

Middletown Public Library Board of Trustees

Minutes of Meeting – February 19, 2013

Middletown Public Library

700 West Main Road

Middletown, Rhode Island

Members Present: Paul LaMond, Chair; Steve Arendt, Vice-Chair; Susan Hester; Sally Gauch; Ernest Gibbons; Ellrony Williams.

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

Member Absent: Lucie-Anne Dionne-Thomas, Secretary; Barbara VonVillas, Town

Council liaison to the library was absent due to a Town Council meeting.

--Meeting called to order at 6:05 P.M. by Paul LaMond, Chair. Susan Hester was welcomed as our newest member to the Library Board of Trustees.

Disposition of Minutes:

--Minutes of January 15, 2013 meeting reviewed. Motion to accept: Arendt

Second: Fitzgibbons. Unanimously carried.

--Minutes of January 15, 2013 executive meeting reviewed. Motion to accept: Arendt

Second: Fitzgibbons. Unanimously carried.

Open Call by Chair announcing Executive Session pursuant to RIGL 42-46-2, 42-46-4, 42-46-5(a)(1) (personnel matters) and 42-46-5(a)(2) (collective bargaining and/or litigation). Motion to enter Executive Session for stated purposes: Arendt. Second: Lamond. Unanimously carried.

Executive session began at 6:10 P.M., ended at 6:27 P.M.

Motion to seal executive session minutes: Arendt. Second: Lamond. Unanimously carried.

Correspondence received: Thank you came from the family of Norman Hall for sympathy on his passing.

Director's progress and financial reports on the library: Theresa Coish orally reviewed information provided in her Director's Report. She also reported that there was a 'no heat' situation traced back to a programming error on the energy management system. It was fixed

under the warranty. Discussion regarding the phone system in the library came up. It could be improved with a menu of options to include “if you know your party’s extension”. After a site visit to Greenville Public Library to check out the operational efficiency of the self-checkout units, it was decided a bid would be put out for two units. Depending upon the quoted prices three might be affordable.

Motion to accept Director’s Report: Gauch. Second: Lamond. Unanimously carried.

Committee reports:

--Budget Committee: No report. Our projected state aid for FY2014 is \$135,566 which is about \$7000 more than FY2013. We need to consider any surplus monies on June 30, spent to the library unfunded pension fund. Further discussion is warranted.

--Contract Negotiations: No report.

--Director’s Evaluation: No report.

--Friends Liaison: The next meeting will be held on 20 February. There was a reminder about the

Friends' annual meeting and dinner to be held on Friday, March 1 at Portofino Restaurant in the Ramada Inn on East Main Road. The cost is \$20. Middletown Police Chief Anthony M.

Pesare will speak on his book "They Always Win" inspired by the real life investigation of Frank "Bobo" Marrapese.

--Policy Review: The Meeting Room Use Policy was reviewed for a second time in committee.

In order to conform to town policy regarding use of meeting rooms, the line "not for profit and civic organizations where the meeting is open to the general public" will read "not for profit and civic organizations".

**Motion to accept the Meeting Room Policy as drafted: Arendt.
Second: Hester. Unanimously carried.**

The Person-in-charge Policy was reviewed and revised in keeping with the current employee descriptions.

**Motion to accept the Person-in-charge Policy as drafted: Arendt.
Second: Gauch.
Unanimously carried.**

Unfinished Business: Paul Lamond will attend tomorrow's meeting of

the Friends to discuss a memorial for Norman Hall. It is fitting to include Norman's wife's name Jillian Hall on this memorial. A sign/plaque and a framed picture of both might be appropriate. Maybe multiple funding sources can be found.

Legislative Agenda Memo (addressed to Shawn Brown, Town Administrator, dated January 7, 2013) expressing the Director's budgetary concerns for the library regarding the Legislative Agenda: Three areas of concern are Grant in Aid, Library Construction and Capital Improvement, and Net Lender Reimbursement. Shawn brown would like approval to forward this memo upstate.

Motion to approve: Arendt. Second: Lamond. Unanimously carried.

New Business: None

Public presentation to or discussion with the Board: None

Announcements:

--The next regularly scheduled Board meeting will take place on Tuesday, March 19, 2013 at 6:00 P.M., at the Library.

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

Meeting adjourned at 7:40 P.M.

Respectfully submitted,

/s/

Sally Gauch

For the Secretary