

## **CRANSTON PUBLIC LIBRARY**

A meeting of the Cranston Public Library Board of Trustees was held on Wednesday, July 10, 2024 at 6:13pm at the Cranston Library, Knightsville Branch.

### **Present were:**

*Regina Spirito*

*Jen Cowart*

*R. Drayton Fair*

*Larry Warner*

*Ed Garcia, Library Director*

*Julie Holden, Assistant Director*

*Allyson Quintanilla, Secretary for the Board of Trustees*

*Nancy Gianlorenzo, Knightsville Branch Librarian*

*Excused: Michael Goldberg, Diane Schaefer, Jack Tregar*

### **INTRODUCTION: 6:13pm**

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

### **MINUTES: 6:14pm**

A motion was made by Drayton Fair to approve the minutes of the regular meeting of June 12, 2024, pending the noted corrections. Larry Warner seconded. Motion carried (4-0).

### **BOARD COMMUNICATIONS**

Larry Warner was thanked for his service to the Board of Trustees, as this was his last meeting. His term expires on 7/31/24. The Board has nominated Lisa Kirshenbaum as a new Trustee to the Cranston City Council. Her appointment will be considered on the July 22 City Council meeting.

### **LIBRARY ADMINISTRATION REPORT: 6:15pm**

#### Administration Updates

- The Ocean State Libraries FY25 membership agreement was signed and submitted.
- The Cranston Public Library Association recently received a \$500 grant from the Cranston Rotary to support the summer reading program.
- The Cranston Public Library Association recently received a \$5,000 donation for the Oaklawn branch.
- The Administration is working on an Employee Handbook revision. The revision will be brought to the Board in September for consideration after legal review.

-We are still in the process of closing out FY24 and should have a final budget report in September.

-Director Garcia met with the new publisher and editor of the Cranston Herald to discuss potential candidate forums and mayoral debates for the Fall election season.

### Buildings & Grounds

-CPL submitted an application in conjunction with the William Hall Library Trust to the Champlin Foundation asking for \$220,000 to replace the boiler at the Hall Library.

-The alarm system at William Hall Library was recently upgraded. There is no longer a separate alarm zone for the auditorium, just one zone for the entire building. There is now a keypad at the back entrance which controls the alarms for the entire building.

-The Knightsville basement door frame has been replaced. This will mitigate the flooding from last year.

-We installed new microphones and fixed the feedback issues with the speakers in the Giles Community Room. The cost was \$4,000.

-Central HVAC issues - the main unit above the center of the library has a broken control board and they cannot seem to find a replacement board that is in stock. Arden Engineering is going to try and bypass this part until they can find a new one. A second rooftop unit above the RI History room became clogged with debris and the drain pan overflowed through the ceiling and onto the carpet. Though no books or furniture were damaged, we are considering moving those books to a new location.

### Programming

-CPL held our Summer Reading Kickoff/Free Book Fair event on June 14th at the Sprague Mansion, in partnership with the Cranston public school librarians, Cranston Historical Society, OneCranston Health Equity Zone, and Cranston Fire Department. There were 425 people in attendance and 275+ free books were given out.

-To date, the youth services department has held over 35 programs for the city's families since 6/14.

### Staff Updates

-Assistant Library Director Julie Holden was awarded a James Patterson bonus Award by the author and the American Library Association in recognition of her work in the community. The award comes with a \$200 bonus from James Patterson.

-Part-time Reference Librarian Rachel Perrone was awarded a scholarship from the Graphic Novel and Comics Round Table of the American Library Association to attend the ALA annual conference.

-Director Ed Garcia, Communications Manager Sarah Bouvier, Youth Services Librarian Martha Boksenbaum and Oaklawn Librarian Tayla Cardillo attended the ALA Annual Conference in late June.

**BUDGET REPORT: 6:31pm**

Ed Garcia will bring the finalized FY24 budget report to the September meeting.

**RETURNING BUSINESS: 6:32pm**

Ed Garcia, Julie Holden, and Drayton Fair met with a representative from Supreme Lumens to see samples of fixtures. The representative confirmed that the company disposes of the removed bulbs and fixtures responsibly.

A motion was made to approve the installation of the Supreme Lumens system pending visual inspection of the Exeter Public Library project for an example of the installed fixtures in a library space by Larry Warner. Jen Cowart seconded. Motion carried. (4-0).

**KNIGHTSVILLE BRANCH LIBRARIAN REPORT: 6:40pm**

Nancy Gianlorenzo, the Knightsville Branch Librarian presented her report to the board.

**ADJOURNMENT: 6:55pm**

A motion was made to adjourn the meeting by Larry Warner. Drayton Fair seconded. Motion carried (4-0).