

**ROGERS FREE LIBRARY
BOARD OF TRUSTEES
(APPROVED)**

September 23, 2021
Rogers Free Library
525 Hope Street
Bristol, RI 02809
6:30 p.m.

Present were:

Jackie Katz
Laura Cabral
Beverly Larson
Ruth Souto
David Swanson
Al Wroblewski

Also present were:

Ryan Brennan, Director
Insley Julier, Adult Services Librarian
Jackie O'Brien, Assistant Director

Absent:

Engracia Rodrigues

1. ROLL CALL FOR QUORUM

Jackie Katz called the meeting to order at 6:30 p.m. and noted that there was a quorum.

2. REVIEW/AMEND/APPROVE MINUTES OF PREVIOUS MEETING

A motion was made by Beverly Larson to approve the August 19, 2021 minutes; seconded by David Swanson; Roll call vote – all in favor, motion passes.

3. CHAIR REPORT

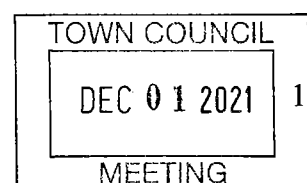
Jackie Katz – Would like to change the date of the next Trustees meeting from October 21, 2021 to October 28, 2021.

4. INTRODUCTION

Insley Julier - Was introduced as the "New Adult Services Librarian". Insley received a warm welcome.

5. REPORT OF THE LIBRARY DIRECTOR

Ryan – Discussed some programming updates - Bookfest postponed until April of 2022, due to Covid concerns. Ryan is still going forward with the Film Series, but will change the films to popular releases.



Ryan will be offering 2 candidates part time Circulation Associate positions.

The Historic Preservation Grant is waiting for photos from Steve Greenleaf, Building Inspector. Beverly Larson congratulated Ryan on the salary improvement. All part time Circulation Associates now make \$15.45/hour. David Swanson asked if there was a waiting period. Per Ryan, there is not a waiting period for staff to start to receive this hourly wage.

Beverly Larson – Asked Ryan about funding priorities for support from the Friends. Ryan talked about the Friends funding the Strategic Plan, bringing our Non-Fiction up to date, Hotspots and upgraded technology for the Herreshoff Community Room. Ryan is also working on a new website for the library that will be in December's Grant Request. He has already put out an RFP for this.

It was recommended to Ryan to stay with the hearing headsets versus the hearing ear loop. Per Ryan, at this time it is not worth the expense, due to technology evolving. Ryan is working on having Rogers Free Library partner with the Mt. Hope High School, in an effort to essentially try to find ways to get teens in the library. Ryan will also be purchasing an iMac. Ryan spoke about Professional Development and Conference Attendance with staff. He would like to see as many as possible to be able to attend any local conferences, such as RILA, and still be able to staff the library.

Al Wroblewski – Noted that this was good reporting. He found that this report had a lot of energy and momentum.

6. FINANCIAL REPORT

The September Financial Report was tabled and will be voted on at the October 28, 2021 meeting.

7. OLD BUSINESS

- **Director Evaluation Dialogue Question Discussion**

Jackie Katz – Asked, Where do you see Rogers Free Library in 2 – 5 years?

Ryan – would like a Makerspace in the library, some significant staffing. Would like to do more work outside of the building and more in the community.

Jackie Katz – What will it take or path to get us there?

Ryan – Staff development, restructuring. Ryan would like to see more money in the budget to be able to expand staff.

Ruth Souto – What do you need from the Board?

Ryan – Continual advocacy.

8. NEW BUSINESS

Jackie Katz – Noted that Engracia's term ends December 30, 2021. Jackie has received six candidates that are interested in filling this position. A committee of three Trustees have interviewed five. One of the candidates was not from Bristol, which was disqualified. They have narrowed the search down to one candidate and will present this to the Town Council. Melissa Cordeiro, Town Clerk, has asked Jackie Katz to reach out to her at the end of October to be put on the Town Council Agenda.

Jackie Katz – Talked about Planning a Retirement Reception for people who have retired RFL Staff and the Board of Trustees. This is planned for a Sunday in January, 2022.

