

NEWPORT PUBLIC LIBRARY

Board of Trustees

Meeting Minutes

April 19, 2018

1. Call to order: President Robin Skuncik-Jones called the meeting to order at 4:35 p.m. in the Rotary Room of the Newport Public Library.

Attendance: Robin Skuncik-Jones, Michael Dawson, Michael Dutton, Lynne Ceglie, Sandra Pattie, Gina Brown, Angel Gonzalez, Peter Baylor, Joe Logue, Library Director

Excused: Steve Waluk, Adrienne Haylor, Rita Slom, Scott Skuncik, Linda Martin

Absent: Matthew Leys

2. Amendments to the Agenda:

The agenda was approved as presented.

3. Minutes of the March 2018 meeting:

The minutes were approved as presented.

4. Finance Report:

Investment income is down \$ 6,000 but still doing much better than last year. Expenses are down 12%, \$73,000 YTD.

The Board will be voting on approval of the budget at the May 2018 meeting.

5. Building & Grounds Report:

Scott Skuncik's report was passed around to Board members.

6. Friends of the Library Report:

The Friends Annual Meeting will be held on Thursday, June 14. All Board members are welcome to attend. The Friends are very happy with the renovations to the bookstore.

7. Library Director Report:

Joe Logue began looking into grants and partnerships with local agencies including the van Beuren Charitable Trust and the Sailing Foundation.

Census 2020: Providence has been chosen as the test site for the 2020 Census. Libraries in the state have been tasked with serving as check-in places. The Library will be working with OLIS on this over the next few years.

The Library will be expanding its collection of DVDs. The checkout limit on DVDs will increase from 4 to 10 and fines will decrease from \$2 per day to \$1 per day.

Staff Development Day will be held on September 21, 2018. The Library will be closed that day. Library staff will start informing patron's well in advance of the closing. The Board approved the closing of the Library.

8. Old Business:

Check Signing Policy: A motion was made to accept the new check signing policy with guidelines approved by the Finance Committee. The motion was approved by all.

9. New Business:

Transfer of Funds: The Library currently has \$580,000 at the Savings Institute, far above the \$250,000 FDIC limit. BANKRI currently has the library's money market account of \$50,000. The interest rate on that money was increased from 0.30% to 1%. Annette Love presented the finance committee with interest rates and the committee agreed to move \$200,000 from the Savings Institute to BankRI at 2.5% interest for 5 years with no penalty for a one time withdrawal.

Joe attend the PLA conference in Philadelphia. Some takeaways from the conference included a welcome center at the front entrance, rotating the collection, removing the security gates, and possibly opening a new branch library.

Sandra Pattie asked about the use of the Maker Space and having FabNewport support programs. Library staff will be looking into these options.

The issue with the elevator seems to have been resolved without police intervention. The Library is still considering the possibility of

putting a camera in the elevator.

10. Adjournment:

The meeting was adjourned at 5:03 pm.

The next meeting is scheduled on April 19, 2018.