

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

March 12, 2012

PRESENT WERE: Dave Layman, Joan Ehrhardt, Robyn Levine, Lori Vernon, Tom Sgouros, and Cyndi Desrochers.

1. **Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, March 12, 2012, in the Conference Room was called to order by Dave Layman at 7:37 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 February 6, 2012 meeting** – VOTED to approve the minutes of the February 6, 2012 as presented on a motion by Tom Sgouros, seconded by Joan Ehrhardt.
4. **Director's Report**—The Director reported on events and activities since the January meeting, including current building issues, staffing changes and staff training.
5. **Old Business:**
Budget FY 2013 – The upcoming work session to present our budget to the Town Council was discussed. The board members each gave suggestions and key talking points to be included in the presentation to the council. The key points will show why we need the slight increase in our operation budget and provide the statistics to back up our request. I will also provide statistics that show where we rank with other libraries of similar size in the state.

Overdue fines – the amount of fine revenue collected continues to be less than projected, although collection amounts have increased. The fines were not increased on Express DVDs when other fines were doubled last year, due to the lack of a loan rule reflecting the needed parameters. We have been in contact with OSL about this and should have a new loan rule soon.

6. **New Business:**
Feedwater Solutions – The library paid Feedwater Solutions from the FY11 budget for chemicals for the cooling tower. These chemicals were never delivered and we have been unsuccessful at reaching anyone at Feedwater Solutions. I sent a certified letter to the business address. After discussion by the Board, it was decided that I will send another certified letter to the home address with a deadline of 10 business days for response. At that time, I will contact the Town Solicitor. I will also check for any complaints against the company with the Better Business Bureau.

Staffing –Lorraine Pierce, our morning custodian, has given notice that she will be retiring at the end of June. Possibilities for refilling this position were discussed, including changing the hours the morning and evening custodians work.

7. **Donations**—The Board gratefully accepted the following donations:
Several donations were accepted in memory of Kathleen Metzger
8. **Correspondence**—Letter from John Patterson from Davisville Free Library

The meeting was adjourned at 9:05 p.m. on a motion by Tom Sgouros, seconded by Lori Vernon.

Respectfully submitted-Cyndi Desrochers