

**Middletown Public Library Board of Trustees**

**Minutes of Meeting – March 21, 2017**

**Middletown Public Library**

**700 West Main Road**

**Middletown, Rhode Island**

**Members Present: Steve Arendt, Chair; Ernest Gibbons; Sally Gauch; Christine Bagley; Ellrony Williams**

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

**Members Absent: Lucie-Anne Dionne-Thomas; Susan Hester**

**--Meeting called to order at 6:06 p.m. by Steve Arendt, Chair.**

**Disposition of Minutes:**

**Motion to accept minutes of Feb. 17, 2017 meeting: Gouch. Second: Bagley. Unanimously carried.**

**Correspondence received: Hand delivered message from the office of library and information services regarding state regulations pertinent to library buildings supported by state funding. Discussion followed, including potential interests in CIP support.**

**Motion to accept correspondence: Gauch. Second: Williams.  
Unanimously carried.**

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

**Theresa Coish and Steve Arendt met with the Town Council on 6 Mar 2017 to present particulars regarding the Board's acceptance of Cardoso's Cleaning bid of \$34,430 for three years with emergency on call rate being \$28 during year one and \$29 for years two and three. Contract will begin July 1, 2017. The Town Council ratified the contract.**

**Theresa Coish, Barbara Von Villas, Ernest Gibbons, and Ron Williams reflected upon their two-hour visit to Dr. Jones's home, witnessing the value of his collection and its possibilities for enhancement of Middletown's library. Discussion followed. The next event is a 2:00 p.m. musical presentation at the library on Sunday, 23 Apr 2017.**

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

**New Business: none**

**Committee reports:**

**--Budget Committee: Theresa Coish and Steve Arendt presented a draft of the planned FY18 budget brief to the Town Council scheduled for 17 Apr 2017 at 6:00 p.m. Three primary objectives of the brief are:**

**a. justification of projected overall operating expenditures and municipal appropriation**

**b. presentation of performance metrics that convey the library's absolute and relative standing among state libraries**

**c. representation of the many types of library programs and the extensive use by community, statewide, and nationwide groups**

**Discussion occurred throughout.**

**--Director's Evaluation: None.**

**--Friends Liaison: Annual meeting at Portofino Restaurant on March 3, 2017 was a success. About 30 were in attendance.**

**--Policy Review: None.**

**Unfinished Business: Proposal from Dr. Jones:**

**Public presentation to or discussion with the Board: NEARI co-president Ms Sue Connor asked about the status of the contract MOA with the Town Council. Theresa Coish and Steve Arendt met with the Town Council on 20 Mar 2017 to present particulars regarding the Board's acceptance of the tentative agreement to**

**extend the union contract for one year. The contract will begin Jul 1, 2017 and end June 30, 2019. The Town Council will vote on ratification of the contract at their next meeting on 3 Apr 2017.**

**Announcements:**

**--The next regularly scheduled Board meeting will take place on Tuesday, April 18, 2017 at 6:00 P.M. at the Library.**

**--Motion to adjourn: Gauch. Second: Williams. Unanimously carried.**

**Meeting adjourned at 8:34 P.M.**

**Respectfully submitted,**

**/s/**

**Steve Arendt**

**Acting Secretary**