

Providence Community Library
Board of Directors Minutes
November 19, 2012
South Providence Library

1. Welcome and Call to Order

President Mark McKenney called the meeting to order at 6:10 pm.

Secretary Joan Dagle took the roll call of the board members, noting that 17 trustees were present making a quorum.

Present: David Berman, Christian Caldarone, Avital Chatto, Joan Dagle, Deborah Del Gais, Althea Graves, Alan Gunther, Almas Kalafian, Linda Kushner, Matthew Lawrence, Rochelle Lee, Mark McKenney, Patricia Raub, Deborah Schimberg, Ellen Schwartz, Cyndie Wilmot, and Ken Wise.

Absent: Yamil Baez, Kai Cameron, Elena Chiaradio, Gonzalo Cuervo, Dale Gorton, Ann Keefe, and Marcus Mitchell.

2. Minutes: Rochelle Lee moved that the board minutes from October 15, 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 met with the staff at Rochambeau and that he hopes to visit all of the other libraries as well. He has also met with committee chairs.
4. Director's Report (Laura Marlane)
- The Board is invited to the November 30 staff meeting at 9:30 at Mount Pleasant, designed as a "meet and greet" opportunity for staff and board members. Mark McKenney noted that the Board was invited to return to Mount Pleasant at 5 pm on Nov. 30 for a reception with the Mayor and City Council.
- OSL has received a Champlin grant for \$300,000. Laura Marlane is looking to enhance the PCL e-book collection so that PCL patrons can have access to some titles purchased solely for PCL while still having access to the OSL collection.
5. Program Coordinator's Report (Michelle Novello)
-Michelle Novello reported in the activities of the Mayor's Children and Youth cabinet; she is part of the Grade Level Reading Group.
-The website for the March 3, 2013 PCL "Human Library-Rhode Island" event is not yet ready but should be so shortly.
6. Finance Report (Ellen Schwartz))

-The carryover amount, middle column on Income Statement, should read 65,000 not 100,000.

-We are still anticipating receiving money from the state in December.

7. Development Report (Steve Kumins)

-Steve Kumins urged Board members to contribute to the fall fundraising appeal by December 31. It's important to have 100% board participation.

-Thanks to Linda, Sue, Mike, and Christian for all their work over four years leading up to the award of \$475,000 by the Champlin Foundation. Mark McKenney added thanks to Steve, Rochelle, and Laura..

-Linda Kushner announced that the Development Committee would welcome new members; contact her if interested. She also announced that playwright Paula Vogel will be the honorary chair for the Great Check-Out on March 22.

8. Personnel Report (Ken Wise)

No report. The committee meets quarterly and the next meeting is in January.

9. Governance Report (Patricia Raub)

-In keeping with the goals in the Strategic Plan, the Governance Committee is reviewing the duties and responsibilities of board committees. Committee chairs are asked to review descriptions of their committees and return comments, suggestions, etc. to

Patricia

by January 15.

-Deborah Schimberg asked if we need a committee to work on a new Strategic Plan.

Mark McKenney reviewed the timelines and suggested that next summer might be the appropriate time for a new committee. He agreed to email the current Strategic Plan to the members of the Board.

-Copies of the By-Laws (as amended 7/16/12) were distributed to the Board.

-A list of current committee assignments was circulated. Mark McKenney will make new assignments; board members should contact Mark or Patricia with suggestions.

10. Facilities Report (Christian Caldarone)

-The CDBG grant for the repairs to the Knight Memorial steps is for \$65000; the request was for \$75000.

-Sue and Mike will meet with Mark Saccoccio (architect) to begin work on bid documents and specs for the Champlin grant projects.

-The committee will develop policies for bid solicitation and capital contracts at its next meeting and will present them at the next Board meeting.

-Current projects include boiler maintenance. Work on the Knight Memorial roof is scheduled for next summer.

-The committee has begun discussion with the Friends groups on the Capital Improvement Plan..

11. Advocacy Committee Report (Ann Keefe)

- The board gave a round of applause for the new Briefing Book which has now been sent to the Mayor's office and to the City Council members.
- Appointments with council members begin tonight and will continue into November, finishing up before a reception to be held at MPL for the council and mayor.
- Talking points will be distributed to board members, staff, and friends groups.

12. New Business

-Mark McKenney proposed changes to the calendar of board meetings: no meeting in December; moving the January meeting to January 7; moving the February meeting to February 11. Rochelle Lee moved acceptance of the calendar changes; Althea Graves seconded the motion. The motion passed: 16 in favor; 1 opposed.

-Committee chairs were asked to submit their reports by the Friday before Monday board meetings.

-Almas Kalafian asked about meetings with the City Council members and suggested that we stress PCL's role as an educational supplement to the schools, noting that PCL can provide opportunities that the schools often cannot. Mark McKenney noted that the Advocacy Committee was helping to focus on this educational "value added" aspect of the libraries.

-The Smith Hill Library Christmas Bazaar will be held December 1, 10-1.

-The Mount Pleasant Library Holiday Sale will be held December 1, 10-2.

13. Public Comment: None.

14. Adjournment

Patricia Raub moved and Rochelle Lee seconded that the meeting adjourn. The motion passed unanimously. The meeting adjourned 7:26 pm.

Respectfully submitted,

Joan Dagle
Secretary