
Town of Chester Board of Trustees
Meeting Minutes
March 22, 2023
Chester Library

Prior to the start of the meeting, the Board of Trustees interviewed Mary Stein for a position on the BOT. The BOT then went into executive session for 10 minutes.

- 1. Call to Order:** Noelle McCrum called the meeting to order at 8:09 a.m.
Present: Noelle McCrum, Greg Gross, Vanessa Hutton, Ryan Hutton, Hali Holmes, Linda Hales (virtually); Library Director: Alma Alvarez; Mary Stein
Absent: Town Board Rep: Karen Durose; Friends of Library: Linda Taverni
- 2. Approval of Minutes for February, 2022:** Greg moved to approve the minutes with corrections noted. Vanessa seconded. Passed unanimously.
- 3. Director's Report:** See attached. Hali moved to accept the Director's Report. Greg seconded. Passed unanimously.
- 4. Friends of the Library:** Hali read a letter of appreciation from the FOL regarding the \$2,000 donation to the Storybook Trail.
- 5. Old Business**

 - A. Tax Exempt Status:** Noelle is waiting for a response from Linda T.
 - B. Endowment Fund Raiser:** There was discussion about how and when to mail letters. It was decided that November would be best.
 - C. Financial Officer:** There was discussion about recruiting a Financial Officer. Noelle suggested the town comptroller do our quarterly financial reports.
 - D. TV Monitor:** Alma will work with library staff to get it up and running before our May meeting. Noelle will talk with building staff about relocating it to a more visible location.
 - E. Continuing Education for Trustees:** Alma will resend the link from the SALS website about various opportunities for continuing education.

6. Committee Reports:

A. Development Committee:

- 1. Surviving the First Semester of College program:** Greg proposed Wednesday, May 24 at 6:00 p.m. He has been in communication with Michelle Lettus and Karen Hilton of the NWCSO. Karen is unable to invite other schools. She will get student panelists and provide a headcount for the program. Greg will ask Karen to include students who are home-schooled. After discussion, it was decided that other schools would not be invited. FOL has committed \$150 for pizza.
- 2. Wilderness Skills Workshop:** The program will be moved from April 22 at noon to April 29 at 1:00 p.m. Linda H. will discuss minimum ages of students with the presenter and report back to the BOT.

B. Publicity Committee: No report.

C. Financial Committee: No report.

D. Facility Committee: No word on status of new windows. Alma will reach out to the contractor before our next meeting.

7. New Business:

A. Change of meeting dates: Noelle moved to cancel the April meeting. Vanessa seconded. Passed unanimously. Linda moved to change the October meeting from Oct. 18 to Oct. 25. Greg seconded. Passed unanimously.

B. BOT Terms: There was discussion about the lengthy terms of Trustees, especially when completing a term of a Trustee who resigns mid-term.

C. New Trustee: Vanessa moved to approve Mary Stein to the BOT for a term beginning May 1, 2023. Noelle seconded. Passed unanimously. Linda H. will contact the Town re: adding this to their April agenda.

8. Next Meeting: May 17, 2023

9. Adjournment: Noelle moved to adjourn. Vanessa seconded. Passed unanimously at 9:15 a.m.

Respectfully submitted,

Hali Holmes

Secretary, Library Board of Trustees