Newstead Public Library
Board of Trustees
May 9, 2018

Board Members:  Sue Brown, Mary Mangan, Tara Middaugh, Sue Sweitzer, Bob Tiedt
At Large:   Library Director Kristine Sutton, Newstead Councilman John Jendrowski,

Call to Order:  7:03 PM

Approval of Minutes
Sue Sweitzer made a motion to approve April minutes and Mary seconded.

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

Library Activities & Community Events

Adult Events:
Mahjong- 3-7 players, Tuesday Morning Book Club- 7, Ladies Book Club - 6, Peace, Love & Yarn- 16, DSS- 4 sessions- 5 visits, Genealogy Group- 9, Botanical Gardens (Butterfly Garden)-18, Navigating the Health Care System- 1

Intergenerational Events:
Checkers Magic Show- 54, SPCA Humane Habitat- 7

Children Events:
Therapy Dogs (2 dog visits)- 6, Jumpbunch (2)- 15, APA class visit (1)- 6, St. Michaels visit (2)- 20, Lego Club- 16, Books & Babies (2)- 22, Music with Mar (1)- 32, String Figures- 4

Teen Events:
Life of a Writer, (2)- 6 teens

Outreach:
Kristine read to One Church Playgroup- 4
Kristine read to Rattles to Reading Classes (2)- 27

Community Events:
Building Unity Through Community Welcome Meeting- 16
Director’s Report Review

1- Program Statistics- # of programs and attendance by age group
2- Monthly Library Statistics- Slight rise in Patron Door Count (+4.6% vs System -2.8%), Down in Registered Public Access Computer Sessions (-17.5% vs System -7.5%) and WiFi (-12.4% vs System +24.1%)
3- Book Sale Results- $913- highest ever!

Financial Review

1- Reviewed Financial Report
2- Reviewed Electric bills from 2015 to present- Likely a correlation to walkway but also weather related.
3- Motion to approve Financial Report by Sue Sweitzer, seconded by Tara

Building

Pump in the basement- fixed and bathrooms are in service

Library Old Business:

1- Hallway Leak- still leaking- Bill and John continue to investigate
2- Problem with transformer in the parking lot- leaking mineral oil. Checked by Tom Whitbeck and appears to be ok for now
3- Reviewed quote for Panic Button and Door Security by Armored Access- $2590. Will try to secure another estimate, possibly from Kevin Stone. Any others?
4- Lawn Games- Kristine and Boston Library Director are working on the lending rules

Library New Business:

1- System Staff Day- Speaker from Homeland Security discussed what to do in the case of an active shooter. We will try to get someone to go over ideas for the library and speak.
2- Heated Walkway- Brad feels Tolson did not install properly and agrees it should be fixed and that we were diligent in testing possible causes.

Meeting Adjourned at 7:48: Motion made by Sue Brown and seconded by Sue Sweitzer
Next meeting: June 13, 2018 7PM