

Meeting Minutes for the Board of Trustees of Barrington Public Library

9/17/15

Present: Laura, Vince, Kate, Laura, Dean, Debbie Barchi, Cindi

Debbie gives directors report: summer has been very busy with extra programs. Actually had to turn people away for some of the movies this summer due to overcrowding. Also, just to note here that the library is a defacto cooling center for the town when it gets too hot.

Financial Reports: We closed out the budget in July and it was spent almost down to the penny. For the new budget year be aware that the 'full time' salary category 'takes a big hit' in the beginning of the fiscal year for the disbursement of longevity checks. We will see it even out over time. Vince asks question about computer software line item. Debbie will ask Wendy for further info as she agrees it is not correct.

Directors Report: OLIS annual report was filed on time. Dean and Vince signed off on the financials. We are required to file this in order to get our grants. Debbie will be on vacation Sept 26th through October 3rd.

New Business: Reviewed and approved 2016 Holiday closings. These are in line with the Town of Barrington schedule. Christmas holiday will be on Monday, December 26th this year as it falls on Sunday officially. Dean and Laura motion to accept holiday closing schedule for 2016

Old Business: none

Agenda for Next Meeting: none

Adjourn 7:15pm

Meeting minutes for the Barrington Public Library Corporation

9/17/15

Present: Dean, Vince, Laura, Laura, Cindy, Debbie

7:16 motion to approve minutes from previous corporation meeting accepted by Laura and Laura

Financial Reports: Treasurer's Report submitted by Dean. Our donation account is doing well. Coastline overall took a hit in August. Champlin fund went down because we paid for our new security system. It is installed. Debbie has the code to go back in time on the video. Police chief will also have copy of the code. The system does not record when it does not detect movement. Placement of cameras discussed. There are two outside – one facing gazebo and the other facing playground. Company used is Nathan Bernardo.

Town is having all full time staff attend an ethics training. Good refresher for gift giving/receiving/etc from State Board of Ethics Committee.

New Business: Group reviewed the architectural report. All agree that Ted is working hard and we are pleased with his work. Discussion of schematic drawing of floor plan. There are 3 meeting rooms currently- new plan makes it 6 meeting rooms. Discussed new atrium area with dividers. Discussed that small private meeting room will be used first come first serve basis. The spaces on the schematic are numbered and highlights further naming opportunities. Question of how to enter section #6.

The Architects are on schedule with their work and so we have to be on schedule with fundraising.

Grants we currently receive: Ocean State Charities Trust/RI Historic and Preservation Commission/RI State Council for the Arts/Champlin Grant

Fundraising: discussed upcoming house party the first will be next Thursday- hosted by Charlene Bowen and then one will be held on October 18, 2015. Kay Chapin is hosting that event. She knows people in town and is reaching out to get donations and possible naming opportunities. Question as to whether we can seek donations from RI Country Club and CVS Charities.

Discussion of ads in Barrington Times. Review current ad. Question as to what materials we need to use to present plans? should we pay for special signs or should we use existing drawings?

Discussion about how we, as trustees, need to support Debbie fully during fundraiser and understand the 3 streams of funding we are utilizing for project.

Proposal and motion to accept up to \$1000 for Public Relations Materials.

Debbie suggests that we name the stage after the Friends of the Barrington Library as they provided generous donation. All corporation members agree.

Discussion over how to set up donations for fundraising. Increments of \$25? Can it be open ended? Vince is working on the web page and he will look at other websites and see how they have donation section set up.

Next fundraising meeting will be 10/20/15. Discussion over when to speak with Barrington Times (Josh) about writing article to get more fundraising awareness and support. Question if we should write a letter thanking the town for supporting us- most agree that the current ad in paper sends that message.

Ongoing discussion of logo and what type of signs we should buy/make to demonstrate our progress towards fundraising goal.

TREASURER's report: Dean states that Washington Trust approved a line of credit. He got the news last week. He is wondering who is authorized to sign loan documents. Agreed both the treasurer and president will be required to sign to withdraw funds but either one can sign on the loan documents.

Motion to open account at Washington Trust "checking for dispersement of donated funds"-this matter is approved by all corporation members. Good Job Dean for securing this line of credit!

Old Business: Review fundraising

New Business: Results of fundraising

Looking forward to Thursday's fundraising event.

Meeting adjourned at 9:50 pm.