EAST PROVIDENCE PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING MINUTES

Wednesday, April 3, 2019

Present: M. Marcotte, Chair, E. Ingraham, D. Paiva, C. LaRoux, K. Dias, P. Armstrong, C. LaRoux

Absent: P. Silva

Staff: M. Carlozzi, Library Director, J. May, Assistant Library Director

Ms. Marcotte called the meeting to order at 4:34pm, welcoming our newly appointed Trustee Christopher LaRoux.

The minutes of the February 26, 2019 special meeting and the minutes of the March 6, 2019 were approved as written.

**Financial Report:** M. Carlozzi’s report projects a small deficit in materials which he will monitor. The overtime deficit is still more than compensated by the projected surplus. Carlozzi suggests adding a new line item “Board of Trustees” to Board-related expenditures such as refreshments.

**Old Business:**

 a. Hiring Update: Interviews have been scheduled for the open positions. The Board of Trustees would like to review Carlozzi’s salary study prior to making salary recommendations to the Mayor.

b. Library Fine Ordinance Update : Carlozzi spoke with Mark Furtado, the Mayor’s Director of Policy, who recommends removal of the Ordinance.

**New Business:**

1. J. May announced that the library received a Rhode Island Council for the Humanities grant to fund a film screening of *Tre Maison Dasan*. Funds will support inviting the Director and the film’s subjects for a talk back. The Friends of the Library have matched the RICH Grant.

1. D. Paiva updated the Board on the upcoming Friends Book Sale which will be held April 25th – 28th. May invited the Board to attend the Friends event at the Barker Theater on May 9th.

**Director’s Report**: Weaver and Riverside rugs will be cleaned on Good Friday. The collection period for the Public Library Survey ends soon. Over 300 surveys have been completed. 97% of the online surveys are from users. The next step will be to organize focus groups. E. Ingraham has volunteered to help with this process. The Farmers Market opens June 20th. Carlozzi applied for a RI Foundation grant to fund Imagination Playground, advertising, and picnic tables. As the grant is competitive, he is looking at other ways of funding market enhancements. M. Marcotte suggests querying the City to see if there are picnic tables in storage. Carlozzi plans to request an additional heating system for the Literacy classroom and possibly a new desk for the Children’s Room in the 2019 Champlin grant application. The library will have a significant role in supporting the 2020 Census working with the City’s planning department to form a local complete count committee. The RFP for the Hearing Loop system and program room improvements has been retendered. The Foundation now has four members and they are working on By-laws. Per the Mayor’s request, there may be changes to how the library uses petty cash.

The meeting was adjourned at 5:30pm upon motion by K. Dias and seconded by D. Paiva.