



Newport Public Library
Board of Trustees
Meeting Minutes ~ Teleconference
March 18, 2021
4:30 PM

Attendance: Stephen Waluk, Michael Dutton, Adrienne Shaw, Peter Baylor, Edwina Sebest, Kyle Martin, Janine Weismann, Jonathan Davies, Joseph Logue Library Director, Patricia Fetta, Scott Skuncik, Matthew Leys

Excused: Brad Carter, Robin Skuncik-Jones

1. Call to order: Stephen Waluk called the meeting to order at 4:30 p.m.
2. Amendments to the Agenda: The agenda was approved as presented.
3. Minutes of the February 2021 meeting: The minutes were approved as presented.
4. Finance Committee Report: Michael Dutton noted that the investment accounts with Wells Fargo are doing well. The interest made in this period is an increase of 1.3%. There is also an overall increase in income at 8.4% as opposed to last fiscal year, this includes Wells Fargo. Total expenses without depreciation are 6.9% below budget, which is great. This may have something to do with Covid. The Balance Sheet is looking very good and we are in better shape this year than we were last year at this time.
5. President's Report: Stephen Waluk noted that he had no report at this time.
6. Building & Grounds Committee Report: Scott Skuncik reported that after reviewing minutes from the last meeting with regards to the vandalism, it seems that every event has increased in costs. The last incident was approximately \$3000.00. There is not much we can do about this except No-Trespass Orders in terms of these two individuals. It is likely the HVAC system will become a higher priority than the roof. We are looking to get ideas on costs and have one estimate from Trane for air handler and cooling unit(s). I would like to bring together a group of individuals to get into the details and start working on this project now, as this will straddle into the next fiscal year. My term ends and I do not want someone starting cold at that time. This group will need to look at the long term energy savings, long term savings of the different systems that will offset initial capital investments. Anyone interested, please shoot me an email. I would like the group to meet and then present our findings to the board.
7. Financial Development Report: The 150th Gala is not going ahead in any meaningful way. Looking for something back at the beach; something more of a robust fundraiser. With all due respect for everyone that made efforts to get 150th Gala together, in as much as I do appreciate all their hard work and effort made by all, it is just not feasible at this time. Also, it seemed to have followed a formula a bit routine. It was called 'a novel evening' and there really wasn't anything novel about it year to year. Being unsure if we can congregate in June, we should make the fundraiser later in the summer or more towards fall.

Patti and I have an apt with the auditor. There were a couple of substantial donations and we need to find a way to refund those people. We are also working on something with the Viking, since they are unable to provide a cash refund. They are willing to help us have some sort of party or function within the scope of the Covid-19 Rules and Regulations on a much smaller scale.

8. Friends of Library Report: Jonathan Davies reported that a week ago their Board met with Cathy Gould who runs the Summer Reading Program at Newport Public Library. Cathy's presentation was comprehensive and very professionally executed. The board voted to donate \$2,500 for the program. A little bit more than her request.
We will be purchasing a library cart for use in the bookstore with some of the funds donated in memory of Pat Callahan. Pat was a long-time volunteer and a member of the Friends Board who recently passed away. Steve Waluk mentioned that Pat Callahan was also the school librarian at Thompson Middle School. A very nice lady. Jonathan Davies, noted that we were lucky to have her and the Friends will be adding a plaque to

the new cart. The lobby book sale continues to be very popular. The week of April 19th -24th we will be adding expanded tables with for the Children's Book Sale.

9. Director Report: Joseph Logue informed the Board that the big news is - last Thursday, he had a virtual visit with the Champlin Foundation. I requested a grant in the amount of \$130,000 and they were very happy with our application. I think they will look at the request for funding positive way. We are looking to get carpeting done in the adult section. This should cost approximately \$80,000. I asked for \$100,000 for this portion of the application as the floor is poured concrete and our thinking is that when we pull up the current carpet - we really do not know what we will find. This is the older part of the building which has suffered flooding over the years and potentially will require more than just a carpet being installed. I was grateful she asked why we asked for that amount and after I explained the situation with the poured concrete, one of the Grantors mentioned that this was exactly what happened in Bristol. The remaining funds will be put towards upgrades in the Rotary and Stride rooms, as well as in the Reference Department.

I want to talk about the Bi-Laws, but first, I want say to Jonathan that when he mentioned that the Friends wanted to grant a little more, they did grant 35% more than the proposed \$1850 Cathy Gould requested. Unprompted, Friends volunteered 35% more which is very generous. Cathy Gould will certainly put this to good use.

10. Old Business: Stephen Waluk inquired about voting to add a new member to our Board. Andrea, how do you pronounce her name, Joe? Joseph Logue stated that Andrea's last name is Gross. Steve Waluk made a Motion to approve Andrea Gross to the Board. Edwina inquired if this was the woman from the Naval War College. Stephen Waluk informed her that is was. Stephan Waluk asked if all were in favor of this Motion, and all were. Motion passed. Stephan Waluk asked Joseph Logue to send something out to Andrea Gross to invite her to the next Board of Trustee's Meeting.

11. New Business: There was a suggestion of Lisa Becker be added to the Board. What is the background there, Joe? Joseph stated he would pass this to Edwina as they have been working closely together. Edwina stated that Lisa Becker is new in town and arrived here in December 2020. She is the first volunteer I have taken on with Friends. Lisa has a degree in library sciences, a Master's degree in public health, has been in the Peace Corps, has worked with the disabled and has worked with abused women. 7 Long story short, Lisa Becker's resume ends in 2016 and I had asked her why. She stated that her parents both passed away suddenly and she likes to travel, so she took time off to do so. Lisa Becker is aware that this is a 3-year commitment and she plans on staying in Newport. Lisa Becker is very easy to work with and I recommend her and like her background.

Stephen Waluk inquired to Joseph Logue that the process would be that we bring Lisa Becker to join the Board for a vote at our next meeting. Joseph Logue stated that yes, it is. Joseph stated that he and Edwina actually have her resume and a copy will send out to the Board.

12. Adjournment: Stephan Waluk called for the meeting to adjourn at 4:48 p.m. All in favor and meeting was adjourned.