

CRANSTON PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING MINUTES

February 11, 2026

Cranston Central Library, Seminar Room

6:04 pm

Present were:

Michael Goldberg

R. Drayton Fair

Lisa Kirshenbaum (6:06p)

Taino Palermo

Diane Schaefer

Jack Tregar

Ed Garcia, Library Director

Julie Holden, Assistant Library Director

Ally Van Wyk, Administrative Assistant

Excused:

Regina Spirito

INTRODUCTION:

The regular meeting of the Cranston Public Library Board of Trustees was called to order on Wednesday, February 11, 2026 at 6:00 pm at the Cranston Central Library.

MINUTES:

A motion was made by Jack Tregar to approve the minutes of the regular meeting of January 14, 2026. Drayton Fair seconded. Motion carried (6-0).

BOARD COMMUNICATIONS:

None.

LIBRARY ADMINISTRATION REPORT:

Administrative Updates

-The Auburn Library Association recently donated \$6,250 to the library.

-The Central Library was closed on Sunday, January 18th due to snow.

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-The annual Access to Public Records certification of training and compliance was filed with the Attorney General's office. Director Garcia retook the APRA training on 8/1/25.

-The Rhode Island Library Association 2026 Legislative Agenda is included in this report as an information item.

-We were also hit with a major snowstorm that closed the library for several days. The Central Library was closed on January 25, All locations were closed on January 26 and All locations had a delayed opening until 12pm on January 27.

-The Mayor's office requested allowing residents of Edgewood to be able to park cars at the William Hall Library during the storm due to the parking ban and amount of snow. The Library agreed and Director Garcia informed the Hall Trust.

Buildings and Grounds

Hall Boiler: On Thursday & Friday 1/15 - 1/16, a technician from Arden arrived to do the William Hall annual boiler maintenance (checking belts and hoses, checking pressure, lines, etc.). When he left, the boiler was working. Saturday 1/17, staff arrived at a cold building. The boiler was off. We decided to close for the day (no programs or meetings were scheduled). Assistant Director Holden called Arden for emergency service and met the on-call technician at 11 am, where he worked for 3 hours (OT) on the boiler. He was not confident that the boiler would remain operational all weekend. Monday 1/19, we logged into the Honeywell site, and noticed that all the temps inside the library were in the low 50's. Because of the below-freezing cold snap, we authorized a 3rd technician from Arden on the holiday, he was unable to replicate the problem and left after 2 hours.

For the next 2 weeks, there was only heat if the staff started the boiler manually. Arden came almost every day from 1/20 - 1/30 (about 9 days) and finally found a solution on 1/30. The boiler has been working since then. The Hall trust has been informed.

Hall Elevator: on 1/23, staff reported that the elevator was stuck on the first floor. The company ordered a part, which was installed on 1/28. On 1/31, the elevator failed again (door would not open). Fixed on Mon, 2/2.

Auburn Boiler - on Tues 1/27, the Auburn boiler failed. We had a delayed opening that day due to snow, so we decided to close Auburn for the entire day. The technicians were able to get the heat up and running by the end of the day.

Central staff door lock - on Sat 1/24, the staff door lock froze and a metal part sheared off when the custodian put his key in the lock. We were able to use an alternate entrance until the new lock came in. Installed on 2/4 and working again.

Programming

-We hosted our third annual Summer Camp Fair at the Central Library on Saturday, January 24. This event was planned by our Communications Manager with help from Youth Services staff. This year, 16 camps registered for the event, including Orange Anchor Art School, Roger Williams Park Zoo Camp, The Artists' Exchange, RISPCA Critter Camp, Warwick's Best Martial Arts Camp, Girls Scouts of Southeastern New England, RI Writing Project Young Writers Camp, Go Play Camp, and more. Many of the camps returned for their 3rd year at the event, while others, like the School of Rock music camp, The Gamm Theater, and Moses Brown camp, joined for the first time. Over 100 people attended the event, where they learned about the different camps in the area and what they have to offer local families. Attendees appreciated the opportunity to speak with camp representatives face-to-face and ask questions, and felt more prepared to register their children for summer camps and programs. Camp representatives were grateful for the opportunity to meet with families to share their programs. 4 Teen Volunteers were present to assist with the event.

-Senator Jack Reed will host his annual Women's History Month panel discussion at the Central Library on March 2nd.

-Reps. Art Handy and Brandon Potter will hold a town hall meeting at Central on the evening of February 17th.

Staff Updates

None

William Hall Trust Meeting Updates 2/10

Director Garcia attended the 2/10 meeting of the Hal Trust. Reports on the following building and grounds activities from the Trust.

Fence at the south west corner of the property was damaged a few years back by a falling tree has been repaired.

They have hired an architect and are moving forward with redesigning the auditorium ramp to comply with ADA. This work should begin late spring.

They are installing a new concrete walkway and ADA signage from the front stairs wrapping around the rear towards the back entrance for ADA compliance. This work should begin late spring.

New entrance and dog leash signs should be installed this spring.

They have begun a project to refit windows in the building for energy efficiency and airflow. They will start with the windows on the side of the building with the children's room this summer.

After many complaints from patrons, they are grinding down the speed bumps in the parking lot to make them lower.

The Trustees are fast tracking the award of boiler bids after this past two weeks of boiler issues. Targeting late spring for installation depending on lead time. The Trust has offered to help pay for the latest round of repair costs.

BUDGET REPORT:

The FY26 Budget and Revenue summaries as of February 4, 2026 were presented and reviewed.

The final audited FY25 Budget and Revenue summaries were presented and reviewed.

