## Agenda for the Meeting of the Board of Trustees of the Newstead Public Library

### Wednesday, May 14 2025 @ 7 pm

#### Newstead Public Library

#### 33 Main Street, Akron, NY 14001

00

- 1) Meeting Called to order and attendance
- 2) Approval of minutes of meeting held on Wednesday, April 9 2025

#### **Action Required**

- 3) Approval of the agenda for May 14, 2025
- 4) Public Comment
- 5) Director's report
  - a. Review of monthly report
  - b. Review of monthly library statistics
  - c. Friends of the Newstead Public Library Report
- 6) Finances
  - a. County paid
  - b. Privately paid
  - c. Other bills
  - d. Approval of Voucher Abstract
- 7) New Business
  - a. Donor Plaque/Board
  - b. Fundraising Activities
- 8) Building
- 9) Old Business
- 10) Other Business
- 11) Next Meeting June 25, 2025 @ 7 pm
- 12) Adjournment of Meeting Action Required

**Newstead Public Library** 

**Board of Trustees** 

Wednesday April 9, 2025 @ 7:00 pm

Board Members Present: Sue Sweitzer, Sue Brown, Mary Mangan, Michelle Cositore

At Large: Library Director Kristine Sutton, John Jendrowski

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

Approval of Minutes from March 12, 2025, Motion to approve – Sue B, Seconded Mary

Approval of the Agenda for April 9, 2025 Motion to approve – Sue B, Seconded Sue S

Public Comment: None

Directors Report: Reviewed monthly Program Report and Library Statistics. Friends of the Library Jewelry & Purses Fundraiser to begin the week before Mother's Day.

Finances: Bills were all reviewed and approved & reviewed Monthly Financial Report, Abstract approved – Sue B, Seconded Mary

#### **New Business:**

- Kristine reviewed the 2024 State Report and it was unanimously approved with 4 Ayes
- Taking considerations for applicants interested in Trustee Position

**Building:** Cultural Center door closure has been repaired. John will reach out to Lavocat's to discuss repair to the wall by the hill. In addition to Johnson Controls estimate, a 2<sup>nd</sup> quote was obtained for updating sprinkler system.

