

Providence Community Library
Board of Directors minutes
December 20th, 2010
Knight Memorial Library

1. Welcome and Call to Order

The meeting was called to order at 6:10 pm by Patricia Raub. Secretary Linda Kushner took a roll call of the board members, noting that 11 trustees were present making a quorum.

Present: Jim Barnes, Christian Caldarone, Joan Dagle, Alan Gunther, Ann Keefe. Linda Kushner, Mark McKenney Patricia Raub, Maureen Romans, Ellen Schwartz, and Ken Wise;

Absent: Althea Graves, Dale Gorton, Owen Johnson, Rochelle Lee, Marcus Mitchell, Alix Ogden, Chris Suchmann, Cyndie Wilmot, and Sharon Simpson,

2. Minutes from Nov 15, 2010

Ellen Schwartz noted that in the Treasurer's Report, "half" not "the 2nd half" of the State appropriation is expected in December. Also the last sentence of the section is redundant and should be eliminated. With these corrections, Mark McKenney moved that the minutes be accepted. The motion was seconded by Ann Keefe and passed unanimously.

3. Executive Director's Report (Laura Marlane)

See attached report.

4. Development Report (Linda Kushner)

To date, we have received more than \$90,000 in contributions and grants this FY. We have received notice that we have been awarded an additional \$55,000 in grants. That places us just shy of 50% of budget with 2 weeks of expected good receipts before end of calendar year. Two fundraisers are being planned -- a Gala on Friday, March 25 and a very affordable fundraiser - "9 Libraries, 9 Bands, 9 Dollars" at AS220 on Saturday, January 29.

5. Treasurers Report (Ellen Schwartz)

The Audit has been completed. Joan Dagle congratulated and the Board applauded both Sue Gibbs and Ellen Schwartz for their work in facilitating the Audit. Linda Kushner moved that the Audit be accepted. The motion was seconded by Ann Keefe, and after discussion, passed unanimously.

The financial statement for 5 months ending Nov. 30, 2010 (see attached Income Statement,) shows that we have raised 37% of budget and spent 36% of budget. We are still waiting for the State appropriation.

6. Facilities Report (Sue Gibbs)

The maintenance staff has been busy with regular repairs.

6. Personnel committee (Patricia Raub)

Patricia Raub presented the Harassment Policy and the Employee Manual which were prepared and approved by the Personnel Committee. Jim Barnes moved, and Ken Wise seconded the adoption of the Harassment Policy. But after discussion, the Board felt that they needed greater time to read both documents and that it would be helpful to have the documents reviewed by an attorney before we voted on the matter. Jim Barnes and Ken Wise gracefully withdrew their motion and second and the matter was continued for discussion next month.

7. Friends Council (Maureen Romans)

The Friends committee has decided that Staff appreciation days will be held in April at each of the libraries. Friends Appreciation activities will be combined with founding day activities on July 1st. The Friends Committee have formed a special working group to help some of newer and smaller friends groups develop their membership.

8. New Business

(i) The Board marked with great sadness the untimely death of Joe Fernandez who had been so instrumental in helping the library community and whose wife Emily Maranjian is a longstanding member of the Board of the Friends of Rochambeau.

After discussion, Mark McKenney moved that, in honor of Joe Fernandez, whose work supporting Libraries was so instrumental in helping to keep neighborhood libraries open, the Providence Community Library dedicate a book in memory of Joe Fernandez, in each of the nine libraries. The motion, seconded by Patricia Raub, passed unanimously and the secretary was directed to communicate the action of the Board to Emily Maranjian.

(ii) PCL will be meeting with the new members of the Providence City Council.

9. Public Comment

There was no public comment.

!0. Adjournment

Joan Dagle moved, and Alan Gunther seconded that the meeting adjourn. The motion passed unanimously. The meeting adjourned at 7:35 pm.

Respectfully submitted,

Linda Kushner
Secretary