- **Liason Reports**

- **Friends of RFL – Ruth Souto** – The Friends will be holding a meeting on Wednesday, September 29, 2021 at 7:00pm.
- Grant Oversight Committee – David Swanson and Laura Cabral** - They don't know if Daniel Feldman will continue on the Oversight Committee or the Friends.

There was a lengthy discussion on the Friends, the Steering Committee and the Strategic Plan.

- **New Grants**

- 1) **Organization: Bristol Jr., Garden Club; Project Title: Library Garden Shed; Objective:** To put a storage shed for the garden tools.
Amount - \$500
David Swanson made a motion to approve this grant; seconded by Al Wroblewski, roll call vote – David Swanson -voted in favor; Al Wroblewski - voted in favor; Ruth Souto - voted in favor; Beverly Larson - opposed; Laura Cabral – voted in favor; Jackie Katz – voted in favor; 5 votes in favor and 1 vote opposed, motion carried forward.
- 2) **Organization: Rhode Island Computer Museum; Project Title: Let's Make Waves; Objective:** STEM Education workshops for children ages 10 – 14. The goal is to teach children the basics of computer-assisted design (CAD) with an easy-to-use blocks-based programming interface.
Amount - \$4,900
David Swanson made a motion to approve this grant; seconded by Beverly Larson, roll call vote – all in favor, motion passes.
- 3) **Organization: SIREN Women's Cooperative by Dr. Sarah Nadimpalli**
Project Title: Therapeutic Doodling for Teen Girls
Objective: To provide therapeutic doodling sessions to offer novel, simple form of stress-relief, reflection, and creative, healthy community building among teen girls.
Amount: \$4,270
Laura Cabral made a motion to approve this grant; seconded by Beverly Larson, roll call vote – all in favor, motion passes.
- 4) **Ryan Brennan RFL Staff Grant – Project Title: Non-Fiction Collection Development**
Objective: To update and replace several aging areas of our Non-Fiction collection.
Amount: \$5,000
Beverly Larson made a motion to approve this grant; seconded by Ruth Souto, roll call vote – all in favor, motion passes.
- 5) **Kyera Shea RFL Staff Grant – Project Title: Video Game Collection Development**
Objective: To create a foundational collection in the library of video games that we can circulate to patrons.
Amount: \$1,000
Ruth Souto made a motion to approve this grant; seconded by Beverly Larson, roll call vote – all in favor, motion passes.
- 6) **RFL Staff Grant – Project Title: LibLearnX and ALA Annual Conference 2022**

Objective: To attend two incredible professional development opportunities, which will give me the ability to bring back new ideas, learned skills, and unique programs to the library.

Amount: \$3,720

Al Wroblewski made a motion to approve this grant with an amount not to exceed \$2,430; seconded by David Swanson, roll call vote – all in favor, motion passes.

- 7) **Kristin Amaral RFL Staff Programming Grant – Project Overview:** To acquire 10 Hotspot devices as well as add 10 units of 4G LTE Internet Service. The goal is to obtain ten hotspots and lend them to our patrons.

Amount: 1,350

Ruth Souto made a motion to approve this grant; seconded by Beverly Larson, roll call vote – all in favor, motion passes.

- 8) **Organization:** Bristol Art Museum, Mary McKee

Project Title: Only One Earth – Only One Rhode Island: Our environment through our students' eyes

Objective: The Museum's mission is to encourage the creation, promotion, and appreciation of the arts through rotating exhibitions and educational opportunities.

Amount: \$2,600

Beverly Larson made a motion to approve this grant; seconded by Al Wroblewski, roll call vote – all in favor, motion passes.

- 9) **Name:** Shanahan Sound

Installation of Equipment for the Herreshoff Community Room

Proposal modified from \$36,166.38.

David Swanson made a motion to approve this quote with an amount not to exceed \$30,000; seconded by Beverly Larson, roll call vote – all in favor, motion passes.

9. MEMBER PREROGATIVES

No Member Prerogatives

10. PUBLIC COMMENT

No Public Comment

11. NEXT MEETING DATE:

The Next Meeting date will be **October 28, 2021**

12. ADJOURN

Beverly Larson made a motion to adjourn; seconded by David Swanson, roll call vote – all in favor, motion passes. Meeting adjourned at 8:10pm.

Respectfully submitted,

Jackie O'Brien