

Town of Chester Library Board of Trustees
Meeting Minutes
September 18, 2024

- 1. Call to Order:** Mary called the meeting to order at 8:09 AM. Present: Mary Stein, Greg Gross, Maggie Carpenter, Hali Holmes; Library director: Alma Alvarez; Friends of the Library: Linda Taverni; Town Board Rep: Jenna Marie Cooper. Absent: Noelle McCrum, Ryan Hutton, Vanessa Hutton.

- 2. Approval of Minutes for August 21, 2024:** Greg moved to approve the minutes. Mary seconded. Passed unanimously.

- 3. Public Comment:** None

- 4. Director's Report:** Alma presented. See attached. Hali moved to approve. Mary seconded. Passed unanimously. Discussion about potential FOIL requests from NY Open The Books. SALS recommends having a procedure in place for FOIL requests. Trustees will work on it.

- 5. Friends of the Library Report:** Linda reported:
 - A. NPR story about libraries requesting free Brail e-readers from the Library of Congress
 - B. Wine tasting: Sunday, Sept. 22.
 - C. Fewer days of the book table at the Farmers Market this summer due to weather
 - D. Storybook Trail: FOL applied for grants for a picnic table (through Gore Mt.) and a Little Free Library for children (through Little Free Library).

- 6. Town Board Report:** Jenna suggested that the Trustees contact the DOT to learn requirements for new library signage.

- 7. Old Business**
 - A. Publicity:** None
 - B. Financial Report:** Alma suggested a small amendment to the library budget, which moves \$1250 from the library clerk line to the library aid line. Greg moved to accept this proposal. Mary seconded. Passed unanimously.

C. Facility Report: Mary reported that the Renovation Committee has had two meetings. They will seek three bids since the project will cost more than \$4000.

D. Update on Terms of Office from the State: Board of Regents approved. Alma will share specifics at next meeting.

8. New Business

A. Approval of 2025 Calendar: Hali moved to approve. Mary seconded. Passed unanimously.

B. Trustee Training Session – Thursday Oct. 3, 2024: A virtual meeting will be held Oct. 10.

C. Approval of Chester Library Budget: At 9:50 AM, Greg moved for Trustees to go into executive session to discuss salaries. Hali seconded. Passed unanimously. Out of executive session at 10:10 AM. Mary moved to approve the proposed 2025 library budget with a 5% increase in salary (instead of 2.8%) plus required benefits. Greg seconded. Passed unanimously.

D. Senior Program Ideas: Greg reported that he had a discussion with members of the Senior Center. They requested programs on:

- How to use your smartphone
- How to use your smartphone for photography
- How to use your iPad

Other ideas: magnifiers, large-print books, senior movie showings

9. Next Meeting: October 16, 2024

10. Adjournment: Mary moved to adjourn at 10:50 AM. Hali seconded. Passed unanimously.

Respectfully submitted,
Hali Holmes
Secretary, Library Board of Trustees