

**MINUTES OF MEETING
LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
February 27, 2024**

CALL TO ORDER:

Chairwoman Rageotte called the meeting to order at 5:32 PM at the Lincoln Public Library.

PRESENT:

Trustees Harnick and Gorman were present. Also in attendance was Becky Boragine, Library Director and Cassie Rainey, Asst. Library Director.

ABSENT/EXCUSED:

Treasurer Rita Caraccia

APPROVAL OF MINUTES:

The Minutes of the January 30, 2024 meeting were reviewed. A motion to accept the minutes was made by Trustee Harnick and seconded by Trustee Gorman. The motion was approved unanimously. The Minutes of the February 5, 2024 meeting were reviewed. A motion to accept the minutes was made by Trustee Gorman and seconded by Trustee Harnick. The motion was approved unanimously.

DIRECTOR'S REPORT:

Ms. Boragine presented the January statistics to the board. During January one computer class was held, seventeen storytimes, twelve children's programs, one teen program, eight adult and one family program took place. Ms. Boragine indicated that items added to the collection in January were 437 books, videos, CD's, magazines, DVD's, CD-ROMS, etc. Also, circulated were 12,923 items. A total of 55 new patrons were given cards. Attendance was 6,236. A total of 5,391 items were loaned out to other libraries and 1,739 items were borrowed. The in-house computer usage was 533. The online database usage was 1,026. Overdrive usage was 3,582 and includes 1,474 Audio, 0 Video, 0 Music, 2,108 E-Books and all other E-Media usage via Hoopla was 290.

Ms. Boragine mentioned that she attended a few meetings this month. She met with Budget Board member Aiden Carey who is new to the board and is the member assigned to the library. She also met with the Town Administrator and presented the budget packet to him as well. An extensive list of items that need to be addressed in terms of repairs to the library building was also provided to the Town Administrator. The library continues to be busy. A motion to accept the Director's report for January was made by Trustee Harnick and seconded by Trustee Gorman. The motion was approved unanimously.

FINANCIAL REPORT:

Treasurer Caraccia presented a written financial report in her absence as of February 26, 2024 and the balances in the accounts are as follows:

Fines:	\$ 0.00
Champlin Account:	\$ 5.63
Trustees Account:	\$29,602.35
Checking Account:	\$ 1,125.39
Catie Kurowski Fund:	\$

One check totaling \$100.00 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 Gorman and seconded by Trustee Harnick. The motion was approved unanimously.

UNFINISHED BUSINESS:

The Meeting Room policy was tabled to the next meeting.

The 2024-25 Budget was discussed. Copies of the Budget packet was presented to the Town Administrator

and copies will be provided to the Budget Board. The board had a few questions about the Maintenance of Effort and State Aid to the library and its budget numbers. Ms. Boragine informed the board that the Town Administrator is aware of the maintenance of effort. Trustees can attend the Budget Board meeting on March 13 at 7:00 pm. Trustees Harnick, Gorman and Chairwoman Rageotte will be attending this meeting.

NEW BUSINESS:

A resolution in support of full state funding for libraries was discussed. The library should receive 25% of aid based upon town expenditures however the state budget only has 24.18% of aid included in its proposal. The board is asking the Town Council to submit a resolution to restore the state funding to the full 25% as required by state law. A motion was presented by Trustee Harnick and seconded by Trustee Gorman to submit a request for a resolution to the town council requesting the Governor to restore the state funding to libraries to the full 25%. An approximate \$9,000 increase, from the current 24.18% in the state budget, for Lincoln. The motion was approved unanimously.

The Computer Policy presented to the board was discussed. Questions with regard to copyright policy, minor use of computers and release of personal information were discussed. Asst. Director Rainey will edit the policy and provide to the board for approval next meeting. The Board suggests asking the solicitor to review the policy as well.

The Hotspot Policy was reviewed. An increase in the fee for lost/stolen Hotspots was due to T-Mobile's cost for replacing the hot spot. The board discussed the increase and requested that the current fee be listed in the FAQ's section. A motion to approve the Hotspot Policy as amended at the meeting was made by Trustee Gorman and seconded by Trustee Harnick. The motion was approved unanimously.

ANNOUNCEMENTS & REMINDERS:

The next Board Meeting will be held on March 26, 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 6:59 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
Library Board Chairman

Ann Rageotte

DATE: FEBRUARY 26, 2024
TO: Trustee Treasurer
FROM: Cindy
Check the Library needs for payments:

1. Joan Dion	BOARD SECRETARY JAN & SPECIAL meeting	\$	100.00
TOTAL			\$ 100 00

TREASURER’S REPORT FOR LINCOLN LIBRARY TRUSTEES MEETING -

RITACARACCIA

BALANCE For FEBRUARY 26, 2024			
NAVIGANT - CHECKING ACCT	\$	1,125.39	(- 100 00) = \$ 1,025.39
NAVIGANT - MONEY MKT ACCT	\$	29,60235	
NAVIGANT / CHAMPLIN ACCT	\$	5.63	
** CATIE KUROWSKI FUND	\$	00.00	
TOTAL BALANCE ON 01/30/2024	\$	30,733.37	(-100 00) = \$ 30,633.37