


Date: September 8, 2022

To: The Urbana Free Library Board of Trustees

From: Celeste Choate, Executive Director

Re: Director's Report for Board Meeting of September 13, 2022

	<h3>VISION</h3> <p>Nurturing growth by sparking curiosity and fostering a sense of belonging.</p>	<h3>MISSION</h3> <p>We encourage learning and enrich lives by providing access to diverse resources and programs.</p>
---	---	---

	<p>We cultivate equity, mutual respect, and belonging by learning about and responding to our community.</p> <p><i>WE WELCOME ALL.</i></p>
---	--

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


- Local filmmakers returned to the Library to film a few more scenes for the web series "Writer's Block". The series first filmed at the Library earlier this year, and staff are looking forward to the series being fully released.



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

- Library staff were invited to multiple outreach events in August. Staff visited back to school nights at Dr. Williams and Dr. King Elementary Schools, Orchard Downs' Welcome Cookout, and others. Altogether, we shared information on library services and resources with over 400 community members.



	<p>We connect people with tools and resources for learning and leading fruitful lives.</p> <p><i>WE SPARK CURIOSITY.</i></p>
---	--

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

- The Library now offers patrons access to a new database called Data Axle Reference Solutions. Data Axle Reference Solutions offers instant access to comprehensive business and consumer listings. Unlike many free Internet directories, Reference Solutions data are continually being collected and verified. A detailed business listing contains a list of executives, financial information, public filings and even news articles. Information sources used by Reference Solutions include Yellow Pages, White Pages, annual reports, 10ks and other Securities and Exchange Commission information, government data, business magazines, the US Postal Service, and the US Census Bureau.
- Amber Glen Alzheimer's Special Care Center invited the Library to hold a program focused on music and storytelling on August 25. After hearing a story about a summer visit to a family farm, residents were encouraged to share where they were from. Throughout the program, the 15 community members enjoyed piano music from the 1950s

era like, "How Much is That Doggie in the Window;" and also had the opportunity to make music together with the Library's resonator bells.

- Brookdale Senior Living and the Library started a new partnership in August. The Library is hosting a monthly program called Senior Treats and Topics, where a member of Brookdale staff leads discussions on topics of interest to seniors. At the first event in August, myths of aging and dealing with ageism were covered. After the discussion, participants had time to ask questions about different topics and get information on local resources that might be able to help them.

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

- The Force was with 28 community members at the Jedi Training Camp on August 19. Families and young padawans enjoyed training with light sabers, practicing levitation with a ping pong ball and a blow dryer, completing an obstacle course (pictured right), making crafts, and more!



- The Library celebrated the end of Summer Reading with 35 community members at a party in Cherry Alley on August 31. Families enjoyed multiple activities including drawing with sidewalk chalk and playing with the Library's new giant Connect 4 set!



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.

- Local author and artist Vivian Krishnan shared her recently released children's book, *Kula in the Sky*, at an event on August 28. The book is a coming-of-age story that highlights the culture of Fiji. Krishnan is especially committed to inspiring young people of Color to tell their stories, so it was especially moving when a 12-year-old Indian girl in the audience asked about how Krishnan got her book published - because she is already writing her own stories! Stop by to see art from Krishnan's book in the Artist of the Corridor display area.



- Cherry Alley was bursting with vibrant syncopated rhythms on August 27. The Afro Brazilian group Bloco Gavião gave a dynamic performance for over 80 people, and then invited audience members to choose an instrument and join in. Before long, all ages (from toddlers to a patron in her 80s) were playing together, and we were thrilled to learn that the group hopes to return to do free percussion workshops at the Library.



- Library staff members regularly receive positive feedback from community members. This month, the following comments about the Library's reference service and collections were received:
 - "I want to thank you for all the help you've given me-it's extremely important to my life." – a Cunningham Township client
 - "Thank you so, so much! I'm not able to read hard copies of books anymore with a very active preschooler and so now I am always on Libby looking up books and monitoring my holds list for progress. 😊 Very glad to have that outlet back. Take care." – a mother in Urbana

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

- The Solidarity Gardens' [August newsletter](#) highlighted the Library's Seed Exchange and a [vegan garden to table cooking video](#) created in partnership by the Library, Urbana Park District, and Red Herring Restaurant. The video used local produce from the farmer's market to demonstrate how to make Steak Seitan Mushroom Sandwiches, Creamy Asparagus Soup, and Bananas for Berries Ice Cream.
- As a member of the Champaign County Museums Network, the Champaign County Historical Archives works to raise awareness of and forge partnerships with member institutions in Champaign County. Most of this work is done by co-hosting programs, tabling at local events, and directing donors to the appropriate institution. The CCMN 2021 annual report is available in the Board packet for more details about this great partnership.



