
Minutes of the Board of Library Trustees

The Board of Library Trustees met on June 26, 2018, 3:30 PM,
in the meeting room of the Lawler Branch Library

Present: Diana Henry
Carl Cruz
Elsie R. Fraga
Helen Rogers
Lee Blake
Father Kevin Harrington
Very Rev. Constantine S. Bebis
Olivia Melo, Director
Carmen Brodeur, Account Clerk

Excused: Dr. John Fletcher

Guest: Kristine Arsenault, representing Mayor Jon Mitchell
James Grasela

Called to order: Ms. Henry called the meeting to order at 3:34 pm.

Mr. Cruz made a motion to accept the minutes with a minor correction to be made on the May Trustees' meeting; it was seconded by Ms. Fraga, and unanimously approved.

FRIENDS REPORT

Ms. Duprey, President of the Friends, emailed Ms. Melo indicating she was unable to attend the meeting that afternoon. A report was not made available for Ms. Melo to share with the Board and if one is received prior to next month's meeting, it will be emailed to the Board.

STAFF REPORTS

Mr. Cruz made a motion to accept the staff reports; seconded by Very Rev. Bebis.

Mr. Cruz drew attention to the incident in the security report written by Mr. Bermudez, Watchman, of the patron and his child which were found to be sleeping in the children's room. Mr. Cruz added that this was well handled by Mr. Bermudez and Ms. Rogers concurred that since his start, the security issues at the Main library had subsided due to his gentle but firm approach in handling issues. Father Harrington added that Mr. Bermudez's professionalism is due to his experience and background in private security and he knows how to minimize the situation so it does not escalate.

Mr. Cruz agreed that Mr. Bermudez is very professional and knows how to handle and deal with problem patrons very effectively.

Ms. Rogers noted the Lawler and Howland Green branch statistics have increased due to the creative programming happening at each location. The Edwardian Tea and Hetty Green program at Wilks were also well attended and nicely done.

The Staff reports were unanimously approved.

DIRECTOR'S REPORT

Mr. Cruz made a motion to accept the Director's report: seconded by Ms. Blake.

Ms. Melo reported the following –

- Book Rich Environment project for book give away events under development.
- Viva Portugal at the Z event was a success in promotion for the Casa da Saudade Branch and the new Portuguese book collection acquired by Daniela Ferreira.
- Bethany Coito, Youth Services Librarian and the Director, met with Lisa Dion, Reading Specialist at New Bedford Public Schools to discuss the summer reading list and the availability of books. The libraries have purchased additional copies but the schools are still hoping the libraries would be able to put a copy in the hands of each student but that is just not possible as there are over 5,000 students in the K-12 grades. The issue still continues with not enough books in the system for all the students to have access to a copy. The libraries were fortunate enough this year to set aside some books from the BRE project and sent them to the Gomes School to hand out to the 3rd graders.
- Attendance at City Council meeting on May 15th at the request of councilors, alongside Manuel de Britto, Elections Commissioner, to discuss offering voter registration hours at all locations. Due to voter registration forms including personal identification, which could be stolen for identity theft, it is not recommended for completed forms be left at the library. The voter registration link will be put on the Library web page and blank forms will be made available at the information desks for people to pick up. Patrons will be asked to return the completed form to the Elections Office to protect their private information.
- Flyer developed for city council budget hearing with update on the strategic plan. Ms. Arsenault said the flyer was beautifully done and the City Council approved the library's FY19 budget as presented.
- The approved expenditure of funds from the Wilks Trust to update some of the furnishings at each branch has created an updated environment for patrons. All the managers stayed on budget and were able to purchase in a cooperative so each locations furnishings are similar.

The Director's report was unanimously approved.

COMMITTEE REPORTS

1. **Art:** Dr. Fletcher, Chair – Ms. Melo reported on behalf of Dr. Fletcher. A meeting was held with City Councilors Linda Morad and Dennis Farias to discuss the current status of the conservation work and what the next steps are for returning Art back to City Hall. Ms. Henry explained that Eric Cohen, City Solicitor, was working on a loan agreement that

would tie into the approved Art Policy. A meeting will be scheduled in the near future to discuss a possible art loan from the Library collection to City Hall.

2. **Bookmobile:** Ms. Rogers, Chair –Ms. Rogers said the bookmobile is starting the summer schedule. Mr. Cruz noted that the bookmobile’s air conditioning was not working. Ms. Melo explained that the city garage was going to work on it soon.
3. **Building:** Nothing to report.
4. **Finance:** Ms. Fraga, Chair – Ms. Fraga said nine library certificates of deposits had matured and she was waiting to receive copies of the CD’s from the City Treasurer.
5. **Gifts:** Father Harrington, Chair – Ms. Blake made a gift of six copies of the *Narrative of the Life of Frederick Douglas: an American Slave*, the bicentennial edition, to be cataloged for each of the branches and one for non-circulation into the history room. Father Harrington also donated two books to the non-fiction collection.
6. **Personnel:** Ms. Rogers, Chair – Nothing to report.
7. **Policy:** Ms. Blake, Chair – Nothing to report.
8. **Scholarships:** Mr. Cruz, Chair – Nothing to report.
9. **Security:** Very Rev. Fr. Bebis, Chair –Nothing to report.

Mr. Cruz made a motion to accept the Committee’s report; it was seconded by Ms. Blake, and unanimously approved.

OLD BUSINESS

As noted by Ms. Arsenault at the start of the meeting, the FY19 budget was approved as presented which is well within the figures needed to meet the State Aid Grant requirements.

The opening of the Audubon Exhibit at the Art Museum was very well attended. *The Birds of the First Light & Longhouses* exhibit will run until August with a change of birds at mid-point given that the library’s Audubon collection is large and not all the engravings can be shown at once due to space limitations. Mr. Cruz asked if the contribution by the Board of Trustees for the development of the video had been processed and if a copy of the final DVD would be added to our collection. Ms. Melo is awaiting an invoice from the Art Museum for the \$500 to process payment. Once the show is done, the DVD which is currently running with the show will be donated to the library.

NEW BUSINESS

Ms. Melo informed the Board of a recent communication she had received concerning the possibility of library art being loaned to the Art Museum if their expansion into the 2nd floor of

the Catojo building were to occur. Ms. Melo has alerted the people who are bouncing the question around that all and any discussion concerning art that is part of the library's Special Collection has to be discussed with the Board of Trustees. Several Trustees confirmed they have also heard talk of a possible expansion and the library art being placed on display on the additional space. Contrary to urban legend, the library does not have any art in storage and the collection is all on display for public viewing.

COMMUNICATION

Ms. Melo brought a copy of the Standard Times Coastin' supplement to show the small write up of the Knit out in Public day to be held at the Lawler Branch.

Mr. Cruz asked that Ms. Melo include the Nominating Committee to report for the July Trustees meeting. Mr. Cruz made a motion; it was seconded by Ms. Fraga; motion passed.

NEXT MEETING:

Regular meeting: Tuesday, July 31, 2018 at 3:30pm at the Wilks Library.

Meeting adjourned at 4:20 pm.

Clerk,
Lee Blake