

DRAFT
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