

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, August 9, 2022**

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, August 9, 2022. The meeting was called to order by the President, Lupe Mejia, at 7:08 p.m.

ATTENDANCE

Present: Lupe Mejia, Mark Pelmore, Beth Scheid, Michael Weissman, Jane Williams (by phone), and Gloria Yen

Absent: Barb Bennett and Shirese Hursey

Staff present: Becky Brown, Celeste Choate, Jennie Grace, Brian Robertson, Donica Swann, and Gretchen Webb

Also present: Lucas Herzog

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVE THE AGENDA

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

PUBLIC COMMENT

None.

PRESENTATIONS

Brian Robertson and Donica Swann gave a presentation on Equity, Diversity, and Inclusion at The Urbana Free Library. They spoke on what has been accomplished, including updating policies with inclusive language, staff training, and collection development. They also touched on future goals, including further professional development and training opportunities for staff, reparative cataloging, and reading through the patron Rules of Behavior with an EDI mindset.

Jennie Grace gave an overview of the new Library website. She explained why the site needed updating and the updating process. The new site is easier to navigate, and Jennie is pleased that the transition went smoothly.

Gretchen Webb told the Board about the upcoming remodeling of the Circulation area. The process is in the beginning phase, and staff are looking at what are the goals and the vision for the circulation desk and how to accomplish them. The hope is to not only renovate the space, but to also create a better service model to help staff and better serve patrons.

ACTION ITEMS (CONSENT AGENDA)

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

ACTION ITEMS (INDIVIDUAL)

It was moved by Michael Weissman, seconded by Gloria Yen, and passed unanimously to approve the Annual Report to the City Council per 75 ILCS 5/4-10.

It was moved by Michael Weissman, seconded by Jane Williams, and passed unanimously to approve the EEO & Anti-Discrimination Policy.

It was moved by Beth Scheid, seconded by Jane Williams, and passed unanimously to approve the Respectful Work Environment Policy.

It was moved by Michael Weissman, seconded by Gloria Yen, and passed unanimously to approve the City of Urbana Munis invoice for \$12,592.

It was moved by Beth Scheid, seconded by Michael Weissman, and passed unanimously to approve the Ameren invoice for \$18,205.95.

DISCUSSION ITEMS

Last month, Lupe Mejia had presented an article by Maureen Sullivan about appreciative inquiry. There was discussion about the different approach of looking for what an organization does best and building on that rather than what are the problems that need to be solved.

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 will welcome a new member, Mark Dixon, at the next meeting.

Illinois Heartland Library System

None.

ADMINISTRATIVE REPORTS

No further report.

BOARD AND COMMITTEE REPORTS

No report.

BOARD PRESIDENT REPORT

Lupe Mejia appointed Gloria Yen as the liaison to the Foundation Board.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

CLOSED SESSION

At 8:09 p.m., it was moved by Beth Scheid, seconded by Gloria Yen, and approved by roll call vote to move into closed session for the purpose of approval by the body of the minutes and for semi-annual review of the minutes as mandated pursuant to 5 ILCS 120/2 (c) (21) Section 2.06; and for the approval of the destruction of verbatim records per 5ILCS 120/2.06 (c) (1)(2). Votes were as follows:

Ayes: Lupe Mejia, Mark Pelmore, Beth Scheid, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

At 8:14 p.m., it was approved by roll call vote to move back into open session. Votes were as follows:

Ayes: Lupe Mejia, Mark Pelmore, Beth Scheid, Michael Weissman, Jane Williams, and Gloria Yen

Nays: None

ACTION ITEMS (INDIVIDUAL)

It was moved by Gloria Yen, seconded by Michael Weissman, and passed unanimously to approve the closed session minutes of February 8, 2022 and March 8, 2022.

It was moved by Michael Weissman, seconded by Mark Pelmore, and passed unanimously to open the closed session minutes of February 8, 2022 and March 8, 2022.

It was moved by Beth Scheid, seconded by Gloria Yen, and passed unanimously to approve the destruction of the verbatim record of November 10, 2020.

ADJOURNMENT

It was moved by Gloria Yen and seconded by Mark Pelmore to adjourned at 8:17 p.m.

Becky Brown, Recorder

Barb Bennett, Secretary/Treasurer

Date Approved:_____

Supplementary information is available in the Board packet of August 9, 2022.

This meeting was taped for later broadcast.