

**LIBRARY BOARD OF RHODE ISLAND**  
**Monday, September 19, 2011**  
**Minutes**

**The regular meeting of the Library Board of Rhode Island was held**  
**September 19, 2011**  
**at the Department of Administration,**  
**Conference Room B, Second Floor, One Capitol Hill, Providence, RI 02908**

**Members Present:** Tom Viall, Chair, Kristen Chin, Regina Connor, Ed Garcia, Bart Hollingsworth, Phyllis Humphrey, Shirley Long, Phyllis Lynch, Mark McKenney, Joan Ress Reeves, Rose Ellen Reynolds, Mary Ann Slocomb, Carol Terry, and Ruth Sullivan

**Members Absent:** Kenneth Findlay, Alison Peirce, and Joan Retsinas,

**Present from the Office of Library and Information Services (OLIS):**  
Howard Boksenbaum, Debbie Cullerton, Donna DiMichele and Karen Mellor

**Reporting: Debbie Cullerton**

**Materials Distributed:**

Meeting Schedule for 2011 - 2012  
General Assembly – Chapter 39- 2-20.1 (1)

**Chair Tom Viall convened the meeting at 4:20 p.m.**

**I. WELCOME AND INTRODUCTIONS**

Tom Viall welcomed everyone back asked for introductions from the LBRI members to start off the 2011 – 2012.

**II. APPROVAL OF MINUTES OF PREVIOUS MEETING**

The minutes of the June 20, 2011 meeting were approved with some minor changes from Joan Ress Reeves.

Moved:           Bart Hollingsworth  
Seconded:       Joan Ress Reeves

unanimously approved

**III. CHAIRPERSON'S REPORT – Tom Viall**

Mr. Viall reported on the stakeholders meeting OLIS had convened regarding library services to Central Falls. He expressed his pride to be part of the effort OLIS has made in that regard and was especially impressed by Howard's ability to focus on what is important to ensure that all the citizens of Rhode Island have access to library services.

Tom also recognized the individuals on the Board of the Adams Library Trust, who managed to reopen the library. They were able to get the library open in relatively short time, albeit with a staff of volunteers.

Tom mentioned the rededication of the OLIS Library, as the Frank Iacono Library on Wednesday. He will attend on the Board's behalf and make some remarks.

#### **IV. CHIEF LIBRARY OFFICER'S REPORT - HOWARD BOKSENBAUM**

##### **Debbie is Back**

Howard Boksenbaum gleefully welcomed Debbie Cullerton back from her medical leave. He thanked the staff members who sat in while she was away.

##### **Budget**

Howard reported that the economy has finally caught up with OLIS. Although there is still uncertainty about the coming year's budget, it is certain to be tight. There will have no LSTA subgrants this year (FY2012). We have applied for a waiver from the federal maintenance of effort requirement for federal FY2012 but haven't heard back from that yet so are being conservative in budgeting. As we prepare FY2013 budget, we are mindful of the need to consider the upcoming demands of the Employee Retirement system. It is likely that OLIS will have to plan for additional payments.

##### **Delivery**

The current delivery contract runs out March 31, 2012. and staff is preparing to go out to bid with a new RFP. We will be asking for alternates that might create efficiencies we have not yet thought of in order to keep costs down. Given the increases in the cost of fuel, it is likely that we will end up with the same service at a higher cost.

##### **Public Library Annual Reports**

Our deadline for the public library annual reports was September 15<sup>th</sup>. As we had had some difficulty getting started, then had the earthquake and IRENE, we didn't extend the deadline gave a blanket grace period through September 23<sup>rd</sup>. At the time of the meeting 20 of the annual reports were complete. That is just over half of the municipalities and 40% of the libraries. So far it looks like three cities and towns (Pawtucket, West Warwick and North Smithfield) will not meet their maintenance of effort.

##### **Central Falls**

OLIS convened a meeting of Ocean State Library directors and representatives of RILA and the Library Board when Central Falls announced that the library would close. When the library closed on July 1<sup>st</sup> that group had arranged for the Pawtucket Public Library to provide access for Central Fallsians through July 15<sup>th</sup>. OLIS invited additional stakeholders, the Central Falls Receiver's Office and the Municipal Finance Office in the Department of Revenue and the Governor's Office. Just before the agreement with Pawtucket ran out, the larger group agreed that Central Falls would pay Pawtucket to keep the accessibility going through August 1<sup>st</sup>. The stakeholders group continues to work toward a long term solution to Central Falls' library service problem.

### **LSTA Schedule**

Donna DiMichele explained that OLIS must have completed and submitted to IMLS an evaluation of the last 5-years of LSTA by March 31, 2012 and a new 5-year plan for the coming 5 years of LSTA by June 30, 2012.

OLIS joined 8 other states to hire Himmel and Wilson Library Consultants, Inc. to do the evaluation. The evaluation process started last week when staff met with the consultants.

The next step will 2 to 4 focus groups, an on-line survey and telephone interviews with a dozen Rhode Islanders. OLIS will identify the focus group participants and the recipients of the telephone calls. The survey will go out to OLIS' comprehensive email list

Donna requested that the Board to be a focus group at the next Library Board Meeting. That meeting will be held on October 17<sup>th</sup>. It will be part of the regular meeting. The Board accepted the invitation by consensus.

### **Protecting the Past - RI**

Eileen Warburton, Protecting the Past -RI Project Manager has resigned for health reasons. OLIS and partner, PreserveRI, Inc, have solicited resumes from applicants for the position and we are hoping to have a new manager on board by the next Board meeting.

### **AskRI**

Karen Mellor has been working with the Providence Public Library to publicize AskRI on RIPTA busses. She passed around some samples of the ads.

### **Motion to accept the Chief Library Officers Report**

**Moved:** Mark McKenney  
**Seconded:** Rose Ellen Reynolds

**unanimously adopted**

## **V. COMMITTEE REPORTS**

### **Legislation**

There has been nothing to report since the end of session.

### **Public Relations**

No report.

### **Ad hoc CCCC**

Chair Joan Ress Reeves reported that RISD has offered to help design a final version of "the document;" she is hoping there may be something ready for the November elections.

## **VI. UNFINISHED BUSINESS**

### **21<sup>st</sup> Century Skills**

No report

## **VII. NEW BUSINESS**

None.

## **VIII. PUBLIC COMMENT**

None.

## **IX. FUTURE MEETINGS**

The draft calendar for the year 2011 – 2012 was approved by the Library Board. The next meeting of the Board will be held on October 17, 2011, at the Department of Administration, Conference Room B.

Ken Findlay called Howard before the meeting asking Howard to say hello to everyone and bring his regrets that he wouldn't be able to make it to the meeting.

## **XI. ADJOURN**

The meeting was adjourned at 6:00 p.m.

**LIBRARY BOARD OF RHODE ISLAND**  
**Monday, October 17, 2011**  
**Minutes**

**The regular meeting of the Library Board of Rhode Island was held**  
**October 17, 2011**  
**at the Department of Administration,**  
**Conference Room B- Second Floor,**  
**One Capitol Hill, Providence, RI 02908**

**Members Present:** Tom Viall, Chair, Kristen Chin, Regina Connor, Kenneth Findlay, Phyllis Humphrey, Shirley Long, Mark McKenney, Joan Ress Reeves, Joan Retsinas, Mary Ann Slocomb and Carol Terry

**Members Absent:** Ed Garcia, Bart Hollingsworth, Phyllis Lynch, Alison Peirce, Rose Ellen Reynolds and Ruth Sullivan

**Present from the Office of Library and Information Services (OLIS):**  
Howard Boksenbaum, Debbie Cullerton, Donna DiMichele and Karen Mellor

**Observers:** None.

**Reporting:** Debbie Cullerton

**Materials Distributed:**

Minutes of the September 19, 2011 meeting.

Chair Tom Viall convened the meeting at 5.15 p.m.

**I. WELCOME AND INTRODUCTIONS**

Howard introduced Bill Wilson of Himmel & Wilson library consultants who have been contracted to perform the evaluation of OLIS' past 5 years of LSTA use.

