

**NORTH KINGSTOWN FREE LIBRARY  
BOARD OF TRUSTEES**

**MINUTES OF REGULAR MEETING**

**November 8, 2021**

**PRESENT WERE:** Varuna Abeywardane, Rini Georgekutty, Dianne Izzo, Dan Humbyrd, Martha Parks, Elizabeth Suvvari, Lori Vernon, and Susan Aylward. Guests: Kathy McGregor (Friends of the Library representative) and Tom Sgouros (NKFL Corporation member-at-large)

- 1. Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, November 8, 2021 was called to order by Board Chair Elizabeth Suvvari at 7:04 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. Approval of minutes—Minutes of the October 18, 2021 regular meeting** – A motion was made by Liz Suvvari, seconded by Rini Georgekutty to approve the minutes of the October 18, 2021 meeting with the following addition: to include the report of the unanimous vote taken during Executive Session to offer the Library Director's position to Mr. Ryan Brennan with an annual salary of \$85,834.10. VOTED unanimously to approve the minutes of the October 18, 2021 regular meeting as amended.
- 4. Calendar of Meetings 2022—**The Board unanimously approved the calendar of meetings on the traditional second Monday (with Monday holiday exceptions) for 2022 on a motion by Dianne Izzo, seconded by Liz Suvvari.
- 5. Friends of the Library Report—**Kathy McGregor described the work done at the entrance to the library (\$6,500) with Belgian block stone and rocks or mulch in four areas: around the original Stewartia tree, under the meeting room windows and the workroom windows, and in the cellar/pit garden replacing the railroad ties. Other projects undertaken in the first quarter of FY 2021/22 include: re-supplying the note cards for sale at the circulation desk (200 were ordered), and the device renewal of the Hotspots in the library (\$1,080). The Book Nook took in around \$2,000/month July through September.
- 6. Director's Report—**The Director highlighted the following items from the printed Director's Report sent to the Board in advance of the meeting: an update on the flat roof replacement, Jenn Boettger's invaluable help serving with out-of-rank pay as deputy director, holiday hours for the Christmas and New Year's weekends, Academy Cove area landscape cleanup, the upcoming meeting with the Finance Director, and the December 13<sup>th</sup> Town Council meeting at which the Board will appear to introduce the new director.
- 7. Rain Garden status—**Dianne Izzo had no news to report on this project. She will continue to pursue it, but suggested we table it for the time being.
- 8. Library Redecoration Project—**Liz reported progress on the carpet selection and suggested that the Board discuss Champlin grant logistical and financial issues at the Corporation meeting to follow.

9. **Transition Plans**—Liz reported that Ryan Brennan enthusiastically accepted the offer and has executed the necessary paperwork and signed the contract to begin on November 29, 2021. Transition plans will be formalized once he begins. Susan Aylward will be available for a period of time to be determined, for briefing the new director on issues and pending projects.
10. **Budget Report—Current and Preliminary Info for FY**—The Interim Director presented a budget-to-date report using a simplified format, which the Board received warmly and with thanks. She will have a sketch of the FY 2023 budget that will give the incoming director a head start on budget prep. The Town Manager wants the Trustees' budget by January 12<sup>th</sup>.
11. **Trustees Bylaws Review**—The review is still pending; but was not completed over the summer. This will be ready for discussion in early 2022.
12. **Public Comment**—John McDermott felt the budget report-to-date was thorough and easy to understand.
13. **Adjournment**—The Trustees voted unanimously to adjourn at 7:54 p.m. on a motion by Martha Parks, seconded by Dianne Izzo.

Respectfully submitted,

Susan Aylward  
Interim Director