

NORTH KINGSTOWN FREE LIBRARY. BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING July 18, 2022

PRESENT WERE: Rini Georgekutty, Dan Humbyrd, Dianne Izzo, Martha Parks, Elizabeth Suvari, Lori Vernon, Susan Aylward, and Jenn Boettger. **Absent:** Varuna Abeywardane.

1. **Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, July 18, 2022 was called to order by Board Chair Elizabeth Suvari at 7:00 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 of the June 13, 2022 meeting:** The Board voted unanimously to approve the minutes of the June 13, 2022 meeting as amended to include the corrected spelling of Dan Humbyrd's name and the corrected year of the meeting, on a motion made by Dianne Izzo, seconded by Rini Georgekutty.
4. **Budget and Finance Summary Report:** No report was presented at this time. The Town's Finance Department is finalizing figures for the FY2022 close-out. Interim Director Aylward expects the library budget to be very close to balanced when that accounting is finalized.
5. **Champlin Grant 2019 (Library Redecoration Project) Completion:** The Board discussed the successful Open House, held just before this meeting. Library staff received certificates and hand-written notes from the Trustees thanking them for their invaluable help in making the project such a success. Interim Director Aylward reviewed the final accounting of the project: Total cost was \$295,130; \$260,735 funded by the 2019 Champlin Grant and \$35,395 funded by part of a bequest to the NKFL Corporation from long-time patron Anna Rotondo.
6. **Meeting Room Carpet and Window Washing:** Interim Director Aylward provided information on two pending projects requiring Board discussion and approval: replacing the meeting room carpet tiles with the new carpet tile selection used in the redecoration and washing all of the windows in the building inside and out.
Meeting Room Carpet—We are in receipt of a quote from Buddy Trinkle in the amount of \$5,995 to purchase and install the same carpet tiles used in the redecoration project. The Trustees expressed concern about the hearing loop under the existing gray carpet in the meeting room, installed in 2016. There was also discussion about aesthetics versus practicality. Trustee Lori Vernon spoke passionately in favor of practicality, believing that the carpet still has a number of years remaining before it needs to be replaced.
Window washing—We have had two quotations for washing the windows inside and out: one from Blue Diamond: \$8,500 and one from A&A Window Cleaning: \$5,600. Interim Director Aylward's recommendation is to accept the quote from A&A Window Cleaning because it is lower and because they met with her to discuss the project in detail.
The Board approved a motion made by Liz Suvari and seconded by Dan Humbyrd authorizing Interim Director Aylward to accept the quotation from A&A Window Cleaning to get the windows cleaned and further to accept the quotation from Buddy Trinkle to replace the existing carpeting in the meeting room as specified in the quotation, pending information about the hearing loop and whether that would be an impediment to the installation of new carpeting. The vote was 5 in favor and 1 opposed. Lori Vernon asked that the record show that she was in favor of the window cleaning part of the motion; but voted no on the overall motion because she was opposed to replacing the meeting room carpet at this time.
7. **Director's Report and Status of Projects Pending:** There were no questions on the Director's Report, which the Board received prior to the meeting.
8. **Library Staff Update:** Interim Director Aylward reported that Jenn Boettger has assumed the position of Assistant Director as of June 25, 2022. Her position as Youth Services Coordinator will be posted soon.
9. **August Meeting:** The Board voted unanimously to approve the motion made by Martha Parks and seconded by Dianne Izzo not to meet in August as long as there is no pending business at the time that the meeting would need to be posted to comply with the Open Meetings protocols.
10. **Public Comment**—There was no public comment.
11. **Adjournment**—The meeting was adjourned at 7:30 P.M. by unanimous vote on a motion made by Dan Humbyrd, seconded by Rini Georgekutty.

Respectfully submitted, Susan Aylward, Interim Director