**FOCUS GROUP FOR 5-YEAR EVALUATION**

The Institute of Museum and Library Service (IMLS) requires that each State Library Administrative Agency (SLAA) submit a 5-year plan for the use of Library Services and Technology Act (LSTA) funds; and, at the end of that period, perform a formal evaluation. Together with 9 other states, OLIS has engaged Himmel and Wilson Library consultants to perform the evaluation. As part of the evaluation, Bill Himmel planned five focus group meetings of OLIS stakeholders, one of which was the Board. The Focus Group constituted the first hour of the regular meeting. OLIS staff recused themselves from the focus group.

**II. APPROVAL OF MINUTES OF PREVIOUS MEETING**

The minutes of the September 19, 2011 meeting will be considered for approval at the November meeting.

**III. CHAIRPERSON'S REPORT – Tom Viall**

Mr. Viall reported that because of the focus group, this would be an abbreviated meeting.

#### **IV. CHIEF LIBRARY OFFICER'S REPORT - HOWARD BOKSENBAUM**

##### **Tiverton.**

Howard addressed the Tiverton Town Council at their October 11 meeting, explaining OLIS' Construction Reimbursement Program and supporting the Town's intention to let \$7 million of bonds to help finance a new \$11 million building. The state would reimburse approximately \$4 million. Several people at the meeting expressed concern about whether the state would come through on the reimbursement. Tiverton residents will vote in a referendum about the bond issue on November 8. Three Town Council members including the vice president spoke eloquently about the multi-faceted need for libraries.

##### **Budget**

OLIS received a waiver from the LSTA maintenance of effort requirement for federal FY 2012 from IMLS. The current state budget includes an increment that will raise OLIS' level of support so that there will be no need for a waiver in FY2013.

In regard to the 2013 state budget, although nothing is yet firm, Personnel costs are likely to rise as much as an additional 10% to cover the demands of the pension system with no increase to balance it. Between that and the reduction of LSTA funding this year OLIS will offer no LORI (LSTA subgrants) Grants this year.

##### **Public Library Annual Reports**

Public library annual reports, including applications for grants-in-aid, had initially been due on September 15<sup>th</sup>. Because of Irene and some technical difficulties with Bibliostat (the vendor that maintains the online reporting system for us), we extended the deadline through the end of the month. All the reports got in on time except East Providence and Central Falls which have special dispensation. East Providence's fiscal year runs November 1 – October 31, so they didn't have budget information at deadline time. Central Falls is a unique case.

##### **Broadband RI**

BroadbandRI (BBRI), has completed a pilot of a train-the-trainer course. The pilot sessions were held at Providence Community Library's Rochambeau and South Providence Libraries and at and the main branch of the Cranston Public Library on October 4 and 5. Howard and Karen Mellor had participated in the development of the curriculum that got its first trial at the pilot... Before Thanksgivings BBRI is hoping to have some trainers do some training. The project is on track to roll out to libraries and other community anchor institutions in the spring.

##### **Delivery**

The RFP is almost ready to go for the new delivery system. We want to run in by the Ad Hoc Committee on Logistics before sending it out to the Division of Purchasing, who will put it out on the street.

##### **Protecting the Past - RI**

On behalf of the project, Donna DiMichele and Howard interviewed four candidates for the position of Project Manager. Donna currently is in the process of checking references. The Project Manager will work for PreserveRI on a subgrant from OLIS..The project has been extended through May 31, 2013..

## **AskRI**

Howard apologized for the tardiness of the AskRI question long reports. The Board should be receiving the reports shortly.

### **Adoption of the Chief's report**

Moved: Carol Terry  
Seconded: Mary Ann Slocomb

unanimously adopted.

## **V. COMMITTEE REPORTS**

### **A. Legislation – Rose Ellen Reynolds**

No significant activity.

### **B. Public Relations – Ed Garcia**

No report.

### **C. Ad hoc\_CCCC – Joan Ress Reeves**

Joan Ress Reeves reported that the short document is ready to go to a graphic artist and to Don Bousquet. There is, however, no money available to do this right now and the artist is likely to want a stipend. Ms. Reeves asked the Chair and the Board to seek a source of funding to produce the report. Tom Viall promised to add that task to the agenda of the next Library Board Meeting.

## **VI. UNFINISHED BUSINESS**

### **A. Report: Frank Iacono Library Dedication**

The Chair reported on the wonderful turnout at the September 21 dedication of the Frank Iacono Library. He found it very moving and thanked Howard for putting it together. The dedication included a proclamation from the Governor which is framed and hung in the library. There are pictures of the event on the OLIS website. There is also now a plaque on the door identifying the library.

### **B. Report: What's new with Central Falls?**

The Adams Library and the Central Falls Receiver have presented a second proposal for provision of library services to Central Falls residents. This was in addition to OLIS' proposal to have Central Falls contract with the City of Pawtucket for its service. The new proposal seeks to establish a new not-for-profit library organization to operate a library in the existing Adams Library building, much as the City's Central Fall Free Public Library Board had prior to the bankruptcy.

Howard subsequently last Friday convened a panel of experts to advise him on how to go forward given the new proposal. He has promised to get back to that panel with a decision by November 1<sup>st</sup>.

## **VII. NEW BUSINESS**

None.

## **VIII. PUBLIC COMMENT**

None.

#### **IX. FUTURE MEETINGS**

The next meeting of the Board will be held on November 21, 2011, at the Department of Administration, Conference Room B.

#### **X. ADJOURN**

The meeting was adjourned at 6:00 p.m.



**LIBRARY BOARD OF RHODE ISLAND**  
**Monday, November 21, 2011**  
**Draft Minutes**

**The regular meeting of the Library Board of Rhode Island was held**  
**November 21, 2011**  
**at the Department of Administration,**  
**Conference Room B - Second Floor,**  
**One Capitol Hill, Providence, RI 02908**

**Members Present:** Tom Viall, Chair, Regina Connor, Ed Garcia, Bart Hollingsworth, Phyllis Humphrey, Shirley Long, Mark McKenney, Joan Ress Reeves, Rose Ellen Reynolds, Mary Ann Slocomb, Carol Terry, Ruth Sullivan

**Members Absent:** Kristen Chin, Kenneth Findlay, Phyllis Lynch, Alison Peirce and Joan Retsinas

**Present from the Office of Library and Information Services (OLIS):**  
Howard Boksenbaum, Debbie Cullerton, Donna DiMichele and Karen Mellor

**Observers:** Donna Good and Joanne Gongoleski from Narragansett High School

**Reporting:** Debbie Cullerton

**Materials Distributed:**  
Minutes of the September 19, 2011 meeting.  
Minutes of the October 17, 2011 meeting.  
Draft of OLIS 5-year plan

Chair Tom Viall convened the meeting at 4:27 p.m.

## **I. WELCOME AND INTRODUCTIONS**

Tom welcomed Donna Good and her student teacher Joanne Gongoleski from Narragansett High School.

## **II. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

The minutes from the September 19, 2011 and October 17, 2011 were unanimously adopted.

Moved By:                      Rose Ellen Reynolds  
Seconded By:                  Joan Ress Reeves

## **III. CHAIRPERSON'S REPORT – Tom Viall**

Tom wished everyone a happy Thanksgiving and expressed his thankfulness that Central Falls is progressing toward a solution to its library problems.

Tom attended the COLA annual program, which this year was entitled "Who Pays the Piper" and featured a talk by Howard Boksenbaum.

## **IV. CHIEF LIBRARY OFFICER'S REPORT - HOWARD BOKSENBAUM**

### **Tiverton**

Tiverton passed a referendum authorizing \$7 million of bonds to build a new library. They have \$4 million dollars more to raise before they can begin. OLIS is prepared to reimburse up to 50% of allowable costs, which would amount to approximately \$4 million.

### **John G. Lorenz Award**

Institute of Museum and Library Services and the Census was awarded a John G. Lorenz award to Lauren Miklovic, Howard Boksenbaum and the State of Rhode Island for getting the Public Library Statistics Cooperative data in to the Bureau of the census and accepted on time.

### **Public Library Annual Reports**

All of the public libraries have submitted their annual reports. Grant-in-aid awards have been approved for all but three.

