

**East Providence Public Library Board of Trustees**  
**Meeting Minutes**  
**Regular Meeting: November 2, 2022 at 4:30pm**

**Meeting called to order at 4:31pm**

**ROLL CALL**

Patty Armstrong - present

Kathy Dias - present

Betsy Ingraham - present

Chris LaRoux - present

Peg Marcotte (Chair) - present

Don Paiva - present

Paul Silva - present

Also attending:

- Meredith Bonds-Harmon, Library Director
- Pamela Schwieger, Youth Services Coordinator

**CONSENT AGENDA**

- Minutes of October 5, 2022 meeting
  - Peg made a motion to approve the minutes. Motion passed unanimously.

**REPORTS**

- Friends' Update

Volunteer Hours: Seven Friends volunteered in September sorting books and working at the Farmers Market for a total of 145 In October, 29 Friends volunteered 323 sorting books and working at the book sale.

Monetary Donations Received: In October, we received a donation of \$95 from the Joan Moniz.

Book Donations to Other Causes: After the Fall Book Sale, we donated more than 700 books to the following groups: Amos House, East Prov. Senior Center, Carl Sweeney's Faith to Hope Drive and East Bay Community Action Program for Head Start Little Libraries. Also, we provided soft cover and activity books to give to siblings of children participating in programs at Fuller Creative Learning Center, workbooks and educational materials to home school families and children's books for distribution at East Providence's Trunk or Treat.

Fall Book Sale: The Fall Book Sale was held October 13 to 16. Results were the best ever, with profits totaling \$6,737. Staff noted an increase in library traffic during the book sale, up 92% on Friday, 70% on Saturday and 67% on Sunday.

Pumpkin Stroll: The Friends provided more than 50 pumpkins for the library's Pumpkin Stroll and funded prizes for the pumpkin carving and costume contests.

- Financial end of year report
  - MBH says budget is fully spent on Cheryl's side, and many lines are over
  - We did have an approximate \$300,000.00 balance because of staff positions that have been vacant.
  - Meredith will be looking at the budgets of other city departments as soon as it is posted.

## **OLD BUSINESS**

- Friends of EPPL approved \$2,500.00 for commission of Copper Beech Tree Painting. Meredith and librarian Michelle Perry will be working on this including planning and implementing a contest to hire an artist to paint the tree.
- Pam reported on plans for the December 5 staff training which will be presented by Bill Stein of House of Hope RI. The trustees suggested inviting a representative from each city department and also from the two food pantries in East Providence - Newman Congregational Church in Rumford and Good Neighbors in Riverside. This training will include the following topics under the umbrella of housing instability and the trauma of homelessness:
  - Rights vs. Responsibilities
  - Person-Centered Interactions
  - Emphasizing Constituent Choice
  - Pro-Active/Solution-Focused Response
  - Verbal De-Escalation Strategies
  - Self-Harm Assessment
- Review of Fuller Use policy
  - Patty motioned to strike one word (primarily) and one sentence (The activity at Fuller is such that it is challenging to allow groups outside of the Library to use it without compromising Library services.). Chris seconded. The motion passed unanimously.

## **NEW BUSINESS**

- Discuss state law and city ordinances related to the authority of the Library Board of Trustees
  - After reviewing the RIGL regarding Free Public Libraries, the board has decided to make an appointment with the city solicitor to review the current laws of the authority of the East Providence Public Library Board of Trustees.
- Discuss and vote on the Meeting Room Policy
  - Meredith reported that she had met with the city solicitor to get his input on this policy. He approved of it and thought it was well written.
  - Betsy suggested adding 2022. Paul motioned to approve the policy after adding 2022. Patty seconded. The motion passed unanimously.
- Discuss and vote to lower the cost of color printing from \$1.00 to .50.
  - Kathy motioned to approve. Chris seconded. The motion passed unanimously.

## **STAFF UPDATE**

- Three positions are still vacant.
- We did get a wage increase of \$2.00/hour for the part-time ALL teacher.

### **DIRECTOR'S REPORT**

- Farmers Market 2022 evaluation and recommendations for summer 2023.
  - Our librarians who ran the market this year refuse to do it again in 2023.
  - Two of our farms will not agree to come back in 2023.
  - The FM market is saturated
  - Inflation and high prices, i.e. \$12 strawberries and \$8/dozen eggs
  - Many restaurants are using local grown/raised food.
  - SNAP and senior coupons are no longer available at our market.
  - FEPPL noted that their sales were down significantly this year.
  - Meredith has reported to the mayor that we discontinue the FM and evolve it into a different weekly outdoor event with family activities, food education, music
  - Kathy suggested one week be a health fair
  - Meredith and staff will work to come up with another idea for a recurring outdoor program to have in place of the market.

**ADJOURNMENT:** Paul motioned to adjourn. Don seconded. The meeting adjourned at 5:57pm.