

Date: February 9, 2023

To: The Urbana Free Library Board of Trustees

From: Celeste Choate, Executive Director

Re: Director's Report for Board Meeting of February 14, 2023



VISION

Nurturing growth by sparking curiosity and fostering a sense of belonging.

MISSION

We encourage learning and enrich lives by providing access to diverse resources and programs.

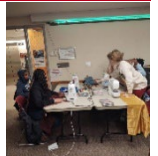


We cultivate equity, mutual respect, and belonging by learning about and responding to our community.

WE WELCOME ALL.

Goal 1: We provide a welcoming and inviting space for dialogue and personal connections.

- The Library hosted 36 seventh graders from Urbana Middle School for a visit. Teens spent a morning touring all three floors of the Library, learning how to use their school ID's to access Hoopla and Libby, check out books and exploring Teen Open Lab, making pillows or other crafts at TOL.



Goal 2: We engage the community to understand and respond to unique needs of our community.

- The Library helped sponsor the second MLK Walk for Peace on Martin Luther King Jr. Day in King Park. Fifty community members gathered for the walk and listened to remarks about the life of Martin Luther King Jr. *The walk was sponsored by the Library, City of Urbana, Urbana Park District, Urbana Rotary Club, Urbana High School PTSA, When We All Vote, and Champaign County.*
- The Library is providing complimentary earbuds to patrons! While many patrons bring their own earbuds, those who forget on occasion or do not have their own are now able to access audio content while using a public computer.



We connect people with tools and resources for learning and leading fruitful lives.

WE SPARK CURIOSITY.

Goal 1: We connect people to resources and technology for personal growth leading to greater fulfillment.

- During the event Fact or Family Myth: Union or Confederate Soldier, Cherie Weibel took 31 participants through the research process and methods she used in researching one specific Civil War soldier, determining whether family lore was accurate, based on the facts. *This event was co-sponsored by the Champaign County Genealogical Society.*
- Library staff attended a local Homeschool Fair and spoke with over 100 people at the Champaign Public Library. At the Library's table, community members could try examples of different children's kits like floor puzzles and musical instruments. The items were very popular, and families were excited to learn about everything available in the Library of Things.

- The Library is a participant in Digital Library of Illinois (DLIL), which loaned 3 million ebooks and eaudiobooks in 2022! In addition to participating in DLIL, the Library also purchases Advantage titles in the same platform; these titles are specific for Urbana patrons and then loaned out once local need is satisfied.

Goal 2: We expand horizons and facilitate knowledge exchange by offering diverse programs.

- Makerspace Jr.! continues to be popular, with 40 patrons coming to the program in January. Families explored musical instruments, 3-D printing, and made sewing projects.



- The Library hosted a talk and book release for author Bruce Adams, co-founder of *kranky records*. His book, *You're with Stupid: kranky, Chicago, and the Reinvention of Indie Music*, focused on the role Chicago played in the indie music scene in the 1990s. He spoke with Lisa Bralts-Kelly (pictured left) about his book and work with music. The talk was attended by 58 community members, who also enjoyed a performance by singer/guitarist Matt Talbot, of the Champaign rock band Hum, after the talk.

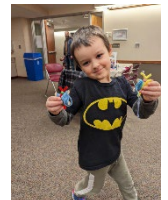


We help our community thrive by creating connections and working with partners.

WE CONTRIBUTE TO A STRONG SOCIAL FABRIC.

Goal 1: We make the community better for all by promoting diversity, equity and inclusion through our collections and programs.

- The Champaign County Historical Archives installed [a new exhibit](#) in late January highlighting the News-Gazette Archives Collection and the Stevick family, specifically Marajen Stevick-Chinigo, who owned the paper from 1915-2002. Stop by the exhibit case outside of the Archives on the second floor to learn more.
- Community members explored the different kinds of crafts they could make with yarn at the DIY Yarn Craft program. There were crafting options for all ages, and 46 people made butterflies, stars, and baskets in a variety of colors.
- Thanks to the generosity of The Urbana Free Library Foundation, donations made in memory of Harold Jensen, and Common Ground Food Coop's Round Up for Good program, the Library recently purchased and installed new "flip bin style" shelving in the new book area on the ground floor. Such shelving better showcases the newest picture books for the Library's youngest patrons, as books are arranged in a mix of face out and spine out display. Especially attractive for pre-readers, we anticipate an increase in circulation of these titles. New seating will be added to the area this spring.



Goal 2: We stimulate connections and partnerships to create a vibrant, engaged community.

- How to Research Your Historic House with Brian Adams drew a huge crowd of 68 patrons. He covered how to research your house, utilizing many of the resources available in the Archives, like maps, building records, titles, and photographs. The program was recorded and uploaded to Facebook so those who couldn't attend can watch the presentation. *This event was co-sponsored by the Preservation and Conservation Association.*
- Library staff met with City staff to discuss ways we can work together on implementing ideas from the Downtown Public Realm Study. City staff were invited to present the study's findings at a future Library Board meeting.



We are mindful of the wide array of resources needed to serve evolving community needs and are transparent with our operations.

WE ARE A STRONG ORGANIZATION.

Goal 1: We steward our physical and financial resources to allow for growth and sustainability.

