

Middletown Public Library Board of Trustees

Minutes of Meeting – April 16, 2013

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; Susan Hester

Others Present: Theresa Coish, Library Director; Sue Connor; Candise Pruitt; Barbara VonVillas, Town Council liaison to the library.

Members Absent: None

--Meeting called to order at 6:09 P.M. by Paul LaMond, Chair.

Disposition of Minutes:

--Minutes of March 19, 2013 meeting reviewed. Motion to accept: Arendt Second: Hester. Unanimously carried.

Correspondence received: None

Director's progress and financial reports on the library: Theresa

Coish orally reviewed information provided in her Director's Report. Only additional event: Reading Program scheduled for April 22 and 29, 11A.M. to noon.

Motion to accept Director's Report: Arendt Second: Gauch. Unanimously carried.

Motion to authorize the redirection of CIP funds from self-check units to other technologies as recommended.

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

Karen Mellor of OLIS spoke. She works for Howard Boksenbaum, RI's chief library officer. One of her programs is the library construction reimbursement program. Her last visit to Middletown Public Library was in 2005. She referred to Rhode Island General Laws (RIGL) section 29-6-6 which insures library needs in the community are met when any public library construction project occurs. She said the board and library management had to explore where we see ourselves. In that regard, a library needs assessment is vital. She spoke about Tiverton that is about to embark on building new library roughly 24,000 sq. ft. in size; our contacting other libraries, like Tiverton, that have engaged or are engaging in building projects could be very beneficial. Ms. Mellor mentioned several times the importance of obtaining library building consultant services to be able to consult throughout the construction process. At present, she

explained that the state provides \$200 per square foot for new construction; \$175 for renovation and that amounts may go up as costs have been rising. She indicated the importance of having library building committee made up of interested individuals including town authorities, library users, and people from community, particularly ones involved in construction. She said engaging users and members of the community and being funded by a bond get people engaged in the process, i.e. the community “buys into” the project. She handed out a sheet that provides an overview of the reimbursable costs, what the costs cover, how libraries qualify for the funding, the requirements of the library requesting the funding, and a sample timeline. The information Ms. Mellor provided can be found at: <http://www.olis.ri.gov/grants/construction>.

Committee reports:

--Budget Committee: Mr. Arendt provided a budget overview that will be presented to the Town Council on May 6. He will provide information on programs and services and statistical background from previous years showing fiscal responsibility. Personnel costs, library materials and programs, computer services, building maintenance and administration are the main elements that he will be discuss at the meeting. Further fiscal details were provided to library board members in a handout at the March meeting. The library director will be presenting the face of the library, i.e. people segment. Topics will include: circulation increase, access to public computers,

jump in program attendance, and noted increase in children's area activities, an increase that is the most significant. Other noteworthy areas that will be part of the library director's presentation will be the after school art program, craft workshops (quilters), community garden, meet the author events, open mic and writing workshops, Sunday afternoon music, art exhibits, distinguished visitors, and Friends' contributions. The library director will also discuss how E-books are changing the face of the library.

--Contract Negotiations: No report.

--Director's Evaluation: No report.

--Friends Liaison: Next monthly meeting will occur Apr. 17. To be discussed are scholarships; \$1,000 is typically awarded by the Friends to a high school senior. The library director will ask for money for staff scholarship to pursue library science degree. Friends purchased Walker art system used to display artwork in conference/meeting room. There will be 10 other types of hanging systems proposed for use throughout the library and the Friends will fund. The Friends are beginning to set up budgets for various library areas such as children's, etc. The Friends group is looking into obtaining an endowment from RI Foundation to tap into money for the construction of a book store, if library moves to a new building.

--Policy Review: No report.

Unfinished Business: Renaming of conference room for Norman and Gillian Hall is on its way. Mr. LaMond mentioned that issues with photo of the Halls were brought to his attention. The photo may be revamped in an effort to try not to make one individual more dominant than the other. Paul will ask the Hall family for dates on which to hold a dedication ceremony. The town's discretionary fund and trustees, historical society and friends will share in efforts and costs related to the dedication.

New Business: None

Public presentation to or discussion with the Board: None

Announcements:

--The next regularly scheduled Board meeting will take place on Tuesday, May 21, 2013 at 6:00 P.M., at the Library.

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

Meeting adjourned at 8:41 P.M.

Respectfully submitted,

/s/

Lucie-Anne Dionne-Thomas

Secretary