

**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, June 12, 2017, in the Conference Room was called to order by chair Lori Vernon at 7:30 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. **Minutes of the May 2017 meeting** - VOTED to approve the minutes of the May 8, 2017 meeting on a motion by Richard Moore, seconded by Elizabeth Suvari.
3. **Guest: Willett Free Library, Board of Trustees President Ellie Ferguson**
  - Ellie handed out statistics on Willett's programs and their July newsletter.
  - Current grant formula in place for 6 years.
  - Willett Free Library currently maintains a \$600,000 endowment
  - Active library
  - Ellie discussed her wish for the libraries to work together to improve library services town-wide.
  - Handicapped accessible
  - Increased size to about 1500 square feet
  - Book and Bake Sale on July 16<sup>th</sup>. Encouraged board to attend.
4. **Guest: Young Reader's Coordinator, Jennifer Boettger**
  - Jenn has been with NKFL for 31 years (since high school!)
  - 560 people visited for Casey Farm's baby chicks over one week
  - Currently in the middle of first grade visits. First graders from local elementary schools come in to get cards. Many students were getting their first library cards.
  - There is a big change to the summer reading program this year. Changed to "book bingo instead of regular reading book requirement." Sign-ups will start on June 21<sup>st</sup> (last day of school).
5. **Director's Report**
  - Budget spending going well
  - Asked coordinators to have a wish list for spending at the end of the year
  - No longer doing transfers between budget lines
  - Interviewing this week for the Outreach Coordinator position
  - ILL/Reference position has been upgraded to an Asst. Librarian position
  - Public works will be doing their own assessment of the town buildings.
  - Sundays were very popular.

- Director shared FY 2016 annual survey highlights.
- Cyndi will ask Lauren to run statistical reports of comparable libraries

## **6. Old Business**

- Labor Day Weekend
  - The board decided to remain open on the Saturday of Labor Day Weekend.
- 55 Brown St.
  - Discussed the plan for the building
  - The Director met with Councilwoman Waxman to discuss 55 Brown St.
  - The Board discussed interest in the building.
    - The board would entertain the steering committee's assessment
  - Trustee Sgouros will write letter stating willingness to explore options
- Strategic Planning
  - Went over Mission statement at the meeting
  - Went through a SWOT Analysis at the meeting
  - Discussed Willett & Davisville current and potential future roles as libraries in North Kingstown.
  - Community survey is the next step
  - Discussed ability to run a report to understand the geographical makeup of users

## **7. New Business**

- Cost of Living Adjustments (COLA) for non-union personnel
  - Elizabeth Suvari moved to grants the COLAs. Richard Moore Seconded. Motion passed.

## **8. Other - N/A**

## **9. Donations- N/A**

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

## **11. Correspondence - N/A**

The meeting was adjourned at 8:53 p.m. on a motion by Richard Moore, seconded by Tom Sgouros.

Respectfully submitted - Ryan Brennan