**EAST PRIVIDENCE PUBLIC LIBRARY**

Board of Trustees Meeting Minutes

Wednesday, May 1, 2019

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

Staff: M. Carlozzi, Library Director,

Absent: J. May, Assistant Library Director

The meeting was called to order at 4:35 pm. The minutes of the April meeting were approved as written.

**Financial Report:** At a recent City Department Heads meeting, it was announced that all budgets may be “zero based”; the City wants to propose all departments begin from scratch. Carlozzi is monitoring this situation.

**Old Business:** We have learned of a City “Personnel Board” who needs to certify any candidates for employment. This Board meets infrequently, thus delaying our hiring for open positions. Offers are ready to be made for three vacant positions.

**New Business:** Mr. Carlozzi presented the Salary Compensation Report as requested. The report defines the fact that our part-time staff members are underpaid when comparing positions in other libraries. We need a more competitive wage in order to recruit qualified candidates. He recommended increasing Library Aides to $12.50/hr. from $10.50, to raise the PT ESOL teacher to $20.00/hr.,and to raise FT Librarians to $18.00/hr. in July. The Board voted unanimously to approve these recommendations and to submit a letter so stating to the City. The Director also raised the issue of an Organizational Response to Social Challenges as the library is experiencing many homeless patrons as well as patrons with mental health issues. We need to provide training on how to handle specific problems within various situations. It was suggested that we team up with the schools, police and fire departments for professional development. We need to also consider how to help these particular patrons.

**Director’s Report:** It was recommended to only allow trained service animals into the Library. The East Providence Historical Society inquired if we would like to “borrow” old Fuller Library signs. The results of the Patron Survey will be shared at the June meeting.

**Other:** Mr. Paiva requested changing our meeting time from 4:30 to 4:00. Ms. Armstrong would be late for all meetings unless we also changed the day of the week. Mr. Paiva also reported on the Friends Book Sale receipts: Books: $3,941.50, Raffle: $800.00, Donation Box $22.00. Total approximately $4,790.00. There were 26 volunteers working that weekend. We have a total of 290 Friends.

The meeting adjourned at 6:02 upon motion by D.Paiva, seconded by E. Ingraham.