

**Newstead Public Library
Board of Trustees
October 23, 2013**

Board Members Present: Sue Brown, Cheryl Esposito, Sue Sweitzer

Board Members Not Present: Kathy Chubb, Sarah Rooney

At Large: Library Director Kristine Sutton, Councilmen Jim Mayrose and Justin Rooney

Call to Order: 7:30 pm

Library Activities & Community Events

Monthly Clubs: Reminisce Program (Sept.-Beekeeper, Oct.-Truffle Making), Adult Book Club, Peace, Love & Yarn- busy making various items for charitable organizations, LEGO Club, American Girl Club

School Visits: Headstart classes had three visits, Kindergarten classes' four visits

Programs: Storytime for ages 3-5, Wind Power, Mysterious World of Bats, Shadow program, Sign Language Level 1 (6 weeks)

Other: VNA Flu Clinic attended by approximately 18 people

Upcoming: Friends of the Library Book Sale 11/6, 11/7, 11/8

Library Business

- ACT meeting: Sat. 11/9 9:30 am @ Clarence Library
- Brick Pathways were sanded to prevent shifting, power washed and sealed
- Imperial Door Control: library received a warranty proposal quoting \$660/year to continue coverage. The company came out twice in the past year for service. Kristine to get more information for further discussion
- Senator Michael Ranzenhofer Office provided \$9,000 to be used for technology. It is likely be used to upgrade the computer system. Kristine obtained the following estimates: 12 computers \$7,102, server \$685, wireless access point \$483
- Artsy in Akron Grant-Art Services Initiative of Western NY: Tina Tompkins Ames applied for a \$5,000 grant for programs she is willing to do in our library; anticipate a response in the next few weeks.
- Computer use was up 21.9% while circulation was down 7.2%

Buffalo & Erie County Public Library Policy Approval

The following policies were reviewed:

Bulletin Board Policy

Collection Development Policy

Confidentiality of Library Records

Distribution

Gift and Donor Recognition Policy

Rules of Conduct

Policy and Principles for Success

Motion to accept the policies made by Sue Brown, seconded by Sue Sweitzer.

All in Favor.

Meeting adjourned at 8:26 pm

DRAFT