

## **Attleboro Public Library Board of Trustees**

### **Meeting Minutes – June 14, 2023**

The meeting was called to order by Charlie Oliver at 6:30 p.m.

#### **ATTENDEES**

**Trustees:** Cindy Lorincz, Judy Lusk, Charlie Oliver, Diane Mangiaratti, Tobey Reed, Tricia Svendsen

**Library Director:** Amy Rhilinger

**Staff:** Krystal Brown

#### **1. Introductions**

Krystal Brown - Head of Children's Services

Brian French - Library patron

Mayor Cathleen DeSimone - Attleboro Mayor

Paula Murphy and Mary Friel - Rockland Trust investment advisors

#### **2. Portfolio Review by Rockland Trust**

Paula Murphy and Mary Friel distributed a portfolio review booklet to each Trustee and presented an administrative review, gave market commentary, and reviewed the Attleboro Public Library portfolio. The market value is \$1,735,588. Paula mentioned factors such as relatively low unemployment, higher prices on food and lower energy costs, as well as the global economy that is slowly growing. There are graphs showing GDP growth, consumer price inflation and asset allocation.

Charlie asked when we are due for a rebalance, and Paula said maybe in the fall.

In regard to portfolio holdings, Paula reported that Toro, Nike and computer tech companies were added, and there have been 24-26 trades since our last meeting with Rockland advisors.

#### **3. Minutes**

Minutes from the May meeting were accepted as presented.

#### **4. Business Required by Law**

None

#### **5. Treasurer's Report**

Warrant #10 in the amount of \$11,596.87 was presented.

Amy explained that a donation of \$780 from the Second Congregational Church was made for digitizing some old and fragile documents.

There was a move to accept the donations and transfer needed funds to the checking account. It was approved. The Treasurer's report was accepted as presented, and the Board voted to list Diane Mangiaratti, the new Board president, on the bank accounts.

#### **6. Committee Reports**

##### **A. Policy Committee**

The Policy Committee met on May 18 and reviewed policies dealing with videos and Internet services.

They plan to meet on June 21 at 4:00 p.m. to continue work on this updating project. Charlie had a concern about the Collection Development Policy that is on the website. Amy clarified that there is a form for reconsideration of materials in the Appendix, and she will include a link to it in the policy so that the form can easily be found.

##### **B. Proclamation**

Mayor Cathleen DeSimone took a moment to recognize Charlie Oliver with a proclamation recognizing his leadership on the Board of Trustees. Charlie said he had a low level of engagement with the library

prior to being appointed by Mayor Judy Robbins many years ago. Charlie has now served on the Board as President for eight years. As Charlie steps down from this role, the Mayor acknowledged the tremendous efforts he has undertaken on behalf of the citizens of Attleboro. The Trustees recognize Charlie's wealth of institutional knowledge, and expressed gratitude for his commitment and leadership.

## **7. Director's Report**

Amy submitted a written report commenting on the following:

- The FY 24 budget has been approved.
- The new 22 hour position should be posted soon.
- Interior camera positions are being determined. Cindy asked who would be reviewing the films. Amy said Library personnel would be reviewing them as needed. Police would also have access, if needed.
- Natalie Kosh is the newly hired Circulation Assistant.
- Regarding challenging patrons, the Mayor said that a licensed social worker in City Hall would have a relationship with the Library and the police. Resources may become available for Library staff training through Bradley Hospital.

Diane asked about Narcan in the Library. Amy said some staff were trained in the use of Narcan. That training was open to the public, and there may be another training.

Amy said that they may reach out to the AFD regarding training in AED.

Cindy asked about CPR certification of staff. Amy said it is encouraged, but not mandated.

- Charlie mentioned the "beehive of activity" he has observed on visits to the Library. Amy talked about challenges in having staff respond to patrons at times because there is so much activity.
- Outreach efforts include attending many events around the city.
- The Friends of APL hosted a well-attended program featuring Ted Reinstein. They have made a second donation of \$5,000 toward the electronic sign, as well as a donation of \$2,500 toward the Community Read.
- In light of the local book banning efforts in the schools, Amy wants to make clear to people that the Library is about providing access, not restricting access.

## **8. Unfinished Business**

### **A. Strategic Planning**

Amy reported that Department heads refer to the Strategic Plan goals and report on what they are hitting. She and Joseph want the staff to look at that repeatedly as well as think about what goals need more attention.

### **B. Electronic Sign**

Diane reported that there is \$37,500 available for the purchase and installation of the electronic sign. \$50,000 is the total needed. Amy said there are a couple more contacts she will be speaking with.

### **C. Evaluation/Library Director**

All Trustees submitted information for Amy's review. Charlie summarized the feedback and will be meeting next week with Amy to discuss the evaluation.

## **9. New Business**

Several gifts from staff and Board members were presented to Charlie in recognition of his long service on the Board with eight years in the role of President. He expressed his respect and appreciation of his fellow Trustees and assured them he will continue to serve as a Board member.

The meeting was adjourned at 7:55 p.m.

**Next meeting: Sep. 13, 2023, at 6:30 p.m.**

Respectfully submitted,  
Tricia Svendsen