

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, January 11, 2011**

Present: Scott Bennett, Barbara Gillespie, Anh Ha Ho, Diane Marlin, Beth Scheid, Chris Scherer, and Jane Williams

Absent: Mary Ellen Farrell

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

The Urbana Free Library Board of Trustees met in the Archives of The Urbana Free Library on January 11, 2011. The meeting was called to order by the vice-president, Chris Scherer, at 7:30 p.m.

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

Anh Ha Ho introduced herself. She will be finishing out Umesh Thakkar's term. Barbara Gillespie suggested that the Board present departing members with a certificate of appreciation.

PETITIONS AND COMMUNICATIONS

Public comment

None.

Presentations

None.

REPORTS OF COMMITTEES

Building and Grounds

No report.

Technology

No report.

Finance

No report.

Policy

It was moved by Diane Marlin, seconded by Barbara Gillespie, and passed unanimously to approve the changes to the Circulation policy. The significant change is the increase in late fees. The library will announce the late fee increase via multiple methods in order to notify patrons in advance.

It was moved by Diane Marlin, seconded by Scott Bennett, and passed unanimously to approve the changes to the Computer Use policy.

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

No report.

Lincoln Trail Libraries System

Eleanore Brown attended the LTLS policy committee meeting to observe the discussion of possible changes to the reciprocal access policy. Four options were presented, but the committee narrowed them down to one recommendation. After the committee has rewritten the policy, they will send it out to member libraries for comment.

REPORTS OF ADMINISTRATIVE STAFF

Executive Director

Deb reported the library is considering the purchase of a variety of e-readers and making these available for the public to test in the library. Since the holidays, the library has seen an increase in the number of patrons asking about e-readers and downloadable e-books.

The Board had questions about how the library's website revision is progressing. The library still hopes to hire a Drupal consultant firm. Chris Scherer expressed a need for the website to have a donor page that both allows people to donate online and acknowledges donations given.

Associate Director

No further report.

Adult Services

No further report.

Children's Service

No further report.

Archives

The Archives has received the certificate showing its designation as a Family History Center. The Church of Jesus Christ of Latter-Day Saints sent a press release that the library can use to announce the new designation.

Circulation Services

No further report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Diane Marlin reported that the new Sustainability Coordinator at the City has arranged for a semi-load of rain barrels and compost bins to be delivered to the Lincoln Square parking lot in mid-April. These will be made available to the public at a reduced cost. Diane asked whether the library could display materials to go along with this event.

ADJOURNMENT

The meeting was adjourned at 8:47 p.m.

Becky Brown
Recording Secretary

Supplementary information and department reports are available in the Board packet of January 11, 2011.