

## BOARD OF TRUSTEES

April 10, 2017

### NORTH KINGSTOWN FREE LIBRARY MINUTES

**PRESENT WERE:** Lori Vernon, Tom Sgouros, Richard Moore, Joan Ehrhardt, Rini Georgekutty, Elizabeth Suvari, Robyn Levine, Cyndi Desrochers and Ryan Brennan.

**Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, April 10, 2017, in the Conference Room was called to order by chair Lori Vernon at 7:28 p.m.

1. Pursuant to RIGL 42-46-6 (c) Notice of this meeting has been posted on the Secretary of State's website.
2. **Executive Session:** Trustee Moore motioned to move in to executive session at 7:29 p.m., Trustee Sgouros seconded. Executive session exited at 7:52 p.m.
3. **Minutes of the February, 2017 meeting** - VOTED to approve the minutes of the February 13, 2017 meeting on a motion by Tom Sgouros, seconded by Richard Moore.
  - Trustee's Levine and Suvari mentioned sitting down with the Davisville and Willett Library Trustees to discuss funding formulas and service populations.
  - The Director explained the state grant-in-aid process. She will go over each portion of the funding formula with Davisville and Willett at the May meeting.
4. **Guest: Elizabeth Donovan**
  - Elizabeth discussed some of her job duties with the trustees and the potential to move some tasks to other staff members.
  - She also discussed the potential for the town hall annex (the old library) to be used as a town historical society and an expanded South County collection.
5. **Director's Report**
  - Hired Heather Carmody for the 15-hour library aide position.
  - Kristine Kinder has left to take a position with the NK Finance Department.
  - The parking lot lights have been fixed.
  - The heating and cooling system has been installed in the sorting area.
  - Waiting on a quote for interior signage.
  - Sundays are going well.
6. **Old Business**
  - **Budget**
    - Spending is going well. Director and Deputy Director will sit down next week to discuss collection spending through the end of the fiscal year.
    - Will be added to the town-wide capital reserve program in the upcoming fiscal year.

- Waiting on the final approval of the FY18 budget.

**7. New Business**

- Trustee Vernon asked to have an nklibrary.org e-mail created for the Trustees.
- The trustees discussed the potential for adding a whiteboard to the meeting room.
- Trustee Georgekutty discussed the need to begin work on a strategic plan for the library.
  - A sub-committee will be created to includes Trustees Georgekutty, Levin & library staff.

**8. Other - N/A**

**9. Donations- N/A**

**10. Public Comment- N/A**

**11. Correspondence - N/A**

The meeting was adjourned at 8:58 p.m. on a motion by Tom Sgouros, seconded by Richard Moore.

Respectfully submitted - Ryan Brennan