

**NORTH KINGSTOWN FREE LIBRARY  
MINUTES**

**PRESENT WERE:** Lori Vernon, Joan Ehrhardt, Rini Georgekutty, Martha Parks, Dan Humbyrd, Cyndi Desrochers and Maggie Browne.

**GUESTS:** Kathy McGregor, Tricia Suvari

1. **Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, December 9, 2019, in the Meeting Room was called to order by chair Lori Vernon 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 November 2019 meeting** - VOTED to approve the minutes of the November 18, 2019 meeting on a motion by Martha Parks, seconded by Rini Georgekutty.
4. **Public Comment:** N/A
5. **Director's Report**
  - a. Budget--most categories will be level-funded, slight increase in OSL fees (can't control that), would like to bump up collection and gas for heating, adding general insurance line (wasn't in the last two budgets). Don't have personnel figures yet, not sure what those will be, hoping for an increase. Discussion of an option for a corporate credit card and the procedures surrounding usage of the card. Possible check and balance system. Received a check from the Champlin Foundation and Cyndi will be depositing it this week at Washington Trust.
  - b. Closed on Sunday--it is a safety issue to open with four or less people and our fifth person had called out with a serious medical issue.
  - c. Building and Grounds: the alarm system was finally fixed this past week, it was a dead battery. Difficult to communicate with the company/technicians because there's several systems working together. Cyndi is in discussion with a technician who is looking into
6. **Friends of the Library report**
  - a. At their last meeting they discussed new museum passes. The book sorting--they've been selling a lot of genres like hotcakes (history non-fiction and children's books). Stocking stuffers sale sold out in three days. Decorated the book nook. Had a slightly disappointing antique book sale (only made \$70)--thinking it's the later date that made it less. Irrigation system winterized by Factor. Peggy did the daffodils from Wicked Tulips in the center island. New lawn mower for hand mowing, bought Ron some food for the lawn. The planters as you come into the library were done by Cynthia and Jocelyn. Shed approval and it is being delivered for Tuesday to store the snow blower and grass mower. Added

Amazon Smile and Paypal for donation systems. Was nice to have Lori and Rini attend the meeting in an effort to improve communication between the groups. Now have a subscription to Constant Contact for the newsletter and it looks really great. Cyndi gave a tour to the Friends of all the hidden spaces in an effort to learn more re: renovations

## **7. Old Business**

- a. Feasibility Study--library consultants list to be continued in January. We have several names, one local, one in NY and one in CT. Will finalize the list before the next meeting.
- b. Ethics class--Lori would like progress to be made on that (possibility for a group class, after the new year). Also request for more copies to be purchased of The Complete Library Trustee Handbook.
- c. The Trustees names on the town website are still out of date, Cyndi will email the town after the two new trustees are appointed.
- d. Talk to Jim about the stench in the ladies room--needs to be flushed out.
- e. Look into getting a water bottle filler/new water fountain that can be used now and then again after renovations. Rini would like to hear pricing, Cyndi remembers it being about \$800 (plus installation). May have to work with a plumber to widen water lines, etc. There will definitely be plumbing costs.
- f. Weaver's Guild request--vote not needed as it fits within our policy.

- 8. Adjournment** - the meeting was adjourned at 7:56 p.m. on a motion made by Dan Humbyrd, seconded by Rini Georgekutty.

Respectfully submitted - Maggie Browne