

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, July 12, 2022**

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, July 12, 2022. The meeting was called to order by the President, Lupe Mejia, at 7:05 p.m.

OATH OF OFFICE

Barb Bennett administered the Oath of Office to Shirese Hursey, Beth Scheid, and Gloria Yen

OATH OF OFFICE—PRESIDENT

Barb Bennett administered the Oath of Office for the Board President to Lupe Mejia.

ATTENDANCE

Present: Barb Bennett (by phone), Shirese Hursey, Lupe Mejia, Beth Scheid, Michael Weissman, Jane Williams (by phone), and Gloria Yen

Absent: Mark Pelmore

Staff present: Becky Brown, Celeste Choate, Rachel Fuller, and Donica Swann

Also present: Brie Gaspar

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVE THE AGENDA

It was moved by Michael Weissman, seconded by Shirese Hursey, and passed unanimously to approve the agenda as presented.

PUBLIC COMMENT

None.

PRESENTATIONS

Celeste Choate gave the Board an update on the Building Program. Dawn Cassady and Celeste have been working with Fred Schlipf on editing the program. The next step will be to bring it to the Board and staff. Focus groups are planned for September.

Donica Swann gave an update on the News-Gazette collection, sharing what has been happening with the collection in the two years it has been at the Library. As staff have found the best ways to index the collection, they have been able to utilize more help from practicums and volunteers. The Friends of the Library fund the Omeka platform that is used to make the indexing information available to the public.

ACTION ITEMS (CONSENT AGENDA)

Being that Lupe Mejia asked and saw that there were no requests to separate the items, it was moved by Jane Williams, seconded by Barb Bennett, and passed by unanimously to approve the consent agenda as presented.

ACTION ITEMS (INDIVIDUAL)

It was moved by Shirese Hursey, seconded by Michael Weissman, and passed unanimously to appoint Becky Brown and Celeste Choate as FOIA Officers.

It was moved by Beth Scheid, seconded by Shirese Hursey, and passed unanimously to approve the payment of the Ameren invoice for \$12,023.41.

It was moved by Gloria Yen, seconded by Barb Bennett, and passed unanimously to approve Resolution 2022-12 to approve the mold remediation contract with KleenRite.

DISCUSSION ITEMS

The Board discussed the annual report to City Council. The July draft does not include the numbers from the IPLAR report. The Board will receive the full report for approval in August. Celeste Choate expressed her gratitude to the Library staff for all the wonderful things that have been accomplished the past year.

REPORTS OF LIAISON OFFICERS

Friends of the Library

Celeste Choate reported that the Friends of the Library have set the dates for the September books sale. It will be held September 22 through September 25.

The Urbana Free Library Foundation

The Foundation welcome a new member, Katie Boyle and new president, Elizabeth Rockman. A second person has applied and is awaiting approval to join.

Illinois Heartland Library System

None.

ADMINISTRATIVE REPORTS

No further report.

BOARD AND COMMITTEE REPORTS

No report.

BOARD PRESIDENT REPORT

Lupe Mejia expressed her thanks for entrusting her to help lead the Library into the next chapter, including the Building Program, the Strategic Plan review, and renovations at the circulation desk. Lupe explained that her background is health care and education. As President, she will be using what she has found successful in her organizational leadership arenas. She would like to start out with the process of appreciative inquiry, which is looking at

what is going well and not as problem focused, taking an idealistic and positive approach to change. Lupe had an article sent out the Board that was about appreciative inquiry specific to libraries. She plans to bring questions to contemplate and help the Board to keep thinking positively as they move forward.

Lupe appointed Barbara Bennett as the liaison to the Friends of the Library. She asked if anyone has the interest and capacity to serve as liaison to the Foundation Board. It was agreed that the Board will share responsibility making sure they are following the Open Meetings Act.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

It was moved by Beth Scheid and seconded by Shirese Hursey to adjourned at 7:40 p.m.

Becky Brown, Recorder

Barb Bennett, Secretary/Treasurer

Date Approved: _____

Supplementary information is available in the Board packet of July 12, 2022.
This meeting was taped for later broadcast.