

Newport Public Library Advisory Board Minutes  
January 13, 2016

**Call to Order**

The meeting was called to order at 5:15 p.m. Present were Ted Smith, Carol Ruggeri, Evonne Mochon-Collura, Gretchen Havner, Sharon Beardsley, and Wendy Engler. Stacy Johns recording.

**Minutes from November 11th Board Meeting**

The minutes were approved and passed by voice vote.

**Librarian's Report:** (handout)

Ted Smith said that plastic DVD and CD cases made redundant by RFID tagging were brought to Salem for recycling, after giving away as many as possible to other libraries. RFID seems to be effective at curbing theft, although some torn out tags have been found.

On February 3<sup>rd</sup>, Books and Soup, a program about soup and community, will be led by author Maggie Stuckey. Contact Sheryl with questions. Soup will be made at the Senior Center commercial kitchen before the program, which will take place in the McEntee Room.

Gretchen Havner spoke about the success of the Polar Express event. It was busy and well-attended. Notes for next time include bringing more hot chocolate, crafts, and coloring sheets. The popcorn maker broke, and next time it might be wise to rent or buy rather than borrow one. Lots of adults came, some without kids, and the movie ended earlier than expected. It might work better to start half hour after library closes to avoid confusion, make people come in only by the side door. The program cost only \$200 thanks to donations.

Ted Smith elaborated on the monthly statistics included in the handout and excerpted from the Oceanbooks Statistics summary page. The location of the paperback exchange rack, near the Music CD's, was discussed.

Carol Ruggeri and Ted Smith discussed the final costs of Phase One of the Strategic Plan improvements.

**Update on Teen Room Project:** (handout)

Contractors' bids are due on Tuesday, January 19<sup>th</sup>. Architect Dustin Capri told Ted Smith that bids may be around 50K, although he originally quoted 100K, the number in the budget. City Manager Spencer Nebel is authorized to approve bids under 50K, while bids over 50K would need to be approved by the City Council. Carol Ruggeri requests that she be notified of bid amounts.

Staff workstations have been ordered. Ted Smith said 1% of construction costs must go toward art, per City policy. Wendy Engler will inquire if donated art counts. A discussion of possible art, including glass etching on the Teen Room entry doors, ensued.

**Meeting Adjourned at 5:55.**