

# **NEWPORT PUBLIC LIBRARY**

**Board of Trustees**

**Meeting Minutes**

**May 16, 2013**

**1. Call to order: President Mary Ambrogi called the meeting to order at 4:30 p.m. in the Rotary Board Room of the Newport Public Library.**

**Attendance: Mary Ambrogi, Jennifer Booth, Lynne Ceglie, Carol Cummins, Chuck Flippo, Paul Gaines, Girard Galvin, David Gordon, Eileen Hadfield, Robin Skuncik Jones, Susan McCoy, David Reed, and library director Regina Slezak.**

**Excused: Sheila Sulentic**

**Absent: Doriene Farzan, Justin McLaughlin**

**President Mary Ambrogi introduced new Board member Angel Gonzalez to the Board of Trustees. Angel Gonzalez is a local business owner and an active member of the Rotary.**

**2. Amendment to the agenda:**

**There was one change to the agenda. Under New business, item b. New additions to the website was moved to the beginning of the meeting.**

### **3. New business:**

#### **b. New additions to the website:**

**Paula Dugan, Head of Children's Services, did a presentation on Pinterest, an online program that helps to visually organize the web. Children's, Young Adult and Adult departments each have a Pinterest account with pictures and interests for each group.**

**Luke Owens, Reference Librarian, demonstrated the new mobile apps for both ipads/ipods and android devices. Patrons are now able to download e-books and e-resources to their mobile devices.**

### **4. Secretary's Report:**

#### **a. Minutes of the April 18, 2013 meeting:**

**Susan McCoy asked for changes or additions to the minutes. Hearing none, she asked for a motion to accept the minutes as presented.**

**She asked for a motion to accept the minutes as presented. David Reed made a motion to accept the minutes as presented. Girard Galvin seconded the motion. Mary Ambrogi, Jennifer Booth, Lynne Ceglie, Carol Cummins, Paul Gaines, Girard Galvin, Angel Gonzalez, David Gordon, Eileen Hadfield, Robin Skuncik Jones, Susan McCoy and David Reed voted for the motion. There were no votes against. The vote was unanimous. The motion carried.**

### **5. Finance Committee report:**

**Financial statements for April 2013 were reviewed. Robin Skuncik Jones reported that the library looks to finish the fiscal year at the end of June in good financial position. Expenses were under budget**

**year to date with building materials still less than budgeted. Income is slightly over budget. Investments are 14% over budget year to date.**

**6. President's Report:**

**Mary Ambrogi reported that there is a Nominating Committee meeting following the Board meeting today. If any Board member has a name of a person that they think would be a good addition to the Board of Trustees, please let a committee member know.**

**7. Building and Grounds Committee:**

**David Reed reported that a delivery truck hit and damaged the gates to the loading dock area last week. A new tree is going to be planted near the Spring Street entrance, replacing one that had died last year.**

**New lighting has been installed in the display case in the Spring Street lobby.**

**8. Financial Development Committee report:**

**Susan McCoy reported that this year's event, A Novel Evening, has received \$20,070 so far, from 34 sponsors. Silent auction items are beginning to come in.**

**She also reminded the Board to bring in their wine donations for the Trustee's Basket at the June meeting.**

## **9. Friends of the Library:**

**Chuck Flippo invited the Board members to the Friends Annual Meeting on June 13th in the library's Program Room at 4:30 pm.**

**There has been a steady influx of donations prompting a special clearance sale to try to clear out the shelves. The sale will take place in the Spring Street lobby in June.**

## **10. Director's Report:**

**In addition to her written report, Regina Slezak reported that she and Property Manager Jim Mass attended an all day seminar on Active Shooter Incident sponsored by RIEMA.**

**A letter has been sent to all Bookmobile cardholders informing them that the Bookmobile would no longer be on the road. Nursing homes and service agencies will still receive service and those who are physically unable to get to the library may call and register for homebound service.**

## **11. New business:**

### **a. Staff Day:**

**Each year, the library closes for staff training. This year's agenda includes computer skills, dealing with teens and identity theft.**

**Mary Ambrogi asked for a motion to approve the closing of the library for staff day on June 26th.**

**Susan McCoy made a motion to approve the closing of the library for Staff Day. David Reed seconded the motion. Mary Ambrogi, Jennifer Booth, Lynne Ceglie, Carol Cummins, Paul Gaines, Girard Galvin,**

**Angel Gonzalez, David Gordon, Eileen Hadfield, Robin Skuncik Jones, Susan McCoy and David Reed voted for the motion. There were no votes against. The vote was unanimous. The motion carried.**

**b. Privacy of Health Information Policy:**

**Copies of the Privacy of Health Information Policy were distributed to the Board for their review. A vote will be taken on the policy at the next Board meeting.**

**12. Adjournment:**

**The meeting was adjourned at 5:25**

**The next meeting is scheduled on June 20, 2013.**