Old Business: None

Other: None

Next meeting: May 14, 2025 @ 7 pm

Meeting Adjourned: 7:53 pm, Motion to adjourn – Sue S, Seconded Mary

# Circulation

					Ci	rcl	llatic	on					
							irculati	ons					
					10	lai	TH Och Care	Year t	o Date	Totals	S	_	
			April			-	2025		202		% 0	f	
LIBRARY	202	25	202		% o	1	Total		Tota				
LIBRAKI	To	al	Tota		Chang	-	Circulation		Circulat	ions	Chan	ge	
	Circula	ations	Circula	tions		9-		-		,438	-4	.0%	
Library		2.084		2,678	-22	.2%	9	,059		9,400			
en (Ewell Free)		2,004					1.40	007	14	3,543		2.0%	
harat	-	35,623	3	38,023		3.3%		,607		9,687	-5	5.6%	
Audubon	<del></del> ;	26,777	- 2	28,132		1.8%		,498		4,603		2.2%	Gor
Clearfield	-	13,743		14,211		3.3%		5,031	$\frac{3}{1}$	6,789		0.5%	12/
Eggertsville-Snyder		4,168		4,319		3.5%		0.030		1,814		5.1%	12/
Williamsville	-	2,537		2,628		3.5%		7,436		9,391	-	3.3%	
ngola	-	14,307		15,343		6.8%		1,353		2,723	-1	0.8%	Во
ırora	-	2,931		3,758	-2	2.0%	1	1,550	-				4/1
oston	-	2,00				2.00/	9	9,287	-	94,320		-5.3%	_
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Iulia Bover Remsten	1	8,274		9,071	1	-8.8%		4,806		79,237		-5.6%	4/
Reinstein Memoria	-	19,657		20,610		-4.6%		19,171		20,462		-6.3%	
larence	+-	5,027		5,102		-1.5%	_	19,847		20,917	7	-5.1%	
Collins	+-	5,316		5,54		-4.1%	-	13,798	_	15,406		10.4%	
Concord	+	3,376		3,80	_	11.39	0	33,936		36,02	1	-5.8%	
den	+	8,835		9,16		-3.69	-	38,626		43,17	2 .	-10.5%	
Ima	+	10,661		11,81	4	-9.89	70	50,020	+				
Grand Island Memorial	+	10,00					0/	71,93	4	76,62		-6.1%	
Hambura	-	18,951		20,42	26	-7.2	70	21,09		22,67		-7.0%	
Hallibu		5,746	3	5,89	97	-2.6	%	15,73		18,75		-16.1%	
Lake Sho	ie	4,06		4,66	66	-12.9		82,02		85,86	36	-4.5%	
Lackawanna	-	20,64		22,2	79	-7.3		12,76		13,54		-5.7%	
Lancaster	-	3,55		3,3	23	7.0		18,53	32	17,88		3.6%	
Marilla	-	5,02		4,2	41	18.4		5,50		5,9		-7.8%	
Newstead	-	1,30		1,5	46	-15.6		93,06		99,9		-6.9%	5
North Collins	_	24,53		25,6	669	-4.4		31,8		35,1		-9.6%	ó
Orchard Park	-+	8.09		8,8	392	-9.	0%	31,0	15				
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= of Tonawanda	- mth	5,12	22		481		5%	97,5		105,5		-7.6%	
Kerniw		25,2		27,			4%	74,9		81,3		-7.9%	6
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	rane		783		,338		.8%		880	16,	082	-1.3	
	idley		786		,150		3.8%		524	9,	330	2.1	
East Cl			335	2	,239		1.3%		464	7	,725	-3.4	
González-			285		0 8	ee n	ote.		478	16	,333	-11.4	
			674		,705	-2	1.9% 3.9%		,887	32	,083	2.5	5%
North	Dark		338		3,023				,889		,288	19.3	
	Panty		750		2,226		3.5%		,447	88	3,089	-13.2	2%
	arity		027	22	2,543	-1	5.6%	10	,				
Central							4 40/	7	,600	12	2,446	-38.	9%
5 Junahila Sanvices	heels	1	,543		2,635		1.4%		3,651		9,251	-6.	5%
Library on vy	ry2Go		,210		2,391		-7.6%		1-5-1				201
	y200						61.5%	20	9,818		5,699		.0%
Institutions Correctional F	acility		,739		4,792				4,245		5,569	-2	.4%
Correctional F Holding (	Center		2,143	1	3,307		-8.7%		.,				201
Holding	Jenter	1					-4.6%		2,137		2,502		.6%
System	newale	1	559		586				5,529		5,951		1.1%
Online Rei	Loans		1,707		1,558		9.6%		4,851	27	78,223	6	6.0%
Interlibrary eAudio	phonks	-	3,292		70,444		4.0%	25	6,734		4,225	5 59	9.4%
eAudi	√ideos	-	1,589		1,198		32.6%	35	56,752	36	68,880		3.3%
			5,939		89,370		-3.8% 8.8%		1,006		949	9 6	6.0%
e\			260		239		43.4%	1	18268	1	07,853	3	9.7%
e\	Books	:			21,070	)	43.4%			T	39,35	4 -	3.2%
e e	Music		30,211		21,070	-						-r 1	
e) e e eMa		s 3	30,211			$\overline{}$	-2.2%		61,860	-			6 1%
eMarie eM	eMusio gazine	59	30,211 9 <b>9,186</b>	6	312,56	6		1,2	64,362	1,3	47,21	3 -	6.1%
eManuel B&ECPL Totals	eMusic gazine	59 es 32	30,211 39,186 28,066	6	<b>349,75</b>	6	-2.2% -6.2% 6.8%	1,2	64,362 35,460	1,3	347,21 32,50	3 -	2.2%
eManuel B&ECPL Totals	eMusic gazine	59 59 59	30,211 99,186 28,066 34,901	3	349,75 32,68	0 3	-6.2% 6.8%	1,2	64,362 35,460 76,44	2 1,3	347,21 32,50 88,08	3 - 4 39 -1	2.2% 3.2%
eManuel B&ECPL Totals  Member L Buffalo B	eMusic gazine ibrarie ranche	59 98 32 98 32	30,211 39,186 28,066 34,901 19,027	3	349,75 32,68 22,54	6 0 3 3	-6.2% 6.8% -15.6%	1,2	64,362 35,460 76,44 16,25	2 1,3	347,21 132,50 88,08 21,69	3 4 391 972	2.2% 3.2% 25.1%
eManuel B&ECPL Totals	eMusic gazine Librarie ranche	5 59 32 25 25 32 25 25 25 25 25 25 25 25 25 25 25 25 25	30,211 99,186 28,066 34,901		349,75 32,68	6 0 3 3 6	-6.2% 6.8%	1,2	64,362 35,460 76,44	2 1,3 0 1 7 1 1 3	347,21 32,50 88,08	3	6.1% 2.2% 3.2% 25.1% 3.4% 2.2%

## **Footnotes**

González-Soto - Closed 4/1/2024 -12/8/2024 - Construction. Re-opened 12/9/2024.

