

Attleboro Public Library Board of Trustees Meeting Minutes—October 12, 2022

ATTENDEES

Trustees: Charlie Oliver, Diane Mangiaratti, Tobey Reed, David Pierce, Judy Lusk, Beth Gould, Mahesh Patel, Cindy Lorincz

Library Director: Amy Rhilinger

Staff: Dan Boudreau

The meeting was called to order at 6:35

Charlie noted that because we were not able to get the Agenda for tonight's meeting to the City in time for the meeting, there will be no votes taken at the meeting.

I. The Minutes from the previous meeting were reviewed. No corrections or changes were needed.

II. Treasurer's Report.

- A. Mahesh noted that for income, we've received \$3,188 from Chiarenza Trust and the Rotary Club gave \$500 towards books.
- B. The balance in Santander checking is \$20,320.32.
- C. There was no need to transfer any funds this month

III. Director's Report

- A. There have been some recent electrical outages in the building, but fortunately, all the issues have been resolved, and in all cases, repairs and service calls have been covered by warranty.
 - 1. When there are power outages, it affects the ability of both the elevator and HVAC system to maintain regular functioning. Amy did note that the elevator has several safety features included that ensure individuals are not trapped inside the elevator.
- B. The search for a new custodian is ongoing. One notable candidacy fell through because the candidate requested more money for the position than what Personnel was willing to offer. There is some discussion about the possibility of hiring a Facilities Manager for the city at large, which would help to alleviate the need to troubleshoot various issues not only at the library but also across the city. This position would be voted on in FY2024.
- C. With the recent promotion of Dan Boudreau, there is now an opening for a 12-hour position.

- D. A new printer has been purchased for the reference area.
- E. A group of teenagers from a program called ServeUp recently helped clean out the gardens around the property.
- F. In general, programs across the library are going strong.
- G. Friends of the Library are seeking new members, and are especially in need of individuals to help plan, market, and run future events.

- 1. Tobey recommended checking in with the CTE program at the high school to see if some of the marketing classes might be interested in assisting.

- H. Amy asked the Board to review the Meeting Room Policy from 2012. Recent events at the Cranston Library involving the use of the building by a group whose meeting resulted in a protest, and safety concerns on the part of several transgender employees, highlights the need to review the policy. Charlie noted that it would be worthwhile to research the practices and policies of other libraries. *The Board will revisit the policy at its next meeting.*

IV. Unfinished Business

- A. Collection Policy. Recent changes to the policy were reviewed. *At the next meeting, an updated copy of the Policy will be provided to the Board.*
- B. Accounting Upgrade. Mahesh noted that the upgrade is in process.
- C. Strategic Planning Update. Amy noted that all of the staff have been asked to refer to the Strategic Plan when setting goals and directions for their various departments in the future.
- D. *Evaluation Process.* Now that we have completed a round of evaluations using The new tool, it would be helpful to have some future discussion about any changes that may need to be made to improve the tool going forward, as well as to have some general discussion about the evaluation process. *Charlie will bring a copy of the completed Director's Evaluation to the November meeting.*
- E. Amy shared that recent incidents with patrons have quieted down for the time being and any recent incidents have been well handled by staff.

V. There was no new business.

The meeting was adjourned at 7:35 p.m.

The next meeting is November 9, 2022 at 6:30 p.m.

Respectfully submitted,

David Pierce