

CRANSTON PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING MINUTES

June 10, 2026 – 6:00pm

Cranston Public Library, William Hall Library Program Room

Present were:

Michael Goldberg

Taino Palermo

Diane Schaefer

Jack Tregar

Ed Garcia (Library Director)

Julie Holden (Assistant Library Director)

Zach Berger (William Hall Supervisor)

Allyson Van Wyk (Secretary to the Board)

Excused: *Regina Spirito, R. Drayton Fair, Lisa Kirshenbaum*

INTRODUCTION:

The regular meeting of the Cranston Public Library Board of Trustees was called to order on Wednesday, June 10, 2026 at 6:01pm at the Cranston Public Library, William Hall Library Program Room.

MINUTES:

A motion was made by Jack Tregar to approve the minutes of the regular meeting of May 13, 2026. Diane Schaefer seconded. Motion carried (4-0).

BOARD COMMUNICATIONS:

Jack Tregar's term expires on July 31 and he will be retiring from his position on the Board of Trustees after 14 years. The July meeting will be his last. Michael Goldberg and R. Drayton Fair's terms also expire. They are interested in being reappointed. A request will be made to the City Council to reappoint both for new three-year terms.

The Board will send a nomination to the City Council to appoint Kate Felder to the Board of Trustees to fill the position that will be open upon the expiration of Jack Tregar's term. Kate is a dedicated volunteer who currently serves on the Board of Directors of the Cranston Public Library Association and is the Community Engagement Manager for RI Energy.

Approved 07-08-2026

LIBRARY ADMINISTRATION REPORT:

Administrative Updates

-The Fiscal Impact statement for the new union contract was submitted to the Finance Department and the Trustees.

-The Library Administration report for the May 12, 2026 Hall Trust meeting was submitted to the Library Board of Trustees.

-The RI Office of Library and Information Services launched a new statewide database for the Providence Journal archives. This database includes full access from 1829 to the present. We have added links to this on our website and have created training materials for the public.

-The Library has received the subaward agreement from the RI Pandemic Recovery Office for the Community Municipal Libraries Capital Projects Grant. Mayor Hopkins has signed the agreements. We should be ready to proceed on the approved projects this summer.

-On May 18, Ocean State Libraries launched a new online library card service where patrons can be approved for a library card instantaneously if they can pass a “residency check” using proprietary software. This software matches the name, address, and other key information to make sure a true RI resident is applying for a card. A patron can choose an instant library card, come to the library to pick up a card, or have a card mailed to them. We will be evaluating this product after one year to see if it is working correctly.

-Director Garcia attended the Attorney General Open Government Summit on June 4. The summit covered presentations on the Access to Public Records and Open Meetings statutes.

-Accessibility in the Library: In order to better serve patrons with disabilities, the library has created a webpage about the accessibility of our buildings and services, and an email address that people can use to request accommodation. We plan on launching the webpage by July 1. Starting in September, we will add this line to our flyers and calendar of events: If you require an accommodation or service to fully participate, please contact access@cranstonlibrary.org at least 7 days prior to the event.

-In preparation for the required community assessment before we create the library’s new five-year strategic plan, we are starting some online surveys to gather information from patrons. The first was released in the May newsletter and asked about homeschool student resources at the Library. The second to be released in June will be about Library programming. This is also a requirement of the Community Municipal Library grant.

-Cranston Rotary Club has granted the CPL a \$1,000 grant. Tayla Cardillo is accepting the check on behalf of the Library at the Cranston Rotary Club Dinner on 6/10/26.

-Director Garcia has begun discussions with OLIS to potentially apply for additional endowment aid based on the Cranston Public Library Association endowment.

Buildings and Grounds

- We have added new blinds at the Auburn library to cover the large windows of the back workroom, which never had any window treatments.
- The Western Cranston Garden Club has completed their summer weeding & planting of the front garden bed of the Central library by having a “Plant with the Western Cranston Garden Club” program for kids K-5. The new flowers look beautiful.
- Central grounds update: Griggs & Browne applied a tick treatment to the property after staff and patrons complained that ticks were getting onto their clothing.
- Maplewood Landscaping has started consistently mowing and weed whacking all library properties.

Programs

- On June 3 CPL hosted Cranston High School East & West for their Senior Awards ceremony in the Giles Community Room at the Central Library.
- The Summer Reading Program Kick-off and Free Book Fair will take place at William Hall Library on June 25th.

