



Newport Public Library
Finance Committee of the Board of Trustees
February 19, 2026 at 4:00 PM
300 Spring Street, Newport, RI 02840

Agenda

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|---|------------------|
| 1. Call to Order and determination of a quorum | Merideth Bonvino |
| 2. Approval of Minutes - January Finance Committee | Merideth Bonvino |
| 3. Old Business | Merideth Bonvino |
| a. Intent of Werner Fund (see Yalanis email dated 1/29/2026; included in packet) | |
| b. Action Requested: Intent of Operating Fund (see KLR email dated 1/27/2026 and Wells Fargo statement dated 1/31/2026; included in packet) | |
| 4. Financials (attached; printed copies available in office) | Merideth Bonvino |
| 5. Adjournment | Merideth Bonvino |

Next scheduled meeting: March 19, 2026 at 4:00 PM.

Please email [Alexandra Calandro](mailto:Alexandra.Calandro@newportlibrary.org) if you are unable to attend; or call 847 8720, x101.



Newport Public Library
Board of Trustees Meeting
February 19, 2026 at 4:30 PM
300 Spring Street, Newport, RI 02840

Agenda

- | | |
|---|--------------|
| 1. Call to Order and determination of a quorum | Alan Ridnour |
| 2. Approval of Minutes - January Trustees meeting | Alan Ridnour |
| 3. Building and Grounds Report | As Submitted |
| 4. Friends of the Newport Public Library Report | Pat Heller |
| 5. Old Business | Alan Ridnour |
| a. Intent of Werner Fund (see Yalanis email dated 1/29/2026; included in packet) | |
| b. Action Requested: Intent of Operating Fund (see KLR email dated 1/27/2026 and Wells Fargo statement dated 1/31/2026; included in packet) | |
| 6. New Business | Ann Amaral |
| a. Action Requested: Library Closure for Staff Development Day | |
| 7. Library Director's Report | Ann Amaral |
| 8. Adjournment | Alan Ridnour |

Next scheduled meeting: March 19, 2026 at 4:30 PM.

Please email [Alexandra Calandro](mailto:Alexandra.Calandro@newportlibrary.org) if you are unable to attend; or call 847 8720, x101.



Minutes of the Finance Committee Meeting
February 19, 2026
Newport Public Library
300 Spring Street, Newport, Rhode Island 02840

Minutes

In Attendance

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

Excused: Ken Castiglia

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 4:03 PM. A quorum was determined to be present.

Minutes of Previous Meetings

Ms. Sebest made a motion to approve the minutes of the January Finance Committee meeting. Mr. Ridnour seconded the motion. The motion passed unanimously.

Old Business

A. Intent of Werner Fund

B. Action Requested: Intent of Operating Fund

Ms. Bonvino reported that the Werner Fund originated as a \$50,000 gift to the Library. While the original donation cannot be spent, all interest generated is unrestricted and may be used as needed. She noted that there is approximately \$20,000 in interest, which could either be used or left to continue growing.

Ms. Amaral provided an update on the audit, explaining that the prior auditors had listed the Operating Fund as "Board restricted" and passed this information along to the current auditors. The Board has discussed that this is not the case and that the fund is unrestricted. The current auditors have requested formal clarification and confirmation from the Board of Trustees on the intent of the Operating Fund. The Finance Committee recommends that the Board votes to verify the intent of the Operating Fund to be unrestricted.

Financials

The committee reviewed the financials. Ms. Sebest had a question regarding line items 4500-02 and 4500-04 in the Budget vs. Actuals report. Ms. Calandro will look into what these accounts tie to and provide an update at the next meeting.

Adjournment

There being no further business, Ms. Bonvino requested a motion to adjourn. Ms. Sebest made the motion to adjourn, and Mr. Ridnour seconded. The motion passed unanimously and the meeting adjourned at 4:25 PM.

Respectfully Submitted,
Alexandra Calandro
Office Manager / Bookkeeper
February 19, 2026



Minutes of the Board of Trustees Meeting
February 19, 2026
Newport Public Library
300 Spring Street, Newport, Rhode Island 02840

Minutes

In Attendance

Board: Peter Baylor, Merideth Bonvino, Kristie Gardiner, Liz Marchi, Don O'Brien, Alan Ridnour, Edwina Sebest, Dan Tougas

Excused: Debbie Bailey, Ken Castiglia

NPL Staff: Ann Amaral, Alexandra Calandro

Also present: Pat Heller

Via Zoom: Charlotte Marshall

Call to Order & Determination of a Quorum

Mr. Ridnour called the meeting to order at 4:30 PM. A quorum was determined to be present.

Minutes of Previous Meetings

Mr. Ridnour asked for any amendments or corrections to the January meeting minutes. Ms Sebest made a motion to approve the minutes of the January meeting. Ms. Gardiner seconded the motion. The motion passed unanimously.