Central Falls has a five year plan to return to compliance with all of the minimum standards. On that basis, as soon as the new Board is in place, OLIS can authorize a grant-in-aid. Meanwhile, Central Falls –looks to be back in OSL December first, which will provide residents with all of the library privileges enjoyed by Rhode Islanders except accessibility from their hometown library, which is expected to be ready December 19.

East Providence Library has had some difficulty getting all its paperwork in and in order arising from the tardiness of their fiscal year change – November 1, as opposed to July 1 elsewhere in RI.

West Warwick and Pawtucket are working on letters requesting waivers of maintenance of effort so that they might also receive their grants-in-aid.

The grants-in-aid to institutional libraries are also complete with grants going to the School for the Deaf and to the Department of Corrections. A correction has been running two libraries in every security – a law library and a public library -- and is hoping to merge them into one each. Corrections are also planning to finally list the library as a separate item in their budget.

### **Protecting the Past - RI**

Donna DiMichele announced that PreserveRI, has hired Theresa Woodmansee to replace Eileen Warburton as project manager.

### **Facebook for OLIS**

OLIS has launched a facebook page at [facebook.com/olisri](https://facebook.com/olisri)

### **COSLA**

Howard attended the annual meeting of the Chief Officers of State Library Agencies meeting in Santa Fe October 24 -26.

### **Gates Foundation**

Karen Mellor attended a conference on building capacity in state library agencies sponsored by the Gates Foundation at their new campus in Seattle.

**The report of the Chief Library Office was unanimously approved**

Moved By: Bart Hollingsworth  
Seconded By: Ed Garcia

**V. COMMITTEE REPORTS**

- A. Legislation – Rose Ellen Reynolds  
No significant activity.
  
- B. 21<sup>st</sup> Century Skills – Bart Hollingsworth  
Howard and Tom have asked Bart Hollingsworth to head to consider OLIS role in promoting the 21<sup>st</sup> Century Skills in libraries. Recommendations for members are welcome.

**VI. UNFINISHED BUSINESS**

**BroadBand RI**

BBRI has a new website at broadband.ri.gov. Pilot classes are completed and declared a success. Classes attracted an average of 10 students per instructor at Cranston Public Library and at Providence Community Library in, Rochambeau and Fox Point. The BBRI team is now evaluating the experience.

**VII. NEW BUSINESS**

**OLIS Long Range Plan**

Howard distributed a draft paper copy of an OLIS 5-year plan framework. A more polished edition will be distributed with the minutes for consideration of approval at the December meeting.

**David Macksum**

Tom mentioned that David Macksum will be retiring next month. Since his great support to libraries over the many past years, Tom would like to see the Board give him a certificate of appreciation. The Board, not wanting to set a precedent, declined, suggesting that Board members wish David well individually.

**VIII. PUBLIC COMMENT**

None.

**IX. FUTURE MEETINGS**

The next meeting of the Board will be held on December 19, 2011, at the Department of Administration, Conference Room B.

**X. ADJOURN**

The meeting was adjourned at 6:00 p.m.

**LIBRARY BOARD OF RHODE ISLAND**  
**Monday, December 19, 2011**  
**Draft Minutes**

**The regular meeting of the Library Board of Rhode Island was held**  
**December 19, 2011**  
**at the Department of Administration,**  
**Conference Room B - Second Floor,**  
**One Capitol Hill, Providence, RI 02908**

**Members Present:** Tom Viall, Chair, Kristen Chin, Kenneth Findlay, Ed Garcia, Shirley Long, Phyllis Lynch, Joan Retsinas, Rose Ellen Reynolds, Mary Ann Slocomb, and Carol Terry

**Members Absent:** Regina Connor, Bart Hollingsworth, Phyllis Humphrey, Mark McKenney, Alison Peirce, Joan Ress Reeves and Ruth Sullivan

**Present from the Office of Library and Information Services (OLIS):**  
Howard Boksenbaum, Debbie Cullerton, Donna DiMichele and Karen Mellor

**Reporting:** Debbie Cullerton

**Materials Distributed:**

- OLIS Monthly Report for December
- Draft of OLIS long range plan, Leadership. Learning. Logistics. Libraries – a five-year framework for action for LBRI Approval

Chair Tom Viall convened the meeting at 4:20 p.m.

**I. WELCOME AND INTRODUCTIONS**

Tom welcomed the Library Board and thanked them for their continued commitment to the Library Board.

**II. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

The minutes from the November 21, 2011 were unanimously adopted.

Moved By:                      Rose Ellen Reynolds  
Seconded By:                 Mary Slocomb

**III. CHAIRPERSON'S REPORT – Tom Viall**

Tom wished everyone a happy holiday season.

## **IV. CHIEF LIBRARY OFFICER'S REPORT - HOWARD BOKSENBAUM**

### **OLIS Budget**

A preliminary version of the Governor's budget has been put forward; it is still a recommendation and must complete its rounds of the governor's office, then go to the legislature. So far, it looks like a second year in which OLIS will not have to request an LSTA maintenance of effort waiver from IMLS. The federal side of the budget, on the other hand, is not so bright. The dust hasn't settled yet on the federal budget, but it appears OLIS may lose about \$25,000 in FY2013. Note that we are currently working from federal FY2011, although it is state FY 2012.

### **State Grant-In-Aid**

All of the applications for State Grants-In-Aid to municipalities has been completed. The first two quarters of tax-based and all of the endowment based grants-in-aid have been paid, with the exception of East Providence, Pawtucket, West Warwick and Central Falls. East Providence's budget process is based on their November 1 fiscal year; hence made their application concomitantly late. Pawtucket and West Warwick have been held up by their failures to meet MOE. The City of Pawtucket has sent a request for a waiver, which has been granted. West Warwick is working on a similar request.

Central Falls has reestablished its library. Early last week Howard, along with Central Falls receiver's chief of staff, Gayle Corrigan and Central Falls library enthusiast Bruce Kaplan incorporated a new nonprofit corporation that will operate the library. Last Thursday the incorporators voted to pass the responsibility on to seven new board members, who are mostly Central Falls local people, including the Superintendent of Schools and the Deputy Fire Chief. The city, on behalf of the library, has rejoined Ocean State Libraries; we are working with them to get delivery up and running.

### **Protecting the Past – Donna DiMichele**

Donna reported that the Steering Committee met on December 5, 2011. Theresa Woodmansee, the new Project manager, has taken charge and is moving the agenda forward.

### **IMLS Data – 2009**

OLIS submits annually a subset of the data collected as part of the annual public library report process. That data is vetted by the census and published along with the other states' data. The census signed off on that the 2009 data and reports are available online now at IMLS. More recent preliminary data for 2010 and 2011 are on the OLIS website.

### **2011 LORI Recertification**

OLIS collects some similar data on all of the LORI members on a three year cycle that also includes LORI member library recertification. The 2011 iteration has been completed and is summarized on the OLIS website.

### **Delivery**

Tom asked about the delivery RFP and Howard responded that it has been submitted to the division of purchases and will soon be on the street.

**The report of the Chief Library Office was unanimously accepted and approved.**

Moved By: Kristin Chin  
Seconded By: Ken Findlay

## **V. COMMITTEE REPORTS**

A. Legislation – Rose Ellen Reynolds  
No significant activity.

## **VI. UNFINISHED BUSINESS**

### **Update of the LSTA 5-year evaluation – the Himmel & Wilson Study**

The consultants completed 9 out of 12 of the phone interviews as well as 5 focus groups including the Library Board, a LORI Services group, a Talking Books Plus users group, CRIAL and Library Directors.

### **OLIS long range plan the L's adoption**

**The OLIS long range plan, Leadership. Learning. Logistics. Libraries – a five-year framework for action, was unanimously approved**

Moved By: Mary Ann Slocomb  
Seconded By: Joan Retsinas

## **VII. NEW BUSINESS**

**None.**

## **VIII. PUBLIC COMMENT**

None.

## **IX. FUTURE MEETINGS**

The next meeting of the Board will be held on January 23, 2011, at the Department of Administration, Conference Room B.

## **X. ADJOURN**

**A motion was made to adjourn.**

Moved By: Mary Ann Slocomb  
Seconded By: Ed Garcia

The meeting was adjourned at 5:15 p.m.

