

**The Urbana Free Library Board of Trustees  
Minutes of a Regular Meeting  
Held on Tuesday, October 8, 2024**

**CALL TO ORDER**

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, October 8, 2024. The meeting was called to order by the President, Dan Urban, at 7:01 p.m.

**OATH OF OFFICE**

Glen Layne-Worthey administered the oath of office to new Board member, Julia Pollack.

**ATTENDANCE**

Present: Glen Layne-Worthey, Julia Pollack, Liz Sands, Beth Scheid, and Dan Urban

Absent: Erica Bellina, Rob Bennett, Shirese Hursey, and Darius White

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

None.

**APPROVE THE AGENDA**

It was moved by Glen Layne-Worthey, seconded by Beth Scheid, and passed unanimously to approve the agenda as presented.

**PUBLIC COMMENT**

Staff member Caleb Wilson commented that the Library staff are now part of a union. They are voting to bargain as a single unit. They have two main goals: to make the Library a better place to work and a better place to visit.

**PRESENTATIONS**

None.

**ACTION ITEMS (CONSENT AGENDA)**

Being that Dan Urban asked and saw that there were no requests to separate the items, it was moved by Liz Sands, seconded by Glen Layne-Worthey, and passed by unanimously to approve the consent agenda as presented.

**ACTION ITEMS (INDIVIDUAL)**

It was moved by Beth Scheid, seconded by Glen Layne-Worthey, and passed unanimously to approve the updated Information Services Policy.

After discussion, it was moved by Liz Sands, seconded by Glen Layne-Worthey, and passed unanimously to approve the updated Computer and Internet Use Policy.

It was moved by Beth Scheid, seconded by Glen Layne-Worthey, and passed unanimously to adopt Resolution 2024-10 to Authorize Designated Persons to Secure and Have Access to Safe Deposit Boxes at Busey Bank.

It was moved by Glen Layne-Worthey, seconded by Julia Pollack, and passed unanimously to adopt Resolution 2024-14 to Accept the Digital Preservation POWRR Grant.

It was moved by Glen Layne-Worthey, seconded by Beth Scheid, and passed unanimously to approve the updated FY25 budget amendment.

It was moved by Glen Layne-Worthey, seconded by Liz Sands, and passed unanimously to approve the payment of the Stocks invoice for \$13,401.81.

It was moved by Julia Pollack, seconded by Beth Scheid, and passed unanimously to approve the payment of the Constellation invoice for \$11,355.74.

#### **DISCUSSION ITEM**

None.

#### **REPORTS OF LIAISON OFFICERS**

##### *Friends of the Library*

Liz Sands reported that the next Friends book sale will be held from November 21 through November 24, 2024.

##### *The Urbana Free Library Foundation*

Dan Urban reported the Foundation President, Elizabeth Rockman, was trying to get the Foundation on the Campus Charitable Fund Drive. The Foundation is in the process of creating a fundraising appeal video.

##### *Illinois Heartland Library System*

Rachel Fuller reported that the Illinois Library Association conference is this week, and IHLS is well represented.

#### **ADMINISTRATIVE REPORTS**

None.

#### **BOARD AND COMMITTEE REPORTS**

None.

#### **BOARD PRESIDENT REPORT**

Dan Urban reported to the Board that the application part of the search firm process will close on October 11. Dan, Glen Layne-Worthey, and Dawn Cassady will review the applications, and the Board will have a special meeting on October 23 to select one of the firms.

#### **UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

Glen Layne-Worthey would like to propose a resolution to thank Library staff for their part in the successful CU Folk and Root Festival. Rachel Fuller offered to help him write it.

**CLOSED SESSION**

At 7:18 p.m., it was moved by Liz Sands, seconded by Glen Layne-Worthey and passed by roll call vote to go into closed session for the discussion of collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees per 5ILCS 120/2 (c)(2).

Ayes: Glen Layne-Worthey, Julia Pollack, Liz Sands, Beth Scheid, and Dan Urban

Nays: None

At 8:15 p.m., it was moved by Liz Sands, seconded by Glen Layne-Worthey, and passed by roll call vote to go back into open session.

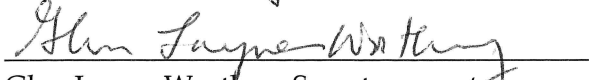
Ayes: Glen Layne-Worthey, Julia Pollack, Liz Sands, Beth Scheid, and Dan Urban

Nays: None

**ADJOURNMENT**

It was moved by Liz Sands, seconded by Glen Layne-Worthey to adjourn at 8:15 p.m.

  
Becky Brown, Recorder

  
Glen Layne-Worthey, Secretary *pro tem*

Date Approved: 11/12/2024

Supplementary information is available in the Board packet of October 8, 2024.  
This meeting was taped for later broadcast.