

MINUTES
Board of Trustees
Barrington Public Library
Thursday, November 20, 2014

Library Board Room
281 County Rd, Barrington, RI 02806

Members Present:

Kate Johnson
Cindy Kaplan
Dean Robinson
Laura Young
Laura Laurence

Absent:

Vince Wicker
Dan O'Mahony

Presiding: Cindy Kaplan

Also Present: Debbie Barchi, Director

Meeting was brought to order at 7:08 p.m.

Minutes from the October 16, 2014 meeting were approved (motion by Robinson, seconded by Young)

Financial Reports:

Accepted

Statistical Reports:

Accepted

Director's Report:

Director indicated that she had just received approval from the Champlin Foundation for a grant covering security cameras inside the building and an electronic bulletin board that will focus on performances and events in the children's room.

Director has been speaking with colleagues about dealing with Champlin with major construction projects. She will be contacting Champlin in mid-December to set up a meeting to discuss the upcoming second floor project.

The annual full-staff meeting will take place on Thursday, December 4, 2014 from 8:00 a.m. – 10:00 a.m. To accommodate the meeting, the library will open one hour later that day, and the public will be notified via the newspaper and website.

The Director noticed that two trustee positions are coming to the end of terms this December. (Laurence and Wicker).

New Business

The proposed list of closing dates for the library must be changed to indicate that the closing will be on Monday, July 6, 2015 (rather than Friday, July 3) as per the state of RI's closing schedule. The closing list, as amended was approved (motion by Young, seconded by Johnson).

Old Business

The long-range plan is needed by OLIS by December 1, 2014. After discussion, the long-range plan was accepted as amended with changes suggested by the board (motion by Robinson, seconded by Johnson).

Agenda for December 18, 2014 meeting:

No new or old business.

Meeting adjourned at 7:37 p.m.

Respectfully submitted,
Laura Laurence
Barrington Public Library Board of Trustees

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Treasurer's Report

Treasurer submitted report, including balances in bank accounts, Coastline Trust account, restricted funds, and profit & loss and a balance sheet.

The Treasurer explained that a new account was opened for the purpose of tracking spending and income for the upcoming construction project. The first \$2000 in donations for the project are in that account.

The Treasurer spoke with our advisor at Coastline, and intends to maintain the investments in the current allocation.

New Business

Director has spoken with Ted Wetherall and Katherine Taylor about our upcoming construction project. Director, President and Treasurer need to meet about setting up a

budget so that we have access to operating money before our fundraising money starts coming in.

Treasurer indicates that the bank requires the approval of the board to open a new account. The board approved the opening of the account for the construction project (motion by Young, seconded by Johnson).

A motion to transfer \$15,000 from the Coastline cash account to the checking account was approved (motion by Laurence, seconded by Johnson).

The Champlin Foundation prefers that grants be kept in a separate checking account for accounting purposes. Treasurer moved that a new account be opened for the Champlin funds, and that \$10,000 be moved from the current checking account to that account for that purpose. Motion approved (motion by Johnson, seconded by Young).

Treasurer discussed that the Corporation is not covered by the Town Solicitor, and that if there is ever an event that leads to a lawsuit against the Corporation, there may be a need to retain outside counsel.

Director will look to see how much money the Corporation has gifted the library this fiscal year, and whether it is a sufficient. If not, she will consider additional projects for the Corporation to fund this year.

Old Business

- a) The fundraising consultant contract was reviewed and amended by Dean Robinson and signed by both parties.

Fundraising subcommittee report

Kate Johnson is withdrawing from the fundraising subcommittee.

The committee has met with the consultant, and there is a plan to begin soliciting members of the Fundraising Committee from the community. The letters need a few changes, and will be ready to go out the week after Thanksgiving. The idea of naming opportunities was discussed, and we wonder whether naming rights should be limited to 25-30 years?

The meeting was adjourned at 8:15 p.m.

Respectfully submitted,
Laura Laurence
Barrington Public Library Board of Trustees