

# **NORTH KINGSTOWN FREE LIBRARY**

## **BOARD OF TRUSTEES**

### **MINUTES OF REGULAR MEETING**

**December 13, 2021**

**PRESENT WERE:** Rini Georgekutty, Dianne Izzo, Dan Humbyrd, Martha Parks, Elizabeth Suvari, Lori Vernon, and Ryan Brennan

**ABSENT:** Varuna Abeywardane

- 1. Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, December 13, 2021 was called to order by Board Chair Elizabeth Suvari at 7:21 p.m.
- 2.** Pursuant to RIGL 42-46-6 (c) Notice of this meeting has been posted on the Secretary of State's website.
- 3. Approval of minutes:**  
**Minutes of the November 8, 2021 regular meeting** – Voted to approve the minutes of the November 8, 2021 regular meeting on a motion made by Martha Parks and seconded by Lori Vernon. All Approved.
- 4. Approval of November 2021 Financial Report** – Voted to approve the November financial report on a motion made by Dianne Izzo and seconded by Rini Georgekutty. All Approved.
- 5. Approval of Calendar of 2022 Meetings** – Voted to approve calendar of meetings to be held on the 2<sup>nd</sup> Monday of each month on a motion made by Elizabeth Suvari and seconded by Dan Humbyrd. All Approved.
- 6. Friends of the Library Report** – The Friends cleared \$1,789 from book sales during the month of November. The front garden of the library has been pruned and weeded for the end of the season. There are 200 Library note cards (painting by local artist Sandy Bemendefer) now on sale. The Friends have formed an advertising committee to inform the community and the board of the Friends activities. Garden signs are to be installed in the spring to highlight Friends maintenance of the garden. The board would like to see samples of the signs before anything is installed. One thousand bookmarks have been ordered to give to customers of the Book Nook.
- 7. Director's Report** –
  - a. Circulation – There was some discussion of current circulation numbers. They are starting to return to pre-pandemic levels with large increases in eBook circulation.
  - b. ARPA Funds – There was a discussion of OLIS' funding priorities for the next round of ARPA funds. Self-checkout is the prevailing priority and I touched base with OSL that we'd be interested in two units.
  - c. Budget – The Director has an upcoming meeting with the Finance and Assistant Finance Directors. The board will vote on the proposed FY '23 budget at the January 10<sup>th</sup> board meeting. However, since the budget meeting with the Town Manager isn't until mid-January there may be another vote in February with the revised figures.

Ocean State Libraries membership has voted to use their reserve funds to keep our costs with them (\$47,589.22) the same as FY '22.

- d. Grounds – AMD Landscaping finished their fall clean-up, supplementing that of the Friends, funded by the Corporation.
  - e. South County Room – It was mentioned that a tour of the South County Room would be beneficial so board members would be current as to the collections housed there.
- 8. Roofing Project Status** – The roofing of the library building restarted on Friday, December 10, 2021. The project should be complete by Friday, December 17, 2021.
- 9. Library Redecoration Project** – A discussion ensued regarding whether the library should go out to bid for this project. All the funds to be spent are private funds (Champlin Grant and corporation funding). We discussed using Buddy Trinkle as the contractor and he’s already started work to generate a quote. Time is of the essence. The language of the grant is “the Grantor may, at its discretion, in addition to other remedies available to it, require the Grantee to repay immediately the full amount of the Grant funds. . .(if) Grantee is unable to fully execute the grant. . .within two (2) calendar years.” Two years expired in November, 2021.
- a. **Motion:** Elizabeth Suvari made a motion not to go out to bid or pay prevailing wages due to the fact that the project will be completely funded by the Champlin Grant and supplemented by corporation funds. Dan Humbyrd seconded the motion. All approved.
- 10. Director Transition update** – I wanted to thank Susie Aylward for her assistance in taking over the position. Her institutional knowledge has been invaluable.
- 11. Public Comment** – none made.
- 12.** Dianne Izzo discussed the League of Women Voters and their Campaign for Equitable Libraries. Their idea is to adjust the funding formula to make funds more equitable between wealthy suburbs and urban libraries.

Respectfully submitted,

Ryan Brennan, Director