

**The Urbana Free Library Board of Trustees  
Minutes of a Regular Meeting  
Held on Tuesday, May 10, 2022**

**CALL TO ORDER**

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, May 10, 2022. The meeting was called to order by the President, John Thies at 7:00 p.m.

**ATTENDANCE**

Present: Barb Bennett (by phone), Lupe Mejia, Mark Pelmore, Beth Scheid, John Thies, Michael Weissman, and Gloria Yen

Absent: Shirese Hursey and Jane Williams

Staff present: Becky Brown, Dawn Cassady, Celeste Choate, Rachel Fuller, Gretchen Webb, and Donica Swann

Also Present: Brie Gaspar

**ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA**

None.

**APPROVE THE AGENDA**

It was moved by Lupe Mejia, seconded by Mark Pelmore, and passed unanimously to approve the agenda as presented.

**PUBLIC COMMENT**

None.

**PRESENTATIONS**

None

**ACTION ITEMS (CONSENT AGENDA)**

Being that John Thies asked and saw that there were no requests to separate the items, it was moved by Beth Scheid, seconded by Michael Weissman, and passed by unanimously to approve the consent agenda as presented.

**ACTION ITEMS (INDIVIDUAL)**

It was moved by Beth Scheid, seconded by Lupe Mejia, and passed unanimously to adopt the FY23 Budget as presented.

It was moved by Michael Weissman, seconded by Gloria Yen, and passed unanimously to approve the Hours of Service Policy as revised.

It was moved by Lupe Mejia, seconded by Mark Pelmore, and passed unanimously to approve the Circulation & Interlibrary Loan Policy as revised.

It was moved by Michael Weissman, seconded by Beth Scheid, and passed unanimously to approve the Leave Policy as revised.

It was moved by Lupe Mejia, seconded by Michael Weissman, and passed unanimously to approve the Annual Review and Designation of non-Resident Card Fees as presented.

It was moved by Beth Scheid, seconded by Gloria Yen, and passed unanimously to adopt the list of regularly scheduled monthly Board meetings for FY23.

It was moved by Lupe Mejia, seconded by Michael Weissman, and passed unanimously to accept Resolution 2022-09 to Accept Grants.

It was moved by Mark Pelmore, seconded by Beth Scheid, and passed unanimously to approve the FY22 Budget Amendment.

## **DISCUSSION ITEMS**

Celeste Choate mentioned that the November 8, 2022, meeting is on election day and asked if the Board wanted to move the meeting location or date since the Library is a polling place and has been using the Lewis Auditorium. It was the consensus of the Board to move the location of the meeting to another spot in the Library and keep the date.

## **REPORTS OF LIAISON OFFICERS**

### ***Friends of the Library***

Barbara Bennett reported that the Friends of the Library have planned the next three book sales, which will be May 19 - May 22, September 22 – September 25, 2022, and November 17 – November 20, 2022.

The Friends of the Library are sponsoring the Herbert Goldhor Award again this year. This award, which comes with a \$1,000 gift from the Friends, will be given during the iSchool at Illinois convocation.

### ***The Urbana Free Library Foundation***

John Thies reported that the Foundation will be holding a donor appreciation event on Saturday, June 4, from 6pm to 7:30pm.

The Foundation is thrilled with the murals on the Township building. An Urbana Arts and Culture grant was partially sponsored by the Foundation to make the project happen.

The Foundation is formalizing a Legacy Circle to recognize donors that have or will give gifts as a part of their estate. A brochure is being created to give to potential donors more information about this option.

**Illinois Heartland Library System**

Celeste Choate reported that IHLS has released their draft budget and operational plan for feedback.

**ADMINISTRATIVE REPORTS**

Celeste Choate reported that she and Dawn are meeting with Fred Schlipf on May 11 to continue work on the Building Plan.

**BOARD AND COMMITTEE REPORTS**

No report.

**BOARD PRESIDENT REPORT**

John Thies reported that he met with Beth and Celeste to discuss Board membership and leadership.

**UNFINISHED BUSINESS**

None.

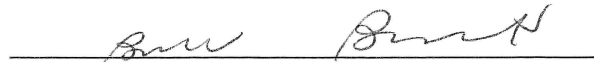
**NEW BUSINESS**

Celeste Choate mentioned that she will be in touch with the Nominating Committee once the City has reappointed Board members to discuss the slate of officers.

**ADJOURNMENT**

The meeting was adjourned at 7:14 p.m.

  
Becky Brown, Recorder

  
Barb Bennett, Secretary/Treasurer

Date Approved: 6/14/2022

Supplementary information is available in the Board packet of May 10, 2022.  
This meeting was taped for later broadcast.