



Newport Public Library
Finance Committee of the Board of Trustees
July 16, 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 | Alan Ridnour |
| 2. Approval of Minutes - June Finance Committee | Alan Ridnour |
| 3. Financials (attached; printed copies available in office) | Alan Ridnour |
| 4. Old Business | Alan Ridnour |
| 4a. 2023 Financials Approval (Action item) | |
| 5. New Business | Alan Ridnour |
| 5a. 2027 Proposed Budget (Action item) | |
| 6. Adjournment | Alan Ridnour |

Next scheduled meeting: September 17, 2026 at 4:00 PM.

Please email Alexandra Calandro if you are unable to attend; or call 847 8720, x101.



Newport Public Library
Board of Trustees Meeting
July 16, 2026 at 4:30 PM
300 Spring Street, Newport, RI 02840

Agenda

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| 1. Call to Order and determination of a quorum | Alan Ridnour |
| 2. Approval of Minutes – June Board of 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 |
| 5a. 2023 Financials Approval (Action item) | |
| 6. New Business | Alan Ridnour |
| 6a. 2026 - 2027 Board and Officer Nomination Slate (Action item) | |
| President: Kristie Gardiner (new nominee) | |
| Vice President: Liz Marchi (incumbent) | |
| Treasurer: Merideth Bonvino (incumbent) | |
| Secretary: Charlotte Marshal (incumbent) | |
| 6b. 2027 Proposed Budget (Action item) | |
| 7. Library Director's Report | Ann Amaral |
| 8. Adjournment | Alan Ridnour |

Next scheduled meeting: September 17, 2026 at 4:30 PM.

Please email Alexandra Calandro if you are unable to attend; or call 847 8720, x101.



Minutes of the Finance Committee Meeting
June 18, 2026
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

Also Present: Don O'Brien, Dan Tougas

NPL Staff: Ann Amaral, Alexandra Calandro

Guests: Gregory Fater, Christopher Yalanis

Call to Order & Determination of a Quorum

Ms. Bonvino called the meeting to order at 4:01 PM. A quorum was determined to be present.

Minutes of Previous Meetings

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

Financials

The committee had no questions or comments on the financial reports.

Wells Fargo visit with Chris Yalanis and Greg Fater

The committee was joined by representatives of Wells Fargo to discuss the Investment Policy Statement (IPS). Chris and Greg reviewed the IPS while answering questions. They provided their expertise and recommendations on the drafted version and made edits, as agreed upon by the Finance Committee. Approval was given for the use of Abbey Capitals Managed Futures Fund.

New Business

a. Investment Policy Statement approval

Wells Fargo representatives, Greg and Chris, are making the agreed upon changes to the IPS and will be sending a finalized version of the draft for the committee to review and approve. It was suggested that the Committee review the last sentence of the "Spending Rule" section and discuss prior to approving.

Old Business

a. Stock Donation

Ms. Amaral reported that the Library received a Stock Donation of seven shares of Boeing that are worth about \$1,500. The Wells Fargo representatives suggested selling them and putting the cash into the investments. The Committee unanimously agreed to their suggestion. Following this discussion, Chris and Greg left the 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 4:46 PM.

Respectfully Submitted,
Alexandra Calandro
Office Manager / Bookkeeper
June 18, 2026



Minutes of the Board of Trustees Meeting
June 18, 2026
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

Also present: Pat Heller

Call to Order & Determination of a Quorum

Mr. Ridnour called the meeting to order at 4:46 PM. A quorum was determined to be present.

Minutes of Previous Meetings

Mr. Ridnour asked for any amendments or corrections to the May meeting minutes. Ms. Sebest made a motion to approve the minutes and Mr. Baylor seconded the motion. The motion passed unanimously.

Building and Grounds Committee Report

The Board had no questions or comments on the Building and Grounds Report.

