

1. Call to Order

The Chester Library Board of Trustees held its regular meeting on Monday, November 17, 2014, at the Chester Public Library, 21 West Main Street, Chester, Connecticut. In attendance were Terry Schreiber, Deedee Prisloe, Peggy Carter-Ward, Denny Tovey and Bob Gorman. Linda Fox (Library Director) was also present. Chairman Schreiber called the meeting to order at 7:33 PM.

2. Secretary's Report

Motion by Gorman, second by Tovey, to approve October 20, 2014 Minutes as written. Unanimous. Motion Carried.

3. Treasurer's Report

Treasurer Prisloe distributed the Treasurer's Report for November 17, 2014 as well as a 5 year Library Board Deposits and Expenditures Report. She reviewed expenditures for the month along with deposits and expenditures for the period covering 2010 to 2014. Donations have gone down. It was noted at the last meeting the Board decided to put Newspapers into the Town Budget.

Motion by Gorman, second by Carter-Ward, to accept Treasurer's Report as presented. Unanimous. Motion Carried.

4. Update on Library Building Committee

Denny Tovey noted the Town is still awaiting word on the State Grant. The next Library Building Committee is December 3rd. Discussion at the last meeting was for the most part about incorporating everything into North Quarter Park and getting the whole project done. Maybe the Library Building Committee should be a subcommittee of the North Quarter Park Committee. It was agreed it makes sense to look at the big picture.

5. Election of Officers

Motion by Tovey, second by Gorman, to appoint same slate of officers for the upcoming year - Terry Schreiber as Chairman, Sandy Senior-Dauer as Vice Chairman and Deedee Prisloe as Treasurer. Unanimous. Motion Carried.

6. Volunteer Reception

Chairman Schreiber noted in years past the Library has always

done a Volunteer Reception. April is Volunteer Month. It was decided to do this prior to the regular meeting on February 9th upstairs.

7. Librarian's Report

Linda Fox, Library Director, reported on the following -

Monthly Statistical Report for October 2014 was distributed. Director Fox reviewed the highlights of the report noting things were up about 10%. She also noted the State Statistical Report has been submitted. She indicated things were down last winter significantly due to bad weather.

They are are thinking about reminding people to renew the Library Cards.

Programs from last month were reviewed. Game night went really well and will be meeting on the 1st and 3rd Thursdays. Next month there will be Gingerbread Decorating and a visit from Mrs. Claus.

Holiday Closings were reviewed.

On December 4th and 5th Pat Holloway and Linda Fox will be attending the Library Journal Design Institute in Boston.

Budget - putting Newspapers in the Town Budget. Also checking into Zinio for magazines.

Job Descriptions should probably be reviewed in the future.

The Town has hired a new cleaning service.

8. The Friends Report

Linda Fox noted Cary Hull received the Rotary's Paul Harris Award.

The Holiday Book Sale will be December 4th from 4-8 PM. Books are in pristine condition and suitable for gift giving. Gift wrapping will be offered. The sale will continue during Library Hours on Friday and Saturday. Anything remaining will be sold at the Holiday Market on Sunday, Dec. 7th.

The Friends will be applying again for the Community Investment Program at the Essex Savings Bank.

The Gay Sherman Weintz jewelry program was held last Thursday. It was very successful. There was one handicapped person who was delighted to have the elevator. There were 15 at the first program and 8 at the second.

The Friends are looking into buying book bags for books to home program.

Susan Murphy and Cary Hull attended the Friends of Library Conference last Saturday. There was much discussion by a keynote speaker on fund raising and the importance of collaboration when asking for funds or assistance for the library.

9. Any Other Business - none.

10. Adjournment

**Motion by Prisløe, second by Gorman, to adjourn at 8:35 PM.
Unanimous. Motion Carried.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Judith R. Brown".

Judith R. Brown, Recording Secretary