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)

Children’s 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.


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.


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.