

**The Urbana Free Library Board of Trustees**  
**Minutes of a Regular Meeting**  
**Held on Tuesday, September 10, 2024**

**CALL TO ORDER**

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, September 10, 2024. The meeting was called to order by the President, Dan Urban, at 7:00 p.m.

**ATTENDANCE**

Present: Erica Bellina, Rob Bennett (by phone), Shirese Hursey (by phone), Brandyn Mason, Liz Sands, Beth Scheid, Dan Urban, and Darius White

Absent: Glen Layne-Worthey

**ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA**

None.

**APPROVE THE AGENDA**

It was moved by Beth Scheid, seconded by Liz Sands, and passed unanimously to approve the agenda as presented.

**PUBLIC COMMENT**

None.

**PRESENTATIONS**

Lauren Chambers presented on Chapter 10, "Programming," and Chapter 11, "Youth/Young Adult Services," from *Serving Our Public 4.0 Standards for Illinois Public Libraries*. The Library meets the standards for both chapters.

Lauren also presented the highlights of the 2024 Summer Reading Program. The theme of this year's program was "Read, Renew, Repeat."

**ACTION ITEMS (CONSENT AGENDA)**

Being that Dan Urban asked and saw that there were no requests to separate the items, it was moved by Shirese Hursey, seconded by Brandyn Mason, and passed unanimously to approve the consent agenda as presented.

**ACTION ITEMS (INDIVIDUAL)**

It was moved by Erica Bellina, seconded by Rob Bennett, and passed unanimously to approve Resolution 2024-12 to thank Brandyn Mason for his service on the Board.

It was moved by Beth Scheid, seconded by Darius White, and passed unanimously to approve Resolution 2024-13 to thank Celeste Moutos for her years of service as Executive Director.

It was moved by Erica Bellina, seconded by Brandyn Mason, and passed unanimously to approve the RFP for an executive search firm.

It was moved by Liz Sands, seconded by Beth Scheid, and passed unanimously to approve the payment of the Constellation invoice for \$14,019.10.

It was moved by Darius White, seconded by Brandyn Mason, and passed unanimously to approve the updated Bylaws of the Board of Trustees.

It was moved by Shirese Hursey, seconded by Brandyn Mason, and passed unanimously to approve the updated Confidentiality of Records Policy.

It was moved by Beth Scheid, seconded by Shirese Hursey, and passed unanimously to approve the updated Drug-Free Workplace Policy.

It was moved by Rob Bennett, seconded by Shirese Hursey, and passed unanimously to approve the updated Nepotism Policy.

It was moved by Erica Bellina, seconded by Liz Sands, and passed unanimously to approve the updated FY25 Budget Amendment.

## **DISCUSSION ITEMS**

None.

## **REPORTS OF LIAISON OFFICERS**

### *Friends of the Library*

No report.

### *The Urbana Free Library Foundation*

Dan Urban reported that at the last Foundation meeting, they held a good-bye party for Celeste. The Foundation is discussing its next fundraising campaign and possible gifts for various donor levels.

### *Illinois Heartland Library System*

No report.

## **ADMINISTRATIVE REPORTS**

Celeste Moutos reported to the Board that she is getting things ready for Rachel Fuller to assume the Interim Director role. Celeste will stay on payroll on an hourly basis for a little longer to finish a few tasks. She encouraged the Board to look at the landscaping project.

## **BOARD AND COMMITTEE REPORTS**

None.

**BOARD PRESIDENT REPORT**

Dan Urban had asked if a Board member would be interested in joining the Circ-A/V & Megan’s Room Remodel Core Team. Erica Bellina volunteered, and Dan officially appointed her to join the team.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

None.

**NEW BUSINESS**

None.

**ADJOURNMENT**

It was moved by Erica Bellina and seconded by Brandyn Mason to adjourn at 7:50 p.m.

\_\_\_\_\_  
Becky Brown, Recorder

\_\_\_\_\_  
Erica Bellina, Secretary

Date Approved:\_\_\_\_\_

Supplementary information is available in the Board packet of September 10, 2024.  
This meeting was taped for later broadcast.