

**BOARD OF TRUSTEES
NORTH KINGSTOWN FREE LIBRARY
MINUTES**

January 9, 2012

PRESENT WERE: Richard Moore, Joan Ehrhardt, Robyn Levine, Lori Vernon, Paul Sollitto, Tom Sgouros, Dave Layman, Jean Tammara and Cyndi Desrochers.

1. **Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, January 9, 2012, in the Conference Room was called to order by Chair Richard Moore at 7:36 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 December 12, 2011 meeting –VOTED** to approve the minutes of the December 12, 2011 meeting as presented on a motion by Tom Sgouros, seconded by Dave Layman.
4. **Director's Report**—The Director reported on events and activities since the December meeting, including the ongoing HVAC problems, an update on the chiller, the replacement light fixtures for those damaged by the hurricane, and the current staffing changes.
5. **Old Business:**
Budget FY 2012—The library is overspent in some categories, but overall is right on target for the fiscal year, having spent 46% of the budget. The state grant-in-aid has been received by the town and the supplemental appropriation of \$15,286 added to the library's budget.

Budget FY 2013 – The Board was presented with scenarios to discuss, including a level-funded budget. There was much discussion on how this would affect the library, the hours and the materials budget. Different staffing scenarios were talked about, including the best use of the library's interns. They currently make \$13 per hour with no benefits and spend their time in most or all departments. There was some discussion of having the interns as volunteers.

Town Manager Mike Embury will be asked to attend the next Board meeting to talk about the budget and answer any questions the Board might have. The meeting date will be changed to Monday, February 6 at 7 p.m. so that the Town Manager can attend.

6. **New Business:**
The Board was informed of the hiring of Georgene Luttmann as Technology Coordinator, the upcoming retirement of Circulation Head Mary McKay, and the promotion of Patti DiGiulio to the Circulation Head position upon Mary's retirement. Patti's position as Senior Library Clerk will be advertised next.

If the position is filled by the person currently in the 30 hour part-time Library Clerk position, we would like to fill that part-time position as a circulation position since most of the gaps in coverage occur there.

7. **Donations**—The Board gratefully accepted the following donations:
 - \$30 donation from Anthony & Joan Pucino in memory of Gavin Barr
 - \$100 donation from Maureen Collins
 - \$600 anonymous donation
8. **Correspondence**—Letter from the director to the Champlin Foundations- use of funds/chiller update
Letter from Mike Embury – chiller update
Patron letter

The meeting was adjourned at 8:59 p.m. on a motion by Robyn Levine, seconded by Paul Sollitto.

Respectfully submitted-Cyndi Desrochers