Review of FY27 State library grant-in-aid in FY27 Governor’s Budget

Ed Garcia presented the Proposed State Aid to Libraries reports by municipality, and asked that the Board request full funding from the Cranston City Council.

A motion was made for the Library Board of Trustees to request the Cranston City Council to pass a Resolution in Support of full funding of state grant-in-aid to libraries by Jack Tregar. Lisa Kirshenbaum seconded. Motion carried (6-0)

NEW BUSINESS:

Review of 2025 Annual Report:

The 2025 Annual Report was presented to the Board.

A motion was made by Drayton Fair to approve the 2025 Annual Report. Diane Schaefer seconded. Motion carried (6-0).

Revision to Animals at the Library Policy and Library Use Policy – removal of inapplicable language concerning R.I. General Laws §40-9.1-5 (a):

The revised Animals at the Library and Library Use Policies were distributed to the Board. Language pertaining to therapy pets as outlined in R.I. General Laws §40-9.1-5 (a) was deemed not to apply to the library and was removed from the policies.

A motion was made by Jack Tregar to approve the revised Animals in the Library and Library Use Policy. Diane Schaefer seconded. Motion carried (6-0).

Revision to Donations Policy:

The revised Donations Policy was presented to the Board. This policy governs the acceptance of donated materials such as books and movies to the library. The policy was revised in part to comply with IRS regulations concerning valuation of donated materials. A Tangible Gifts Policy for more valuable items such as artwork, rare books and furniture will be brought to the board for review and adoption at the March meeting.

A motion was made by Jack Tregar to approve the revised Donations Policy. Diane Schaefer seconded. Motion carried (6-0).

Revision to the Meeting Rooms Policy:

The revised Meeting Room Policy was presented to the Board.

A motion was made by Jack Tregar to approve the revised Meeting Room Policy. Diane Schaefer seconded. Motion carried (6-0).

Adoption of Ocean State Libraries Policy Statement:

The Ocean State Libraries (OSL) Policy Statement was presented to the Board, which allows the Cranston Public Library to adopt an OSL policy as it's official policy in lieu of developing a local policy when appropriate. There was discussion about relinquishing local control of certain library policies. Membership in OSL is mandatory in accordance with *the Minimum Standards and Regulations for Public Libraries*. Compliance with OSL policies is mandatory as part of the OSL membership agreement. Director Garcia explained that OSL policies are adopted by the OSL Executive Board which is made up of public library directors from across Rhode Island so there is little chance of policies being passed that would be contrary to CPL's mission. Director Garcia is also the current President of OSL.

A motion was made by Drayton Fair to adopt the Ocean State Libraries Policy Statement. Lisa Kirshenbaum seconded. Motion carried (6-0).

Review of revised Ocean State Libraries Library Card & Borrowing Policy:

The revised Ocean State Libraries Library Card & Borrowing Policy was presented to the Board. The Board had no concerns. The OSL membership will be reviewing and adopting this policy at the Feb. 26 membership meeting.

Adoption of Peterson Trust Policy:

The Peterson Trust Policy was presented to the Board, which codifies into policy the guidelines previously approved by the Trustees for the use and approval of the Peterson Family Memorial Trust Funds granted to the Cranston Public Library.

A motion was made by Jack Tregar to adopt the Peterson Trust Policy. Lisa Kirshenbaum seconded. Motion carried (6-0).

Review of Rhode Island Community Libraries Municipal Grant Program:

The Rhode Island Community Libraries Municipal Grant Program was presented to the Board. This grant program comes from the Governor through the RI Pandemic Recovery Office. Communities that did not receive funds from the Governor's Learn365 grant program are eligible. Cranston has been initially allocated \$183,000. Ed is working with Deputy Chief of Staff Paplauskas on this grant, the stage I application as due on 2/6. Ed Garcia presented the following requests on behalf of the City of Cranston:

- Replacement of the Cranston Central Library Rooftop HVAC system.
- Upgrade for the five Cranston Public Library location's alarm systems.

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- Upgrade to the Central Library C-Lab to install more cabinets and shelves
- Purchase of study carrels at the Central Library to replace damaged and outdated furniture
- Purchase new tables at chairs for the Auburn branch
- Purchase and install one additional security camera at the Central Library, and a new security system with two cameras at Knightsville
- Purchase and install a scan station for the William Hall Library
- Install ADA compliant automatic doors at Auburn
- Hearing loops at Central and Hall for meeting rooms
- Privacy Pod for Central

The library was required to list all potential projects in case funds were reallocated if some eligible communities did not choose to apply. All the above listed projects may not end up being funded and the library will prioritize projects in the Stage II application due on February 27.

Expiring Sick Leave Report:

The Expiring Sick Leave Report was presented to the Board.

CLOSED SESSION:

Closed Session pursuant to R.I. Gen. Laws § 42-46-4 and R.I. Gen. Laws § 42-46-5(2) discussion of new employment agreement for the Library Director and discussion of collective bargaining with NAGE R1-97.

A motion was made by Jack Tregar to enter into Executive Session at 7:12p. Diane Schaefer seconded. Motion carried (6-0).

In the Executive Session the Board voted on the recommendation from the Personnel Committee on a new four-year contract for Library Director Ed Garcia through March 2030.

A motion was made by Drayton Fair to come out of Executive Session at 7:48p. Taino Palermo seconded. Motion carried (6-0).

Back in Open Session: The Trustees informed Director Garcia that his new contract was approved and the Trustees thanked Ed for his dedication and service to the library.

ADJOURNMENT: 7:52p

A motion was made to adjourn the regular meeting of February 11, 2026 at 7:52pm by Taino Palermo. Jack Tregar seconded. Motion carried (6-0).