

**Newstead Public Library
Board of Trustees Meeting
April 4th, 2012**

Secretary's Report

Board Members Present: Sue Brown, Kathy Chubb, Cheryl Esposito, Sue Sweitzer
Board Members Not Present: Sarah Rooney
Invited and Present: Councilman Jim Mayrose (liaison – town board),
Kristine Sutton (Library Director)

1. Call to Order

- S. Brown, Board President, called the meeting to order at 7:37 pm at the Newstead Public Library.

2. Approval of Minutes

- Meeting minutes from 3/17/12 were reviewed. A motion to accept made by S. Sweitzer, S. Brown. All in favor.

3. Library Activities and Community Events

- Winter story time finished in mid-March. 23 participants were signed up. Next story time will take place in June.
- Monthly Reminisce Program (adults)
- Monthly Book Clubs (child and adult)
- Monthly Lego Club (30 children)
- "Scratch" – Computer Program (8 kids, 11-15 years old) character/videogame style
- Pinkalicious Party (30 children)
- Don't Let the Pigeon Drive the Bus (22 children)
- Easter Craft (14 children)
- Headstart visits (17)
- St. Michael's Pre-school visits (2)
- Friends of the Library Meeting – book sale scheduled for May 9, 11, and 12. Flyers handed out to board members.

4. Meeting Room Use

- Univera – Medicare information
- NY Committeemen
- Gateway/Longview court ordered visit – went great!

5. Library Business

- New part-time clerk - started working on March 31st.
- Facility visit - consultant and architect, part of strategic planning. Both seemed to appreciate every aspect of our library.
- Annual Act Workshop - S. Brown and K. Sutton attended annual ACT workshop. Both shared information from the workshop.

- Open Meeting Law - Posting agenda and minutes at the library, also on the library's website.
- Security – Questions answered by Armored Access. Armored Access's Proposal II was reviewed. Motion to approve Armored Access's Proposal II made by C. Esposito, S. Sweitzer.
- Approve the State Report – K. Sutton discussed the completion of the report with everything balancing out. K. Sutton explained the state report to the board members. State Report was reviewed. Motion to approve 2011 State Report made by S. Brown, C. Esposito.
- Vacation – K. Sutton (library director) will be on vacation April 6-15.

6. Review of Circulation Statistics and Registered Public Computer Sessions

- March circulations not out yet.

7. Adjournment

- S. Brown, S. Sweitzer made a motion to adjourn the meeting at 8:22 pm.

****Next meeting – May 9th, 2012 at 7:00 pm in the Newstead Library****