

PROVIDENCE COMMUNITY LIBRARY
BOARD OF TRUSTEES MINUTES

Welcome and Call to Order

Vice President Patricia Raub called the meeting to order at 6:12 pm

Secretary Linda Kushner took a roll call of the board members, noting that 12 trustees were present making a quorum.

Present: Yamil Baez, Kai Cameron, Deborah Del Gais, Althea Graves, Linda Kushner, Matthew Laurence, Sandy Oliviera, Patricia Raub, Deborah Schimberg, Ellen Schwartz, Cyndie Wilmot, and Ken Wise.

Absent: David Berman, Christian Caldarone, Joan Dagle, Dale Gorton, Ann Keefe, Rochelle Lee, Mark McKenney, Marcus Mitchell, and Gonzalo Cuervo.

2. Minutes: Deborah Del Gais moved that the minutes from May 21, 2012 (with Ken Wise's name corrected) be accepted as recorded. The motion was seconded by Althea Graves and passed unanimously.

Deborah Schimberg moved that the minutes from May 30, 2012 be accepted as recorded. The motion was seconded by Ellen Schwartz and passed unanimously.

3. Director's report no report

4. Program coordinator's report (Michelle Novello)

The first Spanish language GED class of 12 students graduate on June 9th at a joyous ceremony.

PCL is a major participant in the "Campaign for Grade Level." Our role of course, is helping to prevent the summer learning loss incurred by students who don't have access to books. Providence was chosen as a finalist for the Grade Level Reading Campaign award. Not only were we finalists for that, but we are also finalists for the Pacesetter Honors, given for progress or outstanding contributions in school readiness, school attendance, summer learning and state-level leadership, or for their support of the Campaign, the Network, and/or the All-America City Award Process. The winners will be announced shortly. For more details about these activities as well as reports on additional activities see the full Program Coordinator's Report on file in the office

5. Finance Report (Ellen Schwartz)

An update of PCL Accounting Policies including changes recommended by the auditor was sent to board members prior to the meeting. Deborah Schimberg moved that the changes to the Accounting policy be accepted. The motion was seconded by Cyndie Wilmot and after discussion passed unanimously.

Re PCL's contribution to the 401k pension: Deborah Schimberg moved that the board accept whatever % the negotiation with the union on June 29, 2012 result in as PCL's contribution to the 401k pension for the year July 1, 2012 through June 30, 2013. The motion was seconded by Ken Wise and after discussion, passed unanimously.

The Income statement for the 11 months ending May 31, 2012, shows a revenue deficit of \$16,887 which is less than the \$50,000 budget projected. This is due to the fact that we had a warm winter bringing down heating cost and we careful economize. Althea Graves moved that the financial statement be accepted. The motion was seconded by Matthew Lawrence and passed unanimously. (See "Income statement for year eleven months ending May 31, 2012 on file in office.)

6. Development Report (Steve Kumins)

With two weeks left in the fiscal year we have raised \$330,000. The spring mailing which went out at the end of May, has so far produced 90 gift resulting in more than \$6,000

We are tracking about 65 foundations. We have applied to approx. 50 this year; have received grants from more than 20 of them for a total of just shy of \$150,000 (last year, received \$85,000.)

Since the last board meeting, we applied to 3 foundations -- one for funds to help repair the Knight roof, another (a far greater long shot) for funds to complement our Champlin application regarding Smith Hill, and another to the RI Foundation, asking them to cover the cost of an administrative position.

7. Personnel no report

8. Facilities (Sue Gibbs)

The maintenance department (stretched because this is the time many department members take their vacations) has been busy with general maintenance.

We believe we have been awarded a CGBG grant OF \$65,000 to repair the KLM steps. We are awaiting written conformation from the City.

9. New business. None

10. Public comment:

Deb Fornia, (speaking on behalf of Karen McAnInch, the union agent for the union who could not be here,) expressed concern that options for \$200,000 expenses necessitated by cut in the city contribution to PCL that she thought had been removed from consideration were still being considered by PCL board. She expressed concern that there was too little time for union to communicate these ideas to its membership. She stressed that sacrifice should be shared by all employees.

11. Executive session

Deborah Del Gais moved that the meeting go into executive session pursuant to 42-46-5(a)(2). Linda Kushner seconded the motion. Voting in favor: Yamil Baez, Kai Cameron, Deborah Del Gais, Althea Graves, Linda Kushner, Matthew Laurence, Sandy Oliviera, Patricia Raub, Deborah Schimberg, Ellen Schwartz, Cyndie Wilmot, and Ken Wise. Opposed none. Abstaining none. The motion passed unanimously.

Discussion of ways to deal with the loss of \$205,000 in FY 13 revenue occasioned by the \$205,000 cut in city funding.

1. Deborah Schimberg moved that because of unknown factors which may affect our ability to deal with the deficit, (e.g. whether we will be award the

Champlin grant to renovate Smith Hill Library, and the possible effects of the early retirement,) that we only consider ways to reduce our expenditures by \$100,000 at this time and defer consideration of further steps to December 2012. The motion was seconded by Cyndie Wilmot and after discussion, passed unanimously.

2. The board voted on the following six motions instructing the PCL negotiating team.

A) Deborah Schimberg moved that the board empower the negotiating team to reduce PCL's contribution to the 401k pension fund from 4% to 2% for the year July 1, 2012 to June 30, 2013. The motion was seconded by Linda Kushner.

Voting in favor: Yamil Baez, Kai Cameron, Deborah Del Gais, Linda Kushner, Matthew Laurence,, Patricia Raub, Deborah Schimberg, Ellen Schwartz, and Cyndie Wilmot. Abstaining: Althea Graves, Sandy Oliveira and Ken Wise. Opposed: none. The motion passed.

B) Kai Cameron moved that all nine PCL libraries be closed simultaneously for one week. Althea Graves seconded the motion and after discussion, passed unanimously.

C) Ken Wise moves that the SWR staff be exempt from any closures or layoffs. The motion was seconded by Deborah Del Gais, and after discussion passed unanimously.

D) Linda Kushner moved that the Executive Director and the Business Director be exempt from any layoff. The motion was seconded by Cyndie Wilmot.

Voting for: Yamil Baez, Kai Cameron, Deborah Del Gais, Althea Graves, Linda Kushner, Sandy Oliveira, Patricia Raub, Deborah Schimberg, Ellen Schwartz, Cyndie Wilmot and Ken Wise. Abstaining: Matthew Laurence. The motion passed.

E) Ellen Schwartz moved that the decision of whether the following employees be exempt from the one week layoff be decided through negotiation with the Union on the basis of the needs of the institution for the work of these individuals during the layoff: maintenance staff, regional Supervisors, HR Specialists, Office Manager, Program coordinator, Development Director, and IT Staff. The motion was seconded by Linda Kushner and after discussion passed unanimously.

Althea moved that the meeting return to public session. Cyndie Wilmot seconded the motion. Voting in favor: Yamil Baez, Kai Cameron, Deborah Del Gais, Althea Graves, Linda Kushner, Matthew Laurence, Sandy Oliveira, Patricia Raub, Deborah Schimberg, Ellen Schwartz, Cyndie Wilmot, and Ken Wise. Opposed none. Abstaining none. The motion passed unanimously.

12. Adjournment

Every one moved and everyone seconded that the meeting adjourn. The motion passed unanimously. The meeting adjourned at 8:15 pm.

Respectfully submitted,

Linda J. Kushner
Secretary