LIBRARY BOARD OF RHODE ISLAND  
Monday, January 23, 2012  
Approved Minutes

The regular meeting of the Library Board of Rhode Island was held on  
January 23, 2012  
at the Department of Administration,  
Conference Room B - Second Floor,  
One Capitol Hill, Providence, RI 02908

**Members Present:** Tom Viall, Chair, Kristen Chin, Bart Hollingsworth, Phyllis Humphrey, Mark McKenney, Joan Retsinas, Rose Ellen Reynolds, Carol Terry, and Ruth Sullivan

**Members Absent:** Regina Connor, Kenneth Findlay, Ed Garcia, Shirley Long, Phyllis Lynch, Alison Peirce, Joan Ress Reeves, and Mary Ann Slocomb

**Present from the Office of Library and Information Services (OLIS):** Howard Boksenbaum, Debbie Cullerton, Donna DiMichele and Karen Mellor

**Reporting:** Debbie Cullerton

**Materials Distributed:**

OLIS Monthly Report, December  
AskRI QuestionLog, December

Chair Tom Viall convened the meeting at 4:20 p.m.

**I. WELCOME AND INTRODUCTIONS**

Tom welcomed everyone.

**II. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

The minutes from the December 19, 2011 meeting were unanimously adopted.

Moved By: Rose Ellen Reynolds  
Seconded By: Carol Terry

**III. CHAIRPERSON'S REPORT – Tom Viall**

Tom mentioned that Board members are also advocates. The budget scalpel's knife is likely to be pretty severe this year, not so much on the State as in the cities and towns where it will affect public libraries. So the Board will need to be on guard.

**IV. CHIEF LIBRARY OFFICER'S REPORT - HOWARD BOKSENBAUM**

**Budget Update**

The Governor has promised a budget by next Tuesday. To date it appears that, the Library Construction Reimbursement Program and the Library Resource Sharing and Municipal Grants and Aid will be at least flat funded again. The rumblings about OLIS' agency budget are not so sanguine, but it is too soon to tell.

### **RITEAF – Karen Mellor**

The Rhode Island Technology in Education Access Fund is the program you support with the surcharge on your Verizon bill or Cox bill to fund telecommunications in schools and libraries. This year for the first time, OLIS has been asked to participate in the selection of the telecommunications vendors for that program. Karen Mellor has represented OLIS on the evaluation committee and so has been working with the proposals from the carriers.

### **DLT Collaboration – Karen Mellor**

OLIS has expanded its collaboration to include RILA. Most recently, The Department of Labor and Training has purchased some computers with unemployment related ARRA funds that they would like to deploy in libraries to enhance public access to unemployment insurance online. (It is likely that, beginning this fall anyone filing for unemployment insurance will have to do that online.) The partnership is working to expand usage to job searches and perhaps AskRI as well. Karen has been talking to selected public libraries and CCRI. Discussion followed.

### **Delivery Update – Donna DiMichele**

OLIS completed the RFP for a new delivery contract and Purchasing issued it December 27, 2011 with a submission deadline of January 25, 2012. Purchasing then held a bidders' conference on January 10, which three vendors attended.

### **Protecting the Past - Donna DiMichele**

Donna reported that she continues to be delighted with the work of new project manager Theresa Woodmansee. She has been working on finding locations for programs and has made some forward movement on the database that is a piece of our grant project. Discussion followed.

### **COLA Annual Meeting**

Cola's Annual Meeting is planned for February 15 at the State House at 5:00 p.m. There will be proclamations from both Houses of the General Assembly and Gale Eaton, Director of URI's Graduate School of Library and Information Studies, will be sweetheart of the year.

### **Karla Harry Commission**

The Karla Harry Commission will meet at 3:30 on the January 30, 2012 at the Barrington Public Library.

### **HELIN Annual Meeting**

HELIN held its annual meeting on January 11 with the theme, moving into the 21<sup>st</sup> Century.

### **OLIS Five-Year Plan**

Howard noted that OLIS is just beginning to craft a new 5-Year Plan for 2013 - 2018. It is due at IMLS on the 30<sup>th</sup> of June.

OLIS would like to work with a subcommittee of the Board to receive a draft of the plan mid April, take a couple of weeks to take a look at it, hold a public meeting for additional input, then present it back to the Board for approval. Members who are interested in being on the sub committee should let Tom know. After some discussion, the Board adopted the following schedule:



April 11: subcommittee receives draft form OLIS

April 30: a part of the Board meeting will be given to public consideration of the plan

June 18: Board votes on approval of the plan.

The report of the Chief Library Officer was unanimously approved.

Moved By: Bart Hollingsworth

Seconded By: Kristen Chin

## **V. COMMITTEE REPORTS**

### **21<sup>st</sup> Century Committee - Bart Hollingsworth**

No report.

### **Legislation Committee – Rose Ellen Reynolds**

Rose Ellen reported that the committee is awaiting word from Howard to spring into action. The Committee has developed a very good mailing list and an extensive email list and is prepared to ask those on the lists to do whatever is necessary. The Committee is ready to take action. Discussion followed.

## **VI. UNFINISHED BUSINESS**

### **LSTA Evaluation - Progress Report- Donna DiMichele**

Himmel and Wilson are analyzing data and compiling the first reports, which they will send to OLIS for review.

### **Statewide Reference Resource Center - RFP – update – Karen Mellor**

Last year's legislation changed the SRRC from a grant to the Providence Public library to a grant awarded through an RFP process to a Rhode Island public library. OLIS has obtained permission from Purchasing to treat the SRRC like a grant rather than a procurement and handle it all in-house. Karen and Howard are completing work on two RFPs; one for Operations and another for Reference Services that will be issued and bid on separately. A third component of the SRRC, including the Internet domain and web hosting will be retained by OLIS. OLIS hopes to get the RFP onto the street this week. Volunteers were requested to be part of an evaluation and selection committee once OLIS receives proposals in response to the RFP.

### **Minimum Standards for Public Libraries in Rhode Island – Procedure for review – Howard Boksenbaum**

Howard proposed a strategy for review of Minimum Standards for Public Libraries in Rhode Island. The current standards were put together in the late 90's, and adopted in 2000. Libraries were required to meet them beginning in 2003. There are 54 standards that each library has to self-certify that it meets each July.

Howard suggested that OLIS staff take a first look at rewriting the standards and present it to the Board at the May Library Board meeting. The chair could then appoint an ad hoc committee to spend a couple of months with the draft evaluating and amending it as needed. The Committee would return them to OLIS in September for a second draft. The goal will be to issue new standards in July of 2013.

The Library Board instructed Howard Boksenbaum to come back to them in May with a draft.

Moved By: Mark McKenney  
Seconded By: Bart Hollingsworth

## **VII. NEW BUSINESS**

### **Board Vacancies – Tom Viall & Howard Boksenbaum**

Alison Peirce's resignation started Howard and Tom thinking about Board development. In addition to Alison, Mark McKenney and Regina Connor, both of whom are currently serving expired terms, have asked to be replaced. Appointments are the governor's prerogative and must have approval of the Senate. In the past, the governor's office has been responsive to requests to appoint specific people to the Board. so Howard and Tom are looking for names of some folks who would be good board members. Alison was a trustee of a public library and Mark McKenney is a general user, Regina Connor represented a user of the Regional Library for the Blind and Physically Handicapped. Their replacements should represent the same constituencies, membership categories are in RIGL Title 29-3.1-1, available from OLIS' website. Send recommendations to Tom. It was suggested that the Board be provided with a roster of who fits what category. That information is also available on the OLIS website, but not sorted by category.

## **VIII. PUBLIC COMMENT**

None

## **IX. FUTURE MEETINGS**

The next meeting of the Board will be held on February 27, 2012, at the Department of Administration, Conference Room B.

The meeting of April 20 will be moved to April 30 because of the conflict with National Library Legislative Day.

## **X. ADJOURN**

A motion was made to adjourn.

Moved By: Bart Hollingsworth  
Seconded By: Ruth Sullivan

The meeting was adjourned at 5:45 p.m.

