

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, January 12, 2016**

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on January 12, 2016. The meeting was called to order by the president, Chris Scherer, at 7:00 p.m.

ATTENDANCE

Present: Geoff Bant, Anh Ha Ho, Anna Merritt, Mark Netter, Beth Scheid, Chris Scherer, Michael Weissman, and Jane Williams

Bill Brown joined the meeting while the Board was in closed session.

Staff present: Becky Brown, Dawn Cassady, Celeste Choate, Lora Fegley, Kasia Hopkins, Joel Spencer, Mary Towner, Anke Voss, Caleb Wilson, and Lisa Wilson

Also present: Kerry-Ann Lombela, Stuart Levy, and David Young

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVAL OF THE AGENDA

It was moved by Mark Netter, seconded by Anna Merritt, and passed unanimously to approve the agenda as presented.

PUBLIC COMMENT

None.

PRESENTATIONS

Michael Malatt, from Baker Tilley, gave an audit report. The process went much smoother this year compared to last year. New accounting software will help make the audit even easier and provide tighter audit controls. Geoff Bant asked about changes that are coming, and Michael explained that these have to do with pension benefits, which are handled by the City for the Library.

ACTION ITEMS (CONSENT AGENDA)

It was moved by Anna Merritt, seconded by Anh Ha Ho, and passed unanimously to approve the consent agenda as presented.

ACTION ITEMS (INDIVIDUAL)

It was moved by Beth Scheid, seconded by Mark Netter, and passed unanimously to accept the FY'15 audit as presented.

It was moved by Anna Merritt, seconded by Jane Williams, and passed unanimously to approve the FY'15 Building Fund Budget as presented.

It was moved by Mark Netter, seconded by Michael Weissman, and passed unanimously to approve the FY'15 Trust Fund Budget as presented.

It was moved by Anna Merritt, seconded by Beth Scheid, and passed unanimously to approve the FY'15 Library Sales Fund Budget as presented.

It was moved by Anna Merritt, seconded by Michael Weissman, and passed unanimously to approve the FY'15 Grant Fund Budget as presented.

It was moved by Anh Ha Ho, seconded by Mark Netter, and passed unanimously to approve the Nepotism Policy as presented.

It was moved by Anna Merritt, seconded by Michael Weissman, and passed unanimously to approve the FY'16 Budget Amendment as presented.

There was discussion about the Davis-Houk/Alpha Controls proposal. No action was taken. It was the consensus of the Board that the Library look at the HVAC system as a whole, rather than replacing pieces of the system.

DISCUSSION ITEMS

Per the timeline in the FY 2016-2018 Technology Plan, the Board was given an initial Tech Request list for FY'17 to help with budget planning for the year. Beth Scheid asked about supply expenses for 3D printers. It was suggested that the library might ask patrons using the printers to help defray some of the costs, similar to charging for copies. The Board had no recommended changes to the Technology Plan, which they approved 11-10-15.

Celeste Choate gave a budget process overview, highlighting the different resources Administration uses to develop the budget, including but not limited to The Technology Plan; the Financial Plan; equipment replacement needs; State standards; the City; and the Board. There is discussion about the State implementing local property tax caps which would affect the budget. The FY'17 budget will be presented to the Board at the March meeting and voted on at the April meeting.

REPORTS OF LIAISON OFFICERS

Friends of the Library

The next Friends' meeting will be in March, and the next sale begins March 31st.

The Urbana Free Library Foundation

The Foundation will meet January 27, 2016. The Foundation is seeking new members to replace Board members who are at the end of their term.

Illinois Heartland Library System

Geoff Bant reported that the next IHLS meeting is scheduled Thursday, January 14.

REPORTS OF ADMINISTRATIVE STAFF

Celeste Choate showed the Board a lovely card that Rachel Vellenga made to thank the Art Mart for the donation of a train table.

The Library and the City are reconsidering the Library Block Plan for future expansion plans. Since it would be helpful to have a Board member on the committee, interested Board members were encouraged to speak with Chris Scherer.

UNFINISHED BUSINESS

Per the Board Bylaws, Chris Scherer appointed Anna Merritt, Anh Ha Ho, and Bill Brown to be on the nominating committee for the *Secretary Pro Tempore*.

CLOSED SESSION

At 7:53, it was moved by Anna Merritt, seconded by Beth Scheid, and passed by roll call vote to move into closed session pursuant to 5ILCS 120/2(c) (21): Discussion of minutes of meetings lawfully closed under this Act for purpose of approval by the body of the minutes AND for semi-annual review of the minutes as mandated by Section 2.06.

Yes votes: Geoff Bant, Anh Ha Ho, Anna Merritt, Mark Netter, Beth Scheid, Chris Scherer, Michael Weissman, and Jane Williams

No votes: None.

At 8:30, it was moved by Mark Netter and seconded by Anna Merritt, and passed by roll call vote to move back into open session.

Yes votes: Geoff Bant, Bill Brown, Anh Ha Ho, Anna Merritt, Mark Netter, Beth Scheid, Chris Scherer, Michael Weissman, and Jane Williams

No votes: None.

ACTION ITEMS (INDIVIDUAL)

It was moved by Anna Merritt, seconded by Jane Williams, and passed unanimously to approve the closed session minutes of the Board meeting on February 12, 2013.

It was moved by Michael Weissman, seconded by Geoff Bant, and passed unanimously to approve the closed session minutes of the Board meeting on May 14, 2013.

It was moved by Beth Scheid, seconded by Geoff Bant, and passed unanimously to approve the closed session minutes of the Board meeting on June 11, 2013.

It was moved by Jane Williams, seconded by Anna Merritt, and passed unanimously to approve the closed session minutes of the Board meeting on June 19, 2013.

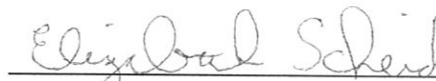
It was moved by Michael Weissman, seconded by Beth Scheid, and passed unanimously to open the closed session minutes of the Board meetings on May 14, 2013, December 19, 2006, and August 11, 2015.

ADJOURNMENT

It was moved by Bill Brown and seconded by Anna Merritt to adjourn at 8:37 p.m.



Becky Brown, Recorder



Elizabeth Scheid, Secretary

Date Approved: 2/9/16

This meeting was taped for later broadcast on cable television.

Supplementary information is available in the Board packet of January 12, 2016.