

Providence Community Library
Board of Directors minutes
April 16, 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 18 trustees were present making a quorum.

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

Absent: Althea Graves, Linda Kushner

2. Minutes: Joan Dagle moved that the minutes from March 19, 2012 be accepted with corrections proposed by Ellen Schwartz. (See attachment) The motion was seconded by Mark McKenney and passed unanimously.

3. Director's report (Laura Marlane)

-The issue of PCL having enough broadband and not having to pay for it separately to OSL has been resolved so we will continue to have the internet speed we have been getting.

-We are preparing to take on the SRRC with a separate telephone line and have Tom has put together a schedule for the reference librarians.

-The GTECH lab at Knight Memorial will be opened in May and Rochambeau later in the summer.

-Deb Furia worked out a system of delivery tracking in Millenium and OSL and OLIS are very grateful and excited because previously everything had to be counted by hand. OLIS asked her to show other libraries in the state how to do this. Very innovative!

-I have contacted the Secretary of State office so they can attend events at PCL to issue free voter ID's and register voters.

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. Classes are very successful.

-Graduation for the Spanish GED class has been rescheduled to June 9 from 2-4 pm at Knight Memorial. The Mayor is providing citations to each of the 12 graduates.

- The Summer Reading Book List has been completed by our staff and approved by the PPSD. The annual kick-off will be done by OLIS at the Children's Museum on June 1. We are distributing SRP bookmarks among the libraries, schools, and community events to inform and get people excited about the SRP.

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 income statement for the nine months ending March 31, 2012 shows a deficit of \$193,068. This reflects the failure of the City to pay in full the money they owe PCL. See "Income statement for the seven months ending March 31, 2012" on file in office.

-There was discussion about what steps to take if the City didn't take action to restore the \$305,000 budget cut soon that was promised for this fiscal year. Ellen and Sue repeated that we would be out of cash by mid-May without some extra money from the City. A motion was made by Joan Dagle and seconded by Sandy Oliviera that if PCL doesn't receive \$100,000 from the City by April 30 and an arrangement in writing is made that we will receive an additional \$50,000 in May and \$50,000 in June, layoff notices will be issued to all staff by May 7. The motion was unanimously approved.

-Dale Gorton moved and Mark McKenney seconded that the PCL board send a letter to the City informing them of the cash situation and potential layoff date if nothing is resolved by April 30, 2012. Unanimously approved.

-Some major expenses in the upcoming months are telephone system for the SRRC \$10,000, SRP books \$8,000, ebooks \$5,000.

-A document was passed to all board members outlining five possible options for dealing with a \$355,000 budget cut next year. The City will have to apply to OLIS for a waiver for PCL so the state Grant-in-aid money won't be suspended.

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

6. Development Report (Steve Kumins)

-The Great Checkout resulted in about \$20,000 gross revenue with \$8,000 expenses, netting about \$13,000.

-A donation of \$40,000 was received by the Leticia Carter Foundation.

-Application is being made for two new grants for \$8,000.

For more details about development see the full Development Director report on file at office.

7. Personnel (Ken Wise)

The Personnel committee will be meeting on May 3.

8. Governance (Mark McKenney)

Mark had no news to report because the committee is meeting on May 14.

9. Facilities (Christian Caldarone)

-Sue and Mike reported on regular maintenance being done.

-Christian reported on Capital Improvement Funding being applied for at Champlin Foundation for upgrades to Smith Hill. At Christian's request, Sue and Mike had done an

application to the City for CDBG funding to repair the steps at Knight. The Mayor has recommended it to the City Council committee but no decision has been made.

-The beginning ideas for the Five-Year Capital Improvement Plan were presented by Christian.

-For more details about facilities see the full Facilities report on file at the office.

10. New Business

-Patricia said the PC has some old bestsellers they would like to donate to us.

-Marcus said the Providence Rotary has adult literacy as one of their initiatives and we should support it as much as possible.

11. Public Comment: none

12. Executive session

Ellen Schwartz moved that the meeting go into executive session pursuant to RIGL 42-46-5(a)(5). 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, Mark McKenney, Rochelle Lee, Marcus Mitchell, Sandy Oliviera, Patricia Raub, Deb Shimberg, Ellen Schwartz, Cyndie Wilmot and Ken Wise.

Opposed none. Abstaining none. The motion passed unanimously.

After discussion Cyndie Wilmot moved to go back to public session and Ellen Schwartz seconded. The motion passed unanimously.

12. Adjournment

Christian moved and Ellen seconded that the meeting adjourn. The motion passed unanimously. The meeting adjourned 7:10 pm.

Respectfully submitted,



Susan D. Gibbs
Acting Secretary