

Middletown Public Library Board of Trustees

Minutes of Meeting – August 16, 2016

Middletown Public Library

700 West Main Road

Middletown, Rhode Island

Members Present: Steve Arendt, Chair; Lucie-Anne Dionne-Thomas; Susan Hester; Ellrony Williams, Sally Gauch, Ernest Gibbons; Christine Bagley

Other(s) Present: Theresa Coish, Library Director; Sue Connor; Barbara VonVillas, Town Council liaison to the library

Members Absent: Christine Bagley for part of the meeting.

Other(s) Absent: Candise Pruitt (on leave)

--Meeting called to order at 6:08 p.m. by Steve Arendt, Chair.

Disposition of Minutes:

Motion to accept revised minutes of July 19, 2016 meeting: Gauch. Second: Gibbons. Unanimously carried.

Motion to go into Executive session: Dionne-Thomas. Second:

Hester. Unanimously carried.

Return to regular session: 7:18 p.m.

Motion to seal minutes of executive session: Hester. Second: Williams. Unanimously carried.

Correspondence received: Resignation letter of library assistant Jamie Medeiros 2 weeks from August 11, 2016 to take a position at a medical center.

So that the union representative would be informed, the following word contained in the Executive Session minutes was read: "...the Board instructed Theresa to look into justifying replacing the person resigning based on assessing the needs of the library and how those needs should be staffed."

Director's progress and financial reports on the library: Theresa Coish orally reviewed information provided in her Director's Report.

Additional information:

Margaret Bellucci, former board member and chair in '90s and turn of the century, donated a rain barrel to the community garden.

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

Committee reports:

--Budget Committee: State has said that all of the libraries that had budgets passed by their municipality would not be able to continue if looking for an increase in state aid. Middletown accepted library board's proposed budget with a 2.01% increase which turned out to be 1.91% in terms of municipal aid. So state increased from 21.2 to 23.65 %. Bottom line: state aid went from \$132K to \$148K. Now library is faced with no increase unless it increases operations budget by \$15K. Proposal was made to spend \$15,540 on 2 line items: digital resources and small equipment computer purchases. Proposed for purchase would be replacements for several laptops that have already gone beyond their life cycle. That way the library can still receive its full amount of state aid. Recommending FY17 budget be revised to include the full state aid as was granted by law when state passed its budget.

Motion made that budget be adjusted to accommodate full the \$15,540 in state aid: Arendt. Second: Gauch. Unanimously carried.

--Director's Evaluation: None

--Friends Liaison: None

--Policy Review: Unattended children policy presented with changes after Theresa contacted town attorney Regan.

**Motion to accept amendment to Unattended Children's Policy: Gauch.
Second: Hester. Unanimously carried.**

Unfinished Business: See above regarding unattended children's policy; other about employee handbook: some items in the Middletown Employee Handbook are not contained in Middletown Library contract; some items in the Middletown Employee Handbook do not apply to the library. Suggestion was made to correlate the Middletown Employee Handbook with the library contract in 2018 when the contract comes up for review.

New Business: See above regarding Budget Committee.

Public presentation to or discussion with the Board: None.

Announcements:

--The next regularly scheduled Board meeting will take place on Tuesday, September 20, 2016 at 6:00 P.M. at the Library.

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

Meeting adjourned at 8:21 P.M.

Respectfully submitted,

/s/

Lucie-Anne Dionne-Thomas

Secretary