

**Newstead Public Library  
Board of Trustees  
Wednesday, January 10 @ 7 pm**

**Board Members Present:** Mary Mangan, Sue Sweitzer, Tara Middaugh

**Absent:** Sue Brown, Michelle Cositore

**At Large:** Library Director Kristine Sutton, John Jendrowski

**Call to Order:** 7:06, Motion to approve- Sue S, Mary

**Approval of Minutes** from December 13, 2023, Motion to approve- Sue S, Mary

**Approval of the Agenda** for January 10, 2024, Motion to approve – Sue S, Tara

**Library Business**

**Public Comment:** None

**Directors Report:** Reviewed monthly Program Report and Library Statistics. There was nothing new this month from the Friends of the Newstead Library Report.

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

**New Business:** Review of Procurement Policy, same as Central with no changes, approved

**Building:** The downstairs bathroom is still closed until fixed, John has a quote is waiting on 1-2 more. Two light fixtures in the meeting room will be replaced, an electrician will be called in to help with the purchase as they are very large

**Old Business:** All work is complete with the fire panel, everything is working & an updated invoice has been received

**Next meeting:** February 14, 2024 @ 7 pm

**Meeting Adjourned:** 7:31 pm, Motion to adjourn – Sue S, Mary