

THE URBANA FREE LIBRARY BOARD OF TRUSTEES

MINUTES OF A REGULAR MEETING HELD ON TUESDAY, FEBRUARY 20, 2007

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

Absent: Barbara Gillespie and Beth Scheid

Staff present: Becky Brown, John Dunkelberger, Debra Lissak, Fred Schlipf, Anke Voss, and Kathy Wicks

Also present: Eric Johnson

The Urbana Free Library Board of Trustees met in the Archives of The Urbana Free Library on February 20, 2007. The meeting was called to order by the president, Kermit Harden, at 7:30 p.m.

It was moved by Chris Scherer, seconded by Kate McDowell, and passed unanimously that the minutes of the meeting of January 9, 2007, be approved as mailed.

It was moved by James P. Quisenberry, seconded by Jane Williams, and passed unanimously that the following bills be approved retrospectively for payment:

January 10, 2007 – General Fund, \$30,029.87; Trust Fund, \$524.66; Publications Fund, \$703.09; Grant Fund, \$635.91.

January 24, 2007 – General Fund, \$26,763.11; Trust Fund, \$283.12; Publications Fund, \$258.53; Grant Fund, \$494.91.

February 7, 2007 – General Fund, \$24,049.88; Trust Fund, \$338.62; Publications Fund, \$194.04.

PUBLIC COMMENT

None.

COMMITTEE REPORTS

Building and Grounds

The Library has received three proposals for the coffee shop and will be interviewing the first vendor on Thursday. The one thing consistent in all the proposals is that the vendors want to serve food. It was the consensus of the Board that food such as cookies and candy can be sold if it is eaten in the front rooms.

Education and Training

No report.

Finance

The Library is waiting to hear from the City as to when to begin budget preparation for next fiscal year.

Friends of The Urbana Free Library

The next book sale is the last weekend of April.

The Friends honored the staff with a wide range of treats on the day after Valentine's Day. (The library was closed on Valentine's Day due to a blizzard.)

Lincoln Trail Libraries System

James P. Quisenberry reported that the Sirsi/Dynix CEO was let go this week, after the system was purchased by a private equity firm. The Horizon 8 upgrade has been delayed. This upgrade will involve significant hardware purchases to implement, and James is encouraging Lincoln Trail to evaluate other options, including open source software.

Lincoln Trail is augmenting their bandwidth by adding a T-1 line.

Long-Range Planning

No report.

Policy

The Urbana School District has declined to advertise **tutor.com** because of its concerns about chat groups. Deb Lissak contacted **tutor.com** to find out how they address safety issues, and she will continue to explore ways to get the word out. Charlie Smyth mentioned that the City and the School District are talking about areas where the City can provide support to the School District and suggested that the **tutor.com** concern could be raised at these meetings.

There was discussion about doing a community wide mailing in the fall, when new students are back.

Legislation has been introduced in Springfield to ban social networking sites in public libraries.

Charlie Smyth will bring the City's bylaws on electronic attendance at meetings to the next Board meeting.

Technology

The City, Champaign County, ESDA, and the Library are all collaborating on bringing fiber into these agencies. There is currently a fiber connection between Brookens and the County Courthouse. The City owns the loop, and its closest place to the Library is the corner of Elm and Vine. It should be less expensive to hook into this loop than it would be to connect to the University.

Charlie Smyth brought a digital recording device to the Board meeting to test the quality of the recording compared to the tape recorder. He will make a CD of the meeting to use for comparison.

TRUSTEE REPORTS

Charlie Smyth reported that he has spoken with Bruce Walden about drafting an ordinance specifying that there always be one City Council member serving on the Library Board.

James reported that the Illinois State Library is offering five courses for Trustee education. Mel Farrell reported that the State Library has created **Web Junction** on line which brings all the libraries in the state together for educational opportunities.

ADMINISTRATIVE REPORTS

Executive Director

Fred Schlipf is wrapping up things in his last months at the Library.

Associate Director

Deb Lissak reported that the Sunday music programs are well attended. The African-American read-in went well and may become a yearly event.

The Library will be spending about \$250 on a device that will query the wireless system and reboot it when needed, sparing the staff the climb to the roof to reboot it.

Adult Department

The Internet area is continuing to run much more smoothly. John Dunkelberger reported that the Reference librarians are working on a survey to hand out to teens about a video game night and other activities in the Library. There is still a need for more computers in the area to meet the patron demand.

Children's Department

Barb Lintner was not able to attend the Board meeting because she was already committed to doing a presentation at a workshop about the efforts of a joint educational grant. The Children's Department is creating math and science kits for classroom use as a part of this grant.

The Children's Department is seeing great turnouts for their various programs. The Chess club is blossoming and a Lego club is getting started. A Spanish parent and child book discussion group is forming on Friday afternoons.

Archives

Anke Voss reported that the Archives will hold its first of four genealogy and local history workshops on Saturday, February 24. Parkland College is handling the registration.

The Archives has been approached by the Urbana School District about collaborating on another three-year American History Grant.

The Archives is a partner with WILL in applying for a grant to support a year long program on World War II. The other participants are Chanute Archives, the Early American Museum, and the Urbana School District. This grant is part of a nationwide program that is being sponsored by the Smithsonian in conjunction with Ken Burns' screening of his newest film on WWII in the fall of 2007.

Anke has been appointed to the Lincoln Exhibits committee, which will oversee a multi-year grant to update the Lincoln exhibit at the Early American Museum, install a permanent Lincoln exhibit at the Courthouse, and create a rotating exhibit of county government history at the Courthouse.

Cheryl Kennedy, director of the Early American Museum, and Anke will also start cooperating in doing exhibits in other places around Champaign Urbana.

The Archives experienced major leaks this past week as the snow on the roof started melting.

Circulation Department

Kathy Wicks reported that circulation is looking forward to fiber coming to the Library. At peak times, the circulation system is extremely slow, making it very difficult to serve library users.

UNFINISHED BUSINESS

None.

NEW BUSINESS

It was moved by Kate McDowell, seconded by Charlie Smyth, and passed unanimously by roll call vote that the meeting move into closed session to discuss the Executive Director search. Minutes from that session were kept separately.

ADJOURNMENT

The Board came out of closed session at 9:30 p.m. It was moved by Kate McDowell, seconded by Jane Williams, and passed unanimously that the Board offer Debra Lissak the position of Executive Director and negotiate a contract with her. The meeting was adjourned at 9:45 p.m.

Becky Brown, Recording Secretary