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 Champaign County Historical Archives gladly received another stipend from the Community Webs program (Resolution 2022-13). It will be used to further professional development.
- We are finalizing a Request for Qualifications for Architectural Services. The two main projects for the successful firm will be the Circulation and A/V area remodeling project, and the Megan's Room remodeling project. We anticipate the RFQ will be posted in the next week.
- Providing food and drinks for Library patrons and staff by operating the Café was always a bonus service, not a core service or mission of the Library, and consistently lost money pre-pandemic. Library staff strongly believe that we will best serve our community and best utilize our budget by focusing on our core services and mission instead of reopening the Café. We can always revisit this topic in the future, but for now, we have reached this conclusion due to the reasons included in the memo in the Board packet.

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

- We received approval from the Civil Service Commission to change the minimum education requirements for the Circulation Clerk/Information Assistant position to a high school diploma or equivalent. This change is similar to requirements in place at peer libraries for similar positions, and, alongside increasing the size and diversity of the applicant pool, this change will ensure individuals with exceptional customer service experience who would have been previously excluded have an opportunity to apply.



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

Resolution 2022-13: Staff recommend approving Resolution 2022-13 to accept contributions, which are restricted to digital archives training and processing the Stephen Storch Photography collection. Please see below for more information:

FY23 Budget revisions:

Staff recommend a budget amendment to use the Community Webs stipend in Resolution 2022-13 on digital archives training for archives librarians Sara Bennett, Sherrie Bowser, and Shalini Smith.

- Increase revenue in 802 46300 Donations/Contributions/Gifts by \$1,100
- Increase expenses in 80280803 52320 Archives Travel, Education, and Training by \$1,100

Staff recommend a budget amendment to use the Illinois State Historical Records Advisory Board grant in Resolution 2022-13 to purchase supplies for rehousing the Stephen Storch Photography Collection.

- Increase revenue in 802 46300 Donations/Contributions/Gifts by \$2,599
- Increase expenses in 80280806 51900 Library Acquisitions Other Supplies by \$2,599

The Urbana Arts & Culture Program is paying the Library \$1,000 to fund the Young Artist’s Studio and Artist of the Corridor programs for this fiscal year. Staff request the following budget amendment.

- Add \$1,000 to Donations/Contributions/Gifts revenue line 802 46300
- Add \$500 to Library Program Supplies expense line 80280809 51812
- Add \$500 to Library Program Supplies expense line 80280809 51812 80103

In response to usage trends and patron requests, the following changes to collections will be made:

- Move \$1,000 from DVDs (80280802 51806) to Periodicals (80280802 51803).

Library eNewsletters:	
September News & Events: https://conta.cc/3RrzrIE	September Youth & Teen: https://conta.cc/3cF0Dyh
September Archives Newsletter: https://conta.cc/3caVePt	Margaret Frampton Urbana Library Fund: https://conta.cc/3QPg1XH

Other Library News:

- Get some birding tips from birder and photographer Rob Kanter at the Urbana Free Library: <https://www.smilepolitely.com/splog/get-some-birding-tips-from-birder-and-photographer-rob-kanter-at-the-urbana/>
- The Weekender: August 26-28: <https://www.smilepolitely.com/culture/weekender-august-26-28/>
- Champaign-Urbana Weekend Planner - Time for Kickoff: <https://www.chambanamoms.com/2022/08/24/champaign-urbana-weekend-planner-time-for-kickoff/>
- CI Living The Urbana Free Library Jedi Training Camp: https://www.youtube.com/watch?v=MQcmYl_nDXM
- In Urbana, no fees, no problems for library; Marlin: ‘Makes sense’ to collaborate on Champaign shelter: <https://www.news-gazette.com/news/in-urbana-no-fees-no-problems-for-library-marlin-makes-sense-to-collaborate-on-champaign/article-ccd4565d-c7cf-58e7-b338-0c24da14ae47.html>

Budget and current financial information is here: <http://urbanafreelibrary.org/your-right-know#fin>, with FY23 financial reports here: <https://urbanafreelibrary.org/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					
Busey Bank Cash accounts	\$ 2,992,977.35					
Busey Bank Web account	\$ 35,932.46					
Total	\$ 3,237,137.55	\$ -	\$ -	\$ -	\$ -	\$ -