

**NORTH KINGSTOWN FREE LIBRARY
MINUTES**

PRESENT WERE: Varuna Abeywardane, Liz Suvari, Dan Humbyrd, Martha Parks, Cyndi Desrochers and Maggie Browne

GUESTS: N/A

ABSENT: Lori Vernon, Rini Georgekutty, Ken Proudfoot

1. **Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, June 8, 2020, via Zoom was called to order by Liz Suvari at 7:05 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 June 2020 meeting** - VOTED to approve the minutes of the June 8, 2020 meeting on a motion by Martha Parks, seconded by Dan Humbyrd.
4. **Public Comment**
 - a. N/A
5. **Director's Report**
 - a. We have started into FY21, in the process of copying all spreadsheets over for budget. Pretty much done with FY20. Liz had question about Cyndi & Maggie's salaries (went overbudget)--this is because the town didn't budget. Utilities seem to be at regular cost or above, why is this? Because staff was still here and working even though we were closed. Cyndi says it's because the town often under budgets us for utilities. Building insurance is also grossly under budgeted--the town budgeted us for \$40k under than what it really was, which means it's really not level funding. Cyndi will follow up with the town. Being treated as an enterprise fund even though we are not one--board members will be looking into writing a letter to the town to remind them that we should not be treated as an enterprise fund. (Charging us for technology, too, even though Munis is the only tech we use of theirs.) Explanation of an enterprise fund: that the money an organization charges for services should cover the operating expenses (yet we do not charge for our services). The budget items for these things we do not receive from the town is a shell game, way for them to give us less money.
 - b. We have express services now, added browsing services as of today. Discussion of services for patrons, relationship with contractors, work should be done by 8/14 (hopefully).
 - c. Discussion of whether people are working in the library or working from home--everyone is in the building with the exception of Maggie regularly, and occasionally Tom. There is a definitive plan for Maggie to come back working in the building full time once her child goes back to daycare, pending, of course no changes in the state/country situations with covid.

6. Friends of the Library Report

- a. No Friends present

7. New Business

- a. Update on reopening
- b. Audit--collection development policy is very policy driven, explanation of how it actually works

8. Adjournment - the meeting was adjourned at 7:55 p.m. by Liz Suvari, seconded by Dan Humbyrd

Respectfully submitted - Maggie Browne

Entered executive session @ 7:55pm on a motion by Martha Parks, seconded by Dan Humbyrd