

**East Providence Public Library Board of Trustees**  
**Meeting Minutes**  
**Regular Meeting: September 6, 2023 at 4:30pm at Weaver Library**

**Meeting called to order at 4:32pm**

**ROLL CALL**

Patty Armstrong - present

Kathy Dias - present

Betsy Ingraham - present

Chris LaRoux - present

Peg Marcotte (Chair) - present

Don Paiva - present

Paul Silva - absent

Also attending:

- Meredith Bonds-Harmon, Library Director
- Pamela Schwieger, Assistant Director

**Review & approval of June 2023 minutes**

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

**REPORTS**

- The Friends of EPPL report was received and placed on file.

**DIRECTOR'S REPORT**

Financial report

- FY23 budget: Meredith shared the budget report
- FY24 proposed budget:
  - Meredith had the PT budget increased to add a PT custodian
  - Funds to continue to pay for our PT social worker was not approved.

Personnel

- Youth Services Coordinator job - We interviewed a number of qualified candidates and hope to have someone in the position in October.
- Youth Services Librarian - will advertise later this month

- Youth Services PT Librarian - posted in August, but didn't get enough candidates to interview. We will repost in mid September and promote at URI GSLIS.
- Library Aide - working on this job description

#### 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 Riverside carpet company aims to begin late October

#### LORI Project Grant: Improving Library Services to Multilingual and English

#### Language Learners:

- Chess area
- Hundreds of foreign language picture books
- PT social worker

#### Public Library Annual Survey and SGIA application

- Coming up on the deadline

### **ASSISTANT DIRECTOR'S REPORT**

- Usage Stats for June, July & August 2023
  - Peg asked for eZone stats next month
- Block Parties
- Summer Reading Program
  - Kathy suggested adding EPPL Little Free Libraries at places throughout the city, i.e. Rumford, parks, fire station, elementary schools, etc.

### **OLD BUSINESS**

- Discussion of state law and city ordinances related to the authority of the Library Board of Trustees

### **NEW BUSINESS**

- Riverside Branch & Fuller Center open hours
  - Idea presented regarding changing Fuller's open hours to reallocate staff to run programs at the Riverside Branch in an effort to revitalize Riverside Library. This would also solve ongoing staff coverage issues for Fuller staff on Fridays when they do not have PT Fuller staff for lunch coverage. A second evening added to Riverside's weekly hours was also proposed to increase adult programming opportunities, making both Mon and Wed hours 12-8pm.
  - Trustees asked for more info in a visual form.

- Trustees questioned why a Fuller program was being moved to the Riverside Branch if Fuller was to be providing distinct programming.
- All locations closure for full staff Mental Health First Aid training on Tues., 10/3
  - Voted unanimous yes
- Change to phone automation - discussion was tabled until next meeting

**ADJOURNMENT:** Kathy motioned to adjourn. Patty seconded. The meeting adjourned at 6:25.