



**NORTH KINGSTOWN FREE LIBRARY BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
OCTOBER 17, 2022**

**PRESENT WERE:** Varuna Abeywardarne, Rini Georgekutty, Dan Humbyrd, Dianne Izzo, Martha Parks, Elizabeth Suvari, Lori Vernon, Susan Aylward, Interim Director and Jenn Boettger, Assistant Director.

- 1. Call to Order-** The regular meeting of the Board of Trustees of the North Kingstown Free Library held on Monday, October 17, 2022 was called to order by Board Chair Elizabeth Suvari at 7:00 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 of the September 12, 2022 meeting:** The Board voted unanimously to approve the minutes of the September 12, 2022 meeting on a motion made by Dianne Izzo, seconded by Dan Humbyrd.
- 4. Budget and Finance Summary Report:** Interim Director Aylward reviewed the summary of the FY 2023 budget as of 10/15/22. At 15 weeks into the fiscal year, we should be at roughly 28.85% of the budget spent. Five of our six cost centers are slightly below that spending level. The Physical Plant cost center stands at 39.9% expended for two reasons—the costs of property and casualty insurance and workers' comp insurance are paid up front at the beginning of every fiscal year and we've had a number of minor repairs to the HVAC system in the first quarter.
- 5. Director's Report:** The Board discussed the following pending projects and issues that were outlined in the director's report: Inspections to evaluate town buildings for capital improvements; transferring our list of capital projects to the forms for presentation to the Asset Management Committee; the upgrade to MUNIS software in the Spring; the migration to a new ILS in early summer; a review of the library's printers and copiers; the promotion of Sofia Alavosius to the assistant librarian position in Youth Services; repair and revitalization of the rain gardens; replacement of the meeting room carpet tiles; replacement of the vertical blinds in the workroom; replacement of the main level breaker panel and conversion to switches for turning on and off the lights; relamping the fluorescent lighting in the building to LEDs.
- 6. Friends of the Library Proposal for Fall Garden Initiatives for Board Discussion and Approval:** Friends of the Library board member Kathy McGregor outlined what the Friends feel needs to be done to clean up the gardens that they have been paying to maintain for the library. The Board reviewed the proposal with Kathy. They gave permission for all but the fertilizing of the holly trees, about which Interim Director Aylward expressed concern. Many plantings have been added to the library landscape which are growing into each other and have occluded the gorgeous architectural lines of the original design of the building by The Architects Collaborative. She will discuss the tree situation, including the holly trees with the library's arborist of record: Ames Kaiser.
- 7. Public Comment—**Kathy McGregor from the Friends of the Library reported on Friends of the Library activities.
- 8. Adjournment—**The meeting was adjourned at 8:00 p.m. by unanimous vote on a motion made by Lori Vernon, seconded by Rini Georgekutty.

Respectfully submitted,  
Susan Aylward, Interim Director