

**MINUTES OF MEETING
LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES**

January 26, 2010

CALL TO ORDER:

Karen Quinn, Chairman called the meeting to order at 5:33 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.

ABSENT:

Dean Voyer, Trustee was absent.

APPROVAL OF MINUTES:

The Minutes of the November 24, 2009, 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 attended the OSL Steering meeting and the weekly department head meetings.

Ms. Boragine informed the Board that Navigant Credit Union is asking for the Trustees social security number and birthdates. This is due to new banking laws.

The Board unanimously approved a \$15.00 holiday bonus for each of the newspaper carriers that deliver to the Library.

Ms. Boragine, with the approval of the Board, will submit the Trustee's RILA membership renewals.

FINANCIAL REPORT:

Treasurer Diane Walsh reported the following balances:

- Champlin account - \$25,254.00**
- Trustees account - \$22,283.57**
- Checking account - \$202.74**
- Certificate of Deposit - \$80,796.40**
- Catie Kurowski Fund - \$4,112.07**

A check was written to the Town for \$4,340.16 for fines collected.

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 Wil Postle and seconded by Denise Blais. The motion was approved unanimously.

UNFINISHED BUSINESS:

The Board reviewed a new Inclement Weather policy, which was unanimously approved.

NEW BUSINESS:

Ms. Boragine submitted her proposed budget to the Town Administrator. The most substantial increase is for utilities at around \$6,000.00. This mainly applies to the increase in electrical services.

The out of State interlibrary loans have become more frequent. Currently, this service is free to members; the library covers the cost of postage. Members request materials and never pick them up, or mass amounts of materials are being requested at once. This is becoming financially burdensome on the Library. Ms. Boragine looked into the out of state ILL policies of other local libraries. The Board unanimously voted to charge a \$2.00 fee to all out of state ILL for postage. This fee will be collected upfront when the order is placed.

Chairman, Karen Quinn, informed the Board about a State Poster Campaign. Individual pictures will be taken of each Legislator in Rhode Island and put on a READ poster. Karen hopes to get the poster of the local members to put at the Library. Karen will keep the Board posted and hopefully have more information by the February meeting.

ADJOURNMENT:

There being no further business, a motion was made by Karen Quinn and seconded by Wil Postle to adjourn the meeting at 6:06 PM. The motion was approved unanimously.

Respectfully submitted,

Caitlyn P. Choiniere

Board Secretary