

NEWPORT PUBLIC LIBRARY

Board of Trustees

Meeting Minutes

April 18, 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, Carol Cummins, Paul Gaines, David Gordon, Robin Skuncik Jones, Susan McCoy David Reed, Marriam Cramer Ring, Sheila Sulentic and library director Regina Slezak.

Gary Lash from Wells Fargo was also in attendance.

Excused: Jennifer Booth, Lynne Ceglie, Doriene Farzan, Girard Galvin, Eileen Hadfield, Justin McLaughlin,.

2. Amendment to the agenda:

There were two amendments to the agenda. Under Finance Committee Report, Report on Investments is moved to the beginning of the meeting with Friends report to follow.

There was one addition to the agenda. There will be a report from the Nominating Committee.

3. Report on Investments:

Gary Lash from Wells Fargo reported on the library's investments held at that firm. Gary Lash has handled the library's investments since 1995, now at Wells Fargo. This year investments are up by 11%.

4. Friends of the Library:

Marriam Cramer Ring, reporting for Chuck Flippo, informed the Board of two upcoming sales. The summer clearance sale begins on July 12th and the annual holiday sale will be held on November 2nd through 5th. The Friends are also selling books and magazines at the Maritime Center this summer.

5. Nominating Committee:

On behalf of the Nominating Committee, Paul Gaines asked that the Board consider Angel Gonzalez to complete the unexpired first term of Lesley Thurston on the Board of Trustees. Mr. Gonzalez is a local business owner and very interested in serving on the library board.

David Gordon made a motion to nominate Angel Gonzalez to serve the unexpired first term of Lesley Thurston on the Board of Trustees. Carol Cummins seconded the motion. Mary Ambrogi, Carol Cummins, Paul Gaines, David Gordon, Robin Skuncik Jones, Susan McCoy, David Reed and Sheila Sulentic voted for the motion. There were no votes against. The vote was unanimous. The motion carried.

6. Secretary's Report:

a. Minutes of the March 21, 2013 meeting:

Susan McCoy asked for changes or additions to the minutes. There was one correction to the minutes. Paul Gaines was listed twice as attending.

She asked for a motion to accept the minutes as corrected. Paul Gaines made a motion to accept the minutes as corrected. David Reed seconded the motion. Mary Ambrogi, Carol Cummins, Paul Gaines, David Gordon, Robin Skuncik Jones, Susan McCoy, David Reed and Sheila Sulentic voted for the motion. There were no votes against. The vote was unanimous. The motion carried.

7. Finance Committee report:

Financial statements for March 2013 were reviewed. Robin Skuncik Jones reported that the library is in a good cash position. Expenses were under budget year to date with utilities, salaries and materials less than budgeted. Income is slightly over budget. Investments are over budget year to date.

8. President's Report:

Mary Ambrogi reported that she, Susan McCoy and Doriene Farzan attended the staff appreciation lunch. The lunch was well attended and staff was very pleased.

9. Building and Grounds Committee:

David Reed distributed drawings of the proposed changes to the Circulation area to coincide with a more customer centric layout. The self check machines will be more prominent and customers will be

able to pick up their own materials on hold.

10. Financial Development Committee report:

Susan McCoy reported that the Annual Appeal has received 145 donations totaling \$14,190.

This year's event, A Novel Evening, has received \$16,320 so far, from 27 sponsors and 12 donors.

11. Director's Report:

In addition to her written report, Regina Slezak reported that this is National Library Week. The library is conducting its annual survey both in the library and on-line. She distributed copies of the survey to the Board .

12. Old business:

a. Material Selection Policy revision:

Copies of the revised Material Selection Policy were distributed at the March meeting for review.

Mary Ambrogi asked for a motion to approve the policy as revised.

Carol Cummins made a motion to approve the Materials Selection Policy as revised. David Reed seconded the motion. Mary Ambrogi, Carol Cummins, Paul Gaines, David Gordon, Robin Skuncik Jones, Susan McCoy, David Reed and Sheila Sulentic voted for the motion. There were no votes against. The vote was unanimous. The motion carried.

13. New business:

a. Meeting Room Policy:

In March, two music teachers asked to have a music recital in the library's Program Room. Under the Meeting Room Policy that was revised in January, 2013, any for-profit group or business is charged to use a room at the library. Regina felt that under the circumstances certain groups using the room not charging admission and open to the public should be allowed to use a room free of charge. The policy was revised to reflect this change.

Mary Ambrogi asked for a motion to approve the policy as revised.

Paul Gaines made a motion to approve the Meeting Room Policy as revised. David Reed seconded the motion. Mary Ambrogi, Carol Cummins, Paul Gaines, David Gordon, Robin Skuncik Jones, Susan McCoy, David Reed and Sheila Sulentic voted for the motion. There were no votes against. The vote was unanimous. The motion carried.

14. Adjournment:

The meeting was adjourned at 5:10.

The next meeting is scheduled on May 16, 2013.