

NEWPORT PUBLIC LIBRARY

Board of Trustees

Meeting Minutes

September 15, 2016

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

Attendance: Jennifer Booth, Michael Dawson, Michael Dutton, Girard Galvin, Linda Martin, Justin McLaughlin, Susan McCoy, Rita Slom and Library Director Anne Shepherd. Jim Mass, Library Building Manager was also in attendance.

Excused: Adrienne Haylor

Absent: Angel Gonzalez, David Gordon, David Reed

2. Amendment to the agenda:

There were no changes or additions to the agenda.

3. Secretary's Report:

Susan McCoy asked for changes or additions to the July 21, 2016 Board meeting minutes.

There was one correction. In the Nominating Committee report, Olivia Kachingwe was removed from the list of nominees to the Board of Trustees.

Jennifer Booth made a motion to accept the minutes as corrected. Rita Slom seconded the motion. A roll call was taken. Jennifer Booth, Michael Dawson, Michael Dutton, Girard Galvin, Linda Martin, Susan McCoy, and Rita Slom voted for the motion. There were no votes against. The vote was unanimous. The motion carried.

4. Finance Committee Report:

a. Financial Statements for July & August 2016:

The financial statements for July & August 2016 were reviewed. Michael Dutton reported that investment income rose slightly in July, 2.1% and in August, .12%. Both accounts are above last year's numbers. Income exceeded the budget. Expenses were below budget.

5. President's Report:

Michael Dawson announced three Board members have finished their two terms on the Board of Trustees: Susan McCoy, David Gordon and David Reed. He thanked them for their service to the Library.

6. Nominating Committee:

Linda Martin confirmed that Olivia Kachingwe has been removed as a nominee to the Board of Trustees. In her place, Stephen Waluk, former mayor of Newport, has been nominated to the Board of Trustees, totaling five new members.

Linda Martin made a motion to accept Stephen Waluk as a nominee to the Newport Public Library Board of Trustees. Susan McCoy seconded the motion. A roll call was taken. Jennifer Booth, Michael

Dawson, Michael Dutton, Girard Galvin, Linda Martin, Susan McCoy, and Rita Slom voted for the motion. There were no votes against. The vote was unanimous. The motion carried.

All nominees will be elected at the Annual Meeting.

7. Building and Grounds Report:

Jim Mass, Library Building Manager, reported on repairs to the building. The expansion tanks, which were original to the building in 1968, were replaced. The Library had an energy audit through NationalGrid. All the lighting will be replaced with energy efficient LED lights at a projected savings of 30% in energy bills.

8. Financial Development Committee report:

Susan McCoy reported that the event wrap up meeting was held on July 27. Work will begin on next year's event in the next month.

9. Friends of the Library Report:

Anne Shepherd reported that the Friends have 98 members and encouraged Board members to join the Friends of the Library.

10. Director's Report:

Anne Shepherd reported that she talks about the Library on WADK radio on the last Tuesday of each month. Sunday hours for the Library start on October 16th.

The library is closed on October 10, Columbus Day.

11 New business:

a. Long Range Plan:

A copy of the Newport Public Library Long Range Plan 2016-2019 was available for viewing. The three year plan is required by the state Office of Library Services in order for the Library to receive state grant in aid.

12. Adjournment:

The meeting was adjourned at 4:55 pm.

The next meeting is scheduled on October 20, 2016.