

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, November 10, 2009**

Present: Barbara Gillespie, Diane Marlin, James P. Quisenberry, Beth Scheid, Chris Scherer, Umesh Thakkar (by phone), and Jane Williams

Absent Mary Ellen Farrell and Lynn Wiley

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

The Urbana Free Library Board of Trustees met in the Archives of The Urbana Free Library on November 10, 2009. The meeting was called to order by the vice-president, Chris Scherer, at 7:32 p.m.

It was moved by James Quisenberry, seconded by Barbara Gillespie, and passed unanimously that the consent agenda be approved as mailed.

PETITIONS AND COMMUNICATIONS

Public comment

Deb Lissak reported that Beth Chato will no longer be the library liaison for the League of Women Voters. She has been appointed to a Board that meets on the same night.

Presentations

None.

REPORTS OF COMMITTEES

Building and Grounds

No report.

Technology

No report.

Finance

The Board discussed the reported City shortfall in revenues and the potential effect on the library budget.

Policy

No report.

Education and Training

No report.

Long-Range Planning

No report.

REPORTS OF LIAISON OFFICERS

Friends of the Library

No report.

The Urbana Free Library Foundation

The next Foundation meeting will be Tuesday, January 26, 2010.

The Foundation approved funding for Tutor.com. The Tutor.com contract has been changed to coincide with the school year.

There was discussion about Library Board and Foundation roles in fundraising.

Lincoln Trail Libraries System

Since Lincoln Trail did not have a quorum at its October meeting, the transition from James Quisenberry to Lynn Wiley as Urbana's representative has not yet occurred.

The next Lincoln Trail Board meeting will be held at The Urbana Free Library on Monday, November 16. The LTLS Board holds two offsite meetings per year.

The new state standards for library systems will be made available for public comment soon. The document defines library system responsibilities and requirements to receive State funding. There also are specific portions that relate to member libraries.

REPORTS OF ADMINISTRATIVE STAFF

Executive Director

There was discussion about the local holds feature in Horizon because of Champaign Public Library's new policy to accept only holds from Champaign cardholders for new items. To offset the disruption for Urbana cardholders, the acquisitions staff are working with Lincoln Trail to find a cost-effective way to add "on order" records into the online catalog for Urbana items.

Chris Scherer complimented staff on offering library cards to Somerset subdivision families after they sign their annexation petitions.

Associate Director

No further report.

Adult Services

No further report.

Children's Service

No further report.

Archives

The Lincoln Bicentennial Commission will disband at the end of the year, ending Anke's commitment. However, her involvement to the Lincoln Exhibits Committee continues because of the promotional and educational components that were included as part of a three-year grant.

Anke was asked to join the City of Champaign Birthday committee.

Circulation Services

No further report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

The Board went into closed session by roll call vote at 8:20 p.m. to discuss personnel issues.

ADJOURNMENT

The Board came out of closed session at 8:40 p.m. and immediately voted to adjourn.

Becky Brown
Recording Secretary

Supplementary information and department reports are available in the Board packet of November 10, 2009.