

Providence Community Library
Board of Directors minutes
January 9, 2012
South Providence Library

1. Welcome and Call to Order

President Marcus Mitchell called the meeting to order at 6:10 pm

Secretary Linda Kushner took a roll call of the board members, noting that 19 trustees were present making a quorum.

Present: Yamil Baez, David Bermon, Christian Caldarone, Kai Cameron, Gonzalo Cuervo, Joan Dagle, Deborah Del Gais, Dale Gorton, Althea Graves, Ann Keefe, Linda Kushner, Rochelle Lee, Mark McKenney, Marcus Mitchell, Sandy Oliviera, Deborah Schimberg, Ellen Schwartz, Cyndie Wilmot and Ken Wise.

Absent: Patricia Raub,

2. Minutes: Deborah Schinberg moved that the minutes from Dev. 19, 2011 be accepted as recorded. The motion was seconded by Mark McKenney and passed unanimously.

3. Director's report (Laura Marlane)

- E-Rates: Our 470 application has been posted for the year. Right now David Sok is coordinating the project for which we have already received funding: cabling in the libraries and the installation of two servers (a DSN and a domain controller) at South Providence. David, the Regional librarians and I are working on the Technology Plan for the coming e-rate cycle.

- Work on the job descriptions is coming along. We expect the entire process to be completed by the end of March.

-The CYA team, working with Michelle Novello, has done an amazing job developing the goals and objectives for our partnership with PPSD

For more details about these activities and to learn about additional PCL activities see the full Director' Report on file at office.

4. Program coordinator's report (Michelle Novello)

- We now have a total of 45 volunteers to each ESL at all nine libraries. Training is taking place under the direction of ESL consultant Victoria Richtor. The program will start in February.

Members of PCL's *Bienvenidos Latinos* are currently running two GED in Spanish classes. There are 30 students and a waiting list.

- Work in the PCL/PPSD partnership is proceeding. We now have received the English language Arts curriculum for K- 12. This will enable Staff to better support student learning through having supplemental books available, preparing to support kids in their homework and where appropriate have the after-school programs related to the curriculum.

- During the week of Feb. 21-25, (school vacation week,) PCL in conjunction with the Friends groups will hold Card Campaign at all 9 libraries. There will be games, refreshments, free books, RI Black Storytellers at each event. - All to encourage youngsters to come to the libraries with their families and become PCL cardholders.

For more details about these activities and to learn about additional PCL activities see the full Program Coordinator's report on file at office.

5. Finance Report (Ellen Schwartz)

The money from the State has come in. The income statement for the six months ending Dec 31, 2011 shows a deficit of \$31,938. This reflects the failure of the City to pay in full the money they owe PCL. See "Income statement for the six months ending Dec 31, 2011" on file in office.

The staff has chosen their individual healthcare coverage with our new insurer Tufts Medical Plan . The will add about \$20,000 extra to our health insurance budget.

We would like to amend our 401k plan to allow individual employees to change their contributions quarterly instead of twice a year.

Althea Graves moved that we amend our 401k plan to enable individual employees to change their contributions quarterly instead of twice a year. The motion was seconded by Sandy Oliviera, and after discussion, passed unanimously.

The 401K Committee will be meeting in January.

6. Development Report (Steve Kumins)

We have received the following funds between July 1, 2011 – January 4, 2012

Unrestricted:

Corporate and Foundation grants	\$107,125
Senate grants	5,500
Miscellaneous corporate contributions	2,292
Miscellaneous fundraising	485
Miscellaneous gifts from individuals	17,290
Spring 2011 mailing	2,395
Fall 2011 mailing	47,593
Providence 375 (net)	5,371

Total **\$188,051**

Restricted:

2010 Library of Rhode Island grant	\$45,323
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Corporate and Foundation grants have been received from:

June Rockwell Levy Foundation
RI Council For The Humanities
Nordson Corporation Foundation
Mary Dexter Chafee Fund
Pearle and Martin Silverstein Foundation
Gertrude N. and Seebert J. Goldowsky Foundation
Mabel T. Woolley Trust

MetLife Foundation
Bank Rhode Island
Harry M., Miriam C. and William C. Horton Fund
Rhode Island State Council On The Arts
John Clarke Trust
Dexter Donation

7. Personnel (Ken Wise)

The Personnel committee is in the process of developing a patron behavior policy and planning workshops for the Staff to help them deal with unruly and/or abusive patron behavior in the libraries.

8. Governance (Mark McKenney)

Mark presented the proposed amendments to the By Laws: Section III(4)(A); Section III(4)(B); Section III(5); Section III(7); Section IV(1)&(3); Section V(1) & (3); Section VI(1) and Section VII(2). (These amendments had been presented to the board at two successive meetings.) discussion, Mark McKenney then moved the amendments. The motion was seconded by Rochelle Lee and, after discussion, passed unanimously. (The amendments are on file at the office and will be incorporated into the By-laws on file on the website.

9 Facilities (Christian Caldarone)

The committee is prioritizing the major repairs needed in each building so we can meet with the Champlin Foundation and lay out a plan for the next 5 years.

10. Public Comment: none

11. Executive session

Gonzalo Cuervo moved that the meeting go into executive session pursuant to RIGL 42-46-5(a)(5). Rochelle Lee seconded the motion. Voting in favor Yamil Baez, David Bermon, Christian Caldarone, Kai Cameron, Gonzalo Cuervo, Joan Dagle, Deborah Del Gais, Dale Gorton, Althea Graves, Ann Keefe, Linda Kushner, Rochelle Lee, Mark McKenney, Marcus Mitchell, Sandy Oliviera, Deborah Schimberg, Ellen Schwartz, Cyndie Wilmot and Ken Wise.

Opposed none. Abstaining none. The motion passed unanimously.

Gonzalo Cuervo said that the City and PPL had signed a lease sale agreement for the seven library buildings presently owned by PPL. Linda Kushner asked that the City send PCL a copy of that agreement.

Discussion of the need to negotiate a new long-term lease between PCL and the City for the lease of the 8 libraries from the city. (All the libraries except Fox Point.) This should be done as soon as a possible to enable PCL to apply to Champlin Foundation for needed capital repairs.

Sr. Ann Keefe moved that the meeting return to public session. Dale Gorton seconded the motion. Voting in favor: Yamil Baez, David Bermon, Christian Caldarone, Kai Cameron,

Gonzalo Cuervo, Joan Dagle, Deborah Del Gais, Dale Gorton, Althea Graves, Ann Keefe, Linda Kushner, Rochelle Lee, Mark McKenney, Marcus Mitchell, Sandy Oliviera, Deborah Schimberg, Ellen Schwartz, Cyndie Wilmot and Ken Wise. Opposed none. Abstaining none. The motion passed unanimously. The meeting returned to public session

12. Adjournment

Althea Graves moved and Christian Caldarone seconded that the meeting adjourn. The motion passed unanimously. The meeting adjourned 7:35.

Respectfully submitted,



Linda J. Kushner
Secretary