

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, August 12, 2025**

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, August 12, 2025. The meeting was called to order by the President, Dan Urban, at 7:00 p.m.

ATTENDANCE

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

Absent: Shirese Hursey, Deb Newell, and Darius White

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

None.

APPROVE THE AGENDA

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

PUBLIC COMMENT

None.

PRESENTATIONS.

Rose Barnes presented on Collection Management from the Illinois Public Library Standards. She told the Board about the wide range of materials that the Library circulates, including some new items in the Children's collection. The Library has reorganized some collections to make them easier for the public to find. The Library meets the standards in this category.

Lyndzie Taylor presented on Marketing and Promotion, also from the Illinois Public Library Standards. She explained the various ways that the Library reaches out to market the Library and promote programs. She told the Board about projects that are in progress. The Library meets the standard in this category, also.

ACTION ITEMS (CONSENT AGENDA)

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

ACTION ITEMS (INDIVIDUAL)

It was moved by Erica Bellina, seconded by Glen Layne-Worthey, and passed unanimously to approve the Annual Report to the City per 75 ILCS 5/4-10.

It was moved by Erica Bellina, seconded by Liz Sands, and passed unanimously to approve the City of Urbana invoice for \$14,065.19.

It was moved by Glen Layne-Worthey, seconded by Erica Bellina, and passed unanimously to approve The Hartford invoice for \$16,973.00.

It was moved by Beth Scheid, seconded by Julia Pollack, and passed unanimously to approve the Ameren invoice for \$15,630.12.

It was moved by Glen Layne-Worthey, seconded by Liz Sands, and passed unanimously to approve the FY26 budget amendments.

It was moved by Julia Pollack, seconded by Beth Scheid, and passed unanimously to approve Resolution 2025-08 to authorize designated persons to secure and have access to safe deposit boxes at Busey Bank.

It was moved by Beth Scheid, seconded by Glen Layne-Worthey, and passed unanimously to approve Resolution 2025-09 to thank Becky Brown for her service.

It was moved by Glen Layne-Worthey, seconded by Julia Pollack, and passed unanimously to approve Resolution 2025-10 to thank Liz Sands for her service.

It was moved by Beth Scheid, seconded by Julia Pollack, and passed unanimously to approve Resolution 2025-11 to thank Rachel Fuller for her service.

DISCUSSION ITEM

None.

REPORTS OF LIAISON OFFICERS

Friends of the Library

None.

The Urbana Free Library Foundation

Dan Urban reported that the Foundation has already received close to \$22,000 in the new fiscal year. Part of this is from the \$15,000 grant match. Two new members have joined the Foundation Board.

Illinois Heartland Library System

None.

ADMINISTRATIVE REPORTS

Dawn Cassady reported that the remodel partitions are in place, and work should start on Monday, August 18. The contractors say that the work should be done before the end of the calendar year. Staff are meeting at 9:30am huddle, to discuss about pinch points and share ideas.

BOARD AND COMMITTEE REPORTS

None.

BOARD PRESIDENT REPORT

Dan Urban encouraged Board members to tell people about the trustee vacancy on the Board.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

CLOSED SESSION

At 7:33 p.m., it was moved by Glen Layne-Worthey, seconded by Erica Bellina, and passed by roll call vote to move into closed session for the discussion of minutes of meetings lawfully closed under this Act for the purpose of approval by the body and for the semi-annual review of the minutes per 5 ILCS 120/2 (c)(21) Section 2.06, and for the approval of destruction of verbatim records per 5 ILCS 120/2.06 (c)(1)(2).

Ayes: Erica Bellina, Glen Layne-Worthey, Julia Pollack, Liz Sands, Beth Scheid, and Dan Urban
Nays: None.

At 8:11 p.m., the Board moved back into open session by roll call vote.

Ayes: Erica Bellina, Glen Layne-Worthey, Julia Pollack, Liz Sands, Beth Scheid, and Dan Urban
Nays: None.

ACTION ITEMS (INDIVIDUAL)

It was moved by Beth Scheid, seconded by Glen Layne-Worthey, and passed unanimously to approve the closed session minutes of February 11, 2025, March 10, 2025, both for March 11, 2025, April 2, 2025, and April 3, 2025.

It was moved by Liz Sands, seconded by Erica Bellina, and passed unanimously to approve to open the closed session minutes of February 13, 2024, January 22, 2025, February 11, 2025, both for March 11, 2025, and April 2, 2025 and keep all other closed session minutes closed.

It was moved by Glen Layne-Worthey, seconded by Liz Sands, and passed unanimously to approve the destruction of the verbatim recordings of the closed sessions on October 10, 2023 and November 14, 2023.

ADJOURNMENT

It was moved by Erica Bellina and seconded by Liz Sands to adjourn at 8:13 p.m.

Supplementary information is available in the Board packet of August 12, 2025.
This meeting was taped for later broadcast.