

## CRANSTON PUBLIC LIBRARY

A meeting of the Cranston Public Library Board of Trustees was held on Wednesday, September 13, 2023 at 6:06p at the Cranston Central Library.

### **Present were:**

*Jen Cowart*

*R. Drayton Fair*

*Michael Goldberg*

*Diane Schaefer*

*Larry Warner (Larry Warner 6:06p)*

*Ed Garcia, Library Director*

*Julie Holden, Assistant Library Director*

*Allyson Quintanilla, Secretary for the Board of Trustees*

*Excused: Jack Tregar, Regina Spirito*

### **INTRODUCTION: 6:05p**

The meeting was called to order at 6:05p.

### **MINUTES: 6:05p**

A motion was made by Drayton Fair to approve the minutes of the regular meeting of July 12, 2023.

Jen Cowart seconded. Motion carried (4-0).

### **PRESENTATION BY TEEN VOLUNTEERS: 6:06p**

The Teen Librarian, Alyssa Taft, invited five teen summer volunteers to present to the Board about the 2023 Volunteer Program.

### **BOARD COMMUNICATIONS: 6:18p**

The N.A.G.E. Union added another member at large. The letter detailing this addition was distributed to the Board.

## **LIBRARY ADMINISTRATION REPORT: 6:19p**

### Administration

-William Hall Library in-kind operating contribution figures for fiscal year 2023 were distributed to the Hall Trust.

-FY2023 Rhode Island Public Library Annual Survey and Resource Sharing Certification along with our applications for state grant-in-aid were submitted.

-Revised information for services at all six CPL locations was submitted to the United Way to update the 211 database.

-Senator Jack Reed nominated Cranston Public Library for the Institute of Museum and Library Services (IMLS) National Medal of Museum and Library Service. The National Medal for Museum and Library Service is the nation's highest honor for institutions that make significant and exceptional contributions to their communities. Since 1994, IMLS has presented the award to outstanding libraries and museums of all types and sizes that deeply impact their communities. We submitted our application packet on September 1st. Letters of support for our application were submitted by Senator Reed, Senator Whitehouse, Congressman Magaziner, Mayor Hopkins, Superintendent Nota-Masse and CCAP. Eight recipients will be announced in Spring 2024.

-Branch 7 update: The van arrived today (September 13, 2023). The dealer had to install bluetooth and special cargo straps for the interior. We should be receiving it in early September and then send it to get the graphics wrapped onto the van. We received three quotes and filled a bid waiver with the city purchasing department. Graphic Innovations in Warwick was the lowest quote and will be installing the wrap.

-We will be opening on Sundays again starting October 15.

### Buildings and Grounds

- The library was approached by Carpionato Properties with a proposal to clean-up the landscaping at the Central Library along the property line bordering Top Golf and Power Road. The proposal included tree trimming, removal of weeds, brush and junk trees, loam and hydroseeding grass. After consultation with the Board Chair due to time constraints, CPL entered into an MOU with Northeastern Tree to do this work as directed by the library paid for by Carpionato Properties.

-Some ceiling tiles broke underneath the soffit at the Central Library. Since those were likely original to the building we brought in Vortex to conduct an asbestos test on the broken tiles. The test was negative and the tiles were removed.

-The Auburn patio project has been completed. The first outdoor story time to utilize the patio will be on September 12th. We had some small changes to the project as the work was progressing. We needed to remove a tree on the property line, as the root system was interfering with laying down the patio. Northeastern Tree removed the tree (\$700). We also added an additional 60 sq. feet of pavers to extend the patio out for approximately \$3,000.

-There has been a leak in the outer wall of the C-Lab, which is an exterior wall of the building. When there are heavy rains, water seems to be penetrating the wall. We are working with Public Works to identify where the water is coming from then to address the issue.

-The Knightsville Branch downstairs program room experienced some flooding. Rain water flowed down the exterior staircase to the drain at the bottom of the stairwell which became blocked. The threshold of the exterior program room will need to be repaired/replaced, as well as a couple of rugs used for children's programming.

