

**MINUTES OF MEETING
LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
March 26, 2024**

CALL TO ORDER:

Chairwoman Rageotte called the meeting to order at 5:34 PM at the Lincoln Public Library.

PRESENT:

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

ABSENT/EXCUSED:

None

APPROVAL OF MINUTES:

The Minutes of the February 27, 2024 meeting were reviewed. A motion to accept the minutes was made by Treasurer Caraccia and seconded by Trustee Harnick. The motion was approved unanimously.

DIRECTOR'S REPORT:

Ms. Boragine presented the February statistics to the board. During February one computer class was held, ten storytimes, fifteen children's programs, two teen programs, eight adult and one family program took place. Ms. Boragine indicated that items added to the collection in February were 698 books, videos, CD's, magazines, DVD's, etc. Also, circulated were 12,739 items. A total of 57 new patrons were given cards. Attendance was 5,819. A total of 5,041 items were loaned out to other libraries and 1,819 items were borrowed. The in-house computer usage was 542. The online database usage was 652. Overdrive usage was 3,287 and includes 1,342 Audio, 0 Video, 0 Music, 1,942 E-Books and all other E-Media usage via Hoopla was 359.

Ms. Boragine mentioned that she wants to highlight Hoopla as its usage has been steadily increasing and becoming a larger part of our electronic media circulation. She also mentioned that because of costs associated with Hoopla, not all libraries have it. Overdrive is the database that all libraries have. The library continues to be busy. A motion to accept the Director's report for February was made by Trustee Gorman and seconded by Trustee Harnick. The motion was approved unanimously.

FINANCIAL REPORT:

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

Fines:	\$ 0.00
Champlin Account:	\$ 5.63
Trustees Account:	\$29,884.06
Checking Account:	\$ 1,025.39
Catie Kurowski Fund:	\$

One check totaling \$50.00 was 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 Computer, Internet & Wireless Use Policy presented to the board was reviewed. Edits to the policy had been provided to Asst. Director Rainey and changes presented for review and approval. The Board had no further comments and asked that this now be sent to the Town Solicitor for comments/review prior to approving.

NEW BUSINESS:

The 2024-25 Budget Board Meeting was discussed. The Trustees and Ms. Boragine presented their Budget to the Budget Board. The Trustees felt the presentation was well received. Ms. Boragine was asked if the line items she presented were accurate, and that salary items from the budget that the Town Administrator presented were not accurate. Corrections were made by the Budget Board. The Budget Board were complementary to the Trustees in the effort that went into putting together the budget packet. A Trustee Resolution discussion was held. Treasurer Caraccia wants the board to show the Town Council and Budget Board in a more legal and formal manner that the Trustee Board is responsible for the Budget and justification for the library's needs. The trustees want to wait for feedback from the Budget Board and the Town Administrator.

ANNOUNCEMENTS & REMINDERS:

The next Board Meeting will be held on April 30, 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:

Trustee Gorman has asked that for the next meeting an agenda item be included on the strategy for next year's budget as well as a need for a feasibility study. Also, a request to meet with Town Administrator Phil Gould be made.

ADJOURNMENT:

There being no further business, a motion was made by Trustee Harnick and seconded by Trustee Gorman to adjourn the meeting at 6:529 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

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: APRIL 30, 2024

TO: Trustee Treasurer

FROM: Cindy

Check the Library needs for payments:

1. Joan Dion BOARD SECRETARY APRIL meeting \$ 50.00

TOTAL \$ 50.00

TREASURER’S REPORT FOR LINCOLN LIBRARY TRUSTEES MEETING -

RITACARACCIA

BALANCE For		APRIL 30, 2024	
NAVIGANT- <u>CHECKING ACCT</u>	\$	1,075.39 (- 50.00)	= \$ 1,025.39
NAVIGANT - <u>MONEY MKT ACCT</u>	\$	29,846.63	
NAVIGANT / <u>CHAMPLIN ACCT</u>	\$	5.63	
** CATIE KUROWSKI FUND	\$	00.00	
TOTAL BALANCE ON		04/30/2024	\$ 30,927.65 (- 50.00) = \$ 30,877.65

DATE: APRIL 30, 2024
TO: Trustee Treasurer
FROM: Cindy

Checksthe Library needs for payments:

1. Joan Dion	BOARD SECRETARY	APRIL meeting	\$	50.00
TOTAL				\$ 50.00

TREASURER’S REPORT FOR LINCOLN LIBRARY TRUSTEES MEETING -

RITACARACCIA

BALANCE For		APRIL 30, 2024	
NAVIGANT- <u>CHECKING ACCT</u>	\$	1,075.39 (- 50.00)	= \$ 1,025.39
NAVIGANT - <u>MONEY MKT ACCT</u>	\$	29,846.63	
NAVIGANT / <u>CHAMPLIN ACCT</u>	\$	5.63	
** CATIE KUROWSKI FUND	\$	00.00	
TOTAL BALANCE ON		04/30/2024	\$ 30,927.65 (- 50.00) = \$ 30,877.65