Building and Grounds Committee Report

The Board commented on the inclement weather recently and noted that the Property Management department is doing an incredible job. There was a discussion regarding the free feminine hygiene products in the patron bathrooms that led to an agreement that there should also be free feminine hygiene products in the staff bathrooms.

Friends of the Newport Library Report

The Friends decided to run a pop-up sale for children's books and puzzles to coincide with school vacation week and winter fest. The sale will run until Friday, February 20th. The bookstore will also be holding a Spring Sale tentatively scheduled for April 13th to April 17th. The Friends Board is looking forward to Cathy Gould presenting in their March meeting on the Children's Summer Reading Programs. In February, the bookstore's displays highlighted romance novels and Black History Month.

Old Business

A. Intent of Werner Fund

B. Action Requested: Intent of Operating Fund

Regarding the Werner Fund, Ms. Bonvino summarized the discussion held at the Finance Committee meeting. Ms. Bonvino further reported that the Finance Committee reviewed the intent of the Wells Fargo Operating Fund and recommends that the Board formally vote to release any restrictions on the fund and designate it for operations as originally intended. Ms. Bonvino then made a motion to affirm that the Operating Fund at Wells Fargo is unrestricted and to authorize the auditors to proceed accordingly. The motion was seconded by Ms. Sebest. All Board members voted in favor, and the motion passed unanimously.

New Business

A. Action Requested: Library Closure for Staff Development Day

The Board supports Ms. Amaral's decision to close the library on May 11 for a Staff Development Day. Ms. Gardiner recommended a Mental Health seminar she heard of at CCRI. Ms. Amaral mentioned she was looking into an Active Shooter Training.

Library Director's Report

The "Library of Things" is currently unavailable as it undergoes updates. Ms. Amaral reported that new accessibility standards for government websites, including libraries, will take effect in April, and the Library is preparing necessary updates and conducting testing to ensure compliance. She also noted that the part-time Reference position will be posted shortly. Ms. Amaral concluded her report with a reminder that the Library will be closed on Saturday, March 14, for the St. Patrick's Day parade.

Adjournment

Business being concluded, Mr. Ridnour asked for a motion to adjourn the meeting, Ms. Bonvino made a motion to adjourn and Mr. Tougas seconded the motion. The vote was unanimous to adjourn the meeting at 4:54 PM.

Respectfully Submitted,
Alexandra Calandro
Office Manager / Bookkeeper
February 19, 2026

Property Management Monthly Report February 2026

Submitted by Jim Mass

Security

There were no major security issues this month. All issues were minor and handled in house by staff.

Services

Furey Roofing was at the library to address a roof leak on the rubber roof in the mechanical pit- the leak was coming from the flashing around the roof drain- a temp repair was put in place awaiting warmer weather for the permanent fix- all will be covered under the warranty.

Siemen's Building Technologies was at the library for scheduled PM on the HVAC controls.

Trane Mechanical was at the library to replace a circulator pump on the Hydro Therm boiler.

Encore Fire Protection was at the library for quarterly testing of the sprinklers

Dormakaba (Door Control) was at the library to address an issue we were having with the entry door on the Spring Street Entrance.

Completed Work

Repaired a desk chair in the Children's workroom.

Replaced 3 ballasts throughout the library.

Continued work on removing and installing new shelving in the reference area.

Spent the better part of a week cutting slat wall to fit inside the shelf frames and installing said slatwall by drilling through the steel frames and bolting the slat wall to the frame. To create a "store" look . This will be where the "library of things" new area will be located.

Converted the lower-level ladies' room feminine hygiene dispenser to free (last month the upstairs restroom was converted).

Resealed the urinal in the upstairs men's room to the wall.

Reprogrammed the P.A. system after the power outage.

Snow removal and cleanup from the blizzard was a massive undertaking. Although the library was closed for the week, we were here tackling the snow - our equipment is not made for that amount of snow but by knocking down drifts and piles of snow we were able to get through it little by little- this literally too the majority of the week for me and the rest of the crew were here for some or all of three full days. The proper more efficient way to handle that amount of snow would be with a Bobcat with a front loader to handle the loading dock lot, in the future, when a storm of that magnitude is forecasted, I will try to hire a service that can provide us removal with a front loader for that lot- there was no less than 5 feet of snow in the back lot with many areas covered with more than that. Our snow blowers just aren't big enough for that amount of snow, and the way it set up back there a plow is not helpful

because there is nowhere to push the snow, which is why a front loader is needed to scoop it over the fence.

We did have some storm related damage to the building. This building is equipped with custom 8-inch lead coated gutters. A giant snow drift formed on the gutter and roof right over the garage door causing the gutter to buckle and fold over the downspout, this happened over the span of about 30 feet of gutter. These gutters are very expensive and the repair will be in the thousands of dollars so we decided to file an insurance claim for which we have a \$1,000 deductible. I met with the insurance rep and a rep from Furey Roofing, who built the gutters, this week and got the ball rolling. A firm price has not been given as of yet due to that area of the gutter and roof still being snow covered. As soon as the snow is gone I will have more information and will follow up in the next report.