

**The Urbana Free Library Board of Trustees
Minutes of a Regular Meeting
Held on Tuesday, December 9, 2025**

CALL TO ORDER

The Urbana Free Library Board of Trustees met in the Lewis Auditorium of The Urbana Free Library on Tuesday, December 9, 2025. The meeting was called to order by the President, Dan Urban, at 7:02 p.m.

ATTENDANCE

Present: Erica Bellina, Shirese Hursey, Glen Layne-Worthey, Deb Newell, Julia Pollack, Dan Urban, Darius White, and Beth Scheid.

Absent: None

ADDITIONS, CORRECTIONS, MODIFICATIONS OF THE AGENDA

Glen Layne-Worthey proposed combining Action Items 8.2 Revised Hours of Service and 8.3 Hours of Service Policy.

APPROVE THE AGENDA

It was moved by Dan Urban, seconded by Deb Newell, and passed unanimously to approve the agenda with this modification.

PUBLIC COMMENT

Carol Inskeep announced her retirement beginning January 3. She spoke of first coming to the Library as a patron and later applying for her first job. She has observed changes in the job which caused her to join the movement to unionize staff. She was heartened by the progress of negotiations and thanked the Board for encouraging a spirit of respect and openness. She thanked patrons, co-workers, and organization for her time at the Library.

PRESENTATIONS

Leon Wilson presented Illinois Public Library Standards for Technology.

Mike Hannan presented Illinois Public Library Standards for Building and Grounds.

Gretchen Webb presented Illinois Public Library Standards for Safety & Emergency Preparedness.

ACTION ITEMS (CONSENT AGENDA)

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

ACTION ITEMS (INDIVIDUAL)

8.1 It was moved by Erica Bellina, seconded by Shirese Hursey, and passed unanimously to approve the Library closure for December 22 and December 23, 2025.

8.2 and 8.3 It was moved by Beth Scheid and seconded by Glen Layne-Worthey to approve the revised hours of service and the Hours of Service Policy. After some discussion the item passed unanimously.

8.4 It was moved by Glen Layne-Worthey, seconded by Deb Newell, and passed unanimously to extend the Tech Plan to June 2026 so that it lines up with the fiscal year.

DISCUSSION ITEM

None.

REPORTS OF LIAISON OFFICERS

Friends of the Library

None.

The Urbana Free Library Foundation

Dan Urban said the current response to the fall appeal was \$43,000 and that the Frampton family's matching-gift pledge of \$15,000 is now active.

Illinois Heartland Library System

Darius White mentioned that IHLS is restructuring after the retirement of their Associate Director.

ADMINISTRATIVE REPORTS

Taliah Abdullah reported that Library has a number of staff retirements and changes. She thanked Carol Inskeep for everything she has brought to the Library. She also thanked Mike Hannan for his help planning for the Library's future. She welcomed James Porter to his new role as Interim Facilities Manager. She also mentioned that Ann Panthen will transition from working in the Archives to working at the main service desks.

Dawn Cassady gave an update on the building renovations. She was excited to say that the renovation project is nearly completed.

Taliah Abdullah also announced the Library Open House on Saturday, January 24th at 12 pm.

BOARD AND COMMITTEE REPORTS

None.

BOARD PRESIDENT REPORT

Dan Urban announced that a new Library Board member, Justin Kingston, will join the Board at the January meeting. He also said Darius White will be leaving the Board, this being his last meeting.

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

CLOSED SESSION

At 8:08 p.m., it was moved by Shirese Hursey, seconded by Erica Bellina, and passed by roll call vote to move into closed session for the discussion of collective negotiation matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2 (c) (2).

Ayes: Erica Bellina, Shirese Hursey, Glen Layne-Worthey, Deb Newell, Julia Pollack, Dan Urban, Darius White, and Beth Scheid.

Nays: none.

At 10:16 p.m., the Board moved back into open session by roll call vote.

Ayes: Erica Bellina, Shirese Hursey, Glen Layne-Worthey, Deb Newell, Julia Pollack, Dan Urban, Darius White, and Beth Scheid.

Nays: none.

ADJOURNMENT

It was moved by Shirese Hursey, seconded by Erica Bellina, and passed unanimously to adjourn at 10:16 p.m.

Supplementary information is available in the Board packet of December 9, 2025.

This meeting was taped for later broadcast.