

MEETING AGENDA
JAMESTOWN PHILOMENIAN LIBRARY
Board of Trustees Monthly Meeting
Tuesday, May 10, 2016
5:00 p.m.

The mission of the Jamestown Philomenian Library is to anticipate the needs of our island community and provide for people of all ages, relevant and appropriate library materials, services and centers for meeting and learning. The library seeks to educate, inform, entertain and enlighten through traditional and new technologies.

A. Call to order; Roll call of members

B. Report of the Chair: (Mary Lou Sanborn)

C. Consent Agenda

An item on the Consent Agenda need not be removed for simple clarification or correction of typographical errors. Approval of the Consent Agenda shall be equivalent to approval of each item as if it had been acted upon separately.

1. Minutes from April 12, 2016 meeting
2. Financial Reports
 - a. Trustee
 - b. Library
3. Progress and service report of the Library Director

D. Friends of the Library report: (Marianne Kirby)

E. Unfinished Business

1. Board of Trustees sub-committees update: (Mary Lou Sanborn): review and discussion and/or potential action and/or vote
 - i. Finance/Budget: (Peter Carson): 501(c)3 status
 - ii. Policy: (Marianne Kirby/Paul Housberg): LBOT ByLaw Update
 - iii. Facilities: (Jennifer Cloud/Chris Walsh): outstanding CIP
2. 2016-2017 Proposed CIP/Operational budget update: (Donna Fogarty/Mary Lou Sanborn): review and discussion
3. Library Renovation Project
 - a. Project outline (Mary Lou Sanborn)
 - i. Update of project outline/timeframe/public forum/project funding and management: (Mary Lou Sanborn): review and discussion and/or potential action and/or vote
 - b. Building Space Committee report: (Chris Walsh/Jennifer Cloud)

- i. Survey and building space analysis, population study update: review and discussion and/or potential action and/or vote
 - ii. Survey budget update: review and discussion and/or potential action and/or vote
 - 4. Library Director's Annual Review: (Marianne Kirby/Peter Carson): review and discussion and/or potential action and/or vote
 - 5. LBOT Secretary position: (Mary Lou Sanborn): review and discussion and/or potential action and/or vote
 - 6. LBOT Meeting Minutes/Library web site: (Mary Lou Sanborn): review and discussion and/or potential action and/or vote
- F. New Business
 - 1. Library Film: (BJ Whitehouse): review and discussion and/or potential action and/or vote
- G. Future Agenda Items:
 - 1. Weather Emergency Policy (August)
 - 2. Strategic Plan (July)
 - 3. Letter to Town Council regarding LBOT vacancies
 - 4. Evaluation of Library Director Policy
- H. Public Comment
- I. Adjournment and date of next meeting

Pursuant to RIGL § 42-46-6(c) Notice of this meeting shall be posted on the Secretary of State's website and at the Jamestown Philomenian Library and the Town Hall. In addition to the two above-mentioned locations, notice also may be posted on the internet at www.jamestownri.gov.

ALL NOTE: This meeting location is accessible to the physically challenged. If communications assistance is needed or other accommodations to ensure equal participation, please call 1-800-745-5555, or contact the Town Clerk at 401-423-9800, via facsimile to 401-423-7230, or email to cfernstrom@jamestownri.net not less than three (3) business days prior to the meeting.