

CRANSTON PUBLIC LIBRARY

A meeting of the Cranston Public Library Board of Trustees was held on Wednesday, September 11, 2024 at 6:00pm at the Cranston Central Library.

Present were:

Michael Goldberg

Jen Cowart

R. Drayton Fair

Lisa Kirshenbaum

Diane Schaefer

Jack Tregar

Ed Garcia, Library Director

Julie Holden, Assistant Director

Excused: Regina Spirito

INTRODUCTION: 6:00pm

The meeting was called to order at 6:13pm.

MINUTES:

A motion was made by Jack Tregar to approve the minutes of the regular meeting of July 10, 2024. Jen Cowart seconded. Motion carried (6-0).

TEEN VOLUNTEER PROGRAM PRESENTATION:

Alyssa Taft reported on the Summer 2024 Teen Volunteer program.

LIBRARY ADMINISTRATION REPORT: 6:15pm

Administrative Updates

-The library's annual Library of Rhode Island (LORI) Resource Sharing Certification has been completed and submitted to the OLIS.

-The 2024 RITEAF forms were submitted to OSL for eRate funding.

-Jennifer Cowart has been reappointed to another three-year term and Lisa Kirshenbaum has been appointed to a three-year term on the Board of Trustees.

-The library has canceled our Swank movie licensing. We have not held any movie screenings using the license in the past few years. This will save \$771 in the FY25 budget.

-The library has canceled our subscription to Book Pages Digital. We will maintain our subscription to the print edition.

-The Library received a \$2,000 legislative grant from Reps. Baginski, Fenton-Fung & Potter to support ESL classes.

-The 2023 run of the Cranston Herald has been digitized and added to our in-library use Cranston digital Archive.

Buildings & Grounds

-The installation of LED lighting at the Central Library through Supreme Lumens was completed on August 30th. The installation at the Knightsville branch is scheduled for Thursday September 12th.

-The Highway Department added some “No Parking” stencils to several areas of the parking lot at the Central Library.

-The main Central library rooftop HVAC unit needs a new valve to fix the air conditioning. The project is labor intensive and will last 2 days at a cost of \$7,000.

-The Central library is a polling place for the Sept. 10th primary.

Programs

The Central library “Memory Care Kits” were launched for circulation on August 15th. So far 8 of 10 of them have been checked out. The Memory Care Kits come in tote bags that contain picture books that help people remember the past; puzzles to help with cognition skills; fidget items to help alleviate stress; and easy crafts that are entertaining and help spark joy that help spark memories and conversation. WPRI ran a story on them on 9/4/24. We will have 5 additional kits at the Arlington Branch and 3 additional kits at the William Hall Library. The memory care kits were funded through a grant from the RI Office of Library and Information Services and the Institute of Museum and Library Services.

The Library in partnership with the Cranston Herald hosted a Republican Mayoral primary debate on 8/26 at the Central Library. The debate was streamed live on the CPL YouTube channel. On 8/29 the Library hosted at the William Hall Library a candidate forum for the district 28 state Senate democratic primary.

Staff Updates

Ilene Bojar retired after 32 years of service. She was a Circulation Assistant at the Central Library. Her last day was 9/5. The position was posted and interviews are scheduled to begin the week of 9/9.

BUDGET REPORT:

The budget actuals as of August 31st were presented and reviewed.

NEW BUSINESS:

Approval of Biometric Data Policy:

A motion was made to approve the Biometric Data Policy by Drayton Fair. Diane Schaefer seconded the motion. Motion carried (6-0).

Approval of revised Library Values Statement:

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

Approval of revised Employee Handbook:

A draft of the revised Employee Handbook was reviewed. The Trustees asked for further legal review of the proposed "Contagious Respiratory Illness Policy". Consideration of the handbook was moved to the October meeting.

ADJOURNMENT: 7:47pm

A motion was made to adjourn the meeting by Lisa Kirshenbaum. Jen Cowart seconded. Motion carried (6-0).