

MINUTES OF MEETING
LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
January 30, 2024

CALL TO ORDER:

Chairwoman Rageotte called the meeting to order at 5:33 PM at the Lincoln Public Library.

PRESENT:

Treasurer Rita Caraccia and Trustees Harnick and Gorman were present. Also in attendance was Becky Boragine, Library Director and Cassie Rainey, Asst. Library Director. Guests David Hart and Robert Turner from the Budget Board.

ABSENT/EXCUSED:

None

APPROVAL OF MINUTES:

The Minutes of the November 28, 2023 meeting were reviewed. A motion to accept the minutes was made by Trustee Harnick and seconded by Trustee Gorman. The motion was approved unanimously.

DIRECTOR'S REPORT:

Ms. Boragine presented the December statistics to the board. During December one computer class was held, eleven storytimes, thirteen children's programs, two teen program, eight adult and two family program took place. Ms. Boragine indicated that items added to the collection in December were 424 books, videos, CD's, magazines, DVD's, CD-ROMS, etc. Also, circulated were 11,513 items. A total of 30 new patrons were given cards. Attendance was 5,609. A total of 4,889 items were loaned out to other libraries and 1,626 items were borrowed. The in-house computer usage was 502. The online database usage was 1,026. Overdrive usage was 3,131 and includes 1,308 Audio, 0 Video, 0 Music, 1,823 E-Books and all other E-Books usage was 0.

Ms. Boragine mentioned the library continues to be busy, e-book usage was up due to the holiday and patrons receiving new devices. A motion to accept the Directors report for December was made by Trustee Gorman and seconded by Trustee Harnick. The motion was approved unanimously.

FINANCIAL REPORT:

Treasurer Caraccia presented the written financial report as of January 30, 2024 and the balances in the accounts are as follows:

Fines:	\$ 0.00
Champlin Account:	\$ 5.63
Trustees Account:	\$29,686.88
Checking Account:	\$ 1,325.39
Catie Kurowski Fund:	\$

Three checks totaling \$361.11 were presented for payment. A motion that the Board agrees that all invoices being presented for payment by the Town of Lincoln are accurate and are to be paid out of their respective accounts was made by Trustee Harnick and seconded by Trustee Gorman. The motion was approved unanimously.

UNFINISHED BUSINESS:

The Meeting Room policy was tabled to the next meeting.

The review of the rough draft of the budget/data collection was discussed. Budget Board members Hart and Turner discussed with the board the expectations of the Budget Board. The Trustees discussed what are the expected outcomes as well as additional programming that can be provided. The Trustees further discussed the theme of what is being asked for by the Trustees to the Budget Board and the rationale for changes and the framework behind it. They see it divided into three parts – the value of the library, the budget, and a

strategic outlook. Minimally, the trustees believe a maintenance person is required for the upkeep of the building. The Trustees discussed the addition of a librarian and a maintenance/facilities person for the presentation to the Budget Board. A second meeting to finalize the Budget and presentation was scheduled for Monday February 5th at 6:00 pm. Any edits to the presentation should be sent prior to the meeting so that it can be presented at that time.

NEW BUSINESS:

Capital expenditures and projected needs of the library were discussed for the budget. Ms. Boragine discussed the need for additional space, and additional monies for computer expenses. Also, the Board again discussed the need for a feasibility study.

ANNOUNCEMENTS & REMINDERS:

The next Board Meeting will be held on February 27, 2024, at 5:30 pm in person at the Lincoln Library. The library calendar can be found online at the library website. Newsletters will be emailed. Any library updates can be found on all the social media platforms – Facebook, Instagram, and Twitter as well as the website.

Public Comment:

None

ADJOURNMENT:

There being no further business, a motion was made by Trustee Harnick and seconded by Trustee Gorman to adjourn the meeting at 7:23 PM. The motion was approved unanimously.

Respectfully submitted,

Joan Dion

Board Secretary

LINCOLN PUBLIC LIBRARY
145 Old River Road

Lincoln, Rhode Island 02865-1395
401-333-2422

Becky A. Boragine
Director

Ann Rageotte
Library Board Chairman

DATE: JANUARY 30, 2024

TO: Trustee Treasurer

FROM: Cindy

Checks the Library needs for payments:

1. Joan Dion BOARD SECRETARY November meeting	\$	50.00
2. PETTY CASH	\$	250.00
3. TOWN OF LINCOLN (2 ND QUARTER, OCT-DEC 2023)	\$	61.11
TOTAL		\$ 361.11

TREASURER'S REPORT FOR LINCOLN LIBRARY TRUSTEES MEETING -

RITA CARACCIA			
BALANCE For JANUARY 30, 2024			
NAVIGANT - CHECKING ACCT	\$	1,325.39	(- 361.11) = \$ 964.28
NAVIGANT - MONEY MKT ACCT	\$	29,686.88	
NAVIGANT / CHAMPLIN ACCT	\$	5.63	
** CATIE KUROWSKI FUND	\$	00.00	

TOTAL BALANCE ON 01/30/2024 \$ 31,017.90 (-361.11) = \$ 30,656.79