

PCL's April 19, 2021 Board meeting was called to order at 6:02 pm by Patricia Raub, Board President.

Full Board Roster:

Tony Aguilar, Anita Bench, Kendra Brewster, Avital R. Chatto, Joan Dagle, Deborah Del Gais, Andre Herrera, Caleb Horton, Jean Lamb, Rochelle Lee, Sarah Morenon, Tim Moroz, Joseph Morra, V. Raffini, Paige Raposa, Patricia Raub, Adriana Vargas, Pam Vogel, Zachary Weinberg, Cyndie Wilmot, Lynn Zagoudis-Eastridge

Current Board composition = 21 members

Members Present:

Tony Aguilar, Joan Dagle, Avital Chatto, Deborah Del Gais, Andrea Herrera, Caleb Horton, Jean Lamb, Rochelle Lee, Sarah Morenon, Joseph Morra, V. Raffini, Paige Raposa, Patricia Raub, Pam Vogel, Zachary Weinberg, Cyndie Wilmot, Lynn Zagoudis-Eastridge

Total 17 members present

*V. Raffini departed mtg at 6:40 pm

Members Absent:

Anita Bench, Kendra Brewster, Tim Moroz, Adriana Vargas

Total 4 members absent

PCL Staff Present: Michael Bordonaro, Sue Gibbs, Sara Huber and Cheryl Space
Guest staff: Mr. Garrett Locke, Mt. Pleasant Library
Meeting Guest(s): Vince D'Angelo of, *grafitalia*, a rebranding expert working with PCL

Mission Moment:

Mr. Garrett Locke from Mt. Pleasant presented information about an art education project he leads designed to create an art gallery at Mt. Pleasant to showcase artwork created by youth, ages 2-14 yrs. Patrons receive art supplies from the library with instructions for gallery use. Around 50 art kit bags were given out and so far, 16 pieces of artwork are on display at Mt. Pleasant Library. The project has created excitement and a sense of pride and accomplishments for both the artists and their family members.

Approval of March 2021 PCL Board Minutes:

Patricia Raub asked if there were any comments, questions or corrections to the March 2021 Board minutes. Discussion followed.

Joan Dagle made one correction to the March Board meeting minutes which should state, “the motion to accept the report regarding PCL’s Financial Statement Ending February 28, 2021”. Tony Aguiar volunteered to amend the minutes to reflect Joan’s comments.

Motion to Approve March 2021 PCL Board Minutes:

Patricia Raub called for a vote to approve the Board’s March 2021 minutes with the above amendment.

Motion to approve was made by Joan Dagle and Jean Lamb seconded the motion.

VOTE on MOTION

Yes 13 No 0. Abstained 4 Unable to Vote 0 Total Votes 17
(A. Herrera, C. Horton, R. Lee, V. Raffini)

Board President’s Report:

Patricia announced that the Governance Committee received several nominations for Board officers. By May 13th, the Committee will meet to create a slate of nominees for Board officers for the members to review and discuss at PCL’s May board meeting.

Patricia announced that Joseph Morra will be leaving the Board having accepted a leadership position at the Attleboro Library. Board members and PCL staff thanked Joseph for his service at Olneyville Library.

Executive Director’s Report::

In addition to her Director’s Report in the Board package, Cheryl also congratulated Joseph on his new leadership position and highlighted several recent

- PCL received a \$48,200 grant from Office of Library Information Services to support PCL’s Spanish language books and outreach programs
- City’s Providence Talks play program restarted their partnership with PCL again which includes grants of \$2,000 per library for supplies and a \$5,000 grant to purchase board books
- Cheryl and Sue met with City representatives about potential funding for library
- PCL will be level funded for next year
- PCL staff were commended for their support of the City’s CV-19 vaccine program

- RI National Guard has reached out to PCL to see if other libraries could be used as vaccination sites; a review is underway of potentially suitable PCL locations, (not including Fox Point and Rochambeau)

April 2021 Fund Development Report:

Michael Bordonaro gave an update on PCL's fund development activities, most of which is included in his March Board Report.

Guest presenter, Vince D'Angelo from the firm, *grafitalia*, was introduced by Michael. Mr. D'Angelo is the rebranding consultant who has been working with PCL for the past two years. Mr. D'Angelo gave an overview of what staff and Marketing Committee members have accomplished to date, explained the major components that go into a successful rebranding initiative, described various approaches to rebranding PCL, some of which is underway and explained a range of issues impacting PCL's rebranding activities.

