

**MINUTES OF MEETING
LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
April 30, 2024**

CALL TO ORDER:

Chairwoman Rageotte called the meeting to order at 5:34 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, Cassie Rainey, Assistant Director.

ABSENT/EXCUSED:

None

APPROVAL OF MINUTES:

The Minutes of the March 26, 2024 meeting were reviewed. A motion to accept the minutes was made by Trustee Harnick and seconded by Treasurer Caraccia. The motion was approved unanimously.

DIRECTOR'S REPORT:

During March one computer class was held, seventeen storytimes, eighteen children's programs, one teen program, nine adult and one family program took place. Ms. Boragine indicated that items added to the collection in March were 614 books, videos, CD's, magazines, DVD's, etc. Also, circulated were 13,324 items. A total of 58 new patrons were given cards. Attendance was 6,574. A total of 4,969 items were loaned out to other libraries and 1,880 items were borrowed. The in-house computer usage was 600. The online database usage was 577. Overdrive usage was 3,492 and includes 1,427 Audio, 2,065 E-Books and additional ebooks 2, all other E-Media usage via Hoopla was 391. Videos streamed via Kanopy was 94.

Ms. Boragine indicated that March was busy and in line with the previous months.

A motion to accept the Directors report for April was made by Trustee Gorman and seconded by Treasurer Caraccia. The motion was approved unanimously.

FINANCIAL REPORT:

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

Fines:	\$	
Champlin Account:	\$	5.63
Trustees Account:	\$	29,846.63
Checking Account:	\$	1,025.39
Catie Kurowski Fund:	\$	

One check totaling \$50 was presented for payment to the board secretary. 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 is being tabled again until the Town Solicitor can review and provide comments. Ms. Boragine will follow up again with the Solicitor.

The Computer and Internet Access Policy was sent to the Town's IT Director, Town Administrator Gould and the Solicitor for review and comment. Ms. Boragine will follow-up and provide update at the next meeting.

NEW BUSINESS:

The Strategy for the 2025-26 Budget year was discussed. Trustee Gorman presented the board with a document from the Swansea Town Library; they are building an expansion to their building and had several links on the document on how and why they are doing the expansion. Ms. Boragine mentioned that OLIS does have a guide for towns to utilize for building expansions. The board also discussed the need for

apatrone/community survey or assessment. The board has asked Ms. Boragine to invite the Town Administrator to another board meeting to discuss.

The Town Finance Department has requested that the Library Board provide a reconciliation to them for the Navigant Credit Union bank accounts. The Board has asked Ms. Boragine to request a template from the finance department for them to follow.

The Board discussed the library's summer schedule. A motion was made by Trustee Harnick and seconded by Trustee Gorman to approve the closing of the library on Saturdays from July 6th to August 31st. The motion was approved anonymously.

The board set the summer meeting to be August 27th, 2024. Also, the September meeting was also changed from September 24th to September 30th.

The Budget Board's Budget discussion was held. The Trustees are thoroughly disappointed with what was decided upon. None of the items the Trustees requested were granted. They would like to invite the Budget Board to another board meeting to discuss their proposal. Ms. Boragine was able to get the line items in her budget corrected that have historically been wrong. She was informed that raises will be consistent with what the Town Council approves. Ms. Boragine has also been informed of a new ticketing system that the Town is creating to keep track of requests throughout the town and has been asked to utilize this system for many of her facility needs. She informed the board that the budget will be posted on the town website within a week. The Financial Town Meeting is also coming up. She invited any board members that wished to attend and speak were welcome to do so.

ANNOUNCEMENTS & REMINDERS:

The next Board Meeting will be held on May 28, 2024, at 5:30pm in person at the Lincoln Library.

Ms. Boragine mentioned that in the month of May, the Stop and Shop location at Lincoln Mall is selling their community bags for \$2.50 and have selected the Friends of the Library to receive \$1.00 from every bag sold during the month.

Ms. Rainey informed the board that the Summer Reading program begins June 24th.

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 Gorman and seconded by Treasurer Caraccia to adjourn the meeting at 6:37 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
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DATE: APRIL 30, 2024
TO: Trustee Treasurer

FROM: Cindy

Checks the Library needs forpayments:

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