

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

Wednesday September 9 , 2026 @ 7 pm

Newstead Public Library

33 Main Street, Akron, NY 14001

- 1) Meeting Called to order and attendance
- 2) Approval of minutes of meeting held on Wednesday June 10, 2026

Action Required

- 3) Approval of the agenda for September 9, 2026
- 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. 2026 Library Contract
 - b. Grant
- 8) Building
 - a. Meeting room leaks
- 9) Other Business
- 10) Next Meeting- October 14, 2026
- 11) Adjournment of Meeting Action Required



**Newstead Public Library
Board of Trustees
Wednesday June 10, 2026 @ 7:00 pm**

Board Members Present: Sue Sweitzer, Mary Mangan, Michelle Cositore, Laura Place

Absent: Sue Brown

At Large: Library Director Kristine Sutton, John Jendrowski

Call to Order: 7:02 pm, Motion to call to order-Sue S, Seconded Mary

Approval of Minutes from May 13, 2026, Motion to approve-Sue S, Seconded Laura

Approval of Agenda for June 10, 2026, Motion to approve- Sue S, Seconded Michelle

Public Comment: None

Directors Report: Reviewed monthly program report and library statistics. Book sale has started, continues on Friday and Saturday. Basket Raffle is very successful so far, tickets will be sold until drawing this Saturday.

Finances: Bills were all reviewed and approved. Reviewed Monthly Financial Report, Abstract approved-Sue S Seconded Mary

New Business: Johnson Control to install new panel with upgraded strobes. Discussed need for a new water fountain with bottle filler and an air dryer for the bathroom. Adult patrons can now check out an AED (Automated External Defibrillator). Chicken BBQ will be held in Russell Park on July 4th. Tickets will be sold for \$15.

Building: New floats in water tank were replaced to address basement bathroom issue. Town determined the pumps did not need replacing.

Other Business: Board determined current meeting room policy needs review and to state no political meetings.

Next meeting: September 9, 2026 @ 7 pm

Meeting Adjourned: 8:05 pm, Motion to adjourn-Sue S, Seconded Mary

Program Report prog

8/2026
NEWSTEAD

Updated

Action	Program Date	Title	Number of Programs	Total Attendance	Type (R/L/V/RV)	Type (G/O/O/SD/O/O)	Target Audience	Outreach?	Technology/ Digital Literacy	Tutoring/ Literacy
☐ Delete	08/01/2026	Peace Love Yarn	1	10	Regular	Group	Intergenerational/Combined	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/03/2026	Mahjong	5	37	Regular	Group	Adults	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/03/2026	Stuffed Animal Sleepover	1	15	Regular	Group	Intergenerational/Combined	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/04/2026	y on the fly	3	33	Regular	Group	Intergenerational/Combined	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/04/2026	Feelings Rock	2	93	Regular	Group	Children 5 and under	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/05/2026	Stories in the Park	1	5	Regular	Group	Intergenerational/Combined	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/05/2026	Yoga in the Park	1	6	Regular	Group	Children 6-11	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/05/2026	Drawing Class	1	10	Regular	Group	Teens	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/07/2026	Zoo Tales	1	26	Regular	Group	Children 5 and under	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/08/2026	Preschool storytime	2	29	Regular	Group	Children 5 and under	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/10/2026	Creative Cladograms	1	8	Regular	Group	Children 6-11	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/11/2026	Toddler time	2	65	Regular	Group	Children 5 and under	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/11/2026	Feedmore Farm Truck	2	45	Regular	Group	Adults	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/11/2026	LEGO free play	1	8	Regular	Group	Children 6-11	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/12/2026	Hot Dog Roast	1	68	Regular	Group	Intergenerational/Combined	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/12/2026	Jacob Drops Juggling show	1	62	Regular	Group	Intergenerational/Combined	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/14/2026	Patio Science	1	9	Regular	Group	Children 6-11	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/14/2026	Sublimation Dye Class	1	14	Regular	Group	Adults	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/15/2026	LEGO Club	1	3	Regular	Group	Children 6-11	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No

