



**Town of Chester Library Board of Trustees**  
**Meeting Minutes**  
**November 15, 2023**

1. **Call to Order:** Noelle McCrum called the meeting to order at 8:07 a.m.  
**Present:** Noelle McCrum, Linda Hales, Mary Stein, Greg Gross, Hali Holmes;  
Library Director: Alma Alvarez. **Not present:** Vanessa Hutton, Ryan Hutton;  
Town Board Rep: Karen Durose; Friends of the Library: Linda Taverni.
2. **Approval of Minutes for October 2023:** Mary moved to approve the minutes. Linda H. seconded. Passed unanimously.
3. **Director's Report:** See attached. Linda H. moved to accept the Director's Report. Mary seconded. Passed unanimously.
4. **Friends of the Library:** No report.
5. **Town Board:** No report.
6. **Old Business:**
  - A. **Endowment Fund Raiser:** Noelle reported that \$1,600 has been received and deposited so far.
  - B. **Development Committee:** Greg will meet with the new school librarian in the near future. He will also reach out to the guidance counselor and the student council so that students may be involved in planning the program, How to Survive Your First Semester of College.
  - C. **Publicity Committee:** No report.
  - D. **Financial Report:** See attached. Alma explained the budget adjustments.
  - E. **Facility Committee:** Noelle reported that the carpet cleaner still needs to come back to redo some spots. She is still waiting for the bill from the painter. Paul Matson from Garnet Signs has kindly offered to donate wall lettering to acknowledge Wendy's artwork. Mary will order 12 green seat cushions from the Country Store for the library chairs.
  - F. **Recipe Books:** A check for \$300 from the sale has been donated to the FOL Scholarship Fund. There is an extra \$20. Greg moved to reimburse Suzanna \$20 for pumpkins that she purchased for the library. Mary seconded. Passed unanimously.

**7. New Business:**

- A. Decoration Committee:** There was discussion about how we can help the library staff with seasonal decorations.
- B. Continuing Education:** Mary shared some handouts that helped to explain the training workshop, *Equity, Diversity, Inclusion, Access & Justice*, that she, Greg, and Hali attended. There was discussion about how to make the library more welcoming and accessible to all, including updating the library website to make it ADA compliant. Noelle will discuss this with Bob Walp.
- C. Slate for New Officers:** Noelle will continue as President, Linda H. as Vice President, and Hali as Secretary in 2024. There was discussion about Mary taking over as Vice President after Linda H's term is over.
- D. Change in Meeting Day:** There is a potential new trustee who is unable to meet on Wednesdays. There was discussion about changing the BOT meeting day to Thursday to accommodate her.
- E. Correspondence:**
  - 1. Sarah Dallas from SALS sent a postcard thanking the BOT for her visit.
  - 2. FOL sent a thank you note for the donation of the bear for the wine tasting fundraiser.

**8. Next Meeting:** December 6, 2023 in the Town board room

**9. Adjournment:** 10:19 a.m. Linda H. motioned to adjourn. Greg seconded. Passed unanimously.

**Respectfully Submitted,  
Hali Holmes  
Secretary, Library Board of Trustees**