



# Director’s Report

**Date:** July 5, 2024

**To:** The Urbana Free Library Board of Trustees

**From:** Celeste Choate, Executive Director

**Re:** Director’s Report for Board Meeting of July 9, 2024

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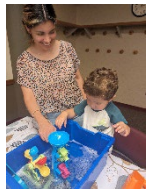
## Strategic Plan Progress

 **ENHANCE** We steward our physical and financial resources to serve evolving community needs that support growth and sustainability.

- The Library created a world language collection in the Children’s department by moving all of the non-English language books out of the non-fiction section into a new location. Books in this collection will be organized by language and material type. This conversion is ongoing into FY25 and will allow for increased accessibility for patrons, especially for non-native English speakers.

 **EMBRACE** We learn about and respond to our community in order to create a welcoming environment that cultivates equity, mutual respect, and belonging.

- People of all ages joined us for the popular Love Wins Crafting event for Pride Month. At the program, 100 participants created collage notebooks, zines, beaded Pride bracelets, and beautiful rainbow pictures.
- Sensory Stations/Estaciones sensoriales was a bilingual drop-in program with nine different stations where children could participate in various sensory activities. The program had 23 attendees, with children's ages ranging from toddlers to tweens. Some stayed to try every station. By far the most popular activities were the sensory bins, filled with materials like shredded paper, pom-poms, and water to explore and small toys to find and sort, as well as the DIY sensory toy stations where participants could make their own textured fidget cubes or colorful squishy gel bags. These were even popular among the adult



attendees! The atmosphere of the program was joyful and relaxed, giving children the space to choose how they wanted to engage their attention.

- Archives hosted a meeting and tour with Susan McGrath, Champaign County Circuit Clerk. During the meeting, Susan and the staff discussed the current working relationship between the organizations, potential collaborative opportunities, and other ways to uphold the longstanding connection between the Library and the Circuit Clerk's office.



## EMPOWER

We connect people with tools and resources for learning, knowledge exchange, and personal growth that leads to greater fulfillment.

- The Library was part of Urbana's first Annual Ngoma African Festival, a day-long, multi-site celebration of African cultures cosponsored by others, including Spurlock Museum, the Community Center for the Arts, and the Krannert Center for Performing Arts. The Library hosted a drum and dance performance by master drummers from Congo. The audience of over 70 community members had a chance to learn about African music and cultural life and, of course, everyone joined in the dancing and singing too.
- Abraham Lincoln visited the library and gave two presentations, one in English and one in Spanish, about his life, career, and role in emancipation. He shared recollections of his time in Urbana as a lawyer on the circuit and the foot race he won here in town! Audience members participated in reading the Emancipation Proclamation (from notes stored in Lincoln's stovepipe hat) and asked many questions.
- The Library's 150<sup>th</sup> Anniversary celebration started with a bang at the Library's birthday party. The community support was incredible with over 600 people celebrating. Participants made crafts, listened to music from across the decades, played a Library history-themed BINGO game, ate cake, and more. Members of the Foundation and Friends also invited people to join their organizations and help support the Library. *The 150th Anniversary celebrations are generously supported by **The Urbana Free Library Foundation**.*



## Action Item Details & Additional Information

- There was an error in last month's board report, and staff request the following change to the budget amendment for the City of Urbana Youth Services Grant. Both the revenue and the expense should have been in the 802s, not the 810s.
  - The error last month said:
    - \$20,500 increase to revenue Donations/Contributions/Gifts (810 46300)
    - \$20,500 increase to expense Adult Programs (80280809 51812 80102)
  - The budget amendment should have read:
    - \$20,500 increase to revenue Donations/Contributions/Gifts (802 46300)
    - \$20,500 increase to expense Teen Programs (80280809 51812 80102)
- The Board's Nominating Committee of Erica and Brandyn will be meeting on Tuesday before the Library Board meeting. If you would like to be considered for office (President, Vice-President, Secretary/Treasurer, and Secretary *pro-tempore*), please contact either Brandyn or Erica before or at the Nominating Committee meeting.

- The President will be appointing people to the following roles. If you are interested, please contact current President Dan Urban.
  - Appoint Liaison Officer for Friends of The Urbana Free Library
  - Appoint Liaison Officer for The Urbana Free Library Foundation
  - Appoint Liaison Officer for the Illinois Heartland Library System
  - Appoint FOIA Officers (Becky and Celeste volunteer to continue in this role.)
  - Appoint Open Meetings Act Officers (Open Meetings Act Section 1.05 Training “Every public body shall designate employees, officers, or members to receive training on compliance with this Act.” Becky and/or Celeste will also volunteer to take on this role with anyone else that is interested. This appointment primarily involves the training).

