

**NORTH KINGSTOWN FREE LIBRARY
MINUTES**

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

GUESTS: N/A

1. **Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, March 15, 2021, via Zoom was called to order by Liz Suvari at 7:02 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 2021 meeting** - VOTED to approve the minutes of the February 8, 2021 meeting on a motion made by Martha Parks and seconded by Rini Georgekutty. The motion carries.
4. **Director's Report**
 - a. Bid has gone out for the asphalt shingles and there's a second bid going out for the membrane roofing. Paul Bernadino came in to look at the membrane roofing in order to get details to put into the bid. The shingle roof bid closing date is 3/24. The town council has to approve it. Any discussion of the membrane part coming up? Sue was told it would be a couple of weeks. Do we have to be closed for this? And are we replacing the full membrane? Sue will report on this when she has more information.
 - b. We received the first pass on the color palette, which has gone to the Interiors Committee--making good progress on that. Haven't heard anything from the lighting consultant re replacing LED bulbs. The trustees will definitely be looped in once we've settled on a final decision.
 - c. NK resident would like to purchase a nice bench (similar to the one by our front doors) and place it somewhere on the grounds facing Academy Cove. Discussion of all seating, benches, picnic tables, signs, plaques took place. At a certain point we have to stop adding more as it's getting cluttered. Discussion of whose responsibility it is to take care of the back of the property and the rain garden & its lack of maintenance. It was decided to accept the donation for a bench and make it known that it'll be a replacement and could be moved around that area in the future. Trustees should have a policy to know how to handle this going forward. This decision should go to the Friends next to see how involved (or not) they'd like to be on maintaining things on the back of the library property. The Board will officially accept the donation money for the bench at a future meeting.
 - d. Discussion of adding a HistWick sign to the library property in front of the pit and possibly in the back area of the building for Academy Cove. Sue will inquire what it would cost, what the process is, etc.

- e. Discussion of receiving donations through Amazon Smile that will go towards the Friends of the North Kingstown Free Library. Varuna asked about the donating books link that used to exist on the website. Maybe there is a possibility of creating a donations list at a local bookstore. Sue will look into this.
- f. Seed library grab bags are going really well. Also recently received mobile cell phone chargers--not currently checking them out so it will provide seamless access to the public. It's unlikely that patrons will purposefully take the chargers because they can only be recharged in a very specific way. Discussion of Microsoft Teams and how helpful it's been to use at the library.

5. Friends of the Library Report

- a. Nancy Harrington has agreed to be the President for the coming year, but she'd like to start training the next person. They are losing two members.
- b. The Friends have budgeted \$15k, and as of February 26th, they've received \$17k!
- c. Book Nook update: It's going surprisingly well. The receipts for the sale of books in Dec & Jan was over \$2k compared to this year which was about the same. Both Februaries were comparable, about \$1.5k each month.
- d. Thank you to Sue for getting the Friends set up on TechSoup so they can continue to use Zoom for their virtual meetings (beyond 45 minutes)
- e. Notecards will be advertised for Mother's Day--there are 73 left out of 200.
- f. The Trustees extend their deepest thanks to Nancy Harrington. They are profoundly grateful for her work.

6. Old Business

- a. Interiors update: previously discussed

7. New Business

- a. Budget discussion: discussion with Finance sometime within the next 60 days. Need an annual report. Need to see the actual numbers or nobody has any idea of what's going on and cannot speak to it directly. Need to understand how allocated expenses are calculated, need to understand how the undesignated fund balance went down so drastically.
- b. Mission and Vision statement: Lori made a motion to accept the mission and vision statement as presented in the strategic plan as revised (remove first educational and add "al" to the second education), seconded by Rini Georgekutty.

8. Public Comment

- a. John McDermott that the allocated expenses are eating into the actual operating costs of the library.

9. Adjournment - the meeting was adjourned at 8:51 p.m. on a motion made by Liz Suvari, seconded by Lori Vernon. The motion carries.

Respectfully submitted - Maggie Browne