

Providence Community Library  
Board of Directors minutes  
Nov. 21, 2011  
South Providence Library

1. Welcome and Call to Order

Vice President Patricia Raub called the meeting to order at 6:25 pm  
Secretary Linda Kushner took a roll call of the board members, noting that 15 trustees were present making a quorum.

Present: Christian Caldarone, Joan Dagle, Deborah Del Gais, Dale Gorton, Althea Graves, Linda Kushner, Mark McKenney, Rochelle Lee, Sandy Oliveria, Patricia Raub, Deborah Schimberg, Ellen Schwartz, Chris Suchmann, Cyndie Wilmot and Ken Wise.

Absent: Kai Cameron, Ann Keefe, and Marcus Mitchell.

2. Minutes: Joan Dagle moved that the minutes from Oct 17, 2011 be accepted as recorded. The motion was seconded by Chris Suchmann and passed unanimously.

3. Director's report

Our director Laura Marlane is on vacation. In her stead, Sue Gibbs, the business manager reported that our health insurance rates with Blue Cross will increase by 12½ percent (\$50,000) next year. If we go to Tufts plan the increase will be 2%. There are a number of small differences in the coverage between the two plans. The details on the plans have been sent to all staff, (union and non union). Our union contracts requires that we give notice if there will be any change in the plans.

Michelle Novello, the Program Coordinator reported on the many partnerships PCL is entering into with educational and community groups to keep PCL at the center of community needs and interests. See full report attached. Most importantly PCL has formed a partnership with the School Dept to coordinate citywide reading both in school and out of school. Each neighborhood library will be able to supply the materials that align with the curriculum being taught in the local school and the school librarians will work together with PCL librarians to maximize resources available to students. PCL librarians will be working with PPSD to develop the K-12 reading list this year.

4. Finance Report

We have completed 1/3 of the year. We are on budget and have allowed the librarians to begin buying more books. The income statement for the 4 months ending Oct. 31, 2011 shows excess of \$237,603 expenses over revenue but once the State money which we are due comes in this will be corrected. We still have not gotten formal notification from the City that we will receive the same funding we received last year.

ERISA requires that we have an investment committee to review the PCL 401(K) plan.

Cyndie Wilmot moved that the treasurer be authorized to appoint a committee as required by law. The motion was seconded by Linda Kushner and passed unanimously.

5. Development Report. Steve Kumins, Development director reported that the total received in FY12 to date is \$100,538.45. See attached report for details.

6. Personnel

PCL is setting up staff workshops. The major topics that the staff wants are customer service, dealing with difficult patrons, bullying. We will also be setting technology programs for staff to be administered through OSL.

Laura and Tom O'Connell are scheduling the remaining job talks and review of job descriptions.

7. Governance: the Governance committee has begun to meet. The Board will be voting on the amendments to the by-laws at our meeting in December.

- 8 Facilities:

Sue Gibbs reported on general maintenance PCL has performed in the last month including winterize all the buildings.

9. Public Comment: none

#### 10. Executive session

Mark McKenney moved that the meeting go into executive session pursuant to RIGL 42-46-5(a)(5). Sandy Oliveira seconded the motion. Voting in favor: Christian Caldarone, Joan Dagle, Deborah Del Gais, Dale Gorton, Althea Graves, Linda Kushner, Mark McKenney, Rochelle Lee, Sandy Oliveria, Patricia Raub, Deborah Schimberg, Ellen Schwartz, Chris Suchmann, Cyndie Wilmot and Ken Wise. Opposed none. Abstaining none. The motion passed unanimously.

Althea Graves left the meeting.

Linda Kushner briefed the meeting on the mediation that PCL will participate in with the City and PPL to resolve outstanding library issues. The mediation is scheduled to meet on Nov. 23, 2011. Marcus Mitchell, Ellen Schwartz and Mark McKenney will represent PCL. Preliminary to the mediation, PPL must extend the building leases that expire on Dec 31<sup>st</sup>. We need to have this issue resolved before Dec 1<sup>st</sup> If the leases are not extended we will have to need to give our staff 30 days notice.

Mark McKenney moved that if we have not been informed that the leases are being extended by Dec 1, 2011, the director shall send 30 day ("pink slip") notices to all employees on December 1, 2011. The motion was seconded by Patricia Raub. Voting in favor: Christian Caldarone, Joan Dagle, Deborah Del Gais, Dale Gorton, Linda Kushner, Mark McKenney, , Sandy Oliveria, Patricia Raub, Deborah Schimberg, Ellen Schwartz, Chris Suchmann, Cyndie Wilmot and Ken Wise.

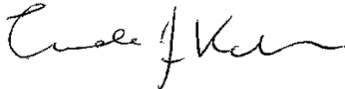
Opposed: Rochelle Lee. Abstaining none. The motion passed 13-1.

Chris Caldarone moved that the meeting return to public session. Dale Gorton seconded the motion. Voting in favor: Christian Caldarone, Joan Dagle, Deborah Del Gais, Dale Gorton, Linda Kushner, Mark McKenney, Rochelle Lee, Sandy Oliveria, Patricia Raub, Deborah Schimberg, Ellen Schwartz, Chris Suchmann, Cyndie Wilmot and Ken Wise Opposed none. Abstaining none. The motion passed unanimously. The meeting returned to public session

11. Adjournment

Chris Suchmann moved, and Cyndie Wilmot seconded that the meeting adjourn. The motion passed unanimously. The meeting adjourned 7:35.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Linda Kushner".

Linda Kushner  
Secretary