Bookmobile - Closed 4/14/2025-4/18/2025 for rewrap/rebranding.

Bookmobile - Closed 4/23/2025-4/30/2025 for generator repair.

			Libra	ary Visi	ts		
		April		Year t	o Date Tota		
LIBRARY	2025	2024	% of	2025	2024	% of	
	Total Sessions	Total Sessions	Change	Total Sessions	Total Sessions	Change	Footnotes
Library		971	-11.4%	3,393	3,891	-12.8%	
den (Ewell Free)	860	971	-11.470	0,000	- '		
mherst	12,788	12,827	-0.3%	48,175	46,332	4.0%	
Audubon	10,469	11,482	-8.8%	40,411	42,853	-5.7%	01 1414/2024
Clearfield	4,889	4,691	4.2%	19,406	19,395	0.1%	González-Soto - Closed 4/1/2024 - 12/8/2024 - Construction. Re-opened
Eggertsville-Snyder	1,817	1,846	-1.6%	6,589	7,443	-11.5%	12/9/2024 - Construction: Re-opened
Williamsville	3,428	4,128	-17.0%	12,836	14,653	-12.4%	12/9/2024.
ngola	5,790	6,265	-7.6%	22,295	23,806	-6.3%	Bookmobile - Closed 4/14/2025-
urora	1,228	1,209	1.6%	4,566	5,000	-8.7%	4/18/2025 for rewrap/rebranding.
oston	1,220	1,200					
Cheektowaga	9,303	10,112	-8.0%	35,049	37,571	-6.7%	Bookmobile - Closed 4/23/2025-
Julia Boyer Reinstein	3,577	3,916	-8.7%	12,806	15,251	-16.0%	4/30/2025 for generator repair.
Reinstein Memorial	6,428	7,127	-9.8%	24,975	27,824		
Clarence	1,877	2,070	-9.3%	6,754	7,039		
Collins	2,722	2,441	11.5%	9,596	10,610		
Concord	1,360	1,876	-27.5%	4,833	6,187		
den	3,601	3,583	0.5%	13,017	14,315		
Elma Memorial	5,433	5,109	6.3%	16,044	18,277	-12.2%	
Grand Island Memorial	5,466						
-lamburg Hamburg	8,192	8,926	-8.2%	31,597	33,564		
Lake Shore		3,480		12,568	13,858		
	2,574	3,232		9,536			
Lackawanna	8,692	9,310		30,344			
Lancaster	894	977	-8.5%	3,144			
Marilla	3,195				11,164		
Newstead	993			4,080			
North Collins	11,128						
Orchard Park	4,729			17,165	18,60	1 -7.7%	
City of Tonawanda Town of Tonawanda	1,1.20					15.00/	
Kenilworth	2,734	2,996	-8.7%				
Kenmore			-13.0%	36,263			
West Seneca	10,469		2.1%	36,988	39,86	0 -7.2%	
Buffalo					12.24	1.50/	
Cole	3,502	3,54					
Crane		4,99					,
Dudle		2,86					
East Clinton	-	1,47	6 -11.5%				
González-Sot			0 See note				
Merriweathe	er 9,100	8,39					
North Par		4 4,03					
Panty		2,96					
Central	29,76		4 -14.39	6 116,57	4 117,36	-0.1%	1
Bookmobile Services					0 50	57 -27.5%	1
Library on Whee	ls 64						
Library2G		2 2	73 7.09	% 1,12	5 1,0	02 4.0%	1
Institutions					7 50	01 11.3%	1
Correctional Facili	ty 1,69						
Holding Center		5 67	<sup>7</sup> 2 -7.0°				7
	205,40	8 218,54	-6.0°	% 765,52		NAME OF TAXABLE PARTY.	
System				And the second s	573,7		
Member Librarie							
Buffalo Branche					74 117,3		
Central Libra					08 6,4		
Bookmob Institution						90 11.9%	0

