

**MINUTES OF MEETING
LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
May 2, 2017**

CALL TO ORDER:

Chairwoman Karen Quinn called the meeting to order at 4:58 PM at the Lincoln Public Library.

PRESENT:

Chairwoman Karen Quinn, Trustee Ann Rageotte and Treasurer Rita Caraccia were present. Also in attendance were Becky Boragine, Library Director and Assistant Library Director Robin Nyzio.

ABSENT/EXCUSED:

Trustee Gertrude Toher and Merle Krueger

APPROVAL OF MINUTES:

The Minutes of the March 28, 2017 meeting were reviewed. A motion to accept the minutes was made by Trustee Rageotte and seconded by Treasurer Caraccia. The motion was approved unanimously.

DIRECTOR'S REPORT:

Ms. Boragine informed the Board that she attended several Town Directors meetings, and met with the OLIS Library Development Consultant. During March eight computer classes were held, four

storytimes, eight children's programs, one teen program, and thirteen adult programs took place. Ms. Boragine indicated that items added to the collection in March were 709 books, videos, CD's, magazines, DVD's, CD-ROMS, etc. Also, circulated were 14,968 items. A total of 48 new patrons were given library cards. A total of 4,451 items were loaned out to other libraries and 1,930 items were borrowed. The in-house computer usage was 1,472. The Library web pages were accessed 173,508 times. The online database usage was 4,607. Overdrive usage was 1,643 and includes 385 Audio, 9 Video, 0 Music, 1,249 E-Books and all other E-Books usage was 37, Freegal music was 57 and Freegal music streaming was n/a.

Ms. Boragine informed the Board that the Financial Town Meeting was coming up. There were no big changes in the budget for the Library. There was a question raised about federal funds and if were being affected by the recent cuts in federal funding. Ms. Boragine told the board that the loss of Institute for Museum and Library Services funding would impact some state library services. Our Senators/Congressmen are very library friendly and they are working to have funds reinstated. A motion to accept the Director's report for March was made by Trustee Rageotte and seconded by Treasurer Caraccia. The motion was approved unanimously.

FINANCIAL REPORT:

Treasurer Caraccia presented the financial report and the balances of the accounts as follows:

- Fines: \$0.00**
- Champlin Account: \$36,506.32**
- Trustees Account: \$24,875.58**
- Checking Account: \$2,231.60**
- Certificate of Deposit: \$0.00**
- Catie Kurowski Fund: \$0.00**
-

Treasurer Caraccia indicated that there are two checks totaling \$250.00 that are needed to be paid this month. A motion that the Board agrees 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 Trustee Rageotte and seconded by Chairwoman Quinn. The motion was approved unanimously.

UNFINISHED BUSINESS:

Ms. Boragine indicated the removal of “the cloud”/lighting fixture is still an ongoing issue. Ms. Boragine met with the Public Works Director who is putting this project on his agenda and hopefully the removal can be done soon. She indicated that the Town has been very proactive with the grounds upkeep and that she was going to

request that the building be power washed.

Ms. Boragine indicated that this year the Library is not requesting funds from the Champlin Foundation because there is still money that hasn't been spent yet. She felt it would be better to wait in requesting funds for a project at a later time. The Board agreed.

The board discussed "green space". Ms. Boragine was going to be attending a Friends meeting on May 3, 2017 to discuss green space. She also asked if anyone was interested in being on the Friends Board or being members. Ms. Boragine praised the work the Friends do and how they assist the library in funding projects.

NEW BUSINESS:

Ms. Boragine discussed the Item Loan Policy that was distributed to the Board. The Board agreed with the new policy as presented. A motion to accept the Item Loan Policy as presented was made by Trustee Raegotte and seconded by Treasurer Caraccia. The motion was approved unanimously. Ms. Boragine discussed the seed exchange program along with a Master Gardener program being held on May 24, 2017. Available to loan out will be small gardening tools as well.

The next board meeting will be held May 30, 2017 at 5:30 pm.

The calendars can be found online at the library website.

The newsletter is available online. Ms. Boragine again encourages all Board members to sign up online to receive it electronically.

PUBLIC COMMENT:

None

ADJOURNMENT:

There being no further business, a motion was made by Treasurer Caraccia and seconded by Trustee Rageotte to adjourn the meeting at 5:31 PM. The motion was approved unanimously.

Respectfully submitted,

Joan Dion

Board Secretary

LINCOLN PUBLIC LIBRARY

145 Old River Road

Lincoln, Rhode Island 02865-1395

401-333-2422

Becky A. Boragine Karen Quinn

Director Library Board Chairman

DATE: April 25, 2017

TO: Trustee Treasure

FROM: Cindy

Checks the Library needs for payments:

1. Joan Dion \$50.00

2. Petty Cash (stamps, ILLs, etc...) \$200.00

April 25, 2017

TREASURER'S REPORT

CHECKING ACCT \$ 2,231.60

MONEY MKT ACCT \$ 24,875.58

CHAMPLIN ACCT \$ 36,506.32

TOTAL \$63,613.50