

BOARD OF TRUSTEES

January 11, 2021

NORTH KINGSTOWN FREE LIBRARY MINUTES

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

GUESTS: Kathy McGregor, Friends of the North Kingstown Free Library

1. **Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, January 11, 2021, via Zoom was called to order by Liz Suvari at 7:03 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 2020 meeting** - VOTED to approve the minutes of the December 14, 2020 meeting on a motion made by Rini Georgekutty and seconded by Martha Parks. The motion carries.
4. **Director's Report**
 - a. We are 6 months into the fiscal year and we're right where we should be budget-wise, still waiting on some numbers from the town. It's likely that FY22 will be a challenging budget year. Sue will bring a potential FY22 budget to the next meeting.
 - b. The NKFL Corporation will be receiving the proceeds of the old library sale on Tuesday, 1/12. The Town Manager will present the check to Sue and Liz. The press may be there as well.
 - c. The dehumidifier has been installed and so far everything is working well. The true test of the system will be in the summertime when it gets very humid.
 - d. COVID update: OLIS is making the case for library workers to be moved up the ladder for vaccinations since we're serving the public every day. The Board thanked the staff for all that they are doing during the pandemic. The Board understands the challenges that the staff faces and they are grateful.
 - e. Liz asked how many patrons are visiting the library. We will include those stats in the next report.
 - f. Champlin grant--We have until November 2021 to spend the money down. We are anxious to get that money spent so we can be eligible to apply for other grants from Champlin. Sue, Liz & Maggie will be virtually meeting with Jennifer Space of NEMD to get the ball rolling on the Champlin projects.
 - g. Sue is interested in getting the library email on a new server ASAP because the current server is very old and unreliable.
 - h. Rini was really grateful that Tom Frawley foresaw the need for the ProJo Image Edition and said that anticipating that need was impressive.
 - i. Sue will think of ideas for how to introduce staff to the trustees and vice versa. She will also ask staff for their own ideas as well.

- j. Rini would like to know how to find the library on TikTok.
- k. Sue will provide a summary at the next meeting re what OSL provides as a part of their annual fees.

5. Friends of the Library Report

- a. The Friends Executive Board held its last meeting in November of 2020 and will resume meetings in March of 2021.
- b. The Friends are brainstorming projects to take on for the upcoming year.
- c. Book Nook volunteers have chosen to drop numbers to have only 2 volunteers working at a time to play it safe during the statewide uptick in COVID numbers.
- d. Wickford Way publication was held up in the mail since early December.
- e. Over 500 mailings were sent out for memberships. As of the November meeting, the Friends collected over \$5,000. There was a sizable loss of income due to the Book Nook being closed for so much of 2020.
- f. Elaine Cardente had a letter supporting the Friends published in the Standard Times which was extremely well-written and will hopefully bring in more memberships.
- g. Notecards are selling extremely well.

6. New Business

- a. Interiors update: We met with Jean Hauser on 12/30 and it went really well. Even if a vendor is on the MPA, the town manager would prefer that all town departments go out to bid or at least get quotes from multiple vendors. Liz would like to get the town moving on replacing the roof. One of the important things about spending this Champlin money down is to have a plan, so that while the town is prepping to repair the roof, they know we're preparing to spend Corporation money on interior updates. The Color House could be a good vendor option, and NEMD looks like they could help us with the plan. We need to get a firmer timeline for the roof and establish whether it has gone out to bid yet.

7. Donations Received

- a. Donations:
 - i. The Corporation received an Ana Rotondo Living Trust donation of \$175k. Sue will be sending a gracious thank-you.
 - ii. The library received a donation of \$50 from the law offices of Paul Haberman.
- b. The Board VOTED to accept these donations with a motion made by Martha Parks and seconded by Dan Humbyrd.
- c. Rini believes it's the trustees' responsibility to grow the corporation money. On a personal level, she feels called to support this.

8. Public Comment

- 9. **Adjournment** – the meeting was adjourned at 8:05 p.m. on a motion made by Martha Parks, seconded by Rini Georgekutty. The motion carries.

Respectfully submitted – Maggie Browne