

**NEWPORT PUBLIC LIBRARY**  
**Board of Trustees**  
**Meeting Minutes**  
**June 16, 2016**

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, David Gordon, Adrienne Haylor, Linda Martin, Susan McCoy and Rita Slom.

Excused: Jennifer Booth, Girard Galvin, Justin McLaughlin, Library Director Anne Shepherd.

Absent: Angel Gonzalez, David Reed, Jessica Walsh

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 May 19, 2016 Board meeting minutes. Hearing none, she asked for a motion to accept the minutes as presented.  
David Gordon made a motion to accept the minutes as presented. Michael Dutton seconded the motion. A roll call was taken. Michael Dawson, Michael Dutton, David Gordon, Linda Martin, Susan McCoy and Rita Slom voted for the motion. There were no votes against. The vote was unanimous. The motion carried.
4. Finance Committee Report:
  - a. Financial Statement for May 2016:  
  
The financial statements for May 2016 were reviewed. Michael Dutton reported that investment income rose slightly in June. Both income and expenses were under budget. Investment income was level.
5. President's Report:  
Michael Dawson reported that Library Director Anne Shepherd was excused from the meeting to attend to a personal matter. She gave her report to the president to present to the Board.
6. Building and Grounds Report:  
Michael Dawson reported that the library experienced a flood on Memorial Day while the Library was closed for the holiday. The damage was discovered when the building manager came to the Library to empty book drops. The most damage occurred in the Administration Office supply closet where the walls, carpeting and ceiling were damaged. Water seeped into the office as well as the Spring Street Lobby. Single Source was hired for the clean-up and C&L Builders repaired the walls and ceilings. New carpeting and furniture has been ordered.
7. Financial Development Committee report:  
Susan McCoy reported that 55 tickets have been sold for the Event. Advertisements for the event will be in the Newport Daily News and Newport This Week.

8. Nominating Committee:  
Linda Martin distributed information on the five candidates who are interested in nomination to the Board of Trustees. The nominees and slate of officers will be announced at the July meeting and voted on at the Annual meeting in September.
9. Friends of the Library Report:  
Adrienne Haylor, newly elected President, reported on the Friends Annual Meeting. A new slate of officers was elected for the year. She announced that the Friends will hold a Booksale July 15-20 in the Spring Street Lobby.
10. Director's Report:  
Michael Dawson, reporting for Anne Shepherd, reminded the Board that the annual event is coming up on June 26<sup>th</sup>. This year's theme, A New Look, is focusing on the renovations to the Library including the new 3D printing room.  
The strict enforcement of the 3 hour parking rule has helped alleviate some of the parking problems the Library has been experiencing lately.  
The Library is conducting an online survey. Board members were given a copy to fill out or invited to fill out the survey online.  
Anne Shepherd held three forums for the public to gather information on what the community would like to see for the Library's future. The forums, entitled FutureVision, will be used to develop the library's long range plan.
11. Old business:  
Unique Management:  
Michael Dawson asked that this item be tabled until the next meeting when the Library Director will give more information on the topic.
12. Adjournment:  
  
The meeting was adjourned at 4:55 pm  
The next meeting is scheduled on July 21, 2016.