

**NORTH KINGSTOWN FREE LIBRARY
BOARD OF TRUSTEES**

MINUTES OF REGULAR MEETING

September 13, 2021

PRESENT WERE: Varuna Abeywardane, Rini Georgekutty, Dianne Izzo, Dan Humbyrd, Martha Parks, Liz Suvvari, Lori Vernon, Susan Straub, and Susan Aylward

GUEST: Tom Sgouros, member of the North Kingstown Free Library Corporation Board

1. **Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, September 13, 2021, was called to order by Board Chair Liz Suvvari at 7:04 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. **Minutes of the July 2021 meeting** – VOTED to approve the minutes of the July 19, 2021 meeting on a motion made by Dianne Izzo and seconded by Lori Vernon.
4. **Minutes of the August 30, 2001 Special Meeting with the Town Manager and the Town Finance Director** were tabled after discussion of the proper format for the minutes of this meeting. While the Trustees were pleased to have detailed notes of the meeting, there was some concern expressed that the minutes read too much like a transcript. The minutes will be re-written and presented at the October 18, 2021 meeting for review and approval.
5. **Director's Report**
 - a. 18% of the FY 2022 budget has been spent.
 - b. Library Director search: The Board welcomed Susan Aylward, NKFL director emerita, who will serve as Interim Director until a new director is hired and reasonably in place in the position. The subcommittee (Liz Suvvari, Lori Vernon, Rinni Georgekutty, and Nancy Harrington) are scheduled to begin reviewing the resumes received to date.
 - c. Other Open positions: Deputy Director position and soon-to-be vacant Community Outreach Coordinator position will remain vacant until a new director is hired. The open Library Aide position (part-time, under 20 hours) will be filled as soon as possible.
 - d. The library was an important community resource during Hurricane Henri because we had power. The telephone emergency broadcast that went out to the community mentioned that the library was open. This was very helpful.
 - e. Wowbrary is the new tool the library is using to highlight new books, ebooks and audiobooks. The cost is lower and is much easier to integrate into social media. This replaces Book Lists.
 - f. Circulation numbers are on the rise as are patron visits. In July 2021, we recorded 8,543 patron visits to the library.
 - g. The library is in the process of purchasing and installing the \$10,000 worth of new equipment, which will be funded through the ARPA (American Rescue Plan Act) grant.

6. Friends of the Library Report

- a. The Book Nook recorded sales of \$2,117 in July and \$2,018 in August including the 96 Louis L'Amour books, which sold for \$80 to a man from New Jersey.
- b. The Friends'-sponsored shredding event was a success with 400 cars visiting.
- c. The Friends have had an ongoing relationship with a teacher in Warwick, giving her books for young people that are in good condition, which haven't sold in The Book Nook. The library director read a letter from this teacher explaining how the books had changed the lives of many of her students.
- d. The Friends are currently working on plans for the front of the library.

7. Old Business

- a. **Library Redecoration**—Liz reported that the subcommittee had selected a carpet from a small number of samples provided. The carpet selection will drive all other decorating elements: paint color, curtains/shades, and eventually furniture. Since many of the committee members have left and Liz feels the Trustees should have more than one color scheme to review, she will be back in touch with the designers at NEMD for another carpet choice in a contrasting color palette.
- b. **Champlin Extension**—Tim Gorham has been notified that because of the pandemic and concerns about installing new carpeting before the flat roof has been repaired we have had difficulty spending the \$100,000 grant. Sue Straub reported that he is willing to give the NKFL an extension beyond November. But her sense was that the extension would not be an open-ended one.
- c. **Membrane Roof Update**—The bid was awarded to Capeway Roofing. Because of the pandemic some of the materials needed have not yet been received.

8. New Business

- a. **Rain Garden Status**—Dianne reported that she is still waiting for information from the EPA.
- b. **Discussion of the 8/30/12 budget meeting with the Town Manager and Finance Director**—There was much follow-up discussion on the meeting. No specific strategies were outlined at this time. The incoming Interim Director expressed her commitment to delve into the issues and to lay the groundwork to get strategies in place for resolution before the new library director takes office.

9. **Public comment:** Tom Sgouros joined in on the budget meeting discussion. There were no public comments recorded in this section of the agenda.

10. **Adjournment** – The meeting was adjourned at 8:33 p.m. on a motion made by Dan Humbyrd, seconded by Lori Vernon. The motion carries.

Respectfully submitted,

Susan Aylward
Incoming Interim Director