

NEWPORT PUBLIC LIBRARY
Board of Trustees
Meeting Minutes
February 16, 2017

1. Call to order: Treasurer Michael Dutton, chairing the meeting in the absence of President Michael Dawson, called the meeting to order at 4:35 p.m. in the Rotary Board Room of the Newport Public Library.

Attendance: Peter Baylor, Gina Brown, Lynn Ceglie, Michael Dutton, Girard Galvin, Matthew Leys, Linda Martin, Scott Skuncik, and Library Director Anne Shepherd.

Excused: Jennifer Booth, Michael Dawson, Adrienne Haylor, Rita Slom, Stephen Waluk

Absent: Angel Gonzalez

2. Amendment to the agenda:
There were two changes to the agenda. Old and New Business were tabled until the March meeting.
3. Secretary's Report:
Linda Martin asked for changes or additions to the January 2017 Board of Trustees meeting minutes. Hearing none, she asked for a motion to approve the minutes as presented.

Peter Baylor made a motion to accept the minutes as presented. Girard Galvin seconded the motion. Peter Baylor, Michael Dutton, Girard Galvin, Matthew Leys, Linda Martin, and Scott Skuncik, voted to approve the motion. There were no votes against. The vote was unanimous. The motion carried.

4. Finance Committee Report:
 - a. Financial Statement for January 2017:

The financial statements for January 2017 were reviewed. Michael Dutton reported income increased by 4.2% due to investments and fundraising income. Expenses also increased in January from material expenses but remained below budget year to date.

5. President's Report:
There was no report at this time.

6. Building and Grounds Report:
Scott Skuncik reported carpeting is finished in the teen area and work has begun on the security cameras for the building. The Library is looking into replacing fluorescent lighting with LED lights to save on electricity.

7. Financial Development Committee report:
Anne Shepherd reported for Rita Slom. The turnout at the Gilded Age Tea at the Hotel Viking was lower this year than in the past.
There are 13 sponsors so far for this year's event at the Easton's Beach Rotunda.

8. Friends of the Library Report:
Anne Shepherd reported for the Friends of the Library. Sixty seven members have renewed their Friends memberships. The Friends are writing a section for the Library newsletter called "The Friends

Corner” with news of the Friends and the Bookstore. The next book sale is the Spring Booksale from April 21-26.

9. Director’s Report:

Anne Shepherd distributed flyers for upcoming programs at the Library.

Used chairs and tables from the Library renovation have been donated to the Martin Luther King Center and the King’s Cathedral Shelter in Providence.

Planning for the Summer Reading Program has begun in all Library departments. This year’s theme is “To Make a Better World”. The Children’s Department’s program includes a toy drive for the Martin Luther King Center.

Anne Shepherd showed a map of phase one of the proposed Reading Garden, the centennial project of the Newport Garden Club in Aquidneck Park adjoining the Library. Representatives from the Garden Club, the Project Manager, Newport Public Works Department and the Library will meet in the spring before the project breaks ground.

Renovations are almost complete in the teen area. The next area to be renovated is the adult area.

Work has begun on changing the Library’s collection from Library of Congress to the Dewey Decimal System.

10. Old business:

Old business is tabled until the March meeting.

11. New business:

New business is tabled until the March meeting.

12. Adjournment:

The meeting was adjourned at 5:05 pm.

The next meeting is scheduled on March 16, 2017.