

## CRANSTON PUBLIC LIBRARY

A meeting of the Cranston Public Library Board of Trustees was held on Wednesday July 13, 2022 at 6:00p at the Cranston Central Library.

### **Present were:**

*Jack Tregar*

*Michael Goldberg*

*Diane Schaefer*

*Mary Ann Slocomb*

*Larry Warner*

*Edward Garcia, Library Director*

*Julie Holden, Assistant Library Director*

*Allyson Quintanilla, Administrative Assistant*

**Excused:** *Regina Spirito , Taino Palermo*

### **MINUTES: 6:00p**

A motion was made by Michael Goldberg to approve the minutes of the regular meeting of June 15, 2022. Larry Warner seconded. Motion carried (5-0).

### **LIBRARY ADMINISTRATION REPORT: 6:02p**

#### Trustees

-Regina Spirito and Diane Schaefer were both reappointed to the Board of Trustees for three year terms ending 7/30/25.

#### Administration

-CPL submitted information to the biennial ALA Allied Professional Association (ALA-APA) Library Salary Survey – Non-MLS Staff: Public and Academic.

-Ed Garcia participated in a five hour Homeland Security CyberResilience Review at City Hall. We will be reviewing recommendations about security to our IT infrastructure over the coming weeks with our technology staff, Ocean State Libraries, and the City of Cranston.

-Due to the work of the RILA Legislative Action Committee, the RI FY23 state budget includes \$1.4 million to fully fund state aid to libraries and to fund digital services at AskRI.org. This will bring an

additional \$81,836 in state aid to CPL in FY23. This is the first time that state aid has been fully funded since 2009.

-The new CPL website is targeted for launch in mid July. The Board of Trustees received a demo at the July board meeting.

-Ed Garcia has had several meetings with the team at the Cranston Senior Center about more direct partnerships on programming and promoting services of both departments. The library will begin to have a column in the Senior Center newsletter beginning in September. We will be conducting a historical tour of the William Hall Library on August 15th and a History of the Cranston Public Library lecture program on July 18th at Central. The Senior Center will be using the Transvan to transport seniors to both events.

-The library is partnering with the Pawtuxet Farmers Market and will have a table at 3 dates this summer for library outreach. The dates we will be there are: June 18th, July 23rd, and September 24th.

-The library recently added new digitized materials to our online local history archive. The *Cranston Herald* for 2020 and 2021 were digitized and microfilmed. Also a box of the Edgewood newspaper *Neighborhood News* from Nov 1930-May 1931 was discovered at William Hall. These were also digitized and added to the archive. The archive is available here:

<https://cranston.advantage-preservation.com/>.

-Library Administration created a “Political activity at the library” information sheet for staff use to determine allowable political activity at the library as we move into election season (attached). Larry Warner noted that in previous years, the ramp entrance to William Hall was within the allowed electioneering distance, which made it difficult for people to enter the polling place. He suggested we make an argument to define the entrance to the William Hall Auditorium as the ramp entrance, rather than the building entrance.

### Buildings and Grounds

-The work in the Auburn program room to fix a drain and replace the floor is ongoing and scheduled to be completed in July.

-Ed meet with the new Public Works Director Richard Bernardo on July 7th to discuss our relationship with that department and some pressing projects we need assistance with. The Central sidewalk in front of the building needs four panels completely replaced due to damage. This needs to be completed before August per the Board of Elections as Central will be a polling place in this year’s elections. The Highway Department will be handling this in the next few weeks. Also Building maintenance will be cleaning the top of the front entrance awning at Central and clearing out a clogged drain which has caused expansion in one of the awning poles. The Highway Department will also be replacing pavement around two of the awning poles damaged over the winter.

-Oaklawn Teen Nook Renovations: 3 new shelving units were assembled by Julie Holden and George Curti and securely anchored to the wall by Duke Mellor. Carpet patching is the only thing remaining for this section of the library. Tayla is hosting an event for teens to paint the new sign for the Teen Space.

-A new recycled plastic hexagon picnic table from National Outdoor Furniture was purchased for Oaklawn's outdoor area under the trees.

-The work to replace rotted wood in the front entrance at Knightsville.

-Central Library front door - The auto exit door "eye" sensor was opening and closing the door even when no one was around. The sensor was replaced by Stanley Door.

