

**MINUTES OF MEETING  
LINCOLN PUBLIC LIBRARY  
BOARD OF TRUSTEES  
May 27, 2008**

**CALL TO ORDER:**

**Karen Quinn, Chairman called the meeting to order at 5:31 PM at the Lincoln Public Library.**

**PRESENT:**

**Karen Quinn, Chairman, Diane Walsh, Treasurer, Denise Blais and Wil Postle, Trustees were present. Also in attendance was Becky Boragine, Library Director, Diane Dexter, Assistant Library Director and Gretchen Hanley, Reference Librarian.**

**ABSENT:**

**Dean Voyer, Trustee excused.**

**APPROVAL OF MINUTES:**

**The Minutes of the April 29, 2008, meeting were reviewed. A motion to accept the Minutes was made by Wil Postle and seconded by Denise Blais. The motion was approved unanimously.**

**DIRECTOR'S REPORT:**

**Ms. Boragine informed the Board that she attending the weekly meeting at the Town. This meeting was originally scheduled to**

**discuss budget issues; this last meeting they discussed the outcome of the Financial Town Meeting. Ms. Boragine also attended the Quarterly OSL meeting.**

#### **FINANCIAL REPORT:**

**Treasurer Diane Walsh reported the following balances:**

- Champlin account - \$2.99**
- Trustees account - \$26,389.92**
- Checking account - \$375.38**
- Certificate of Deposit - \$53,853.38**
- Catie Kurowski Fund - \$3,942.73**

**A motion that all invoices being presented for payment by the Town of Lincoln are accurate and are to be paid from their respective accounts was made by Denise Blais and seconded by Wil Postle. The motion was approved unanimously.**

#### **UNFINISHED BUSINESS:**

**Ms. Boragine gave each Board member a copy of the final Needs Assessment. Board member Diane Walsh suggested giving a copy of this Assessment to the Town Administrator and the Town Council. The possibility of putting a notice in the Newspaper or the Library's Newsletter about the completion of this Assessment was discussed. It would be available to the public at the Library.**

**Chairman Quinn spoke with Joanne McManus, Personnel Director for the Town, about the discrepancy in Ms. Boragine's 2007/2008 raise. Ms. Quinn was directed to speak with Town Administrator Almond. She is going to set up a meeting with Mr. Almond to discuss this and other Board issues. Trustee Wil Postle will attend with her. Ms. Quinn feels that the Town has an issue with the Board making salary, negotiation and other major decisions. Under the RI State Law 29-4-6, the Library Trustees have the power to make such decisions. The Board also discussed the ranking of the Library within the Capital Improvement Study. The Board feels that Ms. Quinn should bring a copy of the Needs Assessment to the meeting with Mr. Almond. She hopes to meet with him within the next few weeks.**

**On May 12th, the Town approved the fiscal year 2008/2009 budget at the Financial Town Meeting. All Town Department budget, including the Library, were approved as proposed.**

**Negotiations for the Library Union Contract will begin soon. A meeting will have to be set up with Town Administrator T. Joseph Almond.**

#### **NEW BUSINESS:**

**Ms. Boragine provided the Board with a list of all the Library Policies. These Policies will be given to the Personnel Director at the Town.**

- Patron Behavior/Unattended Children**

- **Library Meeting Room Policy**
- **Nepotism Policy**
- **Computer/Internet Access Policy**
- **Issuing a Library Card**
- **Materials Selection Policy**
- **Videocassette and DVD Contract**
- **Public Bulletin Board Policy**
- **Dress Code**

**Two new Policies have been written, a Volunteer Policy and a Fines & Fees Policy. A motion was made by Wil Postle and seconded by Diane Walsh to accept the new Volunteer Policy. The motion was approved unanimously. A motion was made by Wil Postle and seconded by Denise Blais to accept the new Fines & Fees Policy. The motion was approved unanimously.**

**Ms. Boragine will be requesting monies from the Champlin Foundation for shelving, periodical displays and a multi-media projector. She also informed the Board that the Library has purchased a Wii. This will not be available to the public until further notice.**

**The Friends of the Lincoln Public Library had their annual meeting. They will be providing the funding for the summer programs. This year, they will not be providing the monies to purchase food for the Adult programs.**

**ADJOURNMENT:**

**There being no further business, a motion was made by Diane Walsh and seconded by Denise Blais to adjourn the meeting at 6:50 PM. The motion was approved unanimously.**

**Respectfully submitted,**

**Caitlyn P. Tucker**

**Board Secretary**