

**Attleboro Public Library Board of Trustees**  
**Meeting Minutes – June 12, 2024**

The meeting was called to order by Diane Mangiaratti at 6:00 p.m.

**ATTENDEES**

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

**Library Director:** Amy Rhilinger

**Staff:** Cindy McDonough

**1. Introductions**

Cindy McDonough - Office Administrator

Rockland Trust Representatives - Mary Friel, First Vice President, Relationship Manager  
Paula Murphy SVP & Director of Portfolio Mgt., Portfolio Manager

**2. Rockland Trust Presentation**

Mary Friel and Paula Murphy were present to conduct an Administrative Review, Market Commentary and Portfolio Review and answer any questions Board Members had about the Attleboro Public Library accounts. A 30-page booklet was given to each Board Member and Mary and Paula went over the “ins and outs of the portfolio.”

The market value is \$1,877,301. Graphs showed the S&P over the last decade and over the last year. The U.S. Treasury Yield Curve indicates rates are up and the GDP growing at 1 1/2 %, with unemployment relatively low at 4%. They mentioned that the Global Economic Activity looks strong.

Representatives pointed out that the Assets Allocation Chart indicates 35.9% in Common Stocks; 32.5% in U.S. Bonds; and 1.5% in Money Markets.

Charlie asked if they were looking at any changes in the portfolio. Mary said that the diversified portfolio makes for a good balance when there are fluctuations in the market.

It was also pointed out in the Summary of Transactions that the Total Net Return from January 1, 2024 to May 31, 2024 is \$68,644. Lastly, the Summary of Disbursements noted total disbursements of \$49,132.06 from July 1, 2023 through May 31, 2024.

**3. Director Evaluation Discussion**

Board Members submitted paper work evaluating Amy’s performance as Library Director to Diane who presented the composite results. The Board made final comments on the evaluation tool as well as the final report. Diane will meet with Amy to discuss and sign the performance review.

**4. Minutes of Prior Meeting**

The Board voted to approve as presented the minutes from the May meeting.

**5. Business Required by Law**

None.

**6. Treasurer’s Report**

Mahesh presented Warrant #12 in the amount of \$7,560.00. There were donations of \$600.00: \$500.00 in memory of Joann Oberbeck; and \$100.00, also in memory of Joann Oberbeck, specific for children’s books. The balance in the checking account is \$6051.10.

Motions were made to accept Warrant #12 and the donations, and to transfer \$7,560.00 to the checking account. The motions passed, and the Treasurer’s report was approved as presented.

**7. Committee Reports**

**Finance Committee**

Charlie, Mahesh and Amy met and talked about accounts that are predetermined. For example,

some funds are specified for nonfiction. They want to identify the purpose of the endowments to be sure we are spending in correct categories for the allocation report in order to have a more relevant/intelligent trust fund budget.

Cindy has helped with full implementation of QuickBooks, and Mahesh said there are a couple of tweaks needed.

## **8. Director's Report**

Amy submitted a written report commenting on the following:

- Carpet replacement will cost an additional \$500,000.
- Today is the first day the security cameras were used. Some issues need to be ironed out.
- The Garden Club is caring for the garden near the Library entrance.
- Pods for staff use are being considered for third floor space.
- A no-trespass order was issued.
- Summer Reading Kickoff is on June 14.
- A mobile tech set-up is planned for the Balfour Room. Funds from Library Giving Day will be utilized. Audio Concepts is helping with planning, and the three-year warranties are appreciated.
- The Friends have a fundraiser through City Spirits scheduled for July.
- There are almost 17,000 Library cardholders - the highest number ever.
- The Nintendo program had high attendance. (60 people)
- The security guard position is being funded.
- Amy is on the committee to hire a City Social Worker.

## **9. Unfinished Business**

### **A. Strategic Planning Update**

At monthly meetings Department Heads continue to refer to the Plan noting what goals they are hitting or missing. They also consider future goals to address in the next Plan.

### **B. Sign Update**

Amy has determined that it is not advisable to pursue the sign acquisition at this time. She would like the project to be placed on hold as there are too many other projects in the works. She cited safety issues, vendors, carpeting and new tech equipment to be more pressing needs. In addition, another \$12,000 is still needed for the purchase of the sign. Amy will send a letter to those who have already donated funds toward the sign, informing them that the purchase and installment of the sign is on hold at this time. Acquiring the sign will continue to be a goal for a future date.

## **10. New Business**

### **Open Meeting Law Summary**

Diane provided Board Members with a summary of the Law after receiving information from Peter Mello, the City Solicitor. There was some confusion about whether the Board of Trustees' subcommittees are required to post their meetings. Since the summary states that subcommittees of public bodies are subject to Open Meeting Law, but also states that deliberation/communication "must involve a quorum of the public body," the Board needs further clarification. Diane will follow up with Peter on this.

The meeting was adjourned at 7:49 p.m.

**Next meeting: September 11, 2024, at 6:30 p.m.**

Respectfully submitted,  
Tricia Svendsen