New Business

a. Flood Prevention Project

Ms. Amaral began by describing the Capital Improvement Program (CIP) funds that have been earmarked for flood prevention in the parking lot. The Library received a \$150,000 check last year. Mr. Mass provided information on the history of flooding and issues during heavy rain that the Library has experienced over the years. He provided insight on discussions he's had with city engineer, Bill Boardman, and various vendors. Mr. Mass continued his report by describing the manual and passive options for flood prevention. He presented a slide show of photos and videos demonstrating the passive system. During the installation of the flood prevention system, the parking lot entrance will be closed. All patrons and employees will be directed to use the Spring Street Entrance.

Friends of the Newport Library Report

Ms. Heller began her report with news that The Friends held their annual meeting last week and they welcomed a new board member, Carol Cummins. During their fiscal year they raised around \$55,000 and

donated \$51,640 to the Library. They started off their new fiscal year by donating \$3,000 for Museum Passes. Ms. Heller ended her report with the dates for their Summer Booksale, which will run Monday, August 3 through Saturday, August 8.

Library Director's Report

Ms. Amaral began her report with news that she and Ms. Calandro met with our representatives from Transcend Capital Advisors, Dan Beaudette and Jonathan Harris, for the annual retirement plan meeting. They provided a quarterly report and there were no changes. Ms. Amaral provided an update on the Long-Range Plan. The Community Survey is wrapping up on June 26 and has received over 300 responses so far. The Library will be holding focus groups to gather community perspectives on the future of the library, including emerging needs, desired services, facility improvements, technology priorities, and opportunities for growth.

Ms. Amaral ended her report with Closure Reminders. The Library will be closed on June 19, in honor of Juneteenth and on July 4, in honor of the Fourth of July. Summer hours begin on Monday, June 22.

Adjournment

Business being concluded, Mr. Ridnour asked for a motion to adjourn the meeting, Ms. Bonvino made a motion to adjourn and Ms. Bailey seconded the motion. The vote was unanimous to adjourn the meeting at 5:09 PM.

Respectfully Submitted,
Alexandra Calandro
Office Manager / Bookkeeper
June 18, 2026

Property Management Monthly Report June 2026

Submitted by Jim Mass

Security

All security issues this month were minor in nature and were handled in-house by staff.

Services

South Shore Generator was at the library for preventive maintenance on the emergency generator.

Trane was at the library to attempt replacing the seal kit on one of the circulator pumps, the kit failed so pump replacement is necessary and is in the works.

Johnston Controls were at the library for the annual fire extinguisher inspection.

Innovative Home Systems at the library to complete the installation of 3 new camera monitors, 2 new cameras and to make some adjustments to our current equipment.

First Light Electric was at the library to install an outlet to accommodate a new camera monitor.

Otis Elevator was at the library for contracted preventive maintenance on the elevator

Donavan and Sons at the library to repair the upstairs water fountain, they were here for the lower-level fountain also but could not make the repair due to the refrigerant in the line. They referred me to Don Jestings who will be making the repair soon.

The library van went in the Newport Dodge for an inspection, it passed with a few minor repairs.

Completed Work

Replaced both sets of air filters in the RTU.

Replaced 4 ballasts throughout the library.

Loaded 15-yard dumpster.

Replaced basin washers on faucet in the Aquidneck Room bathroom.

Reattached lattice near the parking lot entrance that was damaged in a wind storm.

Touched up paint trim near and around the staircases.

Replaced one of the dimming switches in the lower lobby.

Replaced the cord on one of the Sensor vacuum cleaners.

Cleaned all debris from the trench drain in the parking lot.

Repaired the lock on the door leading to the attic machine room.

Repaired broken wall tile in the men's public restroom.

Continued carpet cleaning of high traffic areas.

Continued grounds and rose maintenance.

Re-program announcements, doors and HVAC schedules to accommodate summer hours.

Repaired loose trim in one of the children's play houses.

Replaced damaged carpet tiles throughout the building.

Replaced the valve stem in the sink located in the lower-level janitor's closet.

Did preventive maintenance on the garage door.

Repaired the lock and handle on the Spring Street book return.

Replaced the flush diaphragm on the toilet in the Children's restroom.

Replaced the aerator on the sink in the Aquidneck Room.