

**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- 1<sup>st</sup> 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 29<sup>th</sup>.

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

**Next meeting: October 10, 2018 7PM**