

The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, January 10, 2023

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, January 10, 2023. The meeting was called to order by the Vice-President, Beth Scheid, at 7:05 p.m.

ATTENDANCE

Present: Shirese Hursey, Beth Scheid, Daniel Urban, Michael Weissman, Jane Williams (by phone), and Gloria Yen

Absent: Barb Bennett, Lupe Mejia, and Mark Pelmore

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

Also present: Lucas Herzog and Brad Porter (by Zoom)

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVE THE AGENDA

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

PUBLIC COMMENT

None.

PRESENTATIONS

Brad Porter gave a brief overview on the three FY22 audit reports that were presented to the Board, the Management Letter, the SAS 114 report (Statement of Auditing Standards), and the AFR (Annual Financial Report). The auditors issued the Library an unmodified opinion, which is the cleanest form of opinion a governmental entity can receive. This means that the auditors believe the financial statements to be presented fairly, and that there are sound internal controls in place over the financial reporting function.

ACTION ITEMS (CONSENT AGENDA)

Being that Beth Scheid asked and saw that there were no requests to separate the items, it was moved by Michael Weissman, seconded by Shirese Hursey, and passed by unanimously to approve the consent agenda as presented.

ACTION ITEMS (INDIVIDUAL)

It was moved by Jane Williams, seconded by Dan Urban, and passed unanimously to adopt the 2023 Technology Plan.

It was moved by Shirese Hursey, seconded by Michael Weissman, and passed unanimously to accept the TUFL Annual Financial Report for FY22.

It was moved by Jane Williams, seconded by Dan Urban, and passed unanimously to approve the Ameren invoice for \$10,116.59.

DISCUSSION ITEM

Dan Urban gave a presentation on workshops he found interesting at the IHLS Member Day.

REPORTS OF LIAISON OFFICERS

Friends of the Library

Celeste Choate reported that the Friends of the Library are working on updating their fiscal year to match the Library's fiscal year.

The Urbana Free Library Foundation

Gloria Yen reported that the Foundation has raised almost \$48,000 as of December 14, 2022, with nearly \$5,000 of that total being designated to the Circulation Area improvement project. The Foundation received \$15,000 from the Samuel Freeman Charitable Trust, which will aid in outreach efforts. The News-Gazette featured the Foundation in their special holiday section devoted to giving. The Foundation Board will be meeting with Karen Walker from Busey Bank to learn more about investment options.

Illinois Heartland Library System

Dawn Cassady said that IHLS is still asking for members to participate in the working group to investigate the materials handling system.

ADMINISTRATIVE REPORTS

Celeste Choate reported that the Library is actively working with the architecture firm.

BOARD AND COMMITTEE REPORTS

Beth Scheid explained the Executive Director annual evaluation process. There will be a closed session at the February meeting.

BOARD PRESIDENT REPORT

No report.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

It was moved by Shirese Hursey and seconded by Gloria Yen to adjourn at 7:44 p.m.

Becky Brown, Recorder

Gloria Yen, Secretary *pro tempore*

Date Approved:_____

Supplementary information is available in the Board packet of January 10, 2023.
This meeting was taped for later broadcast.