

## **CRANSTON PUBLIC LIBRARY**

A meeting of the Cranston Public Library Board of Trustees was held on Wednesday, February 12, 2025 at 6:02 pm at the Cranston Central Library.

### **Present were:**

*Michael Goldberg*

*Regina Spirito*

*R. Drayton Fair*

*Lisa Kirshenbaum*

*Diane Schaefer*

*Jack Tregar*

*Ed Garcia, Library Director*

*Julie Holden, Assistant Library Director*

*Allyson Quintanilla, Administrative Assistant*

### **INTRODUCTION: 6:02 pm**

The meeting was called to order at 6:02 pm.

### **MINUTES:**

A motion was made by Jack Tregar to approve the minutes of the regular meeting of January 15, 2025. Regina Spirito seconded. Motion carried (6-0).

### **BOARD COMMUNICATIONS:**

Jen Cowart has resigned from her position on the Board of Trustees as of January 31, 2025. A request has been submitted to the Cranston City Council to reappoint Taino Palermo to fill the remainder of Jen Cowart's unexpired term.

### **LIBRARY ADMINISTRATION REPORT:**

#### Administrative Updates

-The library officially cancelled the Hoopla service effective on Saturday, February 8, 2025. The full announcement is posted here: <https://www.cranstonlibrary.org/HooplaAnnouncement/>.

-The Central library is changing back to "current issue does not circulate" for all magazines. This was something we had tried during Covid, and we are now finding that we need to revert to our pre-Covid protocol of letting the current issues stay on the shelf for our in-person patrons to read.

-After uncovering what appears to be a coordinated effort of a few patrons who have checked out dozens of video games statewide and kept them, resulting in thousands of dollars of theft, we have changed our video game checkout limit to 1 per person at a time, and no more holds, effective immediately.

- The Annual Organization Registration (AOR) with the RI Department of Administration was completed. This is now required as part of the eCivis platform that was adopted by the state to manage state funds. The library needs to complete this registration annually to be eligible for grants from OLIS.

-Privacy policy revision

We made a small change to the library privacy policy by adding one word. This is the last sentence of our policy: "The Library will keep patron records confidential and will not disclose this information except as necessary to Library staff and vendors for the proper operation of the Library, upon written consent of the user, pursuant to a subpoena or court order, or as otherwise required by law."

Pursuant to RIGL 11-18-32 "All records of such transactions shall be maintained as confidential and may only be released by written waiver." The change was made to be more consistent with the statute. Director Garcia consulted with Chair Goldberg and we determined this was an editorial change that was not substantive and was within the authority of the Director without bringing it to the Board of Trustees for approval.

-Central, Hall, and Auburn were closed on 2/6/25 due to a snowstorm that occurred during the middle of the day. Knightsville, Oaklawn, and Arlington were already closed that day.

### Buildings and Grounds

-The library has received quotes from two vendors and is awaiting a third for the fire alarm radio box upgrade. We continue to work with the fire department to complete this project.

-The City of Cranston has requested funding in the capital budget to complete the mandatory fire alarm upgrades for all city buildings. If the City is awarded the funding, the Cranston Public Library reserve funds currently earmarked for this project will be released.

-The William Hall Library Trust is exploring plans to redesign the ramp to the auditorium to bring it into ADA compliance and to replace the windows to be more energy efficient and for improved airflow while remaining historically appropriate. Ed Garcia is also meeting with the Hall Trustees to schedule the installation of the boiler system with funding from the Champlin Foundation. The William Hall Trust will also be installing two signs: a "No Dogs Allowed" sign on the back lawn, and an accessibility sign posted in the front of the library as requested.