**LIBRARY BOARD OF RHODE ISLAND**  
**Monday, March 19, 2012**  
**Draft Minutes**

The regular meeting of the Library Board of Rhode Island was held on  
January 23, 2012  
at the Department of Administration,  
Conference Room B - Second Floor,  
One Capitol Hill, Providence, RI 02908

**Members Present:** Tom Viall, Chair, Kenneth Findlay, Ed Garcia, Phyllis Humphrey, Shirley Long, Mark McKenney, Joan Ress Reeves, Mary Ann Slocomb, Carol Terry and Ruth Sullivan

**Members Absent:** Kristen Chin, Regina Connor, Bart Hollingsworth, Phyllis Lynch, Alison Peirce, Joan Retsinas and, Rose Ellen Reynolds

**Guests**

Eileen Dyer, Donna Good and Donna Good's student teacher Ellen Brewster

**Present from the Office of Library and Information Services (OLIS):**

Howard Boksenbaum and Debbie Cullerton

**Reporting:** Debbie Cullerton

**Materials Distributed:**

OLIS Monthly Report, January  
OLIS Monthly Report, March  
RIEMA Brochure

Chair Tom Viall convened the meeting at 4:15 p.m.

**I. WELCOME AND INTRODUCTIONS**

Tom welcomed everyone and recognized former board member, Donna Good, along with her student teacher. Ms Good wanted her student to see what happens at the state level.

**II. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

The minutes from the January 23, 2011 meeting were unanimously adopted with corrections.

Moved By:                   Joan Ress Reeves  
Seconded By:               Ed Garcia

**III. CHAIRPERSON'S REPORT – Tom Viall**

Tom reported that a couple of good things have happened in the library world. He attended the COLA Sweetheart celebration where Gayle Eaton, Director of URI' Graduate School of Library and Information Studies was honored as sweetheart of the year. The co-chairs of the Karla Harry Joint Legislative Commission on Libraries each presented a

proclamations from their House of the General Assembly proclaiming February 15, 2012 as "I love libraries day" in Rhode Island..

He also attended the induction of Ed Garcia as he took over his role as the new director of the Cranston Public Library. That too was a wonderful event. The Friends Group put on this celebration. The Cranston community came together to support its library.

Tom has taken a seat on the board of COLA. He attended his first meeting on March 6. COLA had some great news regarding ALA and its efforts that Joan Ress Reeves will report on.

Joan reported that she has nominated Senator Jack Reed for an American Library Association honorary lifetime membership. This is an honor that ALA reserves for very special library supporters. The Senator was unanimously voted to receive the honor At a time and place to be announced.

Tom reminded all that ALA National Library Legislative Day is coming up April 23 and 24. Six people have signed up to attend so far. If you wish to attend please contact Howard, Tom or Debbie Cullerton.

#### **IV. CHIEF LIBRARY OFFICER'S REPORT - HOWARD BOKSENBAUM**

##### **Budget Update**

LSTA was severely cut in 2011 with RI's share decreasing by about 7.2 %. We will not be able to fund any LSTA sub grants this year and we will have to take a hard look at the ASKRI databases that LSTA has funded: Mango Languages, Learning Express and ReferenceUSA. OLIS will again be seeking help from other state agencies, in particular the Department of Labor and Training and the Department of Elementary and Secondary Education, where we have had some good cooperation but little prospect of financial assistance.

##### **DLT Collaboration**

Our collaboration with the Department of Labor and Training and the Rhode Island Library Association has been particularly fruitful. Karen Mellor deserves many kudos for nurturing that effort. Most recently, The Department of Labor and Training has purchased some computers with unemployment related ARRA funds that they would like deploy in libraries to enhance public access to unemployment insurance online. It is likely that, beginning this fall anyone filing for unemployment insurance will have to do so online. Eileen Dyer from RILA spoke about the three-way partnership.

##### **Library Budget Worries**

The big budget worries continue to be in the municipalities. Although some libraries are reporting surprisingly hassle-free budget sessions, libraries in the larger and more urban communities are likely to have problems. East Providence has already discovered that they will have to close two branches. Oddly the library in Woonsocket, where budget woes are in the news daily, reports having been told not to worry about the library budget.

##### **Delivery Update**

We have awarded the delivery contract to the same vendor that has held it for fifteen years, Current Carrier, dba NOW Delivery. Although the RFP turned up some wonderful sounding alternative strategies and techniques, particularly from Optima Deliveries, which does Massachusetts Library System's deliveries, we were unable to take advantage of

because of state purchasing technicalities. In particular, RI cannot enter into a contract that includes a variable fuel surcharge.

**Protecting the Past - RI**

Donna DiMichele is unable to attend the LBRI meeting because she is at our first COSTEP Meeting in a year. COSTEP, Coordinated State Emergency Planning, is a primary goal of Protecting the Past – RI. The last meeting was over a year ago in Newport, today’s meeting is in Woonsocket at the Depot and reaches out to the communities of the Blackstone Valley. COSTEP is an effort to bring together emergency managers, such as firefighters and police on the one hand and curators of cultural heritage organizations on the other to network around emergency preparation response and recovery.

**Providence Public Library IMLS Grant**

We have sent a letter of support for a Providence Public Library application for an IMLS Grant. to work with OLIS, the Rhode Island Higher Education Assistance Authority and RIDE and others in the Adult Education space throughout the state. to do training.

**Ocean State Libraries**

Ocean State Libraries continues its planning process. They have a new draft. Shirley Long noted that they are expected to have it completed by the end of April.

**Broad Band Rhode Island**

Broad Band Rhode Island held another community meeting last week. About 40 people attended and they were all excited to start to training people in digital literacy. Several organizations are involved.

**SRRC Grant**

We have awarded the Statewide Reference Resource Center Award grant to the Providence Communities Libraries based on a process that involved an evaluation committee of members of this organization and a couple of staff people from OLIS who did some extensive scoring. Karen Mellor is spearheading the work of transition from PPL tom PCL and an announcement is imminent.

The report of the Chief Library Officer was unanimously approved.

Moved By:                   Joan Ress Reeves  
Seconded By:               Mary Ann Slocomb

**V. COMMITTEE REPORTS**

**21<sup>st</sup> Century Committee**

No report.

**Legislation Committee**

Howard reminded all of OLIS’ legislation tracking website.

**VI. UNFINISHED BUSINESS**

**LSTA Evaluation - Progress Report**

Howard was hoping to give the board some interim or draft reports, however we are still waiting for them. Donna DiMichele is working with the consultants to ensure that we meet our deadline on March 31.

**Board Vacancies – Tom Viall & Howard Boksenbaum**

We presently have two vacancies on the Board resulting from resignations of Alison Peirce and Mark McKenney. Howard has put together a chart listing who represents what category on the board and which positions are vacant. Howard reported that we currently have someone from each of the five categories stipulated in the law, so we don't have any categories that are wanting for people. Meanwhile, seven Board members' terms have expired; all have agreed to serve a second term and their names have been remitted to the Governor's Office. Debbie Cullerton has been managing that process and has heard from the Governor's office that senior advisor to the governor Stephen Hourahan will be getting in touch with members up for renewal to meet them in person before presenting them to the Governor.

**Minimum Standards for Public Libraries in Rhode Island –Howard Boksenbaum**

Howard reviewed the timeline for review of *Minimum Standards for Public Libraries in Rhode Island*. He will come to present a plan to the Board at the May Library Board Meeting and a first look at rewriting the standards. The chair could then appoint an ad hoc committee to spend a couple of months with the draft evaluating and amending it as needed. The Committee would return them to OLIS in September for a second draft. The goal will be to issue new standards in July of 2013.

**OLIS Five-Year Plan**

Howard reviewed the timeline for adoption of the 2013 – 2017 LSTA 5-year plan due at IMLS June 30, 2012. OLIS has promised to present a draft to a Committee of the Board mid April. The, take a couple of weeks to take a look at it, hold a public meeting for additional input, then present it back to the Board for approval. Members who are interested in being on the sub committee should let Tom know. After some discussion, the Board re-adopted the following schedule:

April 11: subcommittee receives draft form OLIS

April 30: a part of the Board meeting will be given to public consideration of the plan

June 18: Board votes on approval of the plan.

**VII. NEW BUSINESS**

**VIII. PUBLIC COMMENT**

None.

**IX. FUTURE MEETINGS**

The next meeting of the Board will be held on April 30, 2012, at the Department of Administration, Conference Room B.

