

Middletown Public Library Board of Trustees

Minutes of Meeting – November 21, 2017

Middletown Public Library

700 West Main Road

Middletown, Rhode Island

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

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

Members Absent: None

Others Absent: Candise Prewitt

--Meeting called to order at 6:00 p.m. by Steve Arendt, Chair.

Disposition of Minutes:

Motion to accept minutes of October 17, 2017 meeting: Gauch.

Second: Hester. Unanimously carried.

Correspondence received: Thanks from 2 sources: 1) Shakespeare Group; and 2) Daughter of D. John Gosch-Barker for bench and

memorial service.

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

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

Committee reports:

--Budget Committee: Budget committee met with Shawn and will address CIP and proposed budget in the near future. Won't know state of grant in aid until mid-March. Suggestion that structural engineer go through everything in the building for all things that need attention. Budget committee will meet in mid-December. Steve Arendt addressed dilemma when contributions are made. Proposal to be considered in the near future: place donations in a special fund so those can be drawn upon as necessary. This will avoid "cosmetic" increase in budget.

--Director's Evaluation: New SMART goal model distributed. Library Director, like all Middletown employees, is to be evaluated in accordance with the new model.

--Friends Liaison: March 2, 2018 annual meeting of the Friends will be held at Mainstay; book store is going through re-energizing process;

donations coming in are extensive; some worthwhile and some junk. Concern of Friends: there is a need to continue to encourage donations but this needs to be balanced with amount of junk received.

--Policy Review: Motion to amend circulation policy regarding the borrower's responsibility when loaned materials are returned damaged beyond repair or incomplete. Williams. Second: Hester. Unanimously carried.

Unfinished Business: Matter involving Dr. Jones. Theresa Santos, in her capacity as chair of the Memorial Committee, called Library Director and said Dr. Jones's matter was overlooked and nothing has happened. Dr. Jones is working with another lawyer who suggested to Dr. Jones he place his items in a foundation that supports his musical interests. Matter will be left on hold for the moment pending report from the Memorial Committee.

New Business: Motion to approve Direct Network Service Inc. police dept. tower BSU for the antenna to connect security cameras in the library to police department. Arendt. Second: Dionne-Thomas. Unanimously carried.

Discussed were the need on the one hand to notify town of minimal upgrading needed but also major items that are in need of repair such that if these major items are not repaired, something serious will

happen in the short term.

Motion to present to town a request for CIP: \$20,000 for book procurement; \$25,000 for exterior maintenance. Arendt. Second: Dionne-Thomas. Unanimously carried.

Legislative Agenda: insure 25% grant in aid is presented to state reps so library can benefit.

Public presentation to or discussion with the Board: None.

Announcements:

--The next regularly scheduled Board meeting will take place on Tuesday, December 19, 2017 at 6:00 P.M. at the Library.

Motion to Adjourn: Gauch. Second: Dionne-Thomas. Unanimously carried.

Meeting adjourned at 7:33 P.M.

Respectfully submitted,

/s/

Lucie-Anne Dionne-Thomas

Secretary