

Newport Public Library
Board of Trustees
Meeting Minutes
April 18, 2019

1. Call to order: President Matthew Leys called the meeting to order at 4:35 p.m. in the Rotary Room of the Newport Public Library.

Attendance: Matthew Leys, Stephen Waluk, Michael Dutton, Robin Skuncik Jones, Rita Slom,
Linda Martin, Adrienne Haylor, Kyle Martin, Adrienne Shaw,
Joe Logue *Library Director*, Annette Love *Finance Manager*

Excused: Peter Balor, Scott Skuncik

Absent: Gina Brown, Angel Gonzalez

2. Amendments to the Agenda:

There were no changes or additions to the agenda.

3. Minutes of the March 2019 meeting:

The minutes were approved as presented.

4. Finance Report:

Michael Dutton reported on the Financial Statements for March 2019, Wells Fargo Investments are up 1.6% and investments are up 6.5% year to date. Expenses are 7.4% below budget.

5. President's Report:

Matthew Leys reported that Jordan Sleeper has resigned her position as Administrative Assistant as of April 12, 2019. That position is in the process of being filled.

6. Buildings and Grounds:

Scott Skuncik reported routine maintenance on the building continues.

Prepared all spring/summer equipment for use.

7. Financial Development:

Rita Slom reported the Event Committee had met on April 17. Currently income from sponsorships are at \$13,000 and they are looking for donations of auction items. All Board Members are asked to donate a bottle of wine for the Events wine basket auction. Bottles should be brought to the next board meeting or dropped off at the Administration Office.

Newport Public Library

8. Friends of the Library:

Adrienne Haylor reported – working on increasing memberships. Spring Book Sale, April 26 to April 29, books \$1 end of sale bag of books \$4. Friends annual Meeting will be held on June 13 at 4:40 PM in the Program Room.

9. Library Director Report:

Joseph Logue reported on staff changes Jordan Sleeper has resigned her position as Administrative Assistant. Barbara Camadeco part time Children's Librarian, will be leaving on May 10. Annette Love will be retiring as of June 30, but has agreed to continue working ten to twelve hours per week starting in July. On May 9, WADK Radio will have a remote broadcast from the library. Tea with the director will be a monthly event, the 2nd Thursday of each month. The next tea will be May 9th.

The library had applied for a Grant offered from National Grid for the week of the gas outage, we have received \$2500 from them. Plans for the 150th Celebration continue; a potential venue is the Viking Hotel.

7. Old Business: Catastrophic Closure Policy:

The Board voted to approve the Catastrophic Closure Policy as presented, S. Waluk made the motion, seconded by Robin Skuncik Jones, the policy was approved unanimously.

8. New Business:

Ads have been placed to replace resignations.

9. Adjournment:

The meeting was adjourned at 5:05 pm.

The next meeting is scheduled for May 16, 2019 at 4:00 PM

Please call Annette Love at 847-8720 x 101 or e-mail alove@newportlibraryri.org to confirm your attendance.