

Middletown Public Library Board of Trustees

Minutes of Meeting – December 18, 2012

Middletown Public Library

700 West Main Road

Middletown, Rhode Island

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

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

Member Absent: None

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

Disposition of Minutes:

--Minutes of November 20, 2012 meeting reviewed.

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

Motion to amend agenda to allow Keller DiLuglio to speak earlier in the meeting.

Motion to accept: Arendt. Second: Gauch. Unannimously carried.

Public presentation to or discussion with the Board:

Ms. DiLuglio spoke about the goal of the Middletown Substance Abuse Task Force (MSATF) is making Middletown safe and drug free. The mission of the group is to allow Middletown to deal with substance abuse as it relates to youth. The focus is on alcohol and marijuana at present. MSATF makes presentations at schools and in the community. The group partners with police department. Use of alcohol in Middletown among youth is higher than in other parts of the state. MSATF educates alcohol vendors as to how to deal with kids obtaining alcohol and identifying false IDs. Ms. DiLuglio said MSATF would like a representative from the library, whether from the staff or the board. Member responsibilities include attendance at a meeting once a month and participating in a subcommittee. Subcommittees include communication, policy, membership, and needs assessment. Monthly meetings of the committee are held at town hall on the 4th Thursday of each month at 6 p.m.

Executive session: None.

Correspondence received: MLK Center thank you to library for support throughout year; another from MLK Center for thanks for last month; thanks to Theresa and staff for their hospitality for children's

holiday party from Mary Pires of East Bay Community Action group; thank you from John Grisham to the director and the board of trustees in Christmas card for the letter of appreciation sent to him in November and signed by all board members and the director on behalf of the staff.

Director's progress and financial report on library: Theresa Coish orally reviewed information provided in her Director's Report. She also mentioned a concert on Sunday, Jan. 6, at the library put on by 2 M-D guitar duo; a discussion by Marilyn Bellemore, a reporter, who wrote a book entitled *The Night the Music Ended* about Station Night Club concerts; Ms. Bellemore, who regularly reported on who was playing at the Station Night Club, was not there on the night of fire because car broke down. Ms. Bellemore will speak at the library on Thurs. Jan. 10 at 6 p.m. Book is \$15 and portion of proceeds will be donated to the Station Fire Memorial Foundation. January of 2013 will also include technology seminars at the library. These will help patrons use both new technological gifts they might own and digital resources available at library. Some of workshops will include use of Kindle; how to download Freegal; digital help to do homework. In essence, January will be a month of workshops that will include discussion of a wide range of digital products.

The director and staff will continue to assess needs of the library for now and the future. Because of delays to library improvements and construction, which may occur because of fire department

improvements, there may be more time to put plans together regarding the library. However, the planning document should be an ongoing one that can evolve as needs change. Theresa hopes to have first draft complete by April of 2013 for review by staff and board.

Discussion was held about the pros and cons of self-checkout units and the cost of these. Need to spend Champlin grant money on some type of self-checkout unit(s) by next December.

Motion to accept Director's Report: Arendt Second: Dionne-Thomas.
Unanimously carried.

Committee reports:

--Budget Committee: No report. However there was mention of the need to obtain a response to the letter signed by the board chair to the head of RI libraries over a month ago. The letter had asked Mr. Boksenbaum, state librarian, for the genesis of his recommendation regarding putting a value on in-kind services and asking for which line items might be impacted. A decision was made that the board chair will send a follow-up letter, attaching the first, and indicating the urgent need for a response from the state librarian so that the board can submit a timely response to the town regarding its budget request due January 18, 2013. The town solicitor will be copied on the letter.

--Contract Negotiations: No report.

--Director's Evaluation: No report.

--Friends Liaison: Annual meeting will be in the evening of Friday, March 1, 2013 and will include a dinner at Portofino. There is a hope on the part of the Friends that as many trustees and staff as possible will attend. Friends reported there was money missing from Friends bookstore sales. There was a theft in book store in fall. Police report was filed. Hard to pinpoint date when these occurrences took place. Proposed solution will be the following: instead of using a drawer in the library's safe, the Friends will purchase their own safe and keep the new safe locked in a cabinet in the book store.

--Policy Review: Website policy draft circulated last month was reviewed.

Motion to accept policy as drafted: Dionne-Thomas Second: Gauch Unanimously carried.

Unfinished Business: None

New Business: None

Announcements:

--The next regularly scheduled Board meeting will take place on Tuesday, January 15, 2012 at 6:00 P.M., at the Library.

--Motion to adjourn: Gauch. Second: Dionne-Thomas. Unanimously carried.

Meeting adjourned at 8:02 P.M.

Respectfully submitted,

/s/

Lucie-Anne Dionne-Thomas

Secretary