

Middletown Public Library Board of Trustees

Minutes of Meeting – November 17, 2015

Middletown Public Library

700 West Main Road

Middletown, Rhode Island

Members Present: Steve Arendt, Chair; Lucie-Anne Dionne-Thomas; Susan Hester; Ellrony Williams; and Christine Bagley

Other(s) Present: Theresa Coish, Library Director; Sue Connor; and Candise Prewitt

Member(s) Absent: Ernest Gibbons, Sally Gauch

Others Absent: Barbara Von Villas, Town Council liaison to the library

Meeting called to order at 6:05 p.m. by Steve Arendt, Chair.

Disposition of Minutes:

--Minutes of October 20, 2015 meeting were reviewed. Motion to accept: Hester. Second: Williams. Unanimously carried.

Enter executive session; return to open session at 6:36 p.m.

Motion to seal minutes of Executive Session: Bagley. Second: Hester.

Unanimously carried.

Correspondence received: Two letters, one dated in October and one in November, from MLK Center expressed gratitude for donations of 107 lbs. of non-perishable food and 77 lbs. of non-perishable food respectively.

Director's progress and financial reports on the library: Theresa Coish orally reviewed information provided in her Director's Report. Additional comments: None

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

Committee reports:

--Budget Committee: Steve (chair) and Susan are on that committee. Theresa received information from town management and Town Council kick off meeting is scheduled for Dec. 7th; library is scheduled to present its budget to the council Monday, April 4, 2016.

--Contract Negotiations: Ernie (chair) and Lucie-Anne are on that committee. There was no report.

--Director's Evaluation: Sally (chair), Susan, Lucie-Anne are on that committee. There was no report.

--Friends Liaison: Theresa is the liaison to the Friends. There was no report.

--Long Range Planning: Ron Williams (chair) is on that committee; others from town participated in this committee in 2015. This committee meets every 5 years. There was no report.

--Policy Review: Ron Williams (chair) and Chris Bagley are on that committee; Theresa and Candise reported that the Unattended Child Policy needs to be updated. Also in need of review is the 3-D printing policy. Ron proposes review of policies on routine basis.

Unfinished Business: Memorandum of Understanding is ready for signature if Friends agree it is in good order. Town management thought it appropriate for the chair of the Board, Theresa, and a member of the Friends to sign the document.

New Business: None.

Public presentation to or discussion with the Board: None.

Announcements:

--The next regularly scheduled Board meeting will take place on Tuesday, December 15, 2015 at 6:00 p.m. at the Library.

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

Meeting adjourned at 7:14 p.m.

Respectfully submitted,

/s/

Lucie-Anne Dionne-Thomas

Secretary