- The Library has a unique opportunity to become a subscriber to the City’s Phase 2 solar array. The Library would become an “anchor tenant” that would benefit from reduced electricity rates once the array is online (projected late 2024). The Library has submitted a non-binding letter of support to help in their efforts to secure additional scoring in the Low-Income Community Solar selection protocol. We are hopeful that the Library’s efforts to find alternative energy sources will help offset both the high cost of electricity supply and Ameren’s proposed 2024 increase to gas and electricity delivery rates. The City’s Sustainability & Resilience Officer Scott Tess will be presenting at February’s Board meeting about this opportunity and will answer the Board’s questions about the project.
- The Community Engagement department updated its procedures to improve efficiencies in the Graphics Office as it relates to program promotion. The new tiered system will save staff time, give more visibility to all programs, and allow the Library to provide more customized promotions to its most premier programs. This system will also allow the Graphics Office to devote a larger share of its time and creative energy to Library-wide initiatives.

Goal 2: We cultivate continuous improvement among Board and staff members to create increased engagement, satisfaction, and retention.

- The Library recently opened a TUFL Staff Apparel Pop-Up Store to allow staff members, Friends members, Foundation Board members, Library Board members, and select City employees to purchase Library-branded clothing for a limited time. Due to the improved efficiency of this process, the Library hopes to provide these opportunities more often throughout the year.



Look here for additional information and action item details that are outside of the scope of the strategic plan.

- Staff recommend approval of changes to two policies this month:
 - Changes to the Circulation & Interlibrary Loan Policy prepare the Library for the rollout of Patron Point, which will allow patrons to apply for and renew their library cards without needing to come into the building. Champaign Public Library has been using this Patron Point feature for a while with great success.
 - Only minor, “cleanup” changes are requested for the Emergency Closings Policy, which is up for its three-year review.
- Staff request the following FY23 budget amendments:
 - Due to an increase in postage and a decrease in credit card fees:
 - \$1,200 increase to postage (80280801 52902)
 - \$1,200 decrease to credit card fees (80280801 52907)
 - To cover increased utility costs:
 - \$12,000 increase to Utilities (80280805 52600)
 - \$12,000 decrease to Buildings (80280805 53200)
 - To cover increased utility costs:
 - \$75,000 increase to Utilities expense (80280805 52600)
 - \$75,000 increase to PPRT revenue (802-40302)

Library eNewsletters:	
February News & Events: https://conta.cc/3WwOLzq	February Youth & Teen: https://conta.cc/3XCWixY

Other Library News:

- January 2, 2023, *Illinois Public Media* – Best of: Book explores Illinois' journey to statehood <https://will.illinois.edu/21stshow/story/best-of-book-explores-illinois-journey-to-statehood>
- January 5, 2023, *CI Living* – The Urbana Free Library Home Delivery segment <https://www.youtube.com/watch?v=-gUgCsFUdeY>
- January 9, 2023, *News-Gazette* – 'Dry' looks at glass all empty https://www.news-gazette.com/arts-entertainment/books/rachel-vellenga-dry-looks-at-a-glass-all-empty/article_7b23a3f8-5a5b-5d7c-ac4a-7cf25b5a2f86.html
- January 11, 2023, *chambanamoms.com* – Weekend planner <https://www.chambanamoms.com/2023/01/11/honoring-life-martin-luther-king-champaign-urbana/>
- January 13, 2023, *Smile Politely* – Hear from author Bruce Adams at the Urbana Free Library next week <https://www.smilepolitely.com/splog/hear-from-author-bruce-adams-at-the-urbana-free-library-next-week/>
- January 17, 2023, *Daily Herald* -- Harper professor's new book looks at Illinois statehood <https://www.dailyherald.com/submitted/20230109/harper-professors-new-book-looks-at-illinois-statehood>
- January 18, 2023, *chambanamoms.com* – Weekend planner <https://www.chambanamoms.com/2023/01/18/cold-days-warm-fun-champaign-urbana/>
- January 29, 2023, *chambanamoms.com* – Valentine's Day Events and Activities for Families in Champaign-Urbana <https://www.chambanamoms.com/2023/01/29/valentines-events-activities-families-champaign-urbana-area/>

Budget and current financial information are here: <http://urbanafreelibrary.org/your-right-know#fin>, with FY23 financial reports here: <https://urbanafreelibrary.org/about-us/your-right-to-know/financial-reports>.

Bank reconciliations for the last day of the month: July 2022 - June 2023						
	July	August	September	October	November	December
Illinois Funds account	\$ 208,227.74	\$ 208,613.96	\$ 209,045.31	\$ 209,588.56	\$ 210,205.87	\$ 210,907.60
Busey Bank Cash accounts	\$ 2,992,977.35	\$ 2,846,035.61	\$ 3,350,546.37	\$ 3,763,233.91	\$ 3,498,315.67	\$ 3,376,497.11
Busey Bank Web account	\$ 35,932.46	\$ 38,854.25	\$ 41,936.98	\$ 45,199.58	\$ 47,474.22	\$ 50,363.16
Total	\$ 3,237,137.55	\$ 3,093,503.82	\$ 3,601,528.66	\$ 4,018,022.05	\$ 3,755,995.76	\$ 3,637,767.87