-Fire inspection update

We have completed all items mentioned in the reports at Central, Auburn, and Knightsville. We will move to address items at Hall and Oaklawn next.

### Programs

-The library held 197 in-person programs across all locations during the months of July & August. By comparison, last year we held 161 programs.

-Summer update from the Knightsville Branch - Nancy Gianlorenzo, Branch Librarian Programs are returning to normal since the pandemic. It is great to have families back in the library. The change in our hours has enabled us to provide preschool programming. On Tuesday mornings, an average of 19 children and caregivers attended Movers & Shakers Storytime. Legos & Lunch on Friday afternoons averaged 28 children and adults. The popularity of Legos, combined with free lunches from Aramark, definitely contributed to the successful summer!

-The Other Book Group update from Elena Rios, Youth Services Librarian

The Other Book Group welcomed back Riss M. Neilson for her second published novel "I'm Not Supposed to Be Afraid of the Dark". She returned to the Central Public Library a full year after her first author event sponsored by The Other Book Group and the Cranston Health Equity Zone. This event, like the last, was free and open to the public. Copies of her novel were purchased by the library and given away for free with no registration necessary. Patrons wishing to have her sign the books were more than welcome to come to the event and speak directly with Riss in this unconventional author event that was held more so like a regular book group meeting. Riss is also a resident of Cranston and has become an active member of our library. She admittedly wrote portions of her debut novel, "Deep in Providence", here at the Central Public Library and continues to keep Rhode Island landmarks and culture as a focal point in her stories. She was also joined by both of her daughters, who are students

in Cranston Public Schools and have participated in our summer volunteering program. We are excited to potentially welcome Riss back for The Other Book Group's May meeting where the group will be reading "My Life Growing Up Asian in America" which is an anthology featuring Riss M. Neilson as one of the contributors.

-The library is partnering with the Cranston Herald to host a candidate forum for the Ward 6 special city council election on September 19th at Central. Central will also serve as a polling place for the special election on October 3rd.

The library is working with the OCHEZ and the Mayor's office to create a teen advisory board as part of the Governor's Learn365 initiative.

### Staff

-Director Ed Garcia recently joined the Board of Directors of CCAP.

-Technology Coordinator Corrie Alves attended a daylong CyberSecurity Summit on 8/7, hosted by Ocean State Libraries. The goals were to build awareness of cybersecurity and cybersecurity trends, connect library leaders to IT cybersecurity experts, and inform related future discussion and action by OSL members.

### **BUDGET REPORT: 6:38p**

The budget report was distributed reflecting July 1, 2022 - August, 2023. We know utilities will be over, so we are already trying to allocate some changes to accommodate for those.

### Special Item:

The library administration requested the board transfer \$10,000 from the Lawrence Taber restricted fund to the professional development fund.

A motion was made to move \$10,000 of the restricted Taber Fund to a fund for professional development by Dratyon Fair. Diane Schaefer seconded. Motion carried (5-0).

### **NEW BUSINESS:**

Approval to use Reserve Funds to upgrade wireless network at the Central Library: 6:48p

A motion was made to approve the use of \$8,700.00 from the Reserve Fund to upgrade the wireless network at the Central Library by Drayton Fair. Larry Warner seconded. Motion carried (5-0).

Approval of revision to the Equity and Inclusion Policy: 6:54p

A motion was made to approve the Commitment to Inclusion, Diversity, Equity and Accessibility pending the recommended changes by Larry Warner. Drayton Fair seconded. Motion carried (5-0).

**CLOSED SESSION DISCUSSION FOR PERSONNEL REVIEW: 7:00p**

The Board of Trustees entered a closed session at 7:00p.

A motion was made to move out of the closed session at 7:19 pm by Larry Warner. Drayton Fair seconded (5-0). The Board took no actions in closed session

**ADJOURNMENT: 7:20p**

A motion was made to adjourn the meeting by Diane Schaefer. Jen Coawart seconded. Motion carried (5-0).