

Town of Chester Public Library Board of Trustee
Meeting Minutes
December 15, 2021
Chester Library

1. **Call to Order:** 7:01 PM by Vanessa Hutton
2. **Roll Call:** Vanessa Hutton, Noelle McCrum, Bob Walp, Ryan Hutton, Greg Gross / Absent: Linda Hales
Library Director: Alma Alvarez
Town Board: Absent
Friends of the Library: Absent
3. **Approval of Minutes:**
November 22, 2021- Greg made a motion to accept the November 22, 2021 minutes. Ryan seconded the motion. The motion passed unanimously.
4. **Director's Report:**
 - Alma reported that she will be out of the library from January 5 to January 7.
 - **Hoopla** – Hoopla is ready to launch. Waiting for promotional materials to arrive to do official announcement. In January 2022 Hoopla will offer magazines.
 - **Windows** – The Town Supervisor has requested that the Town rather than the Library oversee the Window Replacement Project. The Town is well versed in procurement procedures and policies. The Town will go with Jim's Glass. Marion Eagan, Deputy Supervisor will be our contact person.
 - **Holiday Party** – On December 18 the Library will participate with the North Warren Parent Teacher Organization and the Pottersville Fire Department to present a children's holiday afternoon which will include cookie decorating, storytelling, ornament "make and take" projects. The event will take place at the Pottersville Fire Dept. from 2 to 4.
 - **Art Gallery and Display Case December 2021** – Collages by Lisa Collado in the Gallery. In the display case are Christmas Books and Ornaments from the collection of Teddi Perea.

- **Overdrive and Libby** – Overdrive, the downloadable audio and eBook provider has announced they will, over time, be phasing out the Overdrive app. Going forward they will be using the Libby app only.
 - A motion to accept the Director’s Report was made by Vanessa H. and seconded by Bob W. The motion passed unanimously.
5. **2022 Officer Slate** – The officers’ slate for 2022 is:
President - Vanessa Hutton
Vice-President – Linda Hales
Secretary – Greg Gross
FOL – Bob Walp*
- A motion to accept the 2022 slate with the note that * Bob Walp will continue as FOL until a replacement can be found. A motion was made by Ryan Hutton and seconded by Noelle McCrum to accept the 2022 slate of officers. The motion passed unanimously.
6. **Library Goals** – A discussion was held about having Alma draw up two lists of “to do chores” for the library. One list will be for things that will require a budget request and another for things that do not require a budget request. The idea is to get the library in “ship-shape order”.
7. **Committee Updates:**
A. **Development Committee** – Greg G. and Linda H. are continuing to try to meet with the North Warren School Librarian to discuss the Teen program, How to Survive Your First Semester of College.
- The Trustees held a discussion about recruiting new board members.
 - And the possibility of paying someone to do the FOL job. This person would not be a voting member of the board.
8. **Next meeting:** No meeting will be held in January. Our next meeting will be on February 16.
9. **Adjournment:** Noelle M. made motion to close the meeting and Vanessa H. seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:49 PM.

**Respectfully Submitted,
Noelle McCrum
Library Board of Trustees
Town of Chester Public Library**