

Providence Community Library
Board of Directors Minutes
April 16, 2018
Rochambeau Library

Welcome and Call to Order

President Cyndie Wilmot called the meeting to order at 6:08 pm with twelve members present.

Present: Tony Aguilar, Avital Chatto, Elena Chiaradio, Joan Dagle, Deborah Del Gais, Margaret Gardner, Althea Graves, Matthew Lawrence, Patricia Raub, Deborah Schimberg, Ellen Schwartz, Cyndie Wilmot.

Absent: Kendra Brewster, Judanne Hamidzada, Patience Landford, Rochelle Lee, Pam Vogel, and Ken Wise.

Minutes: M Gardner moved that the board minutes from March 19 be accepted as recorded. Second: M. Lawrence. Vote to approve: 10-0-2. Abstaining: T. Aguilar; A. Graves.

Director's Report

J. Cannell shared library data. D. Schimberg asked for some statistics on our individual libraries in order to see what has happened at libraries without managers. P. Raub asked about the duration of this year's Amnesty; many adults need the day when their library is open in the evening. M. Lawrence asked about the linkage of the municipal ID card to the Ocean State Library card; J. Cannell replied that the card was designed to be secure by Ocean State and City staff.

Open Meetings Act

Sara Huber is PCL's Access to Public Records Act (APRA) official. As such, she is responsible for PCL's compliance with all rules regarding APRA requests. (Thank you, Sara!)

Sara attended an Open Government meeting hosted by OLIS that focused on APRA and on the Open Meetings Act. She and J. Dagle reviewed some OMA issues for PCL: all meetings, including all committee meetings, need to take place during hours that the location is open to the public; agendas should always be precise (XYZ Committee Report is not precise); notices of meetings need to be posted at the location of the meeting (Sara will work with the library staff to ensure notices are posted on site). J. Dagle also briefly reviewed the OMA prohibition on email use by board members to discuss board business.

Finance Committee Report

E. Schwartz reviewed the Income Statement ending March 31, 2018. She noted that the deficit was small because some positions were not filled. J. Cannell stated that the budget that the Board passed never planned for full staffing. Motion to accept the 3/31/2018 Income Statement: P. Raub. Second: A. Chatto. **Vote:** 12-0. E. Schwartz

answered questions about the “contributed support” line (with S. Kumins) and about the “repairs” line. D. Schimberg argued that she wanted to see a budget that reflected everything filled. She also stated that everyone should know how much it costs to run the library, and everyone agreed. Everyone also agreed that there should be a budget proposal recommendation from the Finance Committee for the June meeting.

Strategic Planning

Julie DiBari led a wide-ranging discussion of the Strategic Plan draft. She urged Board members to focus on the Plan’s “high-level” outcomes instead of strategies for how to do specific things. She stressed the importance of getting to know how people use PCL spaces; that knowledge is what informs decisions about facilities and the revenues for them—our biggest challenge. E. Schwartz noted that the section on Revenue Outcomes and Strategic Partnerships seemed optimistic. J. DiBari replied that, on the contrary, these goals were incremental, conservative for our organization, and—most importantly—had been developed with PCL’s administrative staff. T. Aguilar noted that these are benchmarks; A. Chatto agreed and added that they are not what you build a budget around. J. DiBari acknowledged that the current moment might seem like a crisis, but that the shock of KML closing plus the presence of a strong Strategic Plan could turn out to make this an advantageous moment for PCL. In her judgment, it was the \$500,000 extra per year from the City that seemed the biggest “stretch,” not the other items. She stressed the need to establish strong committees to oversee the Plan. She said the task was to get out of deficit mode; to get facilities and the financials in order; to know who we are in order to grow and sustain PCL. In response to some confusion about the Board’s responsibilities, she clarified that it is the administrative staff’s role to make the Plan operational (with the exception of goals that are specific to the Board itself). Committees should oversee each major goal and report to the Board on progress toward to those goals.

A meeting will be scheduled with the Strategic Planning Committee for any Board members who still have questions. The Board will **vote** on the Plan at the next meeting.

Governance Committee Report

P. Raub reviewed the recommendations from the Committee regarding By-laws changes. She noted a correction to the fourth item (regarding excessive absences); this had been discussed only, with no decision made regarding changes to the current language.

Advocacy Committee Report

T. Aguilar distributed the “Libraries Lead” booklet that is being used for advocacy work.

Public Comment

Karen McAninch, referring to last month’s minutes, noted that the union has filed both a grievance as well as an unfair labor practice with the National Labor Relations Board. She hopes an understanding can be reached regarding the six positions. D. Furia spoke to the need for generating enthusiasm among all staff for ideas in the strategic plan.

Adjournment

A. Chatto moved to adjourn the meeting. Second: E. Schwartz. **Vote:** 11-0. (A. Graves left before the vote.)

The meeting adjourned at 8:10 pm.

Respectfully submitted,

Joan Dagle
Secretary