

**NORTH KINGSTOWN FREE LIBRARY
MINUTES**

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

GUESTS: Walter Berry, Jeff Barbaro, James Degnan, Autumn Oczkowski, Morgan Schwartz

1. **Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, October 19, 2020, via Zoom and in-person was called to order by Lori Vernon 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. **EPA/USGS groundwater wells presentation**
The presenters from EPA and USGS gave an overview of the study that they will be conducting with the involvement of Kim Wiegand, our Town Engineer, in which small wells will be installed along library property to measure the environmental impacts of septic systems versus sewers on Academy Cove. Once the wells have been installed, they will be sampled regularly, likely over the course of a few years. If the library is later tied into the town sewer system, the wells will be tested again to determine nitrogen level changes from septic versus sewers. The project could be extended to other areas of the cove. The wells will eventually be removed when the project has ended and they will be placed in unobtrusive areas.
4. **Minutes of the July 2020 meeting** - VOTED to approve the minutes of the September 21, 2020 meeting on a motion made by Dan Humbyrd and seconded by Liz Suvari. The motion carries.
5. **Director's Report**
 - a. External parking lot WiFi has been set up and is working. It was completely paid for with a Take It Outdoors grant received by Ocean State Libraries.
 - b. Building update: a couple of doors were fixed, the heat was turned on and fixes were made to the Conference and South County room heat which wasn't working.
 - c. Sue will be in contact with Champlin regarding the deadline for spending our outstanding grant monies.
 - d. The library will be looking into the feasibility of Zoom hosting for the public for virtual meetings.
 - e. The library is almost back up to full staffing levels.
6. **Friends of the Library Report**
 - a. The accessible picnic table was installed.
 - b. Things are running smoothly with the Book Nook.

- c. The Friends will pay \$1200 to renew the library's hotspot contract.
- d. The bike rack is being repaired and the estimated finish date is the beginning of November.
- e. The Friends Membership drive kicks off in November.

7. Old Business

- a. Status of the library reopening: We have had some people who were out sick, got tested and were negative. We take temperatures of all staff and any vendor or volunteer who comes in to work inside the library longer than 15 minutes. We have not ever reached our 55 person building limit for patrons.
- b. Corporation bylaws: Lori and Rini are still looking into this and Rini will re-send the term limit email.

8. New Business

- a. Library cost fees to town and insurance costs: we are 2% of the town's budget, makes sense that we pay 2% of town manager's budget, finance and MUNIS, but tech is 5%, so Sue will follow up to find out why that is. Sue would like to work with the finance department more closely to understand the larger budget picture and build a good working relationship with them.

9. Public Comment: N/A

10. Adjournment - the meeting was adjourned at 8:30 p.m. on a motion made by Martha Parks, seconded Dan Humbyrd. The motion carries.

Respectfully submitted - Maggie Browne