**X. ADJOURN**

A motion was made to adjourn

Moved By: Ken Findlay

Seconded By: Ed Garcia

The meeting was adjourned at 5:30 p.m.

**LIBRARY BOARD OF RHODE ISLAND**  
**Monday, April 30, 2012**  
**Minutes**

The regular meeting of the Library Board of Rhode Island was held on  
April 30, 2012  
at the Department of Administration,  
Conference Room C - Second Floor,  
One Capitol Hill, Providence, RI 02908

**Members Present:** Tom Viall, Chair, Kristen Chin, Regina Connor, Ed Garcia, Bart Hollingsworth, Phyllis Humphrey, Shirley Long, Joan Ress Reeves, Joan Retsinas, Rose Ellen Reynolds, Mary Ann Slocomb, Carol Terry and Ruth Sullivan

**Members Absent:** Kenneth Findlay, Phyllis Lynch, Mark McKenney and Alison Peirce

**Guests**

Karisa Tashjian, Rhode Island Family Literacy Initiative  
Nancy Fritz, Rhode Island Family Literacy Initiative

**Present from the Office of Library and Information Services (OLIS):**

Howard Boksenbaum, Debbie Cullerton, Donna DiMichele, and Karen Mellor

**Reporting:** Debbie Cullerton

**Materials Distributed:**

BBRI (Broadband Rhode Island) Brochure

Chair Tom Viall convened the meeting at 4:15 p.m.

**I. WELCOME AND INTRODUCTIONS**

Tom welcomed those from the public as well as Library Board members.

**II. Special Report: OLIS LSTA 2013 – 2017 Five-Year State Plan – Ad hoc Committee**

Tom referred all to the plan document and gave a quick history. It was drafted by OLIS staff; principally Donna DiMichele and Howard Boksenbaum with input from all. The draft was, in turn, submitted to a committee of the Board comprising Kristen Chin, Shirley Long, Mary Ann Slocomb, Ken Findlay, and Tom Viall. The committee met on April 13 to review the draft and made some recommendations. OLIS incorporated those into a second draft and put it online. Donna notified over 400 people on the OLIS “subscribers” email list as well as on the School Librarians of Rhode Island and Rhode Island Library Association listserves.

Tom explained that later on in this meeting, as an item “under unfinished business” the Board is scheduled to discuss the plan, comments received via email to date and the input heard today and to entertain a motion to accept the plan or send it back to OLIS staff for further revision.

Tom called for public comment on the plan.

Karisa Tashjian spoke about the Rhode Island Family Literacy Initiative’s disappointment that adult literacy was nowhere included in the plan and asked the Board to consider adding adult literacy programming back in.

There were no further comments on the plan.

### **III. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

The minutes from the March 19, 2012 meeting were unanimously adopted with corrections.

Moved By: Mary Ann Slocomb  
Seconded By: Joan Ress Reeves

### **IV. CHAIRPERSON'S REPORT – Tom Viall**

Tom reported on his trip to Washington, D.C. last week to participate in the National Library Legislative Day (NLLD). He was joined in that trip by Howard Boksenbaum, Joan Ress Reeves, Rose Ellen Reynolds, Phyllis Humphrey and Jenifer Bond. Not only did they have a terrific time; Tom also found it fulfilling. Monday was an ALA education session on the important library legislative issues. Tuesday, the group met with RI's senators and representatives. Of RI's four legislators, only Jack Reed was available to meet with them but they spoke with staff at the other three offices. Tom complimented the group on their presentations to the legislative staffs.

On Monday evening, when Senator Reed received an honorary lifetime membership to ALA and a Crystal Apple Award from AASL, Tom and the RI advocates were on hand and proud to be Rhode Islanders. Tom encouraged the Board to participate in NLLD next year.

### **V. CHIEF LIBRARY OFFICER'S REPORT - HOWARD BOKSENBAUM**

#### **OLIS Annual Report to LSTA**

IMLS has accepted OLIS' 2011 annual report.

#### **Public Library Budget Worries**

The budgets in the bigger municipalities continue to be worrisome. East Providence has already closed two branches for financial reasons.

#### **Delivery – Donna DiMichele**

Donna thanked the LORI Team of Chaichin Chen, Alicia Waters, Jeremy Cutler and Kelley Lima for their efforts in going out to bid for a new delivery contract and making the transition from the old to the new. The new contract with NOW Delivery began on April 2 and raised the price per stop 18%. In order to keep costs down at the higher price, beginning in June, OLIS will implement a new schedule based on a review of the frequency of each individual stop (out of 200) and the volume of materials.

#### **Protecting the Past – Donna DiMichele**

After the regional COSTEP meeting in the Blackstone Valley in March, several people signed up for RI.dPlan training. The Project had an exhibit at the RI Statewide Historic Preservation Conference on April 21, in Woonsocket. Morgan Grefe, the new Executive Director of the RI Historical Society, has joined the Steering Committee. The next regional COSTEP meeting is scheduled for May 15 in Narragansett. Donna passed around an invitation.

#### **SRRC Grant – Karen Mellor**

We have awarded the Statewide Reference Resource Center Award grant to the Providence Community Libraries and are currently in the process of working with the Providence Community Library to transfer the statewide reference resource center's operations from the Providence Public Library. Discussion followed.

#### **DLT Collaboration – Karen Mellor**

OLIS is working with RILA and DLT to strategically place computers in public libraries and the Community College of Rhode Island, where they will be used for unemployment insurance and



job-seeking. Critical locations will be in public libraries that are on bus routes. Discussion followed.

### **Broadband Rhode Island**

Ed Garcia spoke about Broad Band of Rhode Island. The BBRI ran a digital literacy pilot last fall with 2 participating libraries, Cranston Central and Providence Community Library Rochambeau. They are almost finished with a portal that will enable us to download the class materials. Cranston is the only library so far doing the digital literacy classes post pilot. They just finished a first session last week successfully. More classes will be offered and we have waiting lists for the spring and fall session. Discussion followed.

### **Ocean State Libraries**

Ocean State Libraries is making progress on its 5-year Strategic Plan. There is also progress in getting libraries on to the OSHEAN Ring.

### **Agenda change**

As several members indicated they would have to depart soon, a motion was made to move consideration of the OLIS 5-year plan item up on the agenda so as many as possible could participate in the discussion.

**Moved By:** Mary Ann Slocomb  
**Seconded By:** Ed Garcia

### **The report of the Chief Library Officer was unanimously accepted**

**Moved By:** Rose Ellen Reynolds  
**Seconded By:** Mary Ann Slocomb

## **VI. COMMITTEE REPORTS**

### **21<sup>st</sup> Century Committee – Bart Hollingsworth**

The Committee will meet on Friday to develop a survey to administer throughout the state to discover what 21<sup>st</sup> century projects libraries are involved in.

### **Legislation Committee- Rose Ellen Reynolds**

Rose Ellen reported her hope the Governor's budget passes intact and that there is no reduction of library appropriations.

## **VII. UNFINISHED BUSINESS**

### **LSTA Evaluation - Progress Report**

OLIS' 5-year LSTA evaluation of 2008 – 2012 was due at IMLS March 30, 2012. Consultants Himmel and Wilson completed the study and submitted it on OLIS' behalf in time. The study is available on the OLIS web site.

### **OLIS LSTA 2013 – 2017 Five-Year State Plan – Adoption**

Mary Ann Slocomb began the discussion by pointing out that the version of the 5-year plan on the OLIS website did not include the glossary of acronyms abbreviations and terms that had been promised the committee when it had reviewed the draft. Donna DiMichele replied that a glossary has been created and will be added to the final edition of the Five Year Plan.

Donna DiMichele summarized the email input OLIS had received after the draft had been published on the OLIS Website and announced to RILA, SLRI and the OLIS "subscribers" list, then related OLIS' responses. There was much discussion of Karisa Tashjian's input regarding the absence of Adult Literacy programming in the plan. Several Board members were unhappy with the exclusion of Adult Literacy.

Several Board members pointed out grammatical and spelling errors.

Joan Retsinas moved approval with only the grammical and spelling changes just as is without any further additions.

Moved: Joan Retsinas  
Seconded: Carol Terry

Joan Ress Reeves remarked that the plan is exceptionally well written and proposed kudos to OLIS.