Staff Updates

- Tayla Cardillo presented at the RILA Conference on May 20. Her presentation was titled “Protecting Your Patron’s Right to Read Through Collection Development and Reconsideration Policies”.
- Martha Boksenbaum presented at the RILA conference on May 21. Her presentation was titled “Multilingual Storytimes: Adding Languages other than English to songs, rhymes & readings.”
- Library Communications Manager Sarah Bouvier was notified that the library received its third **Core PR Xchange Award** from the American Library Association (ALA) for the 2025 Youth Summer Reading Brochure! The annual Core PR Xchange Awards Competition recognizes the best public relations materials produced by libraries in the past year. The brochure was designed by Sarah with input from the youth services team.
- Library Director Ed Garcia received the Rhode Island Library Association (RILA) **Outstanding Librarian Award**. This award honors the career accomplishments of a librarian who has demonstrated an outstanding record of service to both their library and to the library profession within the past year.
- Tina Ash, our part-time Youth Services Librarian at the Central Library and Library Media Specialist at East Providence High School, was named **School Librarian of the Year** by The School Librarians of Rhode Island (SLRI). The award recognizes an SLRI member who successfully fills the roles of teacher, instructional partner, leader, information specialist, and program administrator while building relationships with students and colleagues.
- Robin Nyzio and Julie Holden served on the RILA conference committee.

-Hall custodian update - due to a vacancy in one of our part time custodian positions at William Hall, we have contracted TAJ Contract cleaning to fill the vacancy.

BUDGET REPORT:

Director Garcia presented the fiscal year operating budget report for the period ending May 30, 2026.

WILLIAM HALL LIBRARIAN REPORT: By Branch Librarian Zach Berger

Collections

- Adult collection weeding projects are underway. We recently needed to weed Adult Large Print titles to make room for new titles. Adult large print circulation has taken off in the last year or so. In response, we have increased our standing order plan with one of our large print vendors from two new titles per month to three titles per month, and are purchasing additional titles from other vendors as well. Patrons can't seem to get enough of them. We are also in the process of weeding Adult Fiction titles. *Prior to the meeting, Zach ran a report that showed 98% of the large print books purchased within the last year have circulated at least once.*

Building and Grounds

- The William Hall Library Board of Trustees worked with Ed Garcia to arrange for installation of a new sidewalk from Broad Street to the back entrance to ensure compliance with ADA regulations. While the sidewalk was installed, new speed bumps on the entrance and exit driveways were also installed.
- Hall's water supply was recently tested for lead by Providence Water. Results came back negative.
- We had some challenges with the boiler over the winter when it was shorting out, on and off, over the course of several days. The subsequent repair has held fast and we are looking forward to a new boiler installation in the near future.
- The sensory garden by the back entrance was recently refreshed by the Edgewood Garden Club.

Programs

- The William Hall Library 100th Anniversary celebration was held on May 2 and was a big success, drawing approximately 200 visitors to the festivities. Senator Jack Reed, Congressman Gabe Amo, Mayor Ken Hopkins, and other dignitaries joined Ed Garcia in making remarks honoring the history of the building and the legacy of library services for the community. Live music, food trucks, a photo booth, poster and artifacts display, and children's activities all rounded out the fun.
- Youth programs continue to draw large crowds thanks to the efforts of Youth Services Librarian Martha Boksenbaum. Our Let's Dance Outdoor Storytime series in May attracted

as many as 64 patrons. April Vacation Week programs included several dinosaur-themed events, the most popular being Digging for Dinos with 37 attendees.

- Martha also recently hosted 40 students from Rhodes Elementary School on their annual Field Trip to William Hall.
- This year's Project Linus Spring Blanket Day was an even bigger success than last year's. As you may remember, this event gives volunteers and patrons the opportunity to help make blankets to donate to youth in traumatic situations statewide. At the Spring Blanket Day event on April 25, 229 participants spent several hours on these efforts, producing or donating an additional 600 blankets for this effort. The Fall Blanket Day event is scheduled for October 24.
- The 2026 Friends of the Cranston Library Annual Book Sale will take place on Saturday, November 7. The 2025 book sale raised \$2,258, which is an increase of almost \$1,000 over the 2024 sale. We hope to raise even more money this November for library programs and services.
- We have four music or music-inclusive events occurring in June, including a violin recital, a classical guitar and flute duo, a jazz trio, and a poetry and live music performance.
- The Summer Concert Series starts on July 2 and includes eight performances through August 13 featuring jazz, rock, oldies, folk, bluegrass, and children's performers.
- The monthly Words on Fire Open Mic, co-hosted by Hall Branch Librarian Zach Berger and local poet and educator Ira Schaeffer, has entered its 22nd consecutive month. This event has steadily gained in popularity and now has more than 30 participants sharing their work or coming to listen each month.

Staff

- Zach Berger was out on a brief medical leave at the end of April/beginning of May. In his absence, the Hall Library staff did an excellent job running the library with ongoing support from library administration.
- Our new part-time Reference Librarian, Cassidy Mills, started in November of 2025 and is doing a great job providing reference and technology help and readers advisory services to our patrons. Cassidy held this position previously, and we are very pleased to welcome her back.

