

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, February 12, 2013**

Present: Scott Bennett, Mary Ellen Farrell, Anh Ha Ho, Eric Jakobsson, Anna Merritt, Mark Netter, Beth Scheid, Chris Scherer, and Jane Williams

Staff present: Becky Brown, Dawn Cassady, Lora Fegley, Debra Lissak, Anne Phillips, and Anke Voss

The Urbana Free Library Board of Trustees met in the Auditorium of The Urbana Free Library on February 12, 2013. The meeting was called to order by the president, Mary Ellen Farrell, at 7:33 p.m.

It was moved by Anna Merritt, seconded by Scott Bennett, and passed unanimously that the consent agenda be approved as mailed.

PETITIONS AND COMMUNICATIONS

Public comment

None.

Presentations

None.

ITEMS FOR ACTION OR DISCUSSION

Building and Grounds

None.

Technology

None.

Finance

Deb temporarily held back the Five-Year Financial Plan. After several recent security incidents, staff asked Deb to revisit the possibility of hiring a security guard. The Board offered some alternatives, including contacting the Urbana Police for suggestions and help.

Policy

The Board reviewed minor wording changes to the Finance Policy and the Hours of Service Policy. It was moved by Beth Scheid, seconded by Mark Netter, and passed unanimously that

the Finance Policy be approved as mailed. It was moved by Eric Jakobsson, seconded by Scott Bennett, and passed unanimously that the Hours of Service Policy be approved as mailed.

The Board discussed proposed revisions to the Security Cameras Policy. Deb will incorporate Board suggestions and bring the policy back to the Board for approval in March.

Education and Training

None.

Strategic Planning

The Board discussed the timeline for the Strategic Planning meetings. It was the consensus of the Board to move the March Board meeting to March 19 in order to hear the final recommendations from the March 13 Community Strategic Planning Committee.

Deb has asked the Champaign County Regional Planning Commission (RPC) to put together a proposal for a traffic study at the library. The proposal will be on the February 26 agenda for Board action. Both the RPC traffic study and the library's Strategic Plan for Services will inform the planning for future development in the Library Campus Master Plan.

REPORTS OF LIAISON OFFICERS

Friends of the Library

No report.

The Urbana Free Library Foundation

No report.

Illinois Heartland Library System

No report.

REPORTS OF ADMINISTRATIVE STAFF

Executive Director

No report.

Associate Director

No report.

Adult Services

No report.

Children's Service

No report.

Archives

No report.

Circulation Services

No report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

It was moved by Chris Scherer, seconded by Mark Netter, and passed by a roll call vote that the Board move into a closed session to discuss property acquisition.

ADJOURNMENT

The Board moved from closed session to open session at 9:02 p.m. and moved to adjourn at that time.

Becky Brown
Recording Secretary

Supplementary information and department reports are available in the Board packet of February 12, 2013.