

Town of Chester Library Board of Trustees
Meeting Minutes
October 25, 2023

- 1. Call to Order:** Noelle McCrum called the meeting to order at 8:08 a.m.
Present: Noelle McCrum, Greg Gross, Linda Hales, Vanessa Hutton, Ryan Hutton, Mary Stein, Hali Holmes; Library Director: Alma Alvarez. **Not present:** Town Board Rep: Karen Durose; Friends of the Library: Linda Taverni.
- 2. Approval of Minutes for September 2023:** Greg moved to approve the minutes. Linda H. seconded. Passed unanimously.
- 3. Director's Report:** See attached. Noelle 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:** Mailings were prepared on Tuesday by Alma and four trustees. They will be dropped off to the Prospect Mail Fulfillment Center by Nov. 1. Alma will also email the letter to library patrons. Ryan set up PayPal for donors who would like to use it. He will look into creating a way for donors to give extra to cover PayPal fees.
 - B. Development Committee:** Greg discussed the possibility of holding "How to Survive Your First Semester of College" at the school next year. Mary recommended getting suggestions from students.
 - C. Publicity Committee:** No report.
 - D. Financial Committee:** Alma is waiting for some statements to finalize the report. It will be ready by the next meeting. There are still no trustee candidates with a finance background.
 - E. Facility Committee:** Carpet cleaning has been paid for. The cleaner needs to come back to redo some spots. Noelle is waiting on the bill from the painter. Mary has been researching seat cushions and shared some ideas. The cost for 10 will be around \$150. Plaques have been secured for Bob and Dennis' donations to the library. Noelle will speak to Wendy about how best to acknowledge her artwork, as well as her interest in creating another piece of art for the children's room that represents a diverse group of children.

F. Continuing Education: At next month's meeting, Mary, Greg, and Hali will share some insights from the DEI webinar they attended.

7. New Business:

A. Request for Reconsideration of Library Materials Policy: Linda H. moved to accept the Reconsideration of Library Materials Policy as corrected. Ryan seconded. Passed unanimously.

B. Remove from Selection of Materials Policy the Challenged Item Removal Disclaimer: Linda H. moved to remove the Challenged Item Removal Disclaimer paragraph from the Selection of Library Materials Policy and replace it with the Reconsideration of Library Materials Policy. Mary seconded. Passed unanimously.

C. Civility Policy: It was decided that this is redundant, as the information is addressed elsewhere.

8. Next Meeting: November 15, 2023

9. Adjournment: 9:30 a.m. Vanessa motioned to adjourn. Mary seconded. Passed unanimously.

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