

THE URBANA FREE LIBRARY BOARD OF TRUSTEES

MINUTES OF A REGULAR MEETING HELD ON TUESDAY, DECEMBER 13, 2005

Present: Mary Ellen Farrell, William Golden, Kermit Harden, Kate McDowell, James P. Quisenberry, Beth Scheid, Chris Scherer, Charlie Smyth, and Jane Williams

Staff present: Becky Brown, Patrick Clifford, Barbara Lintner, Debra Lissak, Fred Schlipf, and Anke Voss

Also present: Peggy Henderson and Celeste Faris

The Urbana Free Library Board of Trustees met in the conference room of The Urbana Free Library on December 13, 2005. The meeting was called to order by the president, Kermit Harden, at 7:30 p.m.

It was moved by Chris Scherer, seconded by James P. Quisenberry, and passed unanimously that the minutes of the meeting of November 8, 2005, be approved as mailed.

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

November 16, 2005 – General Fund, \$19,516.01; Trust Fund, \$686.37; Publications Fund, \$185.73.

November 30, 2005 – General Fund, \$18,196.07; Trust Fund, \$563.15; Publications Fund, \$396.93.

PUBLIC COMMENT

Celeste Faris attended the meeting to explain her difficulties obtaining a library card. She lives outside the Library's taxing district and cannot afford the \$25 required to purchase a non-resident card. Ms. Faris asked that the Board consider some way of setting up a scholarship program that would give free library cards to perhaps eight people a year who live outside the city limits. She suggested having the applicants write a short essay as a means of determining who should be given cards.

After Ms. Faris left, the Board discussed options for issuing free cards to non-residents, noting that the Library itself cannot give away cards because that would involve evading Illinois state law on service to non-residents.

COMMITTEE REPORTS

Building and Grounds

Dan Hoch from York International has been going over the HVAC system in the new Library addition and has found several things that are not correct. He has reported both to Fred Schlipf and to Pat Pioletti.

Both mid-1970s refrigeration compressors have totally failed, and the old boiler is unusable without major repairs. GHR engineering has given an offhand estimate of \$325,000 to replace the system.

Victor Fein from Timberline is calculating the price of the chair rails. He thinks he can have them made and installed within a couple of months.

Education and Training

No report.

Finance

It was moved by William Golden, seconded by Charlie Smyth, and passed unanimously that the December budget revisions be approved as presented.

The Board asked that the staff do a kilowatt/hour comparison with past electric bills to see if future expenses can possibly be determined.

The increase in the materials budget has had an impact on the staffing budgets and on the supplies budget.

One area of the budget that is always underspent is the health benefit, because the Library has to budget as if all eligible employees will make use of the coverage, when in reality there are several who do not.

Friends of The Urbana Free Library

The Friends will not meet in January.

Lincoln Trail Libraries System

Lincoln Trail is establishing a technology committee to talk about RFID systems. Some of the system libraries are looking into setting up RFID systems, and Lincoln Trail would like to set some co-operational standards.

Long-Range Planning

After taking a break at the December meeting, the Board will return to revising the ***Long Range Plan*** at the January meeting. The Board will meet for box lunches at 6:00 p.m. and start the meeting at 6:30 p.m.

Policy

No report.

Technology

C-U Wireless and Bill DeJarnette from the City have the wireless connection up and running.

Patrick Clifford has been hired to fill the half-time technology manager position. He attended the Board meeting to meet the Trustees.

TRUSTEE REPORTS

The Foundation will not meet in December.

ADMINISTRATIVE REPORTS

Executive Director

Pages for All Ages postponed the meeting with Fred Schlipf until after the holiday rush.

Adult Department

No report.

Children's Department

The Children's Department is having great success with their programs. This past Saturday, December 10, a total of 87 people attended the "Candy Christmas Tree" program and 35 the "Read to the Dogs" program.

Special Collections

Anke Voss reported that WILL was awarded a grant from the National Center for Outreach that funded a meeting of the Archives, WILL, and Krannert Art Center. The meeting was to brainstorm on a cooperative venture that, among other things, would involve the Library collecting oral histories to make available to patrons.

UNFINISHED BUSINESS

None.

NEW BUSINESS

James P. Quisenberry suggested posting photographs of the members of the Library Board and the City Council. Possible spaces included the first floor by the elevator and the wall by the circulation desk, near the defibrillator.

The Board asked about grant applications. Due to construction, no staff members have had the time or the energy to apply, but they hope to get started applying again soon and are already thinking of possibilities.

The concept of anonymous library cards was mentioned for future discussion.

ADJOURNMENT

The meeting was adjourned at 8:45 p.m.

Becky Brown, Recording Secretary