

MINUTES OF MEETING

LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
March 25, 2025

CALL TO ORDER:

Chairwoman Rageotte called the meeting to order at 5:31 PM at the Lincoln Public Library.

PRESENT:

Treasurer Rita Caraccia and Trustees Harnick, Matlach 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 February 25, 2025 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:

During February five computer classes were held, nine storytimes, twenty-one children's programs, three teen programs, eight adult, one All Ages and three family programs took place. Ms. Boragine indicated that items added to the collection in February were 438 books, CD's, magazines, DVD's, etc. Also, circulated were 11,614 items. A total of 55 new patrons were given cards. Attendance was 5,812. A total of 4,660 items were loaned out to other libraries and 1,695 items were borrowed. The in-house computer usage was 503. The online database usage was 1,237. Overdrive usage was 3,178 and includes 1,423 Audio, 1,755 E-Books and reference eBooks 0, all other E-Media usage via Hoopla was 481. Videos streamed via Kanopy was 122.

Ms. Boragine indicated February being a short month statistics are down from January. However, there were many programs held because of school vacation week. The board asked about the statistics and Ms. Boragine indicated that the numbers fluctuate on many factors like school vacations, weather among others. A motion to accept the Directors report for February was made by Treasurer Caraccia and seconded by Trustee Matlach. The motion was approved unanimously.

FINANCIAL REPORT:

Treasurer Caraccia presented the financial report as of March 25, 2025 and presented the balances in the accounts as follows:

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Fines:	\$0.00
Champlin Account:	\$ 5.63
Trustees Account:	\$30,753.73
Checking Account:	\$1,015.39

Two checks totaling \$250.00 were presented for payment for March. A motion that the Board agrees that all invoices being, presented for payment by the Town of Lincoln for March are accurate and are to be paid out of their respective accounts was made by Trustee Harnick and seconded by Trustee Matlach. The motion was approved unanimously.

UNFINISHED BUSINESS:

The library updates on building repair and maintenance were discussed. Ms. Boragine has asked the Town for assistance in getting light bulbs changed and she is still awaiting a plumber to fix the leak in the fire suppression system that needs to be addressed, and the toilets are making loud noises as there appears to be air in the pipes. The Town had the back door changed for compliance and it is locked all day, keys had to be made for all staff as it is the staff entrance. The board would like Ms. Boragine to keep a log of the

deliveries and the traffic in the library as deliveries now are coming through the front entrance. Ms. Boragine indicated that they are going to be getting a new copier. Quotes were presented to the Town and accepted.

NEW BUSINESS:

The June Library Board Meeting is to be changed to June 17, 2025 at 5:30 pm. And the Summer Meeting is scheduled for August 19, 2025. Ms. Boragine once again would like the library to be closed on Saturdays from July 5th through August 30th, reopening on Saturday September 6th. A motion that the library is to be closed on Saturdays from July 5th through August 30th was made by Trustee Matlach and seconded by Trustee Harnick. The motion was approved unanimously.

A recap of the budget board meeting was discussed. Trustee Harnick offered her kudos to Chairwoman Rageotte and Ms. Boragine for their work with on the budget. The budget board representative never made an appointment with Ms. Boragine to discuss the needs of the library. They discussed with the board the maintenance issues and the cleaning person's hours. It was suggested that the cleaning person should switch by cleaning the senior center first. Uncertain on who the cleaning person is accountable to. The overall sentiment of the board members who were in attendance for the budget board meeting was that it was a very contentious meeting and that their concerns were dismissed. Trustee Harnick expressed that she will not be the point person for the budget packet next year, she would like someone else to take her place. Ms. Boragine will be meeting with the new Public Works director to discuss the needs of the library.

The board also mentioned that they were unclear where the library stood in the feasibility study. Ms. Boragine indicated that the Town Administrator would be looking for her input for the RFP and will include as an agenda item going forward.

The board also discussed the Freedom to Read Act. A handout was provided to the board. They were all encouraged to send post cards to their local state representatives to pass this act provided by Ms. Boragine.

The board also asked about any anticipated cuts to funding. Ms. Boragine indicated that OLIS has already received this year's funding, so it is business as usual. Areas where there is concern for cuts is in the delivery services and online databases funded by OLIS.

ANNOUNCEMENTS & REMINDERS:

The next Board Meeting will be held on Tuesday April 29, 2025, 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 Matlach and seconded by Trustee Harnick to adjourn the meeting at 6:35 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
Chairman

Ann Rageotte

Library Board

DATE: MARCH 25, 2025

TO: Trustee Treasurer

FROM: Cindy

Checksthe Library needs for payments:

1. Joan Dion	BOARD SECRETARY	MARCH25 Meeting	\$	50.00
2. PETTY CASH			\$	200.00
TOTAL			\$	250.00

TREASURER’S REPORT FOR LINCOLN LIBRARY TRUSTEES MEETING -

RITACARACCIA_ - Trustee Treasurer

BALANCE For		MARCH 25 2025	
NAVIGANT- <u>CHECKING ACCT</u>	\$	1,265.39	(- 250.00) = \$1015.39
NAVIGANT - <u>MONEY MKT ACCT</u>	\$	30,753.73	
NAVIGANT / <u>CHAMPLIN ACCT</u>	\$	5.63	
** CATIE KUROWSKI FUND	\$	00.00	
TOTAL BALANCE ON	03/25/2025	\$	32,024.75 (- 250.00) = \$ 31,774.75