



NEWPORT PUBLIC LIBRARY  
BOARD OF TRUSTEES FINANCE COMMITTEE MEETING MINUTES

Date of Meeting: February 16, 2023

Present: M. Bonvino, B. Carter, E. Sebest

Excused: K. Castiglia, K. Martin

Also present: P. Fetta & J. Logue, *ex officio*

A quorum being present, Mr. Carter called the meeting to order at 4:10 PM; there were no additions or amendments to the agenda.

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

In Mr. Castiglia's absence, Mr. Carter moved that the Committee defer the budget updates and Profit & Loss statements to Ms Fetta.

Ms Bonvino agreed to assist Ms Fetta with the budget proposal for the length of Mr. Castiglia's absence.

There followed a general discussion regarding potential shortfalls in the coming budget years. Mr. Carter and Mr. Logue will address that by the time of the next meeting.

Business being concluded, Mr. Carter asked for a motion to adjourn. Ms Sebest made the motion and Ms Bonvino seconded; the motion passed unanimously. The meeting was adjourned at 4:27 PM.

*Next meeting will be on Thursday, March 16<sup>th</sup>, 2023, at 4:00pm.*

Respectfully Submitted,  
March 16, 2023

Joseph Logue  
Library Director



NEWPORT PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING MINUTES

Date of Meeting: February 16, 2023

**Present**

*Board:* Merideth Bonvino, Brad Carter, Jon Davies, Andrea Groce, Charlotte Marshall, Alan Ridnour, Edwina Sebest, Adrienne Shaw.

*Excused:* K. Castiglia, M. Leys, K. Martin

*NPL Staff:* Patti Fetta, Joseph Logue, Erin Shaw

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

A quorum was determined; meeting was called to order at 4:32pm.

**Amendments to Agenda**

Brad requested a change to today's agenda to switch agenda items 5 and 4.

There was a motion and second to approve the agenda as amended.

**Minutes of Previous Meeting**

Edwina asked for a revision to January 2023 minutes to clarify that the President, Vice President, and Treasurer of the Board are all members of the Personnel Committee. A motion and second approved these amended minutes.

**Finance Committee Report**

Brad informed the Board that Ken Castiglia would be taking a leave of absence due to a death in the family. Patti will report on financials in his absence.

Patti indicated that payroll expense is lower than budget due to two employees being on TDI.

The Wells Fargo account had a small gain but it has clearly been a bad year overall.

Brad expressed his concern that the Library is running a deficit.

**President's Report**

Brad issued a special thank you to The Friends of Newport Library for their wonderful contributions to the Library.

**Building and Grounds Committee Report**

Brad referred to Jim Maas's monthly report included in information package for Board meeting.

Edwina asked a question about the patron who had been banned from the library.

**Financial Development Report**

Joe stated that he has been talking with Charlotte about fundraising ideas for September.

**Friends of the Library Report**

Jon Davies reported that The Friends will have a children's pop-up sale from February 21<sup>st</sup> through the 27<sup>th</sup>. This sale will also include puzzles of which there is a good inventory.

There is a current display of Black History books for Black History Month.

There will be a spring sale.

New initiatives are being developed to increase the membership in the Friends.

**Library Director's Report**

Joe reported that the newly purchased lactation pod is installed in the Children's Library area. He encouraged the Board to take a look at it before leaving.

The Library is still experiencing staff absences due to Covid.

Joe referred to the Proposal for Compensatory Time that was included in the Board package. He asked Board members to review this policy statement in order to vote on it at the next Board meeting. The question was asked whether this new policy would apply to all full-time employees.

**Adjournment**

A motion to adjourn the meeting was made and seconded; meeting was adjourned at 5:04pm.

*Next meeting will be on Thursday, March 16<sup>th</sup>, 2023, at 4:30pm.*

Respectfully Submitted,  
March 16, 2023

Adrienne Shaw  
Secretary to the Board

Approved Apr 20 2023