				WiFi			
				Total Logir	ns		
		April		Year	to Date Tota	als	
LIBRARY	2025	2024	% of	2025	2024	% of	
	Total	Total Sessions	Change	Total Sessions	Total Sessions	Change	Footnotes
Library	Sessions			2,164	1,747	23.9%	
lden (Ewell Free)	618	534	15.7%	2,104	1,7 7.		
mherst		5.057	6.9%	19,966	17,906	11.5%	
Audubon	5,407	5,057	-0.8%			6.9%	González-Soto - Closed 4/1/2024 -
Clearfield	2,620	2,641 1,038	24.9%			17.7%	Gonzalez-Soto - Closed 4/1/2024 12/8/2024 - Construction. Re-opened
Eggertsville-Snyder	1,296	1,036	57.2%			23.9%	12/9/2024.
Williamsville	1,599	84	79.8%				
ngola	151	1,932	7.3%		7,432	4.9%	Bookmobile - Closed 4/14/2025-
urora	2,074	1,932				0.1%	4/18/2025 for rewrap/rebranding.
Boston	196	100	4.07				
Cheektowaga	. 70.1	1,919	-9.6%	6,74	6,891		Bookmobile - Closed 4/23/2025-
Julia Boyer Reinstein	1,734	705			2,851		4/30/2025 for generator repair.
Reinstein Memorial	1,009				6,240		
Clarence	1,619				9 1,072		
Collins	381				7 2,050		
Concord	711				3 78		
Eden	265				4 1,49		
Elma	387				9 2,94	1 11.2%	
Grand Island Memorial	958	024	10.0				
Hamburg	0.450	1,86	1 15.6	8,05	8 7,22		
Hamburg			-				
Lake Shore	454				'8 2,07		
Lackawanna	2,358				6,70		
Lancaster	2,350		6 30.3		59 31		
Marilla	53:				30 2,10		
Newstead	33		-	% 1,4			
North Collins	2,30				8,83		
Orchard Park	1,59				51 4,5	52 19.7%	0
City of Tonawanda	1,59	1,20	-			12.20	
Town of Tonawanda	1 48	0 4	14 15.9	9% 1,8			
Kenilworth		0	-	2% 9,5			
Kenmore	2,89				94 8,9	83 13.5%	<u>'0</u>
West Seneca	2,08	2,0				7.00	/
Buffalo	s 1,14	11 1,1	67 -2.	_ , 0	323 4,2		
Cole	2.00			0,0		43.19	
Cran	_			5% 11,7		33.1	
Dudle			99 47.	3% 4,9		63.5	
East Clinto		- '	85 237.	7% 4,:		386 24.3	
González-So		00	91 36	5% 7,		31.9	
Merriweath			009 10			043 5.2 371 15.8	
North Pa			502 24	.3% 6,			
Pan	20,9			.4% 80,	387 62,	041 29.6	70
Central	20,3	,				216 -27.8	20/
BookmobileServices	ale	20		.5%	100		
Library on Whee	30	0	0 #DI\	//0!	0		
	72,4		The state of the s		799 227,		%
System					,536 125		
Member Librari				2.2% 51		,392 28.0	
Buffalo Branch				5.4% 80	100	,041 29.0	
Central Libra Bookmobile Service		20		1.5%	156	216 -27.	0 70

