

**MINUTES OF MEETING
LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
February 6, 2018**

CALL TO ORDER:

Trustee Merle Krueger called the meeting to order at 5:34 PM at the Lincoln Public Library.

PRESENT:

Treasurer Rita Caraccia, Trustees Merle Krueger, Ann Rageotte, and Bonnie Taylor were present. Also in attendance were Becky Boragine, Library Director, Assistant Library Director Robin Nyzio.

ABSENT/EXCUSED:

Chairwoman Karen Quinn

APPROVAL OF MINUTES:

The Minutes of the December 5, 2017 meeting were reviewed. A motion to accept the minutes was made by Trustee Krueger and seconded by Trustee Taylor. The motion was approved unanimously.

DIRECTOR'S REPORT:

Ms. Boragine informed the Board that she attended Town Director's meetings. During November one computer classes were held, ten

storytimes, ten children's programs, zero teen program, fourteen adult and four family programs took place. Ms. Boragine indicated that items added to the collection in November were 594 books, videos, CD's, magazines, DVD's, CD-ROMS, etc. Also, circulated were 11,947 items. A total of 50 new patrons were given library cards.

A total of 3,721 items were loaned out to other libraries and 1,534 items were borrowed. The in-house computer usage was 1,180. The Library web pages were accessed 139,259 times. The online database usage was 1,793. Overdrive usage was 1,575 and includes 473 Audio, 7 Video, 0 Music, 1,095 E-Books and all other E-Books usage was 10.

During December five computer classes were held, ten children's programs, zero teen program, ten adult and three family programs took place. Ms. Boragine indicated that items added to the collection in December were 749 books, videos, CD's, magazines, DVD's, CD-ROMS, etc. Also, circulated were 11,079 items. A total of 19 new patrons were given library cards. A total of 3,510 items were loaned out to other libraries and 1,499 items were borrowed. The in-house computer usage was 987. The Library web pages were accessed 4,386 times. The online database usage was 1,443. Overdrive usage was 1,651 and includes 423 Audio, 5 Video, 0 Music, 1,213 E-Books and all other E-Books usage was 32.

A motion to accept the Director's report for November & December was made by Trustee Taylor and seconded by Trustee Rageotte. The

motion was approved unanimously.

FINANCIAL REPORT:

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

- Fines: \$2,221.00**
- Champlin Account: \$36,532.47**
- Trustees Account: \$18,775.79**
- Checking Account: \$1,984.78**
- Certificate of Deposit: \$0.00**
- Catie Kurowski Fund: \$0.00**

Treasurer Caraccia's report indicated that there are two checks totaling \$2,271.00 that need 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 Trustee Taylor. The motion was approved unanimously.

UNFINISHED BUSINESS:

Ms. Boragine has spoken with the electrical supplier to get a quote for additional and replacement lighting near the reference area and

also near the public computer and reading areas. She also indicated that she is still awaiting quotes from electricians for this job.

The board discussed the “green space”/ landscape project. Ms. Boragine indicated that she has spoken with Don Leighton from The Beta Group about the shade structures and is getting the pricing for them. The Board also discussed the library website that has been recently updated. The Board was happy with the site and congratulated Ms. Boragine for a job well done.

NEW BUSINESS:

Ms. Boragine has written to the Champlin Foundatio asking them to use the unused funds from the previous grants received for the “green space” project. The Champlin Foundation did respond to the library requesting additional information, including specific numbers before they would consider approving the change.

RI Library Day is Saturday, April 14th, 2018. All the libraries in the state are holding an amnesty day, and Ms. Boragine would like to participate in this as well. She also indicated holding a food drive on that day. She also would like to offer prizes for participating in the events that day.

The next board meeting will be held February 27, 2018 at 5:30 pm.

The calendars can be found online at the library website.

**The newsletter is available online and is updated every two months
Ms. Boragine again encourages all Board members to sign up online
to receive it electronically, if you haven't done it already.**

PUBLIC COMMENT:

None

ADJOURNMENT:

**There being no further business, a motion was made by Trustee
Rageotte and seconded by Trustee Taylor to adjourn the meeting at
6:15 PM. The motion was approved unanimously.**

Respectfully submitted,

Joan Dion

Board Secretary