

## **CRANSTON PUBLIC LIBRARY**

A meeting of the Cranston Public Library Board of Trustees was held on Wednesday, February 14, 2024 at 6:03p at the Cranston Central Library.

### **Present were:**

*Michael Goldberg*

*Jen Cowart*

*R. Drayton Fair*

*Diane Schaefer*

*Jack Tregar*

*Larry Warner (arrived 6:33 pm)*

*Ed Garcia, Library Director*

*Julie Holden, Assistant Library Director*

*Allyson Quintanilla, Secretary for the Board of Trustees*

*Excused: Regina Spirito*

### **INTRODUCTION: 6:04p**

The meeting was called to order at 6:04p.

### **MINUTES: 6:04p**

A motion was made by Jack Tregar to approve the minutes of the regular meeting of January 10, 2024. Diane Schaefer seconded. Motion carried (4-0).

### **LIBRARY ADMINISTRATION REPORT: 6:05p**

#### Administration Updates

-We were recently awarded a \$6000 LORI grant to partner with the Cranston Senior Enrichment Center to create "Memory Care Kits" to circulate at the Central Library and the Arlington branch to patrons with dementia. Our goal is to circulate memory kits that are theme-based and enable caregivers (and family members) to work with dementia patients to spark conversation and memories, creating a positive experience for all involved. Memory kits have been successfully used at libraries across the country.

-The library hosted FEMA at Central over 4 days in January. They had a team onsite to assist residents and businesses to apply for federal aid from the flooding in September 2023.

-The Auburn Library Association made a donation of \$4,400 to CPL to be used at the Auburn branch.

### Buildings and Grounds

- The elevator at William Hall has been experiencing malfunctions when too many people are onboard. Staff have instituted a “4-person limit” in the elevator. The elevator is still experiencing issues and we are receiving quotes to replace the “contacts.”

-The fire alarm has been malfunctioning in Zone 2, which covers the main library level. The alarm went off seven times between January 22 and January 31 and the building had to be evacuated each time. Cranston Fire Department Superintendent of Fire Alarms Paul Desorcy has been working with our vendor, American Alarms, to determine the source of the malfunction. Six ceiling sensors were replaced on January 31. Supt. Desorcy and the alarm company will continue to work together to ensure that the alarm panel and all sensors are operating at full capacity and will make further recommendations as needed. (Reported by Hall Branch Librarian Zach Berger).

-The library worked with the Cranston Senior Center to install a loudspeaker that is tied into the Center’s PA system in the library so our staff is aware when there are building-wide Announcements.

### Programming

-The library partnered with the VA Providence Healthcare System and the Rhode Island Department of Health to sponsor a “Veterans Town Hall” on Jan. 17, with resource tables from 8 different organizations serving veterans. Director Kasim Yarn of the Rhode Island Office of Veterans Services was the featured speaker. The program was featured in the Cranston Herald.

-Summer Camp Fair: The Communications Manager and Teen Librarian hosted 16 different local camps attended and gave information to the public (attended by 215 patrons) about 2024 Summer Camps. 10 library cards were issued.

### Cranston Public Library Association updates

At their annual meeting the CPLA Board of Directors elected new officers: President – Jessica David, Treasurer - Michael Goldberg, Secretary - Lisa Kirshenbaum.

### ATTACHMENTS

Cranston Herald articles

### **BUDGET REPORT: 6:18 p**

The budget report was distributed reflecting July 1, 2023 – January 31, 2024.

**NEW BUSINESS:**

Approval of revision to Meeting Room Policy: 6:26p

The proposed revised Meeting Room Policy was presented to the Board of Trustees. The revision adds allowable uses of library meeting rooms for political activities.

A motion was made to approve the revised Meeting Room Policy by Jack Tregar. Drayton Fair seconded. Motion carried (4-0).

Approval of FY25 Operating Budget: 6:30p

The proposed FY25 Operating Budget was presented to the Board of Trustees. An increase to the meeting room reservation fee to \$50.00 from \$35.00 was proposed to increase revenues. The Trustees also proposed beginning to charge state agencies for use of meeting rooms, which had previously been exempt.

A motion was made to approve the FY25 Operating Budget including the increase in the room use fee by Jack Tregar. Diane Schaefer seconded. Motion carried. (5-0). The increase in meeting room fees will take effect on April 1, 2024.

Request to the Cranston City Council to support full funding for state aid to libraries: 6: p

The request to support full funding for state aid was presented to the Board of Trustees.

A motion was made by Drayton Fair to approve the Request to the City Council to support full funding for state aid to libraries. Jack Tregar seconded. Motion carried. (5-0).

**ADJOURNMENT: 6:59p**

A motion was made to adjourn the meeting by Jack Tregar. Drayton Fair seconded. Motion carried (5-0).