	regist	sicu i u	5110 / 11	50000	Outlet	er Sess	
			Session	Counts Per	Outlet to Date Tota	als	
Buffile & Ene County Public		April	21 2		2024	% of	
LIBRARY	2025	2024	% of	2025	Total	70 01	
	Total Sessions	Total Sessions	Change	Total Sessions	Sessions	Change	Footnotes
Library	94	66	42.4%	329	282	16.7%	
Iden (Ewell Free)	94	001	72.170				
mherst	070	1,111	-12.7%	4,038	4,167	-3.1%	
Audubon	970	856	-2.1%	3,119	3,488	-10.6%	
Clearfield	838	437	23.1%	1,986	1,570	26.5%	González-Soto - Closed 4/1/2024 -
Eggertsville-Snyder	538		2.2%	502	481	4.4%	12/8/2024 - Construction. Re-opened
Williamsville	137	134		712	809	-12.0%	12/9/2024.
ngola	183	214	-14.5%		1,512	-3.9%	- 1 1 21-and 4/14/2025
urora	388	371	4.6%	1,453	276	-33.3%	Bookmobile - Closed 4/14/2025-
Boston	57	76	-25.0%	184	210	-55.576	4/18/2025 for rewrap/rebranding.
Cheektowaga					F 4F7	15.8%	Bookmobile - Closed 4/23/2025-
Julia Boyer Reinstein	1,481	1,385	6.9%	5,973	5,157		4/30/2025 for generator repair.
Reinstein Memorial	793	809	-2.0%	2,902	2,961		4/30/2023 for generator repair.
	464	498	-6.8%				
Clarence	112	150	-25.3%				
Collins	179	183	-2.2%				
Concord	107	126	-15.1%				
Eden	145	189	-23.3%		716	-3.6%	
Elma		271	-12.2%			-0.8%	
Grand Island Memorial	238	2/1	-12.270				
Hamburg		022	-10.6%	3,482	3,604	-3.4%	
Hamburg	834	933					
Lake Shore	230	194					
Lackawanna	490						
Lancaster	586	719					
Marilla	32						
Newstead	152						
North Collins	106	105					
Orchard Park	757						
City of Tonawanda	843	760	10.9%	3,15	7 2,84	8 10.6%	
Town of Tonawanda						0.40/	
Kenilworth	386	355	8.79				*
Kenmore	1.000			6 5,29			4
	1,062				7 4,48	9 -9.8%	
West Seneca	1,002	1,,					
Buffalo	1,096	1,14	3 -4.19	6 4,30			
Coles							
Crane						9 5.8%	
Dudle							
East Clintor							N
González-Sot			O See note				
Merriweathe							
North Par	k 69						
Pant	y . 40						
Central	6,41	9 5,79	4 10.8	% 27,98	23,1	20.770	1
BookmobileServices						0 #DIV/0!	1
Library on Wheel	S	0	0 #DIV/0		0		-
Library2G	0	0	0 #DIV/0	)!	0		=
	25,93	7 25,46	1.9	% 104,0	97,9		<b>-</b> i
System	AND THE RESIDENCE OF THE PARTY					70 -0.9%	
Member Librarie							
Buffalo Branche							=
Central Libra	ry 6,41	9 5,79	10.8	10 21,9	20,1	0 #DIV/0!	7

Programr Report prog

> 4/2025 NEWSTEAD

Tutoring/ Literacy	Oyes   No	Oyes	<sup>2</sup>	Oyes ©	Oyes  No	Oyes  No	Oyes  No	Oyes  No	Oyes  No	Oyes  No	Oyes  No	Oyes  No	Oyes  No	Oyes  No	Oyes  No	Oyes  No	Oyes  No	Oyes  No	Oyes   No	O Yes
Technology/ Digital Literacy	Oyes •No	Oyes No	0	Oyes ONo	Oyes <b>©</b> No	Oyes <b>©</b> No	Oyes <b>©</b> No	Oyes Ono	Oyes Ono	Oyes ONo	Oyes Ono	Oyes Ono	Oyes Ono	Oyes Ono	Oyes ONo	Oyes Ono	Oyes Ono	Oyes Ono	Oyes Ono	Oyes ONo
Outreach?	Oyes Ono	Oyes Ono		Oyes Ono	©Yes ONo	Oyes ONo	Oyes ONo		Oyes ONo		Oyes Ono			Oyes ONo						Oyes ONo
Target Audience	Intergenerational/Combined >	Adults ~		Adults	Children 5 and under	Intergenerational/Combined <	Adults <	Intergenerational/Combined <	Adults	Intergenerational/Combined ~	Children 6-11	Adults	Intergenerational/Combined ~	Adults <	Children 5 and under	Intergenerational/Combined <	Adults	Adults		Intergenerational/Combined ~
Type (G/OoO/SDOoO)	Group	Group		Group	Group	Group	Group	Group	Group <	One-on-One	Group	Group *	One-on-One	Group	Group	Group	Group	Group	Group	Group <
Type (R/LV/RV)	>	Regular ~		Regular 🔻	Regular <	Regular <	Regular <	Regular ×	Regular 💙	Regular <	Regular <	Regular <	Regular <	Regular	Regular	Regular <	Regular <	Regular <	Regular <	Regular <
Total Attendance	86	2		74	10	192	10	15	24	10	33	2	83	56	32	65	15	23	is a	14
Number of Programs	6			5	-	4	7-	-	4	10	4	1	2	8	3	-	-	-	-	_
<u>ا</u>	Toddlertime	book club		Tai Chi	One Church Play Group	Bookmark Buddies	Tea Program	Peace Love Yarn	Mahjong	Read to Kunik	STEM	Books and Bites -	Feelings Rock	farm truck	Preschool Storytime with Ms	Cat Rescue Easter egg hunt	Quilling	Butter Lamb	Yoga	Homeschool STEM
	2025	2025		2025	2025	2025	2025	2025	/2025	/2025	/2025	/2025	/2025	12025	/2025	9/2025	2/2025	1/2025	3/2025	8/2025

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