

**Town of Chester Library Board of Trustees**  
**Meeting Minutes**  
**October 16, 2024**

- 1. Call to Order:** Noelle called the meeting to order at 8:01 AM. Present: Noelle McCrum, Mary Stein, Greg Gross, Maggie Carpenter, Vanessa Hutton, Hali Holmes; Library director: Alma Alvarez. Absent: Ryan Hutton; Friends of the Library: Linda Taverni; Town Board Rep: Jenna Marie Cooper.
- 2. Approval of Minutes for September 18, 2024:** Mary moved to approve the minutes. Greg seconded. Passed unanimously.
- 3. Public Comment:** Sarah Dallas gave the SALS report and answered BOT's questions.
- 4. Director's Report:** See attached. Alma presented two additional items:
  - Donation: \$500 from the Celebration of Life Golf Tournament in memory of Margaret Carroll
  - Program: Nov. 8 – Alzheimer's Association lecture on the 10 warning signs of Alzheimer'sHali moved to approve. Mary seconded. Passed unanimously.
- 5. Friends of the Library Report:** None. Hali read a thank you letter from the FOL for the donation of the wooden bear that the BOT donated.
- 6. Town Board Report:** None
- 7. Old Business**
  - A. Publicity:** None
  - B. Financial Report:** Noelle reported that the new CD rate is 4.4%. Upon maturity, the money will go back to the ADK Foundation account.
  - C. Facility Report:** Mary reported that the Renovation Committee has met with three contractors and is awaiting bids.
  - D. Update on Trustee Terms:** Awaiting Town approval.
  - E. FOIL Policy:** Crandall Library will share their procedure by the end of the year. Noelle and Alma will complete ours based on theirs.

**8. New Business**

**A. Nominations for the Library Board of Officers for 2025:** President – Mary Stein, Vice President – Ryan Hutton, Secretary – Hali Holmes, Financial Officer – open.

**B. Annual Fundraising Letter:** There was discussion about doing the annual fundraiser. Mary moved that we mail out the letters again this year. Vanessa seconded. Passed unanimously. Letters will go out in November.

**9. Executive Session:** Noelle moved to go into executive session at 9:12. Mary seconded. Passed unanimously. Mary moved to come out of executive session at 9:35. Vanessa seconded. Passed unanimously.

**10. Next Meeting:** November 20, 2024

**11. Adjournment:** Vanessa moved to adjourn at 9:36 AM. Mary seconded. Passed unanimously.

Respectfully submitted,  
Hali Holmes  
Secretary, Library Board of Trustees