

Providence Community Library
Board of Directors minutes
February 13, 2012
South Providence Library

1. Welcome and Call to Order

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

President Marcus Mitchell took a roll call of the board members, noting that 13 trustees were present making a quorum.

Present: Yamil Baez, David Bermon, Christian Caldarone, Kai Cameron, Joan Dagle, Deborah Del Gais, Dale Gorton, Mark McKenney, Marcus Mitchell, Sandy Oliviera, Patricia Raub, Cyndie Wilmot, and Ken Wise.

Absent: Gonzalo Cuervo, Althea Graves, Ann Keefe, Linda Kushner, Rochelle Lee, Deb Schimberg, and Ellen Schwartz

2. Minutes: Joan Dagle moved that the minutes from January 9, 2012 be accepted as recorded. The motion was seconded by Sandy Oliviera and passed unanimously.

3. Director's report (Laura Marlane)

- E-Rate: Work has begun on the cabling projects that are being paid for by erate money (90%) and the servers should arrive during February. David Sok is almost completely moved into the South Providence office.

- The House of Representatives presented PCL with a check for \$15,000, which will be used to supplement the materials budget.

-Administration is currently working on the RFP's for the Statewide Reference Resource Center grants. Management of the Center has been divided into two grants – one for operations and one for reference, for a combined total of \$340,000. The deadline for submission is within two weeks so we are all working hard to get it done.

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 teach ESL at all nine libraries. Training is taking place under the direction of ESL consultant Victoria Richter. The program started on February 1 with great success. Anyone is invited to come and learn to teach if they are interested.

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

- 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 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 (Sue Gibbs)

The income statement for the seven months ending Jan 31, 2012 shows a deficit of \$205,170. This reflects the failure of the City to pay in full the money they owe PCL. See "Income statement for the seven months ending Jan 31, 2012" on file in office.

Marcus asked what would happen if the City is not able to pay their entire budget commitment of \$3,500,000 this year. Sue repeated what Ellen has said in prior meetings that we would more than likely have to close all the libraries for the month of June.

The Investment Committee met on Jan 26, 2012. They approved the PCL investment policy and reviewed the options being offered to employees for the PCL 401(K) Savings Plan. Robert Fournier from Merrill Lynch answered questions during the review. The Committee will meet again in July, 2012.

6. Development Report (Steve Kumins)

We received three grants totaling \$9,000 and several of the legislative grants that have been allocated to us this year. The Dewey Decibel fundraiser netted \$900, and the Providence Monthly event \$3,000. We have applied for a federal grant from the Institute of Museum and Library Services for \$50,000 for programming, mainly to support the partnership with the Providence Public School Department. We are meeting with Champlin in February to strategize about the application this year.

Steve passed out invitations to the gala on March 23 to everyone at the meeting.

7. Personnel (Ken Wise)

The Personnel committee presented the revised Behavior Policy for board approval. Joan moved to accept and Cyndie seconded, and the board unanimously accepted the policy. The personnel committee is going to meet quarterly instead of monthly in the future.

8. Governance (Mark McKenney)

Mark had no news to report because the committee is meeting in the next week.

9. Facilities (Christian Caldarone)

In addition to regular maintenance, the main boiler at Knight has broken down and needs complete rebuilding. The cost will be about \$13,000 and our insurance deductible is \$10,000.

10. Public Comment: none

11. Executive session

Patricia Raub moved that the meeting go into executive session pursuant to RIGL 42-46-5(a)(5). Mark McKenney seconded the motion. Voting in favor Yamil Baez, David Bermon, Christian Caldarone, Kai Cameron, Joan Dagle, Deborah Del Gais, Dale Gorton, Mark McKenney, Marcus Mitchell, Sandy Oliviera, Patricia Raub, Cyndie Wilmot and Ken Wise.

Opposed none. Abstaining none. The motion passed unanimously.

Marcus Mitchell talked about the cash crisis facing the City of Providence and asked Sue Gibbs questions about our plans in the event that the City cannot meet its commitment to us of a total budget of \$3,550,000 this year and next fiscal year. Some ideas were exchanged about possible solutions. Sue reiterated that there is a strong likelihood that if the City doesn't meet the budget this year we will have to discontinue operations for the month of June. She repeated what was suggested a year ago that if PCL is not fully funded for the fiscal year starting July 1, 2012 the option of closing one library every week is the best choice for minimum disruption of service, giving rolling layoffs to staff. Sue also said that she is in close contact with the City Finance staff and will keep everyone updated as the year end approaches.

Christian Calderone moved that the meeting return to public session. Joan Dagle seconded the motion. Voting in favor: Yamil Baez, David Bermon, Christian Calderone, Kai Cameron, Joan Dagle, Deborah Del Gais, Dale Gorton, Mark McKenney, Marcus Mitchell, Sandy Oliveira, Patricia Raub, Cyndie Wilmot and Ken Wise. Opposed none. Abstaining none. The motion passed unanimously. The meeting returned to public session

12. Adjournment

Mark McKenney moved and Sandy Oliveira seconded that the meeting adjourn. The motion passed unanimously. The meeting adjourned 7:00.

Respectfully submitted,

Susan D. Gibbs
Acting Secretary