

**Newstead Public Library
Board of Trustees
May 10, 2017**

Board Members: Sue Brown, Tara Middaugh, Bob Tiedt

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

Call to Order: 7:06 PM

Approval of Minutes

Tara made a motion to approve April minutes and Bob seconded.

Approval of Agenda

Sue Brown made motion to approve agenda, Tara seconded.

Library Activities & Community Events

Adult Events: Mahjong- 7-8 players, Tuesday Morning Book Club- 10, Ladies Book Club- 9, Peace, Love & Yarn- 4, Early Literacy Focus Group- 3, DSS Friday- 2 (ended), 1:1 Computer Class- 2, Science Grant Book Club- 8, College CPR- 2, Reminisce- 5, Easter Truffle Making- 7.

Children's Events: APA visit (1)- 21, STEAMPunk(4) -13, Lego- 17, Jumpbunch (1)- 5, Yoga (age3-5) (6)- 45, Amazing Animals- 13, Girl Scout Crafternoon for Daisy's- 2, American Girl Program- 8, Tail Waggin' Tutors- Therapy Dog Reading (2)- 13

Teen Events: Life of a Writer (1)- 4

Outreach- Kristine met with Todd Esposito and Diane Nigro to share Early Literacy Grant information.

Library Business

Library Stats-

- 1- Reviewed program statistics by age groups,
- 2- New format for library comparison stats (felt there is a need for numbers from previous year)
- 3- Comparison to like size libraries
- 4- Reviewed expenditures (decrease in electric bill from previous month but still high)

Approval of Expenditures

Motion to approve expenditures was made by Tara, seconded by Sue Brown.

Building

- 1- Bathrooms in the basement plugged recently. Bill to discuss with Mike Lotz.
- 2- Water leaks in the hallway and meeting room- caulked around air conditioning unit, possibly rain related?
- 3- Bricks have holes in mortar- Painttech provided a \$995 estimate. Town to cover. Outside wall (East side) should be sealed- John to check if town or county will cover.
- 4- Broken window, possibly caused by stone thrown from plowing/snow blowing.

New Business

- 1- Reviewed and voted to approve State Report: 3 Yes / 0 No
- 2- Reviewed and discussed Early Literacy Public Forum results
 - a- Demographics- population breakdown
 - b- Methodology and people involved
 - c- Community assets were identified
 - d- Focus Group findings were provided
 - e- Key concerns from stakeholder interviews were presented
 - f- Analysis of information learned with recommendations given
- 3- Library Survey- Kristine emailed proposed survey on Friday after the meeting.

Meeting Adjourned: 8:23 Next meeting: June 14, 2017

Tara made motion to adjourn meeting, Bob seconded.