☐ Delete	08/17/2026	Most Beautiful Birds in the W	1	11	Regular	▼	Group	▼	Adults	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/19/2026	Kids BINGO	1	9	Regular	▼	Group	▼	Intergenerational/Combined	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/19/2026	Checkers Dinosaur Show	1	52	Regular	▼	Group	▼	Intergenerational/Combined	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/21/2026	Passport to Reading	31	31	Regular	▼	Self-Directed One-on-One	▼	Intergenerational/Combined	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/21/2026	Social Security Essentials	1	5	Regular	▼	Group	▼	Adults	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/26/2026	Majestic Crystal Beach	1	12	Regular	▼	Group	▼	Adults	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/28/2026	Perfect Color Author visit	1	14	Regular	▼	Group	▼	Intergenerational/Combined	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/31/2026	In the Kitchen with Val	2	368	Recorded Virtual	▼	Group	▼	Intergenerational/Combined	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/31/2026	Badging	1	36	Regular	▼	Group	▼	Children 5 and under	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/31/2026	Badging	1	88	Regular	▼	Group	▼	Children 6-11	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/31/2026	Badging	1	11	Regular	▼	Group	▼	Teens	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/31/2026	Summer BINGO Reading	1	49	Regular	▼	Group	▼	Children 5 and under	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Delete	08/31/2026	Summer BINGO Reading	1	95	Regular	▼	Group	▼	Children 6-11	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
New Entry													
☐ Save Add/Changes			1		-- Select --	▼	-- Select --	▼	-- Select --	▼	☐ Yes ☒ No	☐ Yes ☒ No	☐ Yes ☒ No
☐ Return to Menu													

Save Add/Changes
Return to Menu

CONTRACT MEMBER LIBRARIES - Monthly Financial Report

LIBRARY: NEWSTEAD PUBLIC LIBRARY

MONTH: May-26

SAP Acct.	Description	Adopted Budget	Budget Transfers	Year-to-Date Expenditures	Available Budget	Projected Utilization at 12/31	Projected Variance at 12/31	Comments
500000	Salaries - Full-time	0	0	0	0	0	0	
502000	Fringe Benefits	0	0	0	0	0	0	
Utility Charges:								
515000	Water	500	0	160	340		500	
515000	Sewer	500	0	148	352		500	
515000	Electric	7,000	0	6,674	326		7,000	
515000	Telephone - Maintenance	0	0	0	0	0	0	
510200	Dues and Fees	20	0	20	0		20	
545000	Rental Charges	0	0	0	0		0	
506200	Repairs & Maintenance Chgs.	1,750	0	21,073	(19,323)		1,750	
555050	Insurance Charges	0	0	0	0		0	
510000	Travel & Mileage Expenses	100	0	0	100		100	
516030	Refus Pickup	200	0	136	64		200	
530000	Other Expenses & Charges	1,300	0	2,084	(784)		1,300	
530000	Contingency (Bullet Aid)	0	0	0	0		0	
	TOTAL EXPENSES	11,370	0	30,295	(18,925)	0	11,370	

DIRECT LOCAL INCOME					Adopted Budget	Budget Revisions	Y-T-D Revenues	To Be Realized	Projected Revenues	Projected Variance	Comments
Fines, Lost Books, etc.					50	0	46	4		(50)	
Copy Machines					600	0	410	190		(600)	
Print Cost Recovery					1,200	0	637	563		(1,200)	
Other Income					0	0	10	(10)		0	
State Funding					0	0	20,311	(20,311)		0	
Municipal Support					0	0	20,000	(20,000)		0	
Donations (priv. persons/foundations)					0	0	0	0		0	
Fundraising (events/booksales)					0	0	0	0		0	
Interest Income					0	0	0	0		0	
Misc Income					0	0	0	0		0	
Use of Fund Balance					0	0	0	0		0	
	TOTAL DIRECT INCOME	1,850	0	41,414	(39,564)	0		0		(1,850)	