

**Minutes for IMC Board Meeting  
June 18, 2013**

Gary Storm, Ricardo Diaz, Danielle Chynoweth, Deloris Henry, Rebecca Ginsburg, Caroline Yang, Ken Salo, David Green, Carol Ammons (Operations Manager)

Recorder: David Green

- A. Additions to proposed agenda
- B. Approval of minutes from 5-14-13
  - Approved
- C. Public Comment Period (Guests)
  - It was reported that Rohn Koester would like to see IMC make better use of space on first floor for individuals, regarding tables, chairs, lighting, beverages; guidelines regarding members/non-members use of space; both a membership and facilities issue; relates to large payment for heating, cooling, electricity of space
- D. Working Group Updates (15 minutes)
  - Ester Portnoy: the "Reading Reduces Recidivism" (3R) Project: Ester discussed the process of distributing books to state prisons in Illinois
- E. Operation Manager's Report (Carol)
  - Audit process proceeding, very time consuming; have spent 8 days with auditors present, 2 days collected responses to request; hope to file before the Fall session starts
  - One rental space still available, 223
  - Meeting and family room spaces need to be considered; request that Membership and Fundraising Committees address this issue; haven't set prices yet
  - Issue with Makerspace regarding donated computers; need to meet with them-storage issues; ultimate goal to provide low cost computers to public; process needs to be formalized at a financial level
- F. Board Committee Reports
  1. Finance Committee (Durl Kruse)
    - Issue with Makerspace regarding lease agreement; meeting in near future should clarify
    - Durl also met with Books to Prisoners re \$400 forgiveness; also sales tax issue with B2P
    - Over budget on maintenance due to unforeseen circumstance (water damage)
    - Kelly will do direct downloads of Paypal
  2. Building/Facilities Committee (Gary Storm) – **see attached**
    - Volo installation on the way; still need clarity re installation and exchange on tower
    - Need to consolidate electrical work so only require one permit
    - Contract with Volo has been signed
  3. Personnel Committee (Deloris Henry)
    - **Discussion of proposals for new positions-stress importance of attending July board meeting (7/30)**
  4. Fundraising Committee (Danielle Chynoweth/Rebecca Ginsberg)
    - Membership list is being cleaned up for fundraising purposes
    - 17 people to Allied Media Conference, raised \$1200; will have report upon return
    - Increased donations, including from businesses
  5. Program Committee (Danielle Chynoweth/Rachael Storm)
- G. Action Items
- H. Discussion Items
- I. **K. Next meeting: July 30, 2013 at 6:00 p.m.**

Building/Facilities Committee Report  
(June 18, 2013)

1. Current update

Building repairs during May and June

Roof

Second floor repairs

First floor repairs

2. Longer term needs

Ritzo's Comprehensive Plan for Building/Facilities (spreadsheet)

Need to make decision soon on repair vs. replacement of boiler pump

SEDAC's Energy Audit and Recommendations

Savings associated with specific repairs/replacements

Possible sources of funding

TIFF/RIP Grant from City of Urbana

City money for external improvements (esp. windows, outside lighting and signage)

IMC money--some already spent-- for internal improvements (esp. HVAC upgrades and interior lighting): Sources of additional funds?

3. Need to staff Building/Facilities Committee with additional Board members and volunteers from IMC membership