

Providence Community Library
Board of Directors Minutes
January 7, 2013
South Providence Library

1. Welcome and Call to Order

President Mark McKenney called the meeting to order at 6:04 pm.

Secretary Joan Dagle took the roll call of the board members, noting that 20 trustees were present making a quorum.

Present: Yamil Baez, David Berman, Christian Caldarone, Kai Cameron, Avital Chatto, Elena Chiaradio, Gonzalo Cuervo, Joan Dagle, Deborah Del Gais, Althea Graves, Alan Gunther, Almas Kalafian, Ann Keefe, Linda Kushner, Rochelle Lee, Mark McKenney, Patricia Raub, Ellen Schwartz, Cyndie Wilmot, and Ken Wise.

Absent: Dale Gorton, Matthew Lawrence, Marcus Mitchell, and Deborah Schimberg.

2. Minutes: Althea Graves moved that the board minutes from November 19, 2012 be accepted as recorded. The motion to approve the minutes was seconded by Avital Chatto and passed unanimously.
3. President Mark McKenney reported that he will meet with the mayor next Monday. He noted that he would be happy to meet with Friends groups and welcomes invitations to Friends meetings. He reminded Board committee chairs and members that they should feel free to recommend non-Board members to serve on committees. He also explained that issues arose at the 1/3/13 Executive Committee meeting regarding the review process for the annual evaluation of the Executive Director, and, as a result, the Personnel Committee will work with the Review Committee chair to streamline the process. He noted that he also has sent an email to the staff explaining the purpose of the review.
4. Director's Report (Laura Marlane)
-The organizational chart distributed at the meeting will be updated. The resource staff will be added. The updated chart will be sent out.
-Avital Chatto asked about the process used by the collection agency. Laura Marlane explained that patrons are informed repeatedly and well in advance of any action.
5. Program Coordinator's Report (Michelle Novello)
-There will be a PCL "amnesty week" again during the February Card Drive (2/19-2/23). Last year, the libraries collected 1700 lbs. of food.
-PCL will submit a grant application to the Institute for Museum and Library Services (subcategory, grade-level reading).

6. Finance Report (Ellen Schwartz)
 - The budget is close to the break even point at mid-year.
 - The Champlin funds are held in a separate account.
 - The state money is still on the way.

7. Development Report (Steve Kumins)
 - Donations from the period July 1-December 31 include nine foundation grants. The fall appeal includes 70 new donors. Fundraising is about \$3000 ahead of this point last year (not counting the Champlin and CDBG money).
 - Elena Chiaradio announced that GTech will be a lead sponsor (at \$5000) for the Great Check-Out.
 - Linda Kushner reported on activities with Bob Vincent (GTech) to recruit corporate giving.

8. Personnel Report (Ken Wise)

The committee's quarterly meeting will be Thursday.

9. Governance Report (Patricia Raub)
 - The next meeting will be January 23.
 - Patricia Raub reminded committee chairs to send their suggested revisions to committee descriptions by January 15.

10. Facilities Report (Christian Caldarone)
 - The city has approved the bidding documents.
 - Councilman Luis Aponte is interested in using funds for repairs to doors and drainage at WPL; Christian Caldarone will meet with him on Wednesday.
 - The possibility of acquiring a RIPTA bus is in the works—thanks to Almas Kalafian.
 - Draft policies for bid solicitation and capital contracts should be ready for the next Board meeting.

11. Advocacy Committee Report (Ann Keefe)
 - The committee will meet with Mark McKenney and Laura Marlane tomorrow at 11:00 at the Coffee Exchange to discuss the future of the committee.
 - Linda Kushner and Ellen Schwartz met with Richard Licht (state Director of Administration about state aid.

12. New Business
 - Request from Sue Gibbs and Sara Huber: When submitting reports, etc. to be distributed to Board members, please send them in doc. format and not docx.
 - The Board expressed congratulations to Ann Keefe on "Sister Act," the wonderful profile of her "charisma, smarts, and talent for arm-twisting" in the January issue of *Rhode Island Monthly*.

13. Public Comment
-Karen Mcaninch distributed informational charts comparing PCL salaries (and other compensation) to those of other city employees and to those of other library employees at PPL and other libraries in the state.

14. Executive Session pursuant to RIGL 42-46-5(a)(2)
Patricia Raub moved that the meeting go into Executive Session pursuant to RIGL 42-46-5(a)(2). Althea Graves seconded the motion. Prior to the vote, G. Cuervo left the meeting. Voting in favor: Y. Baez, D. Berman, C. Caldarone, K. Cameron, A. Chatto, E. Chiaradio, J. Dagle, D. Del Gais, A. Graves, A. Gunther, A. Kalafian, A. Keefe, L. Kushner, R. Lee, M. McKenney, P. Raub, E. Schwartz, C. Wilmot, K. Wise. Opposed: none. The motion passed unanimously.
A. Gunther recused himself. L. Kushner moved, A. Keefe seconded, a motion to seal the minutes. The motion passed unanimously.
P. Raub moved a return to public session. A. Keefe seconded the motion. Prior to the conclusion of the Executive Session, Matthew Lawrence joined the meeting. Voting in favor: Y. Baez, D. Berman, C. Caldarone, K. Cameron, A. Chatto, E. Chiaradio, J. Dagle, D. Del Gais, A. Graves, A. Kalafian, A. Keefe, L. Kushner, M. Lawrence, R. Lee, M. McKenney, P. Raub, E. Schwartz, C. Wilmot, K. Wise. Opposed: none. The motion passed unanimously.

15. Adjournment
Rochelle Lee moved that the meeting adjourn and Yamil Baez seconded the motion. The motion passed unanimously. The meeting adjourned at 7:15 pm.

Respectfully submitted,

Joan Dagle
Secretary