

Middletown Public Library Board of Trustees

Minutes of Meeting – October 16, 2012

Middletown Public Library

700 West Main Road

Middletown, Rhode Island

Members Present: Paul LaMond, Chair; Steve Arendt, Vice-Chair; Ellrony Williams; Lucie-Anne Dionne-Thomas; Sally Gauch; Barbara VonVillas (Town Council liaison).

Member Absent: Ernest Gibbons

Others Present: Theresa Coish, Library Director; Candise Prewitt and Sue Connor.

--Meeting called to order at 6:06 P.M. by Paul LaMond, Chair.

Disposition of Minutes:

--Minutes of September 18, 2012 meeting reviewed.

Motion to accept: Arendt. Second: LaMond. Unanimously carried.

Executive session: None.

Correspondence received: Thank you from M.L. King Center for over 200 non-perishable food items.

Director's report: Theresa Coish orally reviewed information provided in her Director's Report. She added a comment on October 3rd meeting with Mr. Boksenbaum, state librarian, who recommended putting a value on in-kind services. Theresa and possibly Ms. Dible, both of whom were at the meeting with Mr. Boksenbaum, will send a letter to Mr. Boksenbaum asking the genesis of his recommendation and which line items might be impacted. The letter will include a comment that there is a concern because it appears the recommendation may violate federal law. Theresa also mentioned that vandalism outside library occurred and estimates for repair are forthcoming.

Motion to accept: LaMond . Second: Dionne-Thomas. Unanimously carried.

Committee reports:

--Budget: Committee will meet in November.

--Contract Negotiations: No report.

--Director's Evaluation: No report.

--Friends Liaison: Joanne Surgeon resigned as president due to health issues. Next meeting will be held on 10/17 and interim president should be known. There was a theft of \$84 out of cash box last Thursday. Friends plan to discuss need for security measures including the possibility of installing an alarm, security camera, or something else.

--Policy Review: Paul reported on a policy committee meeting he held with Ellrony Williams and Theresa. Art exhibition policy (new and distributed at meeting in hard copy), while encouraging art exhibits at the library, protects town by its inclusion of a hold/harmless agreement. Theresa looked at other towns' libraries and included elements that were important in art exhibit policy. Friends of the Library will support installation of wall track system. There was a discussion about including the Friends Art Director as a co-decision-maker with the library director for what art is approved for exhibit at the library. While Friends Art Director may be part of the selection process, the ultimate person to make a decision on what is to be exhibited is the Library Director. Also, the Art Director of the Friends suggested approval of a type of wall hook/tape that would not harm the wall surface. Board decided the policy would remain as drafted with no attachment of art to the wall. Also, no price information will be associated with the works displayed.

**Motion to accept art exhibit policy as drafted: Dionne-Thomas.
Second: Paul LaMond. Unanimously carried.**

Collection Development Policy (distributed at meeting in hard copy) is a revision. It contains a vision and mission. Collection Development is the major part of library.

Motion to accept: Arendt Second: Gauch Unanimously carried.

Programming Policy (distributed at meeting in hard copy) is a new policy and addresses such items as children's story times and crafts, educational workshops, demonstrations, audio-visual presentations, to name a few.

Motion to accept: Arendt Second: Dionne-Thomas Unanimously carried.

Unfinished Business: Library Director will consider other types of recognition of service to the library but the leaves provided by the Friends.

New Business: Theresa found an automatic check-out machine from Gaylord that would cost ~\$6,000. These types of machines may be worth looking into in the future. Probably with maintenance agreement it would probably come to about ~\$10,000. Earlier "finds" were about three times more expensive. Consideration of lower priced item would be worthwhile to consider provided it is compatible

with rest of IT system already existing in library.

Friends committed \$1,500 for 2013 for community garden.

Substance abuse task force would like to come to a board meeting to encourage a library presence on that committee. Participation would involve attendance at monthly meetings held on the third Thursday of each month at 6 and chairing a sub-committee. Theresa was asked to be part of the group and chair a sub-committee but does not have time. Theresa sent note to staff and meeting requirements. No one volunteered from staff. Task force wants to come to speak to the board in November. Theresa sent public forum request form to task force to facilitate the task force's participation in the November meeting.

Public presentation to or discussion with the Board:

--No one asked to address the Board during this portion of the meeting.

Announcements:

-The next regularly scheduled Board meeting will take place on Tuesday, November 20, 2012 at 6:00 P.M., at the Library.

--Motion to adjourn: Arendt. Second: Gauch. Unanimously carried.

Meeting adjourned at 7:59 P.M.

Respectfully submitted,

/s/

Lucie-Anne Dionne-Thomas

Secretary