### Programming

#### -Summer Camp Fair

The library hosted its second Summer Camp Fair at the Central Library. This event was planned by our Communications Manager and Youth Services staff in partnership with OneCranston Hez, who provided snacks and welcome folders for all attendees. This year's event brought in 12 summer camps, including camps based in Cranston, Adventure Basecamp, MobileQuest, Ocean State Kidz Club, Artists' Exchange, and Orange Anchor Art School. Other camps in attendance were the RISPCA Critter Camp, RWPZ ZooCamp, Warwick's Best Martial Arts Camp, Girls Scouts of Southeastern New England, RI Writing Project Young Writers Camp, Go Play Camp, and Camp Marshall. 105 people attended the event, where they learned about the different camps in the area and what they have to offer local families. Attendees expressed that they were grateful to be able to speak with camp representatives face-to-face and ask questions. 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.

-Adults services librarian Robin Nyzio is holding a series of “all-abilities” craft workshops for our patrons who may have mobility or dexterity impediments, and need a simpler craft.

-Senator Jack Reed will be holding his annual Women’s History Month panel discussion at the Central Library on March 3rd at 10am.

### Staff Updates

-Corrie Alves (Coordinator of Technology) has been appointed the new Director of the Greenville Public Library. Corrie will be with Cranston until Feb. 28th.

-Allison Marovelli, who was a part time Librarian at Hall, has left CPL for a full time position. Her last day was Feb. 5th.

### Cranston Public Library Association Updates

-At the annual CPLA Board of Directors meeting Jessica David was elected President, Michael Goldberg was elected Treasurer and Kate Felder was elected Secretary. Angela Bucci was reelected as a Director. The Board of Directors has formed a committee to craft a Gift Acceptance Policy.

### **BUDGET REPORT:**

The budget actuals as of January 31, 2025 and the 2025 Expiring Sick Leave report were presented and reviewed.

**NEW BUSINESS:**

Approval of the Fiscal Year 2026 Library operating budget request:

The FY2026 operating budget request was distributed and presented.

A motion was made to approve the Fiscal Year 2026 Library operating budget request as presented by Regina Spirito. Diane Schaefer seconded. Motion carried (6-0).

Revision of Video Surveillance Policy:

A revised Video Surveillance Policy was distributed to the Board.

A motion was made to approve the Video Surveillance Policy as presented by Jack Tregar. Lisa Kirshenbaum seconded. Motion carried (6-0).

Review of Library Privacy Policy:

The existing Library Privacy Policy was reviewed. A Federal Immigration Officials Protocol was distributed to the Board. This guidance was reviewed by the City solicitor and will be distributed to the staff tomorrow.

Pursuant to RI Gen. Laws 42-46-9 (b) a motion was made to add an item to the agenda by Regina Spirito. Lisa Kirshenbaum seconded. Motion carried (6-0). Added Agenda Item: Policy and Procedures for Complying with Law Enforcement Request for Patron Information – rescind and replace.

The existing document “Policy and Procedures for Complying with Law Enforcement Request for Patron Information” and the suggested replacement “Procedure for Responding to Law Enforcement Requests for Library Records and User Information” were distributed and presented to the Board.

A motion was made to rescind the existing “Policy and Procedures for Complying with Law Enforcement Request for Patron Information” by Jack Tregar. Lisa Kirshenbaum seconded. Motion carried (6-0).

Closed Session pursuant to §RIGL 42-46-4 and §42-46-5 (2):

Pursuant to RIGL 42-46-4 and 42-46-5(2), a motion was made to enter closed session at 6:51pm to discuss ratification of the collective bargaining agreement with NAGE R1-97 2025-2028 by Jack Tregar. Regina Spirito seconded. Motion carried (6-0).

A motion was made to return to regular session at 7:19pm by Jack Tregar. Regina Spirito seconded. Motion carried (6-0).

Board voted unanimously to ratify the collective bargaining agreement with NAGE R1-97 2025-2028 contingent on ratification by NAGE R1-97.

**ADJOURNMENT: 7:20pm**

A motion was made by to adjourn the regular meeting of February 12, 2025 by Diane Schaefer. Drayton Fair seconded. Motion carried (6-0).