

MINUTES
Board of Trustees
Barrington Public Library
Thursday, January 16, 2014

Senior Center Activities Room
281 County Road, Barrington RI 02806

Members Present:

Kate Johnson
Cindy Kaplan
Laura Laurence
Dan O'Mahony
Laura Young
Vince Wicker

Absent: Dean Robinson

Presiding: Vince Wicker

Also Present:

Debbie Barchi, Director

Meeting was brought to order at 7:12 p.m.

Minutes from the December 19, 2013, meeting were approved with date correction.

Director introduced Laura Laurence, a new member of the Trustees. Laurence is a professional librarian and helped out in the Teen Department during Bri's absence.

Financial Reports:

Accepted. Expenditures are on target for this point in the fiscal year.

Statistical Reports:

Not compiled in time for the meeting.

Director's Report:

Wendy will be out on medical leave for at least one month; in her absence, staff at the library and Town Hall will pitch in to help. Director discussed with the Town Manager the upcoming budget which will include expanding the Community Services Librarian position to full-time status (reallocating savings from other positions). This is an important step as programming plays a key role in services the library offers and the future direction of public libraries in general. Full-time status also should help lessen the turnover in that position. Director also discussed the plan to fund library computer equipment since the Champlin Foundation no longer will do so. The plan is to upgrade one-third of the machines each year, and to split the expense three ways between the Friends of the Library, the Trustees, and the Town budget (additional \$4K per year). The Town Manager instructed Director to first request new funds from the capital budget.

Director announced that the Friends of the Library received a bequest for \$10K from Catherine M. Hill (owner of The Country Shop). She also reminded the group that the Friends book sale brings in approximately \$12K per year.

BOARD ADJOURNED FROM PUBLIC SESSION TO EXECUTIVE SESSION AT 7:34 PM.

Board discussed Director's annual review.

BOARD RETURNED TO PUBLIC SESSION AT 7:46 PM.

Old business:

- a) Five-year plan – The survey was launched on January 1. There is a need for publicity to spread the word so that we get a wide response to the survey (both library users and non-users). There was a question about whether to have paper surveys; we will reproduce print copy to have available to hand out in the library; Trustees and/or library staff can enter data as needed. We should look at having other ways to advertise the survey (e.g., screen-saver on library computers with link to survey, bookmarks with survey address, signs/posters around the library, etc.). Articles and announcements in the *Barrington Times* and *Barrington Patch* are ways to potentially reach non-users of the library. Also, announce at library programs. We plan to leave survey open thru the end of February.
- b) Update on building projects (elevator and carpeting) – Elevator replacement is underway. Town Hall elevator has been replaced but is not yet working (problem communicating with the Fire Department).

New business:

None.

Agenda for February 27, 2014, meeting:

Old business

- a) Update on five-year plan
- b) Budget update
- c) Elevator update

New business

None

Meeting adjourned at 8:25 p.m.

Respectfully submitted,
Dan O'Mahony, Secretary
Barrington Public Library Board of Trustees

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Absent: Dean Robinson

Presiding: Vince Wicker

Also Present:

Debbie Barchi, Director

Meeting was brought to order at 7:26 p.m.

Minutes from the December 19, 2013, meeting were approved with date correction.

Financial Reports:

Financial report from Treasurer not available.

Copies of the Coastline monthly report for December 2013 were distributed.

Chair outlined the Corporation's approach to managing the endowment.

Check from the Champlin Foundation (grant) was deposited into the general account; these funds will need to be transferred into a separate account in order to track separately. Also, signatures need to be changed since the Treasurer's resignation from the Board.

Old Business:

- a) Status of distributing funds – We need to check to see if the November request to Coastline for disbursement of funds has been acted on.
- b) Fundraising subcommittee report – The job ad was changed to accept either individual or business applicants. We will place an ad with the Rhode Island chapter of the Association Fundraising Professionals (AFP) announcing that we are seeking a professional to assist the Trustees with fundraising (for renovation project).

New Business:

None

Agenda for February 27, 2014, meeting:

Old business:

- a) Fundraising

New business:

- a) Coastline report

Fundraising Subcommittee (Kaplan chair) will meet immediately after the Corporation's annual meeting.

Meeting adjourned at 8:42 p.m.

Respectfully submitted,
Dan O'Mahony, Secretary
Barrington Public Library Corporation

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ANNUAL MEETING OF THE CORPORATION

Members Present:

Kate Johnson
Cindy Kaplan
Laura Laurence
Dan O'Mahony
Laura Young
Vince Wicker

Absent: Dean Robinson

Presiding: Vince Wicker

Also Present:

Debbie Barchi, Director

Slate of candidates for the Officers:

Chair:	Vince Wicker
Vice-Chair:	Cindy Kaplan
Treasurer:	Dean Robinson
Secretary:	Dan O'Mahony

Slate was unanimously approved.

Meeting adjourned at 8:47 p.m.