Mary Ann Slocomb again mentioned the need to add the glossary.

Ed Garcia objected to the absence of any reference to adult literacy programs including the Rhode Island Family Literacy Initiative and the Kent County Literacy Volunteers of America in the 5-year plan. Considerable discussion ensued. Shirley Long expressed her annoyance at the idea that the state agency for libraries had given up the idea of literacy. Kristen Chin concurred.

The motion passed with

Ayes: 9 (Tom Viall, Chair, Regina Connor, Bart Hollingsworth, Phyllis Humphrey, Joan Ress Reeves, Joan Retsinas, Rose Ellen Reynolds, Mary Ann Slocomb, Carol Terry and Ruth Sullivan)  
Nays: 2 (Shirley Long, Kristen Chin)  
Absent: 1 (Ed Garcia was absent for the vote).

**VIII. NEW BUSINESS**

Tom mentioned that CRIARL will be celebrating 40 years of service to the academic and research libraries in Rhode Island. His suggestion that a proclamation from the Board would be appropriate to send to CRIARL for the occasion was unanimously approved.

**IX. PUBLIC COMMENT**

None.

**X. FUTURE MEETINGS**

The next meeting of the Board will be held on May 21, 2012, at the Department of Administration, Conference Room B.

**XI. ADJOURN**

A motion was made to adjourn

Moved By: Mary Ann Slocomb  
Seconded By: Kristen Chin

The meeting was adjourned at 5:30 p.m.

**LIBRARY BOARD OF RHODE ISLAND**  
**Monday, May 21, 2012**  
**Draft Minutes**

**The regular meeting of the Library Board of Rhode Island was held on**  
**May 21, 2012**  
**at the Department of Administration,**  
**Conference Room B - Second Floor,**  
**One Capitol Hill, Providence, RI 02908**

**Members Present:** Tom Viall, Chair, Kristen Chin, Regina Connor, Kenneth Findlay, Ed Garcia, Phyllis Humphrey, Phyllis Lynch, Mark McKenney, Joan Ress Reeves, Joan Retsinas, Rose Ellen Reynolds, Carol Terry and Ruth Sullivan

**Members Absent:** Bart Hollingsworth, Shirley Long, Mary Ann Slocomb, and Alison Peirce

**Guests:** Cathy McMahon, Rhode Island Central Business Office

**Present from the Office of Library and Information Services (OLIS):**  
Howard Boksenbaum, Debbie Cullerton, Donna DiMichele, and Karen Mellor

**Reporting:** Debbie Cullerton

**Materials Distributed:**

Books Beyond Brochure

Plan for review of Minimum Standards for Rhode Island Public Libraries

Chair Tom Viall convened the meeting at 4:15 p.m.

**I. WELCOME AND INTRODUCTIONS**

Tom welcomed all Library Board members present.

**II. APPROVAL OF MINUTES OF PREVIOUS MEETINGS**

The minutes from the April 30, 2012 meeting were unanimously adopted with corrections.

Moved By:                      Joan Ress Reeves  
Seconded By:                  Rose Ellen Reynolds

**III. CHAIRPERSON'S REPORT – Tom Viall**

Tom extended his appreciation to everyone reviewed the 5 Year Plan and participated in the spirited and healthy debate the Board had over that plan.

**IV. CHIEF LIBRARY OFFICER'S REPORT - HOWARD BOKSENBAUM**

**DLT Collaboration – Karen Mellor**

OLIS continues its collaboration with the DLT, including installation of DLT at a number of libraries around the state. The first three will be going into Mount Pleasant Branch of the Providence Community Library, Newport Public Library and Westerly Public Library as test sites. A second round will include Cranston Public Library and Rogers Free Library in

Bristol. The East Bay area is especially important to DLT, as they have little other coverage there. Round three will include the Jesse Smith Library in Burrillville and perhaps Harmony Library in Glocester. DLT is planning on publicizing the program once the first couple of phases are installed and working well.

**SRRC Grant – Karen Mellor**

OLIS has awarded the SRRC grant to the Providence Community Libraries. Karen is currently immersed in the transition from PPL. There are details on the OLIS website. <http://www.olis.ri.gov>

**Biannual Conference of the Library of Congress – National Library Service for the Blind and Physically Handicapped – Karen Mellor**

Library of Congress' National Library Service currently maintains a network of 56 regional and 86 subregional libraries for the Blind and Physically Handicapped in the US, including OLIS' NLS. The Library of Congress invited them all to a biennial conference at the Viking Hotel in Newport May 20 -24. Howard represented Governor Chafee in welcoming them to the Rhode Island. Karen told the Board she was impressed by how helpful and welcoming everyone was. The conference included much discussion about the analog to digital transition and the use of web technologies. Another major topic is outreach to eligible non-users. Karen estimates the Talking Books Plus is only reaching 10% of the people in Rhode island who are eligible for service.

**Report on CFO Tour**

Howard reported that he and Cathy McMahon, OLIS' accountant have visited 24 municipalities, meeting with the public library director(s) and the Chief Financial Officer. Cathy McMahon added that more than one of the visits has opened up dialog between the finance director and the library director.

**Protecting the Past – RI – Donna DiMichele**

Donna reported that Protecting the Past –RI held a successful COSTEP meeting at the Towers in Narragansett. 37 people participated. The Protecting the Past administration and the Steering Committee are continually tailoring the program to make more of an impact on participants. The project plans to exhibit at the Rhode Island Emergency Management Agency's annual Hurricane Conference at the Crown Plaza, where Lori Foley, a Protecting the Past-RI steering committee member will speak.

**OLIS' 5-year LSTA evaluation of 2013 – 2017**

The Library Board having approved the 2013-2017 5-LSTA year plan last month OLIS submitted it to IMLS on May 9, 2012, as soon as the Board's requested emendations had been made. Ironically, IMLS held a webinar on how to do your 5-year plan on May 10. In the webinar, IMLS requested state library agencies coordinate their plans with IMLS' new focus areas. Howard and Donna will create a matrix that does that and add it to the submitted plan.

**The report of the Chief Library Officer was unanimously accepted**

**Moved By:** Rose Ellen Reynolds  
**Seconded By:** Phyllis Humphrey

**V. COMMITTEE REPORTS**

**21<sup>st</sup> Century Committee – Bart Hollingsworth**

Currently the 21<sup>st</sup> Century Committee is putting together a survey to discover what's going on in libraries vis a vis 21<sup>st</sup> century skills and what libraries might need from OLIS.

**Legislation Committee- Rose Ellen Reynolds**

No activity.

**VI. UNFINISHED BUSINESS**

**Plan for review of Minimum standards for Public Libraries**

Tom introduced the need to review the standards as another very important task that will need the attention of the Board. Howard presented a plan for that review and requested direction from the Board.

**A motion was made to except the plan as outlined by OLIS**

**Moved By:** Ken Findlay

**Seconded By:** Ed Garcia

**The plan was unanimously approved**

**VII. NEW BUSINESS**

On May 15<sup>th</sup> CRIARL celebrated their 40 anniversary. As the Board had directed at its April meeting, OLIS put together a plaque that was presented to the consortium.

Tom and Howard made some announcements of upcoming meetings:

The RILA Conference will take place on May 31 and June 1 at Bryant University.

A kick off for the Summer Reading Program, "Reading Aloud in Rhode Island". will be held from 5:30 to 7:30 at the Providence Children's Museum on June 1. There will be 10 local children's authors and illustrators talking about and showing there wares to and grades K-3, their parents and other interested people.

A showcase for the teen video contest winners will proceed at Roots Café in Providence on June 7.

Reading Across Island the other Summer Reading Program kickoff will be at the Rhode Island State House on June 16. Gail Carson Levine is the invited author and the featured book is Dave at Night.

More information at <http://www.olis.ri.gov/services/children/krari/index.php>

**Books Beyond**

Ken Findlay spoke about the Books Beyond program at the ACI. Last year they received a LORI grant from OLIS for the Books Beyond program. The Program provides children's b0oks that inmates read with the help of volunteers and digitally record. The program sends the recording and a copy of the book to the inmate's children.

**VIII. PUBLIC COMMENT**

None.

