

Middletown Public Library Board of Trustees

Minutes of Meeting – January 28, 2014

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; Susan Hester

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

Members Absent: Ernest Gibbons

Others Absent: Candise Pruitt

--Meeting called to order at 6:05 P.M. by Paul LaMond, Chair.

Disposition of Minutes:

--Minutes of December 17, 2013 meeting reviewed. Motion to accept: Arendt Second: Gauch Unanimously carried.

Motion made to accept minutes of Executive Session of December 17,

2013: Hester Second: Williams Unanimously carried.

Correspondence received: M.L.King Jr. Food Pantry sent note of thanks for 275 non-perishable donations in December, 2013. Thank you from Steve Caminis for displaying his memorabilia of JFK assassination. Thanks from Timothy Gorham, Assoc. Director of Champlin Foundations, for letter from the director; use of funds (excess balances) will be considered when the grant for its originally intended purposes is fully executed. Thank you from Joe Matose for displaying his art at the library.

Director's progress and financial reports on the library: Discussed content of circulated report comments (dated January 21, 2014, original date of meeting; rescheduled to January 28, 2014 because of weather). Additional items: 5 year plan will end 2015; library director proposed that the funds to purchase a 70" flat screen 70" at \$3,350 from Flint Audio-Visual, Middletown, RI could come from one of three sources: Champlin fund, projected surplus from operating budget, or from the library grant account.

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

Committee reports:

--Budget Committee: Slides will be shown by Steve and Theresa at

March library board meeting for April presentation to Town Council. Lynne Dible expects to have budget information to the library director by this coming weekend.

Budget report circulated and discussed by chair of Budget Committee.

**Motion to accept board items contained in the report: Arendt
Second: Hester Unanimously carried.**

--Contract Negotiations: No report.

--Director's Evaluation: No report.

--Friends Liaison: Friends annual meeting will be first Friday in March (March 7) at Portofino's. In the meantime, Friends would like to discuss with the library board pursuing a written agreement for the bookstore.

--Policy Review: Draft circulation and computer policies distributed as well as lending policy for eReaders. Circulation policy now references e-zone and eReaders and added information on rental collection. Computer policy now addresses laptop borrowing. Lending policy for eReaders is new.

Motion made to accept revised/updated policies and new eReader

Lending Agreement: Gauch Second: Hester Unanimously carried.

Fines policy for inclusion in employee's staff manual contains the following: staff not charged overdue fees but are required to be "responsible borrowers" of all circulating materials or equipment; all circulation policies apply to staff.

Unfinished Business: None.

Public presentation to or discussion with the Board: None

New Business: None.

Announcements:

--The next regularly scheduled Board meeting will take place on Tuesday, February 18, 2014 at 6:00 P.M., at the Library.

--Motion to adjourn: Gauch Second: LaMond Unanimously carried

Meeting adjourned at 7:58 P.M.

Respectfully submitted,

/s/

Lucie-Anne Dionne-Thomas

Secretary