

The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, November 14, 2023

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, November 14, 2023. The meeting was called to order by the President, Dan Urban, at 7:01 p.m.

ATTENDANCE

Present: Erica Bellina, Rob Bennett, Glen Layne-Worthey, Beth Scheid, and Dan Urban

Absent: Shirese Hursey, Brandyn Mason, Mark Pelmore, and Liz Sands

Staff present: Becky Brown, Rachel Fuller, Robin Hayden, Celeste Moutos, and Gretchen Webb

Also present: Liara Aber

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVE THE AGENDA

It was moved by Glen Layne-Worthey, seconded by Beth Scheid, and passed unanimously to approve the agenda as presented.

PUBLIC COMMENT

None.

PRESENTATIONS

Robin Hayden and Gretchen Webb gave a presentation on the Library's Home Delivery service. They explained that the service is much more than just delivering items to patrons, but has become a lifeline to some patrons, as thank you letters from patrons have shown. The number of Home Delivery patrons has greatly increased over the past year, from 40 to 150 and it is anticipated that the number will continue to grow as the Library reaches out to more senior living communities. Robin and Gretchen also spoke on the plans to increase the types of offerings to patrons, including e-readers, head phones, and hot spots.

Staff members reviewed chapters from Serving Our Public 4.0 Standards for Illinois Public Libraries. Celeste Moutos reviewed chapter 1, Core Standards. Gretchen Webb reviewed chapter 6, Safety and chapter 8, System Member Responsibilities and Resource Sharing. Both shared that the Library meets the standards for these chapters and gave examples on how that is being accomplished

Celeste Moutos reported that Dawn Cassady and Joe Huberty are working on the final revisions of the Building Plan. When the plan is finished, it will come before the Board for a vote. The

Library has accepted a proposal from Country Arbors to create a simplified landscape design. The Library is asking the Board to approve Resolution 2023-15 which authorizes Celeste to enter into a contract with Davis-Houk for work on the east air handler replacement. Davis-Houk will also order a split system for the IT room.

ACTION ITEMS (CONSENT AGENDA)

Being that Dan Urban asked and saw that there were no requests to separate the items, it was moved by Erica Bellina, seconded by Glen Layne-Worthey, and passed by unanimously to approve the consent agenda as presented.

ACTION ITEMS (INDIVIDUAL)

It was moved Rob Bennett, seconded by Beth Scheid, and passed unanimously to approve the Strategic Plan November 2023 – December 2026.

It was moved by Erica Bellina, seconded by Rob Bennett, and passed unanimously to approve Resolution 2023-15 to enter into an agreement between The Urbana Free Library and Davis-Houk Mechanical.

DISCUSSION ITEM

Dan Urban attended the ILA conference and gave a brief overview of the various talks that he attended. He reminded Board members of the need to avoid a quorum, even on social media, and that all social media posts about Library business could be subject to FOIA.

REPORTS OF LIAISON OFFICERS

Friends of the Library

Celeste Moutos reported that the Friends Book Sale is this week.

The Urbana Free Library Foundation

Daniel Urban reported that the Foundation's fall appeal was out, going to approximately 2,000 households, with the goal of raising \$100,000. Tax filing information has gone to Martin Hood. Two new members have joined the Foundation Board. The Foundation has begun to transition donor data to their new donor management system.

Illinois Heartland Library System

Rob Bennett reported that Dan's ILA presentation had covered the couple of things he had to report, so he had no further report.

ADMINISTRATIVE REPORTS

Celeste Moutos pointed the Board to the "additional information and action item details" section of the Director's Report highlighting the Library's history of making technology available to the community, with the most recent being the public quantum computing network.

BOARD AND COMMITTEE REPORTS

None.

BOARD PRESIDENT REPORT

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

CLOSED SESSION

At 8:08, it was moved by Beth Scheid, seconded by Glen Layne-Worthey, and approved by roll call vote to move into closed session for the discussion of the purchase or lease of property, pursuant to 5 ILCS 120/2 (c) (5). Votes were as follows.

Ayes: Erica Bellina, Rob Bennett, Glen Layne-Worthey, Beth Scheid, and Dan Urban

Nays: None

At 8:24 the Board moved back into open session by roll call vote. Votes were as follows:

Ayes: Erica Bellina, Rob Bennett, Glen Layne-Worthey, Beth Scheid, and Dan Urban


Nays: None

ADJOURNMENT

It was moved by Erica Bellina and seconded by Glen Layne-Worthey to adjourn at 8:25 p.m.



Becky Brown, Recorder



Erica Bellina, Secretary *pro tem*

Date Approved: 12/12/2023

Supplementary information is available in the Board packet of November 14, 2023.
This meeting was taped for later broadcast.