## **IX. FUTURE MEETINGS**

The next meeting of the Board will be held on June 18, 2012, at the Department of Administration, Conference Room B.

## **X. ADJOURN**

A motion was made to adjourn

Moved By: Ken Findlay

Seconded By: Carol Terry

The meeting was adjourned at 5:30 p.m.

## LIBRARY BOARD OF RHODE ISLAND

The regular meeting of the Library Board of Rhode Island was held on  
June 18, 2012,  
at the Department of Administration,  
Conference Room B - Second Floor,  
One Capitol Hill, Providence, RI 02908.

**Members Present:** Tom Viall, Chair; Kenneth Findlay, Ed Garcia, Bart Hollingsworth, Phyllis Humphrey, Shirley Long, Joan Retsinas, Rose Ellen Reynolds, Mary Ann Slocomb and Carol Terry.

**Members Absent:** Kristen Chin, Regina Connor, Phyllis Lynch, Mark McKenney, Joan Ress Reeves, Alison Peirce and Ruth Sullivan

**Present from the Office of Library and Information Services (OLIS):**  
Howard Boksenbaum, Donna DiMichele and Cheryl Space

**Reporting:** Carol Ciotola (DoIT) for Debbie Cullerton

Chair Tom Viall began the meeting at 4:15 p.m.

### I. WELCOME AND INTRODUCTIONS

The Chair welcomed attending Library Board members and OLIS staff.

### II. APPROVAL OF MINUTES OF MAY 21 MEETING

The minutes from the May 21, 2012 meeting were unanimously approved as presented.

Moved by: Carol Terry  
Seconded by: Rose Ellen Reynolds

### III. CHAIRPERSON'S REPORT – Tom Viall

Tom reported that the Governor reappointed the following Board members: Kristen Chin, Kenneth Findlay, Phyllis Humphrey, Shirley Long, Joan Ress Reeves, Mary Ann Slocomb and Carol Terry, and pointed out the differing term ending dates--Kristen Chin, Shirley Long, Mary Ann Slocomb and Joan Ress Reeves—December 31, 2013, and the remaining reappointed members—December 31, 2014.

Howard spoke of the three vacancies on the Board due to term expirations resignation.

### IV. CHIEF LIBRARY OFFICER'S REPORT – Howard Boksenbaum

#### **Kids Reading Across Rhode Island (KRARI) – Cheryl Space**

This initiative was a statewide kick off for the Summer Reading Program, targeting grades four-six. The kickoff of the Third Annual KRARI, in partnership with the Rhode Island Center for the Book, was held on June 16 at the State House. Cheryl explained the collaborative process and criteria involved in choosing a book to complement the Summer Reading Program theme, "Dream Big, Read" -- *Dave at Night* by author Gail Carson Levine was chosen. Since a major goal of this program is for children to meet authors, the author was in attendance to lead workshops, give a speech, sign books, etc. Exhibits, games and a performing parrot were also on hand. Each family received a free copy of the book signed by the author. Additionally, the 30 participating libraries will each receive 10 books conditional upon the book being celebrated in some manner.

**Reading Aloud in Rhode Island (REAL) – Cheryl Space**

On June 1, OLIS kicked off its Summer Reading Program families with kids age 4-10 at the Providence Children’s Museum. Kara LaReau suggested having ten local authors read from their books, sign them, etc., and through her efforts brought this to fruition. Additionally, children’s librarians provided activity tables related to the program.

**Teen Media Production Project (My Digital Life) – Cheryl Space**

OLIS partnered with the State Council on the Arts to bring video production classes into libraries. She explained how the four participating libraries were chosen for the twelve-week project and spoke about the collaborative efforts involved, which coincides with OLIS’s goal to think of libraries as places to create instead of just places to consume. The summer teen video competition--to produce a public service announcement for the Summer Reading Program—resulted in a win for three teens who participated at the Westerly Public Library (additional details at <http://www.olis.ri.gov/services/ya/cslp2012winner.php>)

In response to a question from the Board, Cheryl presented the criteria used to select libraries, including a dedicated teen librarian, ability to identify a group of teens to participate, freedom of teen librarian to attend weekly sessions to learn along with the teens and availability during office hours to offer assistance to the teens.

Cheryl has a DVD of the videos and plans to place them on the OLIS website—members will be alerted to the link once posted. She also noted that funding has been secured to continue training library staff in managing video production classes as programs in libraries.

**Letters About Literature 2012 – Howard Boksenbaum**

The Center for the Book issued the document referred to above presenting letters from youths as to how literature changed their views of the world. Howard passed this document around the room for Board members’ review, and Donna DiMichele cited several examples of the powerful affect reading can have on people.

**Group Movie Licenses – Howard Boksenbaum**

Howard read part of a letter sent to OLIS Library Program Specialist Chaichin Chen citing appreciation for consolidating movie licenses so that libraries across the state can have access to movies year round. He presented this as a good illustration of how the library business is slightly changing, in that its accomplishments are through partnerships and coordinated efforts.

**Protecting the Past – RI – Donna DiMichele**

Donna reported on Rhode Island Emergency Management Agency’s (RIEMA’s) Annual Hurricane Conference (held today) that reviewed lessons learned and made projections about this coming season with a focus on improving past practices. It was a full day of presentations, together with exhibits; and new connections were made with community emergency managers.

Protecting the Past held a planning and preparation workshop at Roger Williams University, with twelve to fourteen people participating. Programming will be reviewed this summer before providing additional training sessions.

**Budget – Howard Boksenbaum**

The State passed its budget; OLIS has been level funded, which, given the reduction in LSTA funding, necessitates keeping a close eye on expenditures again this year. We have already reconfigured the delivery schedule, as the new delivery contract had to take into account gas price increases, and we have eliminated LORI grants.

The report of the Chief Library Officer was unanimously accepted

Moved by: Rose Ellen Reynolds  
Seconded by: Phyllis Humphrey



## **V. COMMITTEE REPORTS**

### **21<sup>st</sup> Century Committee – Bart Hollingsworth**

Currently the 21<sup>st</sup> Century Committee is putting together a survey to learn what's going on in libraries; its goal is to identify individuals associated with libraries across the state doing interesting activities and/or taking proactive approaches to providing library services modeling 21<sup>st</sup> Century ideals. Once identified, they will be asked to serve as mentors to OLIS and/or other libraries. The survey should be finalized next week. OLIS has agreed to host the survey on Survey Monkey; however, since she and Donna (OLIS' other Survey Monkey person) will be away from the office next week, posting will most likely take place the early part of July. A deadline for survey submissions will be established; once returned, the results will be discussed.

### **Legislation Committee - Rose Ellen Reynolds**

The Legislative Session concluded; the budget passed. It will now be necessary to watch for any changes to library funding at the municipal level through maintenance of effort or elimination which can occur until June 30 (with the exception of East Providence). If necessary, the Board will need to object for the record.

## **VI. UNFINISHED BUSINESS--None**

## **VII. NEW BUSINESS**

Carol Terry commented on an Internet news blog (ESPN Sports Center) she found interesting about Lebron James. He reads as a way to get ready for a game. The picture shows him with stacks of books that he reads and shares with other teammates in the locker room. It helps him to clear his mind before games. She thought this to be a great statement about the importance of reading and suggested incorporating it into some type of public service initiative. Donna suggested an ALA poster of members of the Pawtucket Red Sox team reading.

Ken Findlay proposed the following Resolution: Draft a letter to Lebron James from the Library Board to show its great appreciation for his public display of reading, citing it as a good example.

Joan Retsinas asked the Board to proceed cautiously to ensure his actions are not disingenuous. Carol believed the story to be true. James had explained that he reads books to keep from reading negative things about himself on the Internet.

## **VIII. PUBLIC COMMENT--None.**

## **IX. FUTURE MEETINGS**

The next Board meeting will be held on September 24, 2012, at the Department of Administration, Conference Room B.

## **X. ADJOURN—Motion made to adjourn.**

Moved by:                      Rose Ellen Reynolds  
Seconded by:                  Mary Ann Slocomb

The meeting was adjourned at 4:50 p.m.

[Following the meeting, Ken Findlay played several digitally recorded books read by ACI inmates and sent to their children via the Books Beyond Program.]