

Newstead Public Library

Board of Trustees

February 10, 2021

Board Members Present: Sue Brown, Sue Sweitzer, Tara Middaugh, Bob Tiedt

At Large: Library Director Kristine Sutton, John Jendrowski

Call to Order: 7:05 pm Motion to approve- Sue S, Seconded- Bob

Approval of Minutes Motion to approve- Sue S, seconded Bob

Approval of the agenda for February 10, 2021: Motion to approve - Sue S, seconded Bob

Library Business

Directors Report: Reviewed monthly Program Statistics and Library Statistics. Friends of the Library update, they will once again be offering a \$500 scholarship for books, there will be a book sale in two weeks and hopefully every month after that.

The Dolly Parton birth-5 program is doing well and Bank on Buffalo has been supporting it to date, there was also an anonymous \$25 donation that came in to support the program.

Finances: Reviewed Monthly Financial Report, Abstract approved – Sue S, seconded Sue B

Building: The hot water heater is leaking, to replace out existing unit, Tolson quoted \$4900 and Paschke quoted \$6700. It was agreed upon by all that the industrial sized units are not necessary for the building. John will look into quotes for a residential sized heater.

The alarm panel needs repair; Johnson Controls no longer makes parts for our old panel. A new one would be \$2965 but then all devices throughout the building would have to be replaced at a total cost of approximately \$16,000. There have not been any recent problems to address so will look into getting a grant in the future.

New Business: We need to re-instate 2 more hours per week and it was decided to change Monday and Wednesday hours to 12 pm -8 pm in order to accommodate.

We reviewed the Annual Conflict of Interest Policy and the Trustee/Director Disclosure Statement that must be signed every year was completed by all in attendance.

All patrons/card members can now get three books at a time mailed to them & be kept for 6 weeks & returned for free. Central is funding 100% of this program

Old Business: None

Next meeting: March 10, 2021

Meeting Adjourned: 7:45 pm, Motion to adjourn - Sue S, Seconded- Bob