

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

March 11, 2013

PRESENT WERE: Lori Vernon, Robyn Levine, Dave Layman, 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 11, 2013, in the Conference Room was called to order by acting chair Dave Layman at 7:33 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 11, 2013 meeting** – VOTED to approve the minutes of the February 11, 2013 meeting as presented on a motion by Tom Sgouros, seconded by Robyn Levine.
4. **Director's Report**—The Director reported on events and activities since the February meeting, including building issues, the FY13 budget and the draft of the FY14 budget.
5. **Old Business:**

Chiller/HVAC Update –The Director's meeting with Director of Public Works Phil Bergeron, Facilities Manager John Nelson, and Jim Partridge and another representative from Rowse Architects was discussed. At the meeting, a timeline for the project was developed and will be sent to the Director when completed. The completion date on the timeline is October 4, 2013. This is a very conservative timeline that takes into account possible delays.

FY13 Budget – the year-to-date figures and projections for FY13 show that we are slightly under budget for the year. The figures for retiree health care are not available at this time; some money needs to remain available to cover this. We will be significantly overspent in Interiors and Fuel Oil.

FY14 Budget – The figures for the FY14 budget have been entered into MUNIS. The budget request includes a 1.96% tax appropriation increase. The budget workshop between the Director and the Town Council is scheduled for Thursday, March 14 at 3 p.m.

Book Drop – The Director is waiting to hear from someone about the possibility of repairing the library's outdoor bookdrop, which can no longer be locked during the hours the library is open. Tom Sgouros will attempt to contact this person.

6. New Business:

2009 Champlin Grant – The Board discussed the Champlin Foundations' request to recall the 2009 chiller grant. Champlin is trying to clean up all grants outstanding 3 years or more. The Director was asked to submit a copy of its timeline for the HVAC project and Champlin will then decide whether or not to extend the grant.

2013 Champlin request – Possible items to request from Champlin during the current grant cycle were discussed. The Director had contacted Facilities Manager John Nelson for a price for a generator for the library. The price was quite high (\$139,700 excluding engineering fees) and the Board felt it would not be realistic to ask Champlin for such a large amount this year.

Town Historian – The Board discussed a request for the library to write a letter of support for an individual as town historian. The Board does not wish to endorse a particular candidate; it was decided that the Board would not act on the request, pending further information on the town historian position.

Meeting Room policy – The Board discussed revising the meeting room policy; Tom Sgouros moved that the policy not be changed; seconded by Robyn Levine and passed by a unanimous vote.

7. Donations— none

8. Correspondence—letter from a patron regarding Director's message in Among Friends newsletter.

The meeting was adjourned at 9:00 p.m. on a motion by Tom Sgouros, seconded by Lori Vernon.

Respectfully submitted-Cyndi Desrochers