Patricia suggested that Board members with questions or comments to forward those comments to Michael and if needed, Mr. D'Angelo agreed to respond to any questions or suggestions pertaining to his Board presentation and his ongoing work with PCL staff and members of PCL's Marketing Committee.

Zachary Weinberg asked about Board responsibility and involvement in a project such as PCL's rebranding project. Cheryl described PCL's rebranding process as a joint and open process that has and will continue to include the opinions and input of Board members as well as others also engaged with PCL's library programs.

Acceptance of April 2021 Board Finance Report:

Pam Vogel, Finance Committee Chair, summarized general information from the period ending March 31, 2021 Financial Report. Generally, there were no concerns regarding PCL's financial report or fiscal operations.

Pam also mentioned a few highlights in the financial statement including: that PPP revenue continues to offset revenue that is not being recognized. PCL's PPP loan to grant request which was submitted in late December 2020 was recently forwarded on to SBA from Citizens Bank for SBA review and, hopefully, timely SBA approvals to convert PCL's PPP loan into a grant.

Discussion of PCL's April Finance Board Report followed.

Motion to Accept April 2021 Board Finance Committee Report:

Patricia Raub called for a vote to accept the Board's April 2021 Finance Committee Report, (no corrections).

Motion to approve the board finance report was made by Zachary Weinberg and Paige Raposa seconded the motion.

VOTE on MOTION

Yes 16 No 0. Abstained 0 Unable to Vote 1. Total Votes 17

PCL's Investment Committee Report

Sue Gibbs described changes in their employee 401K program by automatically enrolling in the 2%-8% feature to defer taxable income through PCL's 401K program. Staff can choose to join or opt out of this provision of their 401K at any point they decide.

Cyndie Wilmot asked if the union has agreed to this change in the plan. Sue affirmed PCL's union has agreed to the Committee's proposed change in PCL's employee 401K plan.

Discussion of PCL's Investment Committee Report followed.

Motion to Accept the Recommendations of PCL's Investment Committee:

Patricia Raub called for a vote to accept PCL's Investment Committee proposal to automatically enroll staff into PCL's 401k 2% deferral plan upon hire. Staff can defer up to 6% of their salary if they chose, as well as opt in or opt out of the enrollment provisions of PCL's 401K plan.

Motion to approve the Investment Committee change to PCL's 401K plan was made by Zachary Weinberg and Jean Lamb seconded the motion.

VOTE on MOTION

Yes 16 No 0. Abstained 0 Unable to Vote 1. Total Votes 17

Sue also announced a new custodian was hired to increase PCL's capacity to carry out custodial work at libraries. This additional custodian will increase PCL's custodial capacity to a longer period of coverage and reduce costs for contracted custodial service.

The work at Knight Memorial Library has been issued a Record of Completion by the contractor that installed the fire alarm system. Sign offs by the Providence Fire Department will follow shortly. Avital Chatto congratulated Sue and staff t this improvement done (\$400k grant from Champlain Foundation)

Deb Del Gais asked about the \$950k figure listed in the *Board Facilities Report*. Sue responded to her questions and discussed other budget figures detailed in the report.

Discussion and Questions Regarding Other Reports in March's Board Package:

Board Governance Committee Report: No comments
Board Advocacy and Marketing Report: No comments
Board Facilities Report: See comments above

Public Comments and Announcements:

Deb Del Gais updated Board members on the status of the Narragansett Public Library which was the subject of community disagreement with Narragansett Town Council. Proponents of funding a new library prevailed politically, and the town will be building an expanded library.

Cyndie Wilmot also commended Joseph Morra for his accomplishments while Manager at Olneyville Library.

Cyndie Wilmot also asked when Joseph's position would be advertised. Cheryl said it would be posted internally first then made public for other applicants.

Cyndie Wilmot also asked Cheryl who will be covering for Joseph during the interim period before hiring a new library manager. Cheryl indicated those details are being worked out along with other hiring efforts now underway.

Joseph Morra thanked everyone for their kind words and acknowledged his appreciation for Cheryl, board members and staff who continuously supported his work while leading his team at the Olneyville Library. Joseph also thanked all who wished him well in his future position with the Attleboro Library.

Motion to Adjourn:

Rochelle Lee motioned to adjourn the Board meeting; Avital Chatto seconded the motion.

VOTE ON THE MOTION:

Vote on the motion to adjourn was unanimous. Patricia Raub, Board President adjourned the meeting at 7:29 pm.