

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, June 12, 2012**

Present: Scott Bennett, Mary Ellen Farrell, Barbara Gillespie, Anh Ha Ho, Chris Scherer, and Jane Williams

Absent: Eric Jakobsson and Beth Scheid

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

Also present: Carol McKusick

The Urbana Free Library Board of Trustees met in the Archives of The Urbana Free Library on June 12, 2012. The meeting was called to order by the president, Mel Farrell, at 7:32 p.m.

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

PETITIONS AND COMMUNICATIONS

Public comment

None.

Presentations

None.

REPORTS OF COMMITTEES

Building and Grounds

No report.

Technology

No report.

Finance

Discussion included Board questions about the City's VERF and the future needs of the library. After discussion, it was moved by Chris Scherer, seconded by Barbara Gillespie, and passed unanimously to approve the June budget revisions as presented.

Policy

The Board reviewed the ByLaws. The new public comment section is modeled after the City's provisions. After discussion, the Board decided to dispense with standing committees and to conduct all business at full Board meetings. Deb will make the suggested revisions and return the policy for approval in July.

The Board reviewed the Circulation Policy. At the recommendation of staff, it was decided to replace bridge cards with middle school cards. The revised policy will return for Board approval at the July meeting.

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 Foundation's June meeting may be cancelled for lack of a quorum. The meeting may be rescheduled in July.

Illinois Heartland Library System

The library will no longer be allowed to purchase discounted databases through IHLS. Per a State Library directive, IHLS may only act as fiscal agent for libraries participating in the shared automation project.

REPORTS OF ADMINISTRATIVE STAFF

Executive Director

There was some additional discussion about the Drupal website and about RFID.

Associate Director

No further report.

Adult Services

No further report.

Children's Service

No further report.

Archives

No further report.

Circulation Services

No further report.

UNFINISHED BUSINESS

Deb will send her self-evaluation to Mel.

NEW BUSINESS

It was moved by Scott Bennett, seconded by Barbara Gillespie, and passed unanimously to accept the current slate of officers for the upcoming year.

Barbara Gillespie has declined her reappointment to the Board for another term. The Board requested that she return briefly in July for a certificate of appreciation..

CLOSED SESSION

At 8:25 p.m. the Board went into closed session by roll call vote to discuss personnel issues. They moved from closed session to regular session at 8:40 p.m.

ADJOURNMENT

The regular meeting was adjourned at 8:40 p.m.

Becky Brown
Recording Secretary

Supplementary information and department reports are available in the Board packet of June 12, 2012.