

NEWPORT PUBLIC LIBRARY

Board of Trustees

Meeting Minutes

October 15, 2015

1. Call to order: President Michael Dawson called the meeting to order at 4:30 p.m. in the Rotary Board Room of the Newport Public Library.

Attendance: Michael Dawson, Michael Dutton, Girard Galvin, Angel Gonzalez, Linda Martin, Susan McCoy, Justin McLaughlin, Jessica Walsh, and Library Director Anne Shepherd.

Excused: Jennifer Booth, David Gordon, Rita Slom

Absent: Chuck Flippo, David Reed

2. Amendment to the agenda:
There were no changes or additions to the agenda.
3. Secretary's Report:
Susan McCoy asked for changes or additions to the September 17, 2015 Board meeting minutes. Hearing none, she asked for a motion to accept the minutes as presented
Jessica Walsh made a motion to accept the minutes as presented. Linda Martin seconded the motion. A roll call was taken. Michael Dawson, Michael Dutton, Girard Galvin, Angel Gonzalez, Linda Martin, Susan McCoy, and Jessica Walsh voted for the motion. There were no votes against. The vote was unanimous. The motion carried.
4. Finance Committee report:
The financial statement for September 2015 was reviewed. Michael Dutton reported that the profit and loss statements were in order. The proceeds from August's Annual Event have been posted. Investments were down 5.34% this month.
5. President's report:
Michael Dawson stated that it is an honor to serve as president of the Board of Trustees of the Newport Public Library. Each Board member will receive an e-mail concerning the upcoming annual appeal.
6. Building and Grounds Report:
Anne Shepherd reported that a few security cameras need replacing and Property Maintenance staff are prepping the grounds for winter.
7. Financial Development Committee report:
Susan McCoy announced the date for next year's Novel Evening event. The event will be held on Sunday, June 26, 2016. The change of date is to hopefully increase attendance at the event before the busy summer months.
This year's Gilded Age Tea will be held at the Hotel Viking on Saturday, February 20, 2016.
8. Friends of the Library:
Anne Shepherd reminded the Board that the Friends Holiday Booksale runs from October 24th through October 28th in the Spring Street Lobby.
9. Director's Report:

Anne Shepherd distributed flyers for upcoming library programs and events. Staff development day was held on October 7, focusing on changes at the library. The third edition of the library's e-newsletter will be sent at the end of October. Over 3,000 newsletters are sent electronically as opposed to less than 300 mailed.

Anne Shepherd reported on the library renovation progress. The John Clarke Program Room in the children's area has been painted. New shelving for the picture book area is scheduled to arrive the last week of October. The lower level office area has been carpeted and is ready for furniture and walls.

10. Old business:

a. Piano update:

Anne Shepherd reported that Larry Brown is still seeking a buyer for the library's piano. Angel Gonzalez has offered to contact him for a progress report.

11. New business:

a. Library Furniture:

During the renovation of the library, old and outdated furniture is being replaced with more functional pieces. If the furniture is in good condition, Anne Shepherd reports that it will be donated to a local non-profit organization, sold on-line and, lastly, discarded.

b. Clock:

As part of Staff Development Day, the staff were offered a tour of the Edward King House, formerly the Peoples Library. While on tour, Anne Shepherd noticed a picture of a clock that used to reside at the house but now is at the Newport Public Library. She would like to give the clock back to the Edward King House after they finish their renovations.

Linda Martin made a motion to donate the clock to the Edward King House. Jessica Walsh seconded the motion. A roll call was taken. Michael Dawson, Michael Dutton, Girard Galvin, Angel Gonzalez, Linda Martin, Susan McCoy, and Jessica Walsh voted for the motion. There were no votes against. The vote was unanimous. The motion carried.

c. Nominations to the Board:

On behalf of the Nominating Committee, Linda Martin asked the Board to begin consideration of replacements for those leaving the Board on September 2016. Please give her any names and contact information.

12. Adjournment:

The meeting was adjourned at 5:00 pm

The next meeting is scheduled on November 19, 2015.