

Newstead Public Library

Board of Trustees

April 20, 2016

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

At Large: Library Director Kristine Sutton,
Newstead Councilman John Jendrowski

Call to Order: 7:07 PM **Meeting Adjourned:** 8:21 **Next meeting:** May 18 **Date
change to May 25**

Library Activities & Community Events

Adult Events: Mahjong, Tuesday Morning Book Club, Ladies Book Club (next week), Peace, Love & Yarn, Genealogy Group, Reminisce (Beekeeping program)- 4/22, Book Sort (5/4, 5/6, 5/7)

Childrens' Events: APA (end of month), Headstart- 1 visit (14), Kind Kids' Club (5- Final), Lego Club (12-Final), Explore & More Cool Construction (17), Swirls & Whirls (4/20)- patterns & fractals.

Community Events: DSS Community Assistance (4/8-5, 4/15- 1) Last date- 5/6. Discussed different ways to get the word out for next year, if continued.

Library Business

Library Stats- All up or steady except slight decrease in circulation from last year.

State Financial Report (Fiscal 2015)- Kristine discussed expenses and revenues. Accepted annual report review by 5-0 vote.

Entryway- Work completed.

Sidewalk- Only 1 bid came in and was rejected (too high). Another bid will be released but was delayed waiting for engineering review. Several contractors were not aware of the first bid.

Rural Gateway Grant- \$3500 National Science Foundation. Requires 2 public adult programs and runs from 3/2016- 9/2020. More details to follow.

Procurement & Investment Policy- Short discussion. Felt we could adopt Procurement Policy but didn't really understand the need to adopt the Investment Policy. Kristine to seek further definition.

Act Meeting- Lawley Insurance. Liability through Central Library, Town insures contents. Should obtain Certificate of Insurance for work done.

Rest Room Discovery- Syringe and empty Vodka bottle found in Lavatory. Actions discussed.

Changing to LED lights- Mike Lotz is working on this. Possible state rebate?

System Staff Day- Wed May 11- Library to open at 2PM.

Basic Human Needs- Subcommittee meeting on Thursday, April 28.

Draft