

THE URBANA FREE LIBRARY BOARD OF TRUSTEES

MINUTES OF A REGULAR MEETING HELD ON TUESDAY, NOVEMBER 13, 2001

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

Absent: Mary Ellen Farrell and Beth Scheid.

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

Also present: Peggy Henderson.

The Urbana Free Library Board of Trustees met at a regular meeting held in the Archives of The Urbana Free Library on November 13, 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 October 9 meeting be approved as mailed.

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

October 10, 2001 – General Fund, \$124,633.53; Trust Fund, \$1,082.06; Publications Fund, \$112.06; Grant Fund, \$9.39.

October 24, 2001 – General Fund, \$110,060.68; Trust Fund, \$879.38; Publications Fund, \$210.20.

November 7, 2001 – General Fund, \$144,693.63; Trust Fund, \$2,918.00; Documents Fund, \$50.00; Publications Fund, \$225.63; Grant Fund, \$166.90.

COMMITTEE REPORTS

Automation

No report.

Building and Grounds

Charlie Smyth and Michael Stevenson will meet with Fred Schlipf to review the condition of the Library building.

Education and Training

No report.

Finance

Work on the 2002/2003 budget will begin in February.

Friends of The Urbana Free Library

No report.

Lincoln Trail Libraries System

No report.

Long Range Planning Committee

No report.

Policy

No report.

TRUSTEE REPORTS

The Foundation has raised \$1.83 million and is confident that the \$2 million mark will be reached or exceeded.

There are still a number of business and personal fundraising calls to be made. Volunteers are still working hard on the library's behalf.

Next week the Foundation will begin a new phase of the campaign and send fundraising letters to about 12,000 local households.

The brick campaign will be delayed until the very last part of the capitol campaign, or perhaps until the campaign is officially over. By delaying the campaign, the library can lay the bricks soon after the end of the brick sale campaign rather than make donors wait for months or years.

The capitol campaign will be officially closed when the Library breaks ground. However, the Foundation will continue to raise money. The members of the Foundation Board have begun to discuss a three-year plan.

Ground breaking will probably take place in very late spring of 2002.

The City has purchased the Tepper building. The building will be rented and the income used to retire the mortgage.

The Ebert event raised over \$25,000 and was a resounding success. Everyone who attended said it was an enjoyable and well-planned event. Ebert's speech has been videotaped and is available for checkout at the Library. The direct mailing letter will go out under his signature. Ebert has also begun donating DVDs to the Library, which helps a great deal, since the Library has begun to develop a DVD collection.

ADMINISTRATIVE REPORTS

Executive Director

The library's construction grant proposal was submitted to the Illinois State Library on October 26. Hearings on the applications will take place on November 29 and 30. Projects selected for funding will be next approved by the Illinois State Library Advisory Committee and then forwarded to the Secretary of State for his approval. Grants are officially awarded by the Secretary of State, not by the review committees. Fred Schlipf will attend the hearings.

Urbana Free Library staff members made two presentations at the Illinois Library Association annual conference in Springfield. Mary Wilkes Towner presented a poster session, and Fred Schlipf gave a talk on library architecture.

Fred Schlipf continues his work as a member of the statewide task force on service to the unserved.

Adult Department

No report.

Children's Department

On November 30, the website for ***Building Blocks to Reading*** project must be complete. This website will allow parents to access information about reading.

This year Barbara Lintner is the chairman of ***Read Across America***, which is held in Lincoln Square. It coincides with Dr. Seuss's birthday. Last year, it was a huge success, with about 400 families attending.

Special Collections

Rosemary Raeske found two people on **genealogy.com** who complimented on and recommended the Archives.

Jean Koch found the original 1951 ***Courier*** article that reported on Roger Ebert's winning The Urbana Free Library's summer reading program award.

UNFINISHED BUSINESS

No report.

NEW BUSINESS

No report.

ADJOURNMENT

Upon motion duly made and seconded, the meeting was adjourned at 8:20 p.m.

Phyllis Max Spiro, Recording Secretary