



Minutes of the Finance Committee Meeting
October 16, 2025
Newport Public Library
300 Spring Street, Newport, Rhode Island 02840

Minutes

In Attendance

Finance Committee: Peter Baylor, Merideth Bonvino, Ken Castiglia, Alan Ridnour, Edwina Sebest

NPL Staff: Ann Amaral, Alexandra Calandro

Also present: Don O'Brien

Call to Order & Determination of a Quorum

Ms. Bonvino called the meeting to order at 4:00 PM at which time it was determined that a quorum was present.

Minutes of Previous Meetings

Ms. Bonvino noticed a typo in the spelling of her last name in the previous meeting minutes. Ms. Bonvino asked for a motion to approve the September meeting minutes with the spelling correction. Mr. Baylor made a motion to approve the corrected minutes and Ms. Sebest seconded the motion. The Board unanimously approved the minutes.

Financials

Ms. Bonvino provided an update that the Wells Fargo accounts discussed at the September meeting no longer contained personal names. Wells Fargo also reimbursed the library with the money from the Prince Fund and the \$11,000 was transferred to the PCU Money Market account. BankNewport sent the Library confirmation that the CD was renewed at a higher rate for 18 months. Ms. Amaral presented the Finance Committee with the FY 25-26 Budget. There were a few questions about deadlines to the city and the audit expense exceeding the given budget amount. In regards to the audit, Ms. Amaral provided copies of the contract. The committee asked about the overall pricing and the cost increase when comparing the years.

Adjournment

Business being concluded Ms. Bonvino asked for a motion to adjourn. A motion to adjourn was made by Mr. Ridnour and seconded by Mr. Baylor. The motion was approved unanimously and the meeting adjourned at 4:16PM.

Respectfully Submitted,

Alexandra Calandro
Office Manager / Bookkeeper
October 16, 2025



Minutes of the Board of Trustees Meeting
October 16, 2025
Newport Public Library
300 Spring Street, Newport, Rhode Island 02840

Minutes

In Attendance

Board: Debbie Bailey, Peter Baylor, Merideth Bonvino, Ken Castiglia, Kristie Gardiner, Liz Marchi, Charlotte Marshall, Don O'Brien, Alan Ridnour, Edwina Sebest, Dan Tougas

NPL Staff: Ann Amaral, Alexandra Calandro

For the Friends: Pat Heller

Call to Order & Determination of a Quorum

Mr. Ridnour called the meeting to order at 4:30 PM at which time it was determined that a quorum was present.

Minutes of Previous Meetings

Mr. Ridnour asked for any amendments or corrections to the September 2025 Board of Trustees meeting minutes. Ms. Bonvino made a motion to approve the minutes as presented and Ms. Bailey seconded the motion. The Board unanimously approved the minutes.

Building and Grounds Committee Report (September 2025)

Mr. Ridnour had a question regarding the group of pre-teens that Mr. Mass mentioned in his report that were asked to leave. Ms. Amaral gave further context on the situation and their behavior. Mr. O'Brien asked if the kids are old enough to be here without their parents and Ms. Amaral said that they are. Ms. Sebest asked if the parents are aware of the situation and Ms. Amaral noted that they have been contacted.

Friends of the Newport Library Report

Ms. Heller reported that The Friends have a Holiday Sale that will be running from Thursday, December 4th through Saturday, December 13th. The Friends held an appreciation and celebratory luncheon in September for the volunteers and 25 volunteers attended. There was a lot of positive feedback!

Library Director's Report

Ms. Amaral started the report by sharing staff news. Erin Shaw has re-joined the library as the Administrative Assistant. The Head of Adult Services position has been posted. Ms. Amaral followed up on a question from the September meeting regarding the \$12,000 hot water heater and shared that the library was reimbursed from CIP funds in the amount of \$9,900. Ms. Bonvino asked about the CIP Funds from the roofing project, which will need to be looked into. Ms. Amaral shared notes from the October 2nd OLIS meeting she attended. Even though OLIS lost half of their staff, the defunding of IMLS was not carried out thanks to a lawsuit co-led by our Attorney General. OLIS is funded through September 30, 2026. Ms. Amaral noted that she would be emailing out information on a Trustee Basics zoom meeting, scheduled for November 6th, 2025 from 5 – 6:30 PM, for anyone

interested. Lastly, the library will be closing early at 5:00 PM on Wednesday, November 26th, the day before Thanksgiving.

Adjournment

Business being concluded, Mr. Ridnour asked for a motion to adjourn the meeting, Mr. Baylor made a motion to adjourn and Ms. Sebest seconded the motion. The vote was unanimous to adjourn the meeting at 5:06 PM.

Respectfully Submitted,

Alexandra Calandro
Office Manager / Bookkeeper
October 16, 2025