

## CRANSTON PUBLIC LIBRARY

A meeting of the Cranston Public Library Board of Trustees was held on Wednesday, December 18, 2024 at 6:02 pm at the Cranston Central Library.

### **Present were:**

*Michael Goldberg*

*Regina Spirito*

*R. Drayton Fair*

*Jack Tregar*

*Ed Garcia, Library Director*

*Julie Holden, Assistant Library Director*

*Excused: Jen Cowart, Lisa Kirshenbaum, Diane Schaefer, Allyson Van Wyk*

### **INTRODUCTION:**

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 November 11, 2024. Drayton Fair seconded. Motion carried (4-0).

### **LIBRARY ADMINISTRATION REPORT:**

#### Administration Updates

-The library hosted a City department heads meeting at Central for the Mayor on 11/14.

-Director Garcia and Assistant Director Holden have been involved recently in several important efforts at Ocean State Libraries. Ed is the current OSL vice president and in that role is the chair of the bylaws committee. Ed just led a major revision of the OSL bylaws that was recently approved by the OSL membership. Ed is also chair of the OSL strategic plan implementation committee. Julie is participating on two important OSL committees, the eZone sustainability committee and the Library Card Policy revision committee.

-The administration has made an addition to our 2025 holiday closing schedule. The library will be closed on Saturday July 5th. Due to our Friday/Saturday scheduling process the full-time staff that were scheduled to work on July 5th would be due a contractual floating holiday due to the closing on

July 5th for Independence Day. Closing on July 5th prevents more scheduling difficulties due to floating holidays.

-The current photocopiers leased to the library are no longer supported. After consultation with the city purchasing agent, we renewed our copier lease with new photocopiers. The new lease is for 60 months and is a slight savings over the current lease.

-The library collected canned goods and other food items in November for Operation Stand Down, which is an annual initiative of City Council President Jessica Marino. For December, the library is collecting winter clothing (coats, hats, gloves, etc) for the After School Collaborative in a partnership with the Cranston YMCA.

#### Buildings & Grounds

-Northeastern Tree was contracted to trim several trees on the Central Library property.

-Providence Water has been sending out lead pipes notifications to residents across the city. The library received notifications that the Auburn branch has a lead pipe water connection and the William Hall Library has an unknown connection that is likely lead pipe. We are reaching out to the city for any messaging that needs to be posted for the public.

#### Program updates

-A blood drive was held at Central on 11/18. There were 21 blood donations.

-The new CCAP medical van will be at CPL at Central on 12/9 from 9a-4p and Hall on 12/16 9a-4p.

#### Teen Volunteering

The last three months our teens have earned 598 hours of community service. Highlights include making holiday cards for the senior center meal kits, assisting with our elementary programs, and keeping our storytime toys clean during cold and flu season. We have also been piloting a homeschool volunteering track with storytimes that has been gaining momentum.

#### Staff Updates

None

#### Additional item

Director Garcia reported that the city has installed 2 new stroller parking signs across from the main entrance at Central, in compliance with RIGL 31-28-10 which requires lots of 100+ spaces to designate stroller parking spaces. The stenciling will be done in the spring.

## **BUDGET REPORT:**

The budget actuals as of November 30th were presented and reviewed.

## **NEW BUSINESS:**

### Proposal to move the January Trustees Meeting:

A motion was made to move the January 8<sup>th</sup> Board of Trustees meeting to January 15<sup>th</sup> by Jack Tregar. Regina Spirito seconded. Motion carried (4-0)

### Approval of Cybersecurity Insurance Policy :

A motion was made by Regina Spirito to approve the proposed Cybersecurity Insurance Policy. Jack Tregar seconded. Motion carried (4-0).

### Approval of the 2025 Capital Budget Request :

A motion was made by Jack Tregar to approve the proposed 2025 Capital Budget Request. Regina Spirito seconded. Motion carried (4-0).

### Discussion of Charging State Government Agencies for Meeting Room Use:

A motion was made to table the decision regarding charging State government agencies for meeting room usage by Regina Spirito. Drayton Fair seconded. Motion carried (4-0).

## **ADJOURNMENT:**

A motion was made by Jack Tregar to adjourn the regular meeting of December 18, 2024 at 6:45pm. Regina Spirito seconded. Motion carried (4-0).