

**The Urbana Free Library Board of Trustees  
Minutes of a Regular Meeting  
Held on Tuesday, June 10, 2008**

Present: Mary Ellen Farrell, Barbara Gillespie, James P. Quisenberry, Beth Scheid, Chris Scherer, Charlie Smyth, and Jane Williams

Absent: Umesh Thakkar

Staff present: Becky Brown, Dawn Cassady, John Dunkelberger, Barbara Lintner, Debra Lissak, Anke Voss, and Kathy Wicks

Also present: Beth Chato

The Urbana Free Library Board of Trustees met in the Archives of The Urbana Free Library on June 10, 2008. The meeting was called to order by the president, Mary Ellen Farrell, at 7:37 p.m.

It was moved by Charlie Smyth, seconded by Barb Gillespie, and passed unanimously that the consent agenda be approved as mailed.

## **PETITIONS AND COMMUNICATIONS**

### *Public comment*

Beth Chato commented that she has seen Wii game sessions for children on the library calendar and wondered whether the library was considering offering adult Wii sessions. Staff thought it was an idea worth considering.

### *Presentations*

None.

## **REPORTS OF COMMITTEES**

### *Building and Grounds*

Kirby & Turner quoted approximately \$5,700 to repair the Race Street porch. The Board discussed the damage in light of the recent earthquakes and questioned the insurance company interpretation of the earthquake deductible as 5% of the building value. The Board directed Deb to check with Urbana School District on the handling of their recent earthquake damage and to re-check with the library insurance carrier. It was the consensus of the Board that the

library should not call in a structural engineer at this time and should hire Kirby & Turner to do the repairs.

### *Technology*

The Technology Committee is continuing work on the Technology Plan.

Eighteen new computers are being purchased for the computer lab. Increased functionality of the new computers may necessitate some policy discussions.

### *Finance*

The Board passed the June revisions to the library's FY 2007/2008 Budget.

The Board discussed variations of the library's proposed post-employment health savings plan. It was the consensus of the Board to leave the plan as previously discussed. Plan specifics will be brought for passage at the July 8 Board meeting.

### *Policy*

No further report.

### *Education and Training*

No further report.

### *Long-Range Planning*

Staff at the Library Research Center are ultimately hoping for about 50% return of surveys; they will delay the second mailing if the surveys continue to come in steadily.

Staff expressed an interest in UPTV programming as long as it did not adversely affect staff workload. The most workable plan seemed to be the development of short, departmental segments, which could be used as filler spots on UPTV or run together as an entire half-hour library slot. Kate Gorman will attempt to find an intern that could help UPTV and the library.

## **REPORTS OF LIAISON OFFICERS**

### *Friends of the Library*

The Friends of the Library will not meet in July.

*The Urbana Free Library Foundation*

The Foundation sent out the first mailing of what will be an annual fund-raising campaign to the donors in their database. They have received many checks, but also a fair amount of returned mail since the donor list had not been used or updated in recent years.

*Lincoln Trail Libraries System*

James Quisenberry had no information to report about Lincoln Trail

Deb reported that Lincoln Trail had postponed the Polaris workshop. Deb will ask Carol Inskip and Lynn Ward to check out Polaris when they attend ALA the end of June.

Pat Boze, at Lincoln Trail, has contacted Envisionware about the E-commerce software.

**REPORTS OF ADMINISTRATIVE STAFF**

*Executive Director*

Jane Williams asked Deb for more detail about the “Patron Boundaries” workshop. The workshop is timely, as staff have reported an increased incidence of uncomfortable patron behaviors.

*Associate Director*

No further report.

*Adult Services*

No further report.

*Children's Services*

No further report.

*Archives*

Anke Voss reported that Linda Frank's office called to offer 600 county record books. Since the Tepper building is full, Anke has contacted Tom Tepper at UIUC to inquire as to the availability and cost at their Oak Street storage facility.

*Circulation Services*

No further report.

***UNFINISHED BUSINESS***

It was moved by James Quisenberry, seconded by Barb Gillespie, and passed unanimously that the Board retain the slate of FY08 officers for FY09.

***NEW BUSINESS***

It was moved by Charlie Smyth, seconded by James Quisenberry, and passed unanimously by roll call vote that the Board go into closed session to discuss personnel matters.

***ADJOURNMENT***

The meeting was adjourned at 9:00 p.m.

Becky Brown  
Recording Secretary

Supplementary information and department reports are available in the Board packet of June 10, 2008.