



Newport Public Library
Board of Trustees
Meeting Minutes ~ June 16, 2022

In Attendance

NPL Staff: Joseph Logue, Patti Fetta

Board: Stephen Waluk, Brad Carter, Michael Dutton, Kyle Martin, Matthew Leys, Kenneth Castiglia, Scott Skuncik, Meredith Bonvino, Charlotte Marshall, Edwina Sebest, Janine Weisman Jon Davies

Absent

Peter Baylor, Andrea Groce, Adrienne Shaw

1. Call to Order & Determination of a Quorum

A quorum was determined; meeting was called to order at 4:35pm

2. Amendments to Agenda

There was a motion and second to approve the May 2022 Agenda; motion was approved. Stephen Waluk noted that the FY 22-23 Budget cannot be discussed at this time.

3. Minutes of Previous Meeting

A motion and second approved minutes of the May 2022 meeting. Minutes were approved.

4. Finance Committee Report

The Library is in a good position financially compared to last year at this time. The P&L looks fine. Payables seem a little higher. Our bank balances are healthier than last year at this time. Last month, Wells Fargo had a loss of .5%. Overall, the Library is doing well.

5. President's Report

Stephen Waluk noted that on Tuesday the Finance Committee met and needs to approve the Budget for FY 22-23. However, this cannot be discussed today. The Board will have more oversight on the next FY Budget regarding financial aspects, timelines and approval dates.

6. Building and Grounds Committee Report

Scott Skuncik reported that the HVAC system is on the roof and was completed this Tuesday, and that section of the roof has been completed. The internal controls will be worked on this week. Scott mentioned that James Mass did a fantastic job on the coordination and oversight of this project. The base for the unit did not fit and James Mass pushed the metal workers and the issue was rectified immediately and without interruption. There was a slight increase in costs of approximately \$6,000 for a panel and this brought the project over budget by 1-2%.

7. Financial Development Report

Joseph Logue reported that meetings for the September fundraiser are going well – currently meeting weekly. The letters and flyers are out for donors and sponsors; the tickets will go on sale July 18, 2022.

8. Friends of the Library Report

Jon Davies reported there will be a book sale from July 29th through August 3rd. On July 21st Friends will celebrate our 50th Anniversary and on August 2nd, we will have a cake to celebrate with patrons. We will have a table at the event in September of 2022 and plan on presenting our annual check to the Library at that time.

9. Library Director's Report

Joseph Logue reported that the donation from the Mr. Englander has no restrictions and the Library will be stringent with the utilizing same. The Library has been successful with the newly hired staff members. We have a new YA librarian, and the position in CM has been filled.

The October Meeting will be held on October 13,2022, (instead of October 20th) at 4:30pm.

10. Old Business

No report.

11. New Business

No Report.

12. Adjournment

A motion and a second to adjourn was presented. Meeting adjourned at 4:46.

The Annual Meeting will be held on September 15, 2022 at 4:00 pm.