

Providence Community Library
Board of Directors Minutes
November 16, 2015
South Providence Library

1. Welcome and Call to Order

President Cyndie Wilmot called the meeting to order at 6:05 pm.

Secretary Joan Dagle took the roll call of the board members, noting that 14 trustees were present making a quorum.

Present: Tony Aguilar, Joan Dagle, Deborah Del Gais, Margaret Gardner, Alan Gunther, Matthew Lawrence, Rochelle Lee, Mark McKenney, Patricia Raub, Deborah Schimberg, Ellen Schwartz, Pam Vogel, Cyndie Wilmot, and Ken Wise. Avital Chatto and Silaphone Nhongvongsouthy arrived after the roll was called.

Absent: Christian Caldarone, Elena Chiaradio, Grace Diaz, Adilson Furtado, Maryellen Goodwin, Althea Graves, Bianca Rodriquez.

2. Minutes: M. Gardner moved that the board minutes from October 19 be accepted as recorded. T. Aguilar seconded the motion; the motion passed unanimously.

3. Executive Committee Report: C. Wilmot

C. Wilmot reported that the EC met last week to hear the presentation by the Leadership Team. She commended the LT for its work.

4. Report: Leadership team's work with consultants: S. Gibbs

S. Gibbs provided an overview of the "Strategic Roadmap Planning Process" work of the leadership team. She explained that with the departure of the Executive Director, it was necessary to build a strong support team, undertake a review of all positions, including create a new job description for the position of Library Director. The membership of the LT represents every department and meets weekly with support from consultants Mark Motte and Sophia Grice.

E. Dyer explained that the LT looked at four areas: Mission; Administrative Capacity; Governance (the board); Financials.

Cheryl Space reported on the work the LT has done on revising the job description for the Library Director position. She noted several themes have emerged regarding the position. The director should be: outward looking, the public face of PCL; able to positively engage with mot all staff; guided by the mission and values of PCL; innovative and focused on Providence; a creative thinker and problem solver.

Dhana Whiteing read and reviewed the new Vision statement and Mission statement for PCL.

In response to a question about the involvement of the LT in the timing and process for the search

for a new library director, M. Motte replied that the LT could give some suggestions regarding the process that could be reviewed by the Executive Committee.

In response to a question about the board's involvement in strategic planning, M. Motte noted that the LT would transition to working with the board in perhaps a month or so.

S. Gibbs asked for feedback within a week.

5. Interim Director's Report: E. Dyer.

"Materials Policy" will be on the agenda next month. E. Dyer will submit a new draft to the EC.

6. Finance Report

-Income statement ending September 30, 2015 accepted as submitted. E. Schwartz noted that the \$46000 loss is larger than the loss last year at this time.

-Board members are reminded that it's important for everyone to make a contribution for 2015.

7. Development Report: S. Kumins

-S. Kumins noted that contributions are at the same point as last year at this time even without the Health Source money.

-M. McKenney thanked the Rochambeau Friends for funding the front door handicapped access system.

8. Facilities Report: S. Gibbs

-As submitted.

9. Governance Report: P. Raub

-The committee has planned a potluck dinner for the board at 5:30 on December 21; the board meeting will start at 6:30.

-M. McKenney reported that several invitations have gone out to people regarding serving on the Advisory Council.

-P. Raub noted that discussion by the governance committee on whether to recommend reinstating a permanent personnel committee has been tabled at the request of the EC.

10. Advocacy Report: K. Wise

-K. Wise noted the committee's continuing work with Janet Fuentes.

-T. Aguilar reported on a meeting with RI PBS and URI's Harrington School; through a RICH grant, twelve or so videos based on StoryCorps will be created. The RIC grant: \$3,000 PCL; \$3,000 PBS; \$6,000 URI.

11. Public Comment

-M. Lawrence: it's time to begin work on the spring fundraiser; contact him if interested in getting involved.

-M. Gardner: Friends of Rochambeau series on "The City"; first event is 11/30 with city council

president Luis Aponte, 7pm.

-A. Graves: 11/18, Smith Hill Friends potluck, T. Hassett and M. Goodwin 12/5, Holiday bazaar.

-D. Del Gais: Mount Pleasant International Holiday celebration and sale, 12/5.

12. Adjournment

M. McKenney moved to adjourn the meeting; A. Chatto seconded the motion. The motion passed unanimously. The meeting adjourned at 7:38 pm.

Respectfully submitted,

Joan Dagle
Secretary