



NEWPORT PUBLIC LIBRARY  
BOARD OF TRUSTEES FINANCE COMMITTEE MEETING MINUTES

Date of Meeting: November 17, 2022

Present: M. Bonvino, B. Carter, K. Castiglia, K. Martin, E. Sebest

Also present: P. Fetta, J. Logue, and E. Shaw, *ex officio*

A quorum being present, Mr. Castiglia called the meeting to order at 4:04 PM.

The motion to accept the minutes of the October Finance Committee meeting was made by Mr. Carter, seconded by Ms Sebest and accepted unanimously.

The Finance Committee, acting as the Personnel Committee, accepted a proposal by Joseph Logue, Library Director, that the requirement of a doctor's note for a three day absence be abandoned as unworkable and impractical. A motion was made by E. Sebest, seconded by K. Martin.

A CD held at the People's Credit Union, nearing its maturation date, was approved by voice vote to be moved into the Money Market account held by the PCU.

Business being concluded, Mr. Castiglia asked for a motion to adjourn. Ms Sebest made the motion, to which Mr. Martin seconded. Upon a unanimous vote, the meeting was adjourned at 4:27 PM.

Respectfully submitted,  
January 19, 2023

Joseph Logue  
Library Director



NEWPORT PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES

Date of Meeting: November 17, 2022

**Present**

*NPL Staff:* Becky Farwick, Patti Fetta, Cathy Gould, Joseph Logue, Erin Shaw

*Board:* Merideth Bonvino, Brad Carter, Kenneth Castiglia, Matthew Leys, Kyle Martin, Charlotte Marshall, Alan Ridnour, Edwina Sebest, Adrienne Shaw, Stephen Waluk

**Excused**

Lynn Ceglie, Jon Davies, Andrea Groce

**Call to Order & Determination of a Quorum**

A quorum was determined; meeting was called to order at 4:34pm.

**Amendments to Agenda**

There was a motion and second to approve the agenda; motion was approved.

**Minutes of Previous Meeting**

A motion and second approved minutes of September 2022 meeting.

**Finance Committee Report**

Ken Castiglia reported that revenue was up due to fundraiser income. Net of expenses, fundraiser raised approximately \$42 thousand.

Expenses vary up and down, but are relatively in line with overall budget. Operations expenses are higher than budget due to increased utility costs and HVAC service. Payroll and benefit expense is lower than budgeted amount.

Balance sheet and assets are in a very good position.

**President's Report**

Brad Carter thanked all in attendance for being present.

**Building and Grounds Committee Report**

Joe referenced Jim Mass's monthly report that was included in email with meeting documents. Joe indicated that reading these reports will demonstrate amount of work involved with just three people on Building & Grounds staff. Edwina commented that she found reading the reports to be very helpful.

**Financial Development Report**

No Report.

### **Friends of the Library Report**

Edwina reported that the pop-up book sale in the lobby on Election Day made \$1400.

The holiday book sale will begin on December 2<sup>nd</sup>; particularly nice books that can be used as gifts are set aside during the year to be part of this sale. An advertisement will run in next *Newport This Week*.

Edwina also informed the Board that Jim Mass negotiated with two surplus book organizations and The Friends will now receive 5 cents per pound for discarded books. Previously, there was no payment so this will increase revenue.

### **Library Director's Report**

Joe introduced and welcomed Erin Shaw, new Administrative Assistant in the Library office.

He reported that RI OLIS will be changing from statewide Sierra software, which is outdated and cumbersome, to a web-based system.

NPL is now fully staffed, although a half-time position may be open in the future.

Joe commented that the Children's Department has planned many holiday programs that are being well-attended. On December 21<sup>st</sup>, a special visitor (Santa!) will be coming to the library to read Christmas books and talk with the children.

There will be a staff development day scheduled in 2023.

NPL will partner with city social service agencies to assist citizens in need.

NPL being open on Sundays is working well.

### **Old Business**

No report.

### **New Business**

Joe introduced Mr. Spinney, a library patron who entered the meeting a few minutes beforehand.

Mr. Spinney's son is a Young Adult patron who is at the Library frequently after school. Mr. Spinney would like the Board to entertain a motion to negate the Library Director's decision to **not** limit his son's computer time while at the library. This decision was made on November 2<sup>nd</sup>, 2022.

Joe explained the Library's policy for computer use to the Board: one hour but patron can start again if no one is waiting. Mr. Spinney felt NPL was "treating children as adults" and requested computer use restriction or revocation of his son's library privilege.

Brad Carter thanked Mr. Spinney for his concern and presence at the meeting, and that the Board was required to affirm or reverse Joe's decision.

Mr. Spinney commented that he wanted to bring the computer use policy to the attention of the Board and other parents, as well. The Board agreed to take a look at the policy in general at a future meeting, but this decision would be specific to this particular situation.

Matt Leys stated that the American Library Association (ALA) principles and ethics declarations regarding library access should be used as a reference and guide.

Steve Waluk made a motion to sustain Joe's decision to deny Mr. Spinney's request. Edwina Sebest seconded this motion; the motion carried eight to two.

Mr. Spinney then stated he was not finished with this issue and would bring it back to the Board at a later date.

### **Adjournment**

A motion to adjourn the meeting was made and seconded; meeting was adjourned at 5:14pm.

*Next meeting will be on Thursday, January 19<sup>th</sup>, 2023, at 4:30pm.*

*Respectfully Submitted,  
December 12, 2022  
Adrienne Shaw  
Secretary to the Board*

proved by Board of Trustees Jan 19 20