

East Providence Public Library Board of Trustees
Meeting Minutes
Regular Meeting: June 7, 2023 at 4:30pm at Weaver Library

Meeting called to order at 4:30pm

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, Assistant Director

Review & approval of May 2023 minutes

- Minutes of April 2023 meeting
 - Don made a motion to approve the minutes as written. Patty seconded. Motion passed unanimously.

REPORTS

- No Friends report this month.

DIRECTOR'S REPORT

Financial report

- Meredith shared the budget report and noted that we are on target for spending in most lines except for a few including regular salaries and part/time temporary pay.
- We received a grant to get a temporary PT social worker. This person will work mostly with students in the ALL department.
- The Library was invited to be a partner on a grant for the Learn365RI compact along with the EP school department, Boys & Girls Club, and RIC.

Personnel

- July 10 will be 60 days since our administrative assistant left. We are working with HR to post that position internally on day 61.

- The Youth Services Coordinator job is at a stand still because our internal qualified candidate has been advised to not take on more responsibility without a pay raise.
- HR has not made the job offer to the PT Fuller position candidate yet
- The PT digital services position is still vacant because the person we offered the job to has declined.
- We have 3 Mayor's Summer Youth Workforce employees return from last summer, and we expect to get one or two more.

Buildings & Grounds

- The Cupola bid was awarded to Mill City Construction.
- The city has not completed the exterior painting job yet, because the bucket truck is being repaired.
- The carpet company reduced their price by removing the carpet pad. New price is \$88,000.

ASSISTANT DIRECTOR'S REPORT

- Usage Stats for January 2021 - May 2023
 - Weaver door count
 - Riverside door count
 - Self Directed Program Attendance
 - In-Person Offsite Program Attendance
 - In-Person Onsite Program Attendance
 - Virtual Program Attendance
 - eZone Checkouts
 - Weaver Physical checkouts
 - Riverside Physical checkouts
- Pam reported on our upcoming summer programs

NEW BUSINESS

- Mayor DaSilva asked to discuss staffing and finances with the board, but he did not attend the meeting.

ADJOURNMENT: Kathy motioned to adjourn. Patty seconded. The meeting adjourned at 5:25.