the most successful ever, with total sales of \$7,586.90.

### ***Lincoln Trail Libraries System***

No report.

### ***Long Range Planning***

No report.

### ***Policy***

The Children's Internet Protection Act ties the distribution of e-rate funds (federal support for telecommunications costs of libraries and schools) to filtering all library Internet workstations, including staff workstations. The act is currently being challenged in court, with the first possible implementation date set for 2002. If the act withstands challenge, libraries that receive these funds will need to filter all workstations or lose federal support for their Internet connections. Because most of The Urbana Free Library's e-rate funds are spent on telephone service rather than Internet service, the amount of funding involved is not huge. To date, library staff members have made sure that the library complies with the act by indicating that the library board has discussed the issue.

The board discussed the problems that result from speakers with extreme social agendas exercising their free speech rights to hold public presentations in libraries, particularly when there are expensive security costs. Fred Schlipf will find out what other libraries are doing in this area.

### ***TRUSTEE REPORTS***

The Roger Ebert fundraising event will take place Saturday at the Carle Forum. Though tickets are still available, the event is nearly sold out. The Foundation estimates that the event will net about \$25,000. Due to the good work of the planning committee and the generosity of local restaurants and merchants, the event will have nearly no overhead cost.

So far, the Foundation has raised about \$1.73 million.

The library's architects have obtained the first formal cost estimates, which are higher than the estimated costs projected when planning first began. The architects are reviewing which items, such as tuckpointing the 1918 building, can be postponed without limiting the scope of the project.

The library's construction grant application is due to the Illinois State Library on October 26. The library is asking for the maximum grant of \$250,000. Grant hearings will take place on November 29 and 30.

The County Board has decided to support the Archives by contribution to construction costs and by increasing annual support for operating costs.

The City will attempt to obtain Illinois First funds for the Library.

### ***ADMINISTRATIVE REPORTS***

#### ***Executive Director***

Library plans will be on display at the library as they progress. The major change has been the relocation of the Archives from the ground floor of the 1918 building to the second floor of the 1975 and 2004 buildings, because of the large number of bearing walls in the 1918 building. The space originally scheduled for the Archives (including the current Archives plus the Auditorium, Barbara Lintner's office, and the current Group Reading Room) will be used for staff offices, including acquisitions and administration, since these will fit into available spaces without disturbing existing bearing walls.

The Illinois State Library is holding hearings on the implementation of a new state law that specifies that library non-resident cards can be purchased at the nearest library and then used at all other libraries. Many libraries are concerned that this law will remove a major incentive for the expansion of public library service districts.

Because the staff are still trying to find time to revise the monthly report form, no monthly statistics for September were distributed.

#### ***Adult Department***

No report.

#### ***Children's Department***

No report.

#### ***Special Collections***

The genealogy class is being offered again this fall. As usual, it is sponsored by the Library and Parkland College. The class is full this semester.

Howard Grueneberg has returned to work after surgery.

### ***UNFINISHED BUSINESS***

None.

***NEW BUSINESS***

None.

***ADJOURNMENT***

Upon motion duly made and seconded, the meeting was adjourned at 8:41 p.m.

Phyllis Max Spiro, Recording Secretary