## Communication

### Library Newsletters

- The TUFL Times, June: <https://uflil.patronpoint.com/email/preview/110>
- The TUFL Times: Youth Edition, June: <https://uflil.patronpoint.com/email/preview/113>
- Archives Newsletter, June: <https://uflil.patronpoint.com/email/preview/112>

### Library News

- June 4, 2024 - *news-gazette.com* - Our Turn | What is special about our community? Look at four 'publics' [https://www.news-gazette.com/opinion/our-turn-what-is-special-about-our-community-look-at-four-publics/article\\_5534a4ac-2e9c-5924-89a2-25b0164a6007.html](https://www.news-gazette.com/opinion/our-turn-what-is-special-about-our-community-look-at-four-publics/article_5534a4ac-2e9c-5924-89a2-25b0164a6007.html)
- June 5, 2024 - *chambanamoms.com* - Champaign-Urbana Weekend Planner – Summer in All its Glory <https://www.chambanamoms.com/2024/06/05/summer-in-all-its-glory-champaign-urbana/>
- June 5, 2024 – *dailyillini.com* - Urbana City Council discusses Youth Services Grant Program, budget proposals <https://dailyillini.com/news-stories/champaign-urbana/2024/06/05/urbana-city-council-discusses-youth-services-grant-program-budget-proposals/>
- June 10, 2024 – *chambanamoms.com* - 16 Things to Do Before Turning 16 in Champaign-Urbana <https://www.chambanamoms.com/2024/06/10/16-things-before-turning-16-champaign-urbana-fun/>
- June 14, 2024 – *youtube.com* - Urbana Free Library to celebrate 150th birthday <https://www.youtube.com/watch?v=2IKOLM651NU>
- June 17, 2024 – *wcia.com* - Urbana Free Library turns 150 years old <https://www.wcia.com/news/champaign-county/urbana-free-library-turns-150-years-old/>
- June 19, 2024 – *wcia.com* - Broken A/C? Here’s where to cool off in Central Illinois <https://www.wcia.com/news/local-news/broken-a-c-heres-where-to-cool-off-in-central-illinois/>
- June 20, 2024 – *smilepolitely.com* - Ja Nelle Davenport-Pleasure journeys through poetry at Urbana Free Library <https://www.smilepolitely.com/splog/ja-nelle-davenport-pleasure-journeys-through-poetry-at-urbana-free-library/>
- June 24, 2024 – *news.illinois.edu* - Awards recognize excellence in public engagement <https://news.illinois.edu/view/6367/860116024>
- June 26, 2024 – *smilepolitely.com* - Here’s how we’re dealing with the heat <https://www.smilepolitely.com/opinion/heres-how-were-dealing-with-the-heat/>

# Budget Information

- Budget and FY24 Financial Reports: <https://urbanafreelibrary.org/about-us/your-right-to-know/financial-reports>

Bank reconciliations for the last day of the month: July 2023 - June 2024						
	July	August	September	October	November	December
Illinois Funds account	\$ 216,906.99	\$ 217,911.90	\$ 218,899.07	\$ 219,927.40	\$ 220,925.10	\$ 221,950.01
Busey Bank Cash accounts	\$ 2,943,480.37	\$ 3,147,582.21	\$ 4,212,416.00	\$ 3,925,611.70	\$ 3,784,810.07	\$ 3,380,738.88
Busey Bank Web account	\$ 68,388.69	\$ 73,630.53	\$ 77,357.69	\$ 80,143.02	\$ 82,442.05	\$ 84,910.90
<b>Total</b>	<b>\$ 3,228,776.05</b>	<b>\$ 3,439,124.64</b>	<b>\$ 4,508,672.76</b>	<b>\$ 4,225,682.12</b>	<b>\$ 4,088,177.22</b>	<b>\$ 3,687,599.79</b>
	January	February	March	April	May	June
Illinois Funds account	\$ 222,966.74	\$ 223,923.54	\$ 224,951.06	\$ 225,953.45	\$ 226,993.95	
Busey Bank Cash accounts	\$ 3,387,341.60	\$ 3,026,051.93	\$ 2,747,741.33	\$ 2,438,890.79	\$ 1,982,516.78	
Busey Bank Web account	\$ 87,309.85	\$ 89,834.78	\$ 93,917.34	\$ 96,801.67	\$ 99,552.59	
<b>Total</b>	<b>\$ 3,697,618.19</b>	<b>\$ 3,339,810.25</b>	<b>\$ 3,066,609.73</b>	<b>\$ 2,761,645.91</b>	<b>\$ 2,309,063.32</b>	<b>\$ -</b>