-Central Library side lawn - recently we have had a spate of people experiencing homelessness using the side lawn as a hangout and there has been drinking on the property. One man was found passed out two days in a row and was no-trespassed by the library. Staff are finding more empty bottles on the property. We are all monitoring the situation.

### Programs

-Summer Reading Update: So far we have had 245 children/teens sign up for Summer Reading, and about 200 in-person program attendees during the first week of July at our Summer Reading events. 104 adults have signed up for Summer Reading as of 7/8.

-The OneCranston Health Equity Zone is doing some outreach at each library this summer. Patrons will be able to visit with their outreach staff and get some free Covid tests, masks, and other HEZ giveaways.

-Heart Gallery: The Central Library is once again hosting the AdoptionRI Heart Gallery for the entire month of July. The gallery features professional portraits of children currently in state care waiting and hoping for forever families or other permanent connections.

-The Central Library's 3D Printing service has become very popular this summer. In the past two weeks, Katherine, our Emerging Technologies librarian, has been printing a 3D model nearly every day on behalf of a patron. Patrons are submitting prototypes of their own designs, which have included GoPro mounts, stamp rollers, headphone replacement parts, and even some plastic knobs and bolts. Many times a patron has taken the printed 3D part, studied it to alter the digital design, and then re-submitted for printing. Several children have also done their own modeling on Tinkercad, a 3D modeling website, and we've printed their creations. Patrons have commented on how accessible and affordable the service has been.

-The library will partner again with the Cranston Herald for Candidate forums before the election. Scheduled dates are September 26th for citywide candidates and Oct. 3rd for ward candidates. These forums will be held at Central.

-The library will be hosting some after-hours poll worker training with the Board of Canvassers on 8/25 and 8/30 at Central.

### Staff

-Youth Services Librarian Edna Hutchins retired on June 17th after 33 years of service to CPL. The position was posted internally and interviews will take place on July 12th.

-Several librarians recently received training on how to update and format content on the new website.

-Active Threat Training: The library will have a delayed opening on Thursday August 18th for Active Threat Training at 9:00 am with Officer Jared Hardy of CPD. The Central library and Hall library will open at 10:30 am.

### Cranston Public Library Association

At the June 14th meeting of the CPLA Board of Directors, the following actions were taken.

-The Board approved a request from CPL of \$4,425 for summer reading program activities.

-The Board approved a CPLA financial policy (attached).

### New Website Release

Ed Garcia gave the Board of Trustees a brief overview of the new website that is expected to launch on Monday July 18th.

### ATTACHMENTS TO REPORT:

Enacted State Aid to Libraries, FY2023

5 star patron review on Google

Political Activity at the Library information sheet

CPLA Financial Policy

### **BUDGET REPORT: 6:50p**

The budget report was distributed reflecting July 1, 2021 - June 30, 2022

A tentative FY2022 budget summary was also distributed, but Ed noted that a finalized version would not be available until the fall.

### **NEW BUSINESS:**

Approval of Board of Trustees revised Bylaws: 6:53p

The board noted a few items to be amended.

Article III Section 3.3 was amended to specifically note the Chair can vote on all matters before the board.

Article IV Section 4.8 was amended to change agenda and reports will be mailed to “agenda and reports will be distributed”

Article VIII was amended “These bylaws may be amended by a vote of two-thirds of the members the Board” to “These bylaws may be amended by a vote of two-thirds of the members the Board present”

A motion was made by Mary Ann Slocomb to approve the revised Board of Trustees Bylaws as amended. Larry Warner seconded. Motion carried (5-0).

Approval of revised Reconsideration of Library Materials Policy: 7:07p

The revised Reconsideration of Library Materials Policy was presented to the Trustees.

A motion was made by Mary Ann Slocomb to approve the revised Reconsideration of Library Materials Policy. Michael Goldberg seconded. Motion carried (5-0).

**PUBLIC COMMENT:**

No public comments.

**EXECUTIVE SESSION:**

A motion was made by Michael Goldberg to move into Executive Session pursuant to RIGL 42-46-5 (2) at 7:14 pm. Larry Warner seconded. Motion carried (5-0).

A motion was made by Diane Schaefer to move out of the Executive Session at 7:40 pm. Mary Ann Slocomb seconded. Motion carried (5-0). No votes were taken during the Executive Session.

**ADJOURNMENT: 7:40p**

A motion was made by Michael Goldberg to adjourn the meeting. Larry Warner seconded the motion. Motion carried (5-0).