Respectfully submitted,

Zach Berger

William Hall Library Branch Librarian

UNFINISHED BUSINESS:

Status of City Council amendments to Library FY27 proposed budget:

The final copy of the FY27 City of Cranston Budget was distributed to the Board. This version reflects the changes the Ed Garcia requested be made in initial draft stages. This version of the budget restored \$1.4m, which is a significant cut from previous years, to continue support for the Cranston Senior Center. The initial draft cut all funding for the Senior Center, which would have resulted in its closure, as well as the closure of the Arlington Branch.

Approved 07-08-2026

Status of state aid to libraries in the proposed RI FY27 state budget:

The state FY17 budget which was signed by the Governor included full funding for state aid to libraries. Ed Garcia will be revising the FY27 revenues to account for this increase.

Status of H7606 and S2525 eBook pricing legislation:

Both of the eBook bills have been passed in the House and Senate earlier today. Work on these bills has been ongoing for 6 years.

NEW BUSINESS:

Award bid for AES Radio Box Upgrades to the fire alarm systems at the Cranston Public Library

Ed Garcia presented the bids received for the AES Radio Box Upgrades to the fire alarm systems at the Cranston Public Library. This project is required by ordinance. Four bids were received and have been reviewed by the Director Garcia and the Cranston Superintendent of Fire Alarms.

RSM Electric (\$29,645.00) was the lowest bidder. The Superintendent was concerned about this bid due to the lack of information in the quote, especially concerning the different branches. RSM also did not contact the Chief for any additional information prior to generating the quote. The low nature of this quote is unrealistic. He thinks it will immediately cost additional funds.

Encore (\$39,379.16) was the 2nd lowest bidder. This company already services Central, Auburn, and Knightsville, and they did inspect the remaining branches before generating their quotes.

Alert Fire Protection (\$47,184.01) waived a \$1,200 fee that was included on their quote, but an additional set of cabinets required for replacement will need to be added.

McDonald Electric Corporation (\$58,850.00) submitted the highest bid.

Many of these companies contacted the City, one of which indicated that the Oaklawn Library panel will need complete replacement and can not be upgraded. The Library will request an additional quote for this job.

A motion was made by Dr. Taino Palermo to award the project to Encore. Jack Tregar seconded. Motion carried (4-0).

Award bid for Replacement of Packaged Rooftop HVAC Unit 1 (RTU1) at Central Library:

Ed Garcia presented the bids received for the Replacement of Packaged Rooftop HVAC Unit 1 at the Central Library.

Delta Mechanical (\$59,858.68) indicated on their bid they will connect this unit to our existing system, including the electric manager.

Automatic Temperature Controls (\$61,685.00) did not give details about which unit they would be supplying.

Industrial Refrigeration Corporation (\$75,200.00)

Arden Engineering (\$78,500.00) is our current vendor for maintenance.

Both Delta Mechanical and ATC quoted a 2–4-week lead time for the Trane units to arrive. The library will be without cooling during this installation process, which may impact the scheduling.

A motion was made by Dr. Taino Palermo to award the project to Delta Mechanical. Jack Tregar seconded. Motion carried (4-0).

Adoption of revision to the Library Use Policy adding policy language prohibiting graffiti in accordance with R.I. Gen. Laws §11-44-21.1

Ed Garcia presented a revised version of the Library Use Policy. This revision adds language prohibiting graffiti and vandalism on library premises in accordance with R.I. Gen. Laws §11-44-21.1.

A motion was made by Jack Tregar to approve the Library Use Policy as presented. Taino Palermo seconded. Motion carried (4-0).

Consideration of increasing fees for public printing:

The Library has not increased the cost of black & white printing in several years. This small increase will generate approximately \$3,000.00 annually.

A motion was made by Jack Tregar to increase the cost of black & white printing from .20 cents per page to .25 cents per page. Diane Schaefer seconded. Motion carried (4-0).

Approval of allocation of Peterson Trust funds for ESL classes at Central and William Hall Libraries

The ESL classes that previously took place at the Auburn Branch have been moved to the Central and William Hall Libraries. The cost of these classes has previously been supported by the Peterson Trust funds, which requires approval for use outside of the Auburn Branch. Ed Garcia is requesting that the Board approve the use of \$4,521.00 Peterson Trust funds to supplement costs for these ESL classes.

A motion was made by Taino Palermo to approve the use of \$4,521.00 to fund the continuation of ESL classes at the William Hall and Central Libraries. Jack Tregar seconded. Motion carried (4-0).

ADJOURNMENT:

A motion was by Taino Palermo made to adjourn the regular meeting of June 10, 2026 at 7:20. Diane Schaefer seconded. Motion carried (4-0).