Newstead Public Library  
Board of Trustees  
September 12, 2018

Board Members: Sue Brown, Tara Middaugh, Sue Sweitzer, Bob Tiedt  
At Large: Library Director Kristine Sutton, John Jendrowski  
Call to Order: 7:04 PM

Approval of Minutes
Sue Sweitzer made a motion to approve June minutes and Tara Middaugh seconded.

Approval of Agenda
Sue Sweitzer made motion to approve agenda, Tara Middaugh seconded.

Library Activities & Community Events

Adult Events:
Mahjong- 6-8 players, Tuesday Morning Book Club- 8, Genealogy Group- 13,

Intergenerational Events:
Mike Randall Visit- 60, Hot Dog Roast- About 50

Children Events:
Therapy Dogs (3 dog visits)- 16, Jumpbunch (2)- 15, Little Mermaid Puppet Show- 42, Mad Scientist- 18, Family Movie- 3, Family Playgroup (3)- 12, Messy Play- 8, Animal Sleepover Storytime- 6

Teen Events:
Life of a Writer, (3)- 8, Teen Book Club- 3, Battle of Books- 6, Makerspace- 8

Community Events:
Good for the Neighborhood Event- 90 Held at the Senior Center- Health and Wellness Fair screenings done.

Director’s Report Review
1- Program Statistics- # of programs and attendance by age group  
2- Summer Reading Statistics for children and teens- overall an increase from last summer though Totals by Books Read (teens) was down- fewer Battle of Books kids.
3- Monthly Library Statistics- Very little change in any category. WIFI was the largest change- +9.6%.
4- Reviewed Friends of the Newstead Public Library Treasurer’s Report- 1st Quarter.

Financial Review
1- Reviewed Financial Report
2- Motion to approve Financial Report by Sue Sweitzer, seconded by Bob Tiedt

Building
1- Heated Sidewalk- Done though Slab Sensor is not in yet.
2- Hallway Leak- still leaking, probably from conduit- spray foam.
3- Cooling Unit not working properly. They say it is 20 yrs old though the library building is only 16. Leak in the coil. Need to compare repair cost to replacement.
4- Emergency Lights and Exit Signs- John to install replacements.

Old Business
Panic Button and Door Security- Will be done by Doyle on 9/28. Cost is $356.96 and $26 per month. The entire building will be armed on the same system with keypads inside the front and back doors. 3 Key Fobs, for now.

Library New Business:
1- Senator Ranzenhofer Grant ($15,000)- to be used for Technology, Building Enhancements, and Programs.
2- Designated Lactation Space is located off the staff office area. We are in compliance.
3- Act Meeting September 29th.

Meeting Adjourned at 7:52: Motion made by Sue Sweitzer and seconded by Bob Tiedt

Next meeting: October 10, 2018 7PM