

East Providence Public Library Board of Trustees
Meeting Minutes
Regular Meeting: December 4, 2024 at 4:30 PM at Weaver Library

ROLL CALL

Krystal Alves Amoroso - present

Patti Armstrong - present

Betsy Ingraham - present

Chris LaRoux - present

Peg Marcotte (Chair) - present

Paul Silva - present

Also attending:

- Meredith Bonds-Harmon, Library Director
- Pamela Schwieger, Assistant Director
- John Carney, Systems Librarian

1. Call to order 4:31pm
2. Review and approval of November 2024 minutes
 - a. Paul motioned to approve without changes, Betsy seconded
 - b. Minutes were approved unanimously without any changes.
3. Executive Session: discussion pertaining to collective bargaining
 - a. Paul motioned to end executive session, Patti seconded. Motion passed unanimously.
4. Guest: John Carney, Systems Librarian
 - a. John shared his main responsibilities and current projects including cybersecurity training for staff and a new website project.
5. Director's report, physical copy filed with the minutes.
 - a. Financial report
 - b. Personnel
 - c. Facilities
 - d. Grants
6. Assistant Director's report
 - a. Usage Statistics
 - i. Pam informed the board that staff is currently using social media to increase promotion of our collection in order to increase circulation numbers.
7. Unfinished Business
8. New Business
 - a. Check in on progress of Five Year Plan
 - i. We have been sharing the new plan with the community, city departments, the school department, and local agencies.
 - ii. Goal 1:
 1. We updated our mission statement.

2. Pam has been researching how to better, and more strategically, market our library services.
 - a. We are analyzing how we currently market our services, and making intentional improvements.
 - i. Social media
 - ii. New website
 - iii. In house with Weaver redesign
 - iii. Goal 2:
 1. Our Youth Services Coordinator has been continuing to provide multicultural programs and displays, and striving to increase the amount of multicultural programs.
 2. We have been making strides in our hiring practices to more closely match our staff to the demographic of our community.
 3. We have been reviewing the usage of the space at Weaver Library and have obtained a Champlin grant to improve the usability of this space.
 - iv. Goal 3:
 1. We are supporting city and state education efforts with the Learn365RI grant.
 2. We are addressing recovery support by establishing partnerships with the city's prevention coalition and the new veterans affairs and recovery staff person, and by using grant and foundation funds to fund a part time social worker.
 - v. Goal 4:
 1. We shared voter information during the past election.
 - b. Kathy Dias is not renewing board position, onboarding plan for a new trustee
 - i. Newest Trustee, Krystal, shared that she felt her onboarding was adequate. This process can be repeated.
 - ii. Naomi Caldwell has submitted an application to be a trustee.
 - c. Discussion/vote on new tabling policy
 - i. Patti made a motion to approve the new tabling policy as written. Betsy seconded. The motion passed unanimously.
9. Adjournment 5:58pm