

**Chester Library Board of Trustees  
Regular Meeting, April 21, 2014  
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**1. Call to Order**

The Chester Library Board of Trustees held its regular meeting on Monday, April 21, 2014, at the Chester Public Library, 21 West Main Street, Chester, Connecticut. In attendance were Terry Schreiber, Sandy Senior-Dauer, Deedee Prisloe, Bob Gorman and Denny Tovey. Linda Fox, Library Director, and Cary Hull, The Friends, were also present. Chairman Schreiber called the meeting to order at 7:32 PM.

**2. Secretary's Report**

**Motion by Gorman, second by Tovey, to approve March 17, 2014 Minutes as written. Voting in favor - Gorman, Tovey, Senior-Dauer, Prisloe, Schreiber. Opposed - none. Motion Carried.**

**3. Treasurer's Report**

Treasurer Prisloe distributed and reviewed the Treasurer's Report dated April 21, 2014. Chairman Schreiber noted Matthew Male should be sent a check for \$50 for helping with the set up of Poetry Night.

**Motion by Schreiber, second by Senior-Dauer, to accept Treasurer's Report as presented. Voting in favor - Schreiber, Senior-Dauer, Tovey, Gorman, Prisloe. Opposed - none. Motion Carried.**

**4. Old Business**

**(a) Update on Building Committee**

An email had been received from First Selectman Meehan that they following people were appointed to the Library Building Committee - Jean Davies, Richard Harrall, Denny Tovey, Lois Nadel, Pat Holloway, Linda Fox, Terry Schreiber and Chuck Mueller. It was noted Chuck Mueller and Steve Holmes had both expressed an interest. No one was appointed to the Building Committee from the Board of Selectmen. Chairman Schreiber noted she will ask First Selectman Meehan to send Steve Holmes a letter thanking him for his interest.

Bob Gorman noted there should be coordination between the Library Building Committee and the North Quarter Park Master Plan Committee. Perhaps this should be done through the Library Board of Trustees.

Chairman Schreiber noted a meeting should be called of the Building Committee as soon as possible. It was suggested Denny Tovey be chairman of that committee. Linda Fox agreed to put together a list of email addresses. Chairman Schreiber noted she will contact First Selectman Meehan and ask him to come to at least the first meeting and then pass the baton to the Chairman.

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(b) Update on North Quarter Park Committee

Bob Gorman noted a North Quarter Park study was done 12 years ago when the idea was considered to put the Town Hall at that location. At that time 21 test pits were dug and those results are still available. Mr. Gorman noted he didn't see anything of concern with regard to those test pits. He reviewed the plan that was drawn up at that time. Both First Selectman Meehan and Jeff Jacobson didn't feel the test pits had to be redone.

It was noted First Selectman Meehan had written up a scope of work and sent it out to the members. Several responses have been received. It is anticipated the Committee will select someone by early May. If the cost is less than \$10,000, it will not have to go to competitive bid. A lot of the work was already done 12 years ago.

The scope of work for the North Quarter Park Master Plan Committee was reviewed.

Bob Gorman noted they are trying to do LEED. It was also noted a Library Building would have to be in conjunction with the ballfields, park and possibly a community center. Deedee Prisloe asked if this process would be bogged down because of all the various uses being considered.

Chairman Schreiber noted Ann Penniman is quite interested in the project. She is very well known and very successful. Bob Gorman noted the other person of interest is Brian Kent, consultant for the Main Street Project Committee.

The size of the Library Building was discussed. Linda Fox noted based on the previous space planning document it was 7600 square feet. Denny Tovey noted the Library Building Committee only cares about the Library Building itself.

Bob Gorman reviewed the Lyme Library which is 6500 square feet and has basement storage of 2500 square feet, a dumb waiter and a meeting/conference room of 1500 square feet. It is one story. The cost was less than \$3 million. Mr. Gorman also noted they are putting an addition on the Lyme Town Hall and he has spoken with the Project Manager.

It was suggested the Town should think about solar power for this project.

(c) Review of Poetry Night

Chairman Schreiber noted Poetry Night was great, it was a lovely

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evening with 104 people in the audience. The kids were fabulous. She also noted Matthew Male helped with the set up.

Schreiber noted Poetry Night should be held again next year.

(d) Report from The Friends

Cary Hull noted The Friends did the refreshments for Poetry Night. She reported there is a Friends meeting two weeks from tonight and is encouraging support for what is going on. Its a matter of keeping the news out there and asking people for support. She also reported they will participate in the Sunday Market.

Cary Hull noted they received \$403.00 from the Essex Savings Bank Community Investment Program. There are more people competing for the funds this year.

5. New Business

(a) Meeting Dates for July and August

Discussion ensued as to whether or not to meet in July and August. It was agreed to meet on July 14, 2014 and August 11, 2014.

6. Librarian's Report

Director Fox distributed and reviewed the Monthly Statistical Report. She noted she added the number of people that visited the Library during the month.

Director Fox noted they will start accepting donations for the Book Sale to be held on June 6<sup>th</sup>.

Director Fox noted the Main Street Project Committee will be holding a Public Informational Meeting tomorrow night at 7 PM at the Chester Town Hall. Brief discussion followed.

Director Fox noted the North Quarter Park Master Plan Committee members were Bob Gorman, Steven Tiezzi, Doreen Joslow, Matt Sanders and Dean Amato.

There was discussion as to whether the Library would be closed again this summer on Tuesdays. Director Fox noted she wasn't sure this was a good year to change that as she will need the time to write the Library Grant. Perhaps the Library could stay open on Tuesdays starting the following year. This should be revisited next year. Starting July 8<sup>th</sup>, the Library will be closed on Tuesdays.

With regards to the Library Grant, Director Fox noted a Letter of Intent must be submitted by June 6<sup>th</sup>. She reviewed the draft Notice

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of Intent for 2014 that she had prepared. It was agreed to add to the Notice the words "...that does not meet ADA requirements for wheelchair accessibility." It was also noted the "late 1960's" should be changed to the "early 1960's." Members will review the Notice of Intent and email suggestions back to Linda Fox.

The date for start of construction was discussed. Bob Gorman noted if the Grant is approved, that would be known by November. He also noted there would probably be a referendum next Spring to appropriate money. Fund raising should also begin. The estimated start of construction was the Fall of 2015.

Bob Gorman reviewed bonding for the project.

Director Fox noted she and Bob Gorman have an appointment with Tom Newman on Thursday at 1:00 PM in Middletown to find out if he can offer any insight into the Grant application. She stated Mr. Newman had indicated the Space Planning Guide wasn't going to be available until early June. A draft copy might possibly be available ahead of time.

Director Fox noted there needs to be a formal written building program. There is a page in the Grant application for each section of the library.

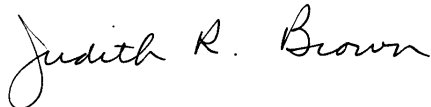
There was a brief review of the Book Discussion Group.

It was noted the next Library Board of Trustees Meeting is Monday, May 19, 2014 at 7:30 PM at the Chester Public Library.

7. Adjournment

**Motion by Prisloe, second by Tovey, to adjourn at 8:45 PM.  
Voting in favor - Prisloe, Tovey, Senior-Dauer, Gorman,  
Schreiber. Opposed - none. Motion Carried.**

Respectfully submitted,



Judith R. Brown, Recording Secretary