

MINUTES
Board of Trustees
Barrington Public Library
Thursday, November 19, 2015

Library Trustees Room
281 County Road, Barrington RI 02806

Members Present:

Cindy Kaplan arrived at 7:15pm
Kate Johnson
Laura Laurence
Dan O'Mahony
Dean Robinson
Laura Young
Vince Wicker

Presiding: Vince Wicker

Also Present:

Debbie Barchi, Director

Meeting was brought to order at 7:03 p.m.

Minutes of the October 29 meeting were approved (motion by Johnson; second by Young).

Financial Reports:

Accepted.

Statistical Reports:

Accepted.

Director's Report:

The library will have an all staff meeting on Tuesday, December 8. This is an annual meeting to address policies, etc. The library will open at 10 a.m. (one hour delayed) on that day.

Janet Richardson (recently retired reference librarian) is now working part-time for the library. The Trustees will send a congratulatory thank you note to Janet regarding her retirement.

After 22 years of service, Wendy Abel, Administrative Assistant, will be resigning from the library, effective the end of December. Wendy will be sorely missed, and her departure will have a major impact on the administration of library operations, especially with the launching of the campaign (e.g., increased need for correspondence, etc.). Director currently is reviewing the job description.

New business:

None

Old business:

None

Agenda for December 17, 2015, meeting:

Old business

None

New business

None

Meeting adjourned at 7:22 p.m.

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

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Also Present:

Debbie Barchi, Director

Meeting was brought to order at 7:23 p.m.

Minutes of the October 29 meeting were approved as amended (motion by Young; second by Kaplan).

Financial Reports:

Treasurer's report was distributed and reviewed; included information on balances in bank accounts, the Coastline Trust account, and restricted (endowment) funds.

Treasurer reported that the papers have been signed to establish a line of credit with Washington Trust.

Janet Boyes, bookkeeper for the Corporation, will not be available for at least one month due to a family health situation. The Corporation may use temporary help if needed. Trustees will send Janet a note of support.

New Business:

None

Old Business:

- a) Progress on building project – The architect is almost finished with the design phase; beginning to work on construction documents. The design emphasizes a theme of stimulating children's imagination.
- b) Fundraising report – Cindy Kaplan reported that progress has been slower than anticipated, but planning is underway for the next fundraising party in January. At some point, solicitation letters will go out to all attendees of the fundraising parties, as well as present and past board and committee members. It will be important to gather information to push out via newsletters, etc. to keep the community in touch with the project.

The campaign kick-off event on November 14 coincided with the Barrington High School STEAM event, so there was less attendance at the kick-off than there might otherwise have been. The kick-off program was excellent and well received by those in attendance; Laura Young, in particular, deserves much credit and thanks for organizing the silent auction. Approximately \$900 was raised during the event, and pledges were received for two auditorium seats (\$500 each).

The Rudy's Read-a-Thon kicked off on November 18; it is being promoted by the school librarians in Barrington.

No word to date from the Champlin Foundation regarding the library's grant application for \$400K; we expect to hear by mid-November.

At some point, the committee will reach out to all families in Town; will do a direct mailing to all households with a library card (approximately 5,000 families).

The Corporation will meet with Betsy Grenier, Hannah Street Fund Raising Consultants, in order to get an overall assessment of the status of the campaign, to discuss next steps, and to help the Corporation plan and coordinate activities in strategic and focused way. [Meeting scheduled for Thursday, December 3, 2015.]

Agenda for December 17, 2015, Board meeting:

Old business:

- a) Progress on building project
- b) Report from Committee on the Library

New business:

None

Meeting adjourned at 8:32 p.m.

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

Minutes revised per December 17, 2015, meeting