

Chester Library Board of Trustees
