

Newport Public Library  
Board of Trustees  
Meeting Minutes ~ Teleconference

February 18, 2021 - 4:30 PM

Attendance: Stephen Waluk, Brad Carter, Michael Dutton, Robin Skuncik-Jones, Adrienne Shaw, Peter Baylor, Edwina Sebest, Kyle Martin, Janine Weismann, John Davies, Joseph Logue Library Director, Patricia Fetta, Ann Amaral

Excused: Scott Skuncik, Matthew Leys,

1. Call to order:

Stephen Waluk called the meeting to order at 4:35 p.m.

2. Amendments to the Agenda:

The agenda was approved as presented.

3. Minutes of the November 2020 meeting:

The minutes were approved as presented.

4. Finance Committee Report: Michael Dutton reported that the P&L did well. Wells Fargo did have a loss of .6% or -\$9367 or .6%. Expenses are looking good at 11.5% below budget. The Balance Sheet looks fine. That is all I have to report.

5. President's Report: We have voted to hire a fully benefitted, full-time staff member in the Circulation Department. The opening was posted internally. We do need coverage to keep that department running well.

6. Building & Grounds Committee Report: Fury Roofing will be inspecting the roof and we are waiting the results of same. The HVAC system needs to be replaced and/or updated. The current system was installed and/or updated in 1968 and 2008. We are obtaining quotes for the HVAC system. Everything else seems to be in good shape.

7. Financial Development Report: Joseph Logue reports we have received memorial donations and still receiving some Annual Appeal Donations over the past month.

8. Friends of Library Report: Sales have been steady and patrons have been faithful with the honor box. March is Irish Heritage Month and we will have a display for the celebration.

9. Director Report: Our biggest issues have been bad behavior and vandalism in the men's room. Two men came into the library and carved/wrote vile words on the walls, gouged the door, broke the baby changing table and made a complete mess. Some staff members recognized the two people in question. The police were called and they stated that the same two individuals have vandalized other local businesses as well. The issued No Trespass Orders. The Orders are in effect for one year. We have video of them entering and exiting the men's room at the time of the vandalism, but there is no video inside the men's room.

10. Old Business:

There is no additional old business.

11. New Business: Brad Carter noted that a librarian at the Naval War College has a vested interest in Newport, but lives in Portsmouth. We would need to change the by-laws as she does live out of the City. Send a letter to her acknowledging her interest in the Board and invite her to the April 15, 2021 meeting.

Stephen Waluk noted if there are any recommendations for any other candidates is welcomed and that he would reach out to the City Council for an appointed member.

12. Adjournment: Stephen Waluk called for the meeting to adjourn at 4:57 p.m. All in favor and meeting was adjourned.