

Community Libraries of Providence Board Meeting

Monday, November 21, 2022

6:00 PM | Rochambeau Library

Attendees

Jordan Day, Gayle Gifford, Robin Goldberg, Hannah Kahn, Steven Lighty, Ashley Rivera, Amy Rosa, Kathleen Stack, Pam Vogel, Zachary Weinberger, Lynn Zagoudis-Eastridge

Absent- Tony Aguilar, Roseanne Camacho, Avital Chatto, Abraham Henderson, Andre Herrera, Caleb Horton, Raffini, Amy Rosa, Sarah Morenon

11 present; 9 absent

Agenda

Welcome and Call to Order

1. Meeting was called to order by Zachary Weinberger at 6:05PM.

Approval of 10/17/22 minutes

2. Motion to approve 10/17/22 board meeting minutes as submitted made by Jordan Day.
3. Seconded by Lynn Zagoudis-Eastridge

11 in favor; 0 opposed; 0 abstention

Finance

John Dooley, CFO gave an overview of 10/31/22 financials.

Zachary has asked that we are under budget on personnel- is that affecting programming?

Cheryl answered that it has been difficult to fill positions, biggest impact is library closures for lunch breaks but no total closures.

Zachary made a motion to accept the 10/31/22 financial statement as submitted.

Pam Vogel seconded the motion

11 in favor; 0 opposed; 0 abstentions

John Dooley gave an overview of proposed FY '23 Operating Budget. Explained schedule error from last meeting.

Pam Vogel- can we change the FY? Jordan explained that the Finance COmmittee can review options.

Zachary- question re: the grants budget- why is it so much lower?

Cheryl explained that we are only putting the grants/foundations that we are certain of.

Zachary asked what are we losing? Cheryl explained some programming that was specific to last FY grants.

Jordan Day made a motion to approve the FY 23 Operating Budget.

Pam Vogel seconded

11 in favor; 0 opposed; 0 abstentions.

President's Report

Zachary discussed that there is a move to try and recruit more folks for the board from different backgrounds that are more diverse, dynamic.

Zachary is proposing that there be no meeting in December.

Director's Report

Cassidy Mills is a new librarian at MTP, full time.

New Program Clerk, Kristen Haines at MTP with a specialty in weaving and textiles and has been leading programs.

Makers marketplaces at ROC, KMA, MTP, etc. through Khamry, POC. Very well attended

Dhana and Cheryl presented at CORI "cornucopia" together on a panel talking about recruitment and retention of librarians of color, and supporting staff of color.

Maria and Sara are moving to ROC; there will be no more offices at the NonViolence Institute. All staff will be at ROC or in a library!

[Sammi Tulungen](#)- spoke in October at the State House about October being Dyslexia Awareness Month, so Sammi presented as a dyslexic librarian. Created a fact sheet that can go to all libraries state-wide. Three families have come to the library asking for assistance with reading for their dyslexic children since the state house presentation. RI is at the forefront of educating educators to identify dyslexia.

Hannah Kahn asked if there are recommendations for dyslexia-friendly documents? Sammi was unsure, will check.

Development

[Michael Bordonaro](#) – Development has had lots of good recent developments. Merchandise sales are up; have started to work with Bonfire. Launched a banned books initiative, to date have sold 260 items in 10 days. Netted \$2,713 so far. Will also be launching CLPVD specific shirts. Will be surveying patrons/customers to see their experience.

November 13th, Michael and Cheryl attended the memorial of Joyce Krabach who made a legacy donation to OLN through RI Foundation. Got to meet a number of CLPVD donors.

Winter appeal is at the mail house, will be sent out in a week or two.

Giving Tuesday is 11/29, working on a small appeal.

401 gives is April 1, will do more pointed appeal then. CLPVD was first to register this year.

SAVE THE DATE, TUESDAY MAY 2- May breakfast at 7:30AM. This will be our largest fundraiser of the year at the Marriott in Providence. Would like 100% Board participation.

[Gayle Gifford](#) spoke about discovery interviews. Looking to broaden our donor base. This work needs to be done before the May 2 breakfast. January would begin scripted interviews, with current, new (prospective) and lapsed donors. Interviews are designed to understand their histories with libraries and what their experiences and wishes for libraries, as well as to present our needs as an organization, both programmatically and capital. These interviews would be done with no “ask” associated. Gayle/Michael/ Development Committee hoping that folks will want to help with interviews. Training will be provided, etc. Interviews will be in person, over the phone, over zoom, etc.

Need to create a culture around our needs for the May event to work, as we won’t be charging for attendance.

Cheryl announced that we were awarded over \$200k from The Champlin Foundation for capital repairs at WPK.

Governance

Pam Vogel spoke about the way our by-laws are written. As to the way the by-laws are written, Governance Committee believes we can’t fill vacant seats throughout the year, only at Annual Meetings.

To change by-laws, must present at one meeting, then vote at next meeting.

However, we can invite prospects to meetings to give them an idea of how board meetings are run.

Jordan asked if there is a provision about removing members from by-laws and if so, can those seats be filled? Pam answered that there is but needs to be clarified.

President can fill the 9 at-large seats, but not friends groups or appointed positions.

Jordan says that the by-laws should make clear how many absences for removal.

[Gayle Gifford](#) asked if the by laws can look at whether all appointees are necessary. Pam replied that this is possible. [Gayle Gifford](#) says that the process should be tightened.

[Zachary Weinberger](#) suggested convening an ad-hoc committee for charter review? Pam said that Governance Committee is happy to take this on with 3 main points:

- Allowing way in by-laws to fill at large positions throughout year
- Dealing with/defining more clearly absences or non-performance
- Looking at appointed positions.

Amy Rosa asked for clarification regarding Friends Reps; can they be appointed all year? Per Pam V., that is correct.

Gayle explained that we also need to be looking at risk, as well.

Jordan says that we should be sensitive to Friends Groups reps and that Board should tackle the substantive 3 points that Pam laid out.

Pam as Chair of Gov would like to tackle/ present those 3 points at the January Board meeting and vote on in February Meeting, and the other points will be discussed further.

Zachary asked what is the process? Pam to convene Governance Committee soon.

Jordan suggested that appointed committee members position changes should also go to Executive Committee for discussion, as well.

Zachary asks do you think we could have a draft charter by April to be voted on in May?

Pam is unsure this is possible.

Zachary would be happy to help, as would Gayle.

Please send [Pam Vogel](#) suggestions/examples of other organizational by-laws that work.

Other Reports

- Marketing and Advocacy- Full website launch January 1. There are more farmer market dates that they need volunteers for.

Public Comment

None.

Adjournment

Jordan Day moved to adjourn.

Zachary Weinberger seconded.

11 in favor; 0 opposed; 0 abstention

Meeting adjourned at 7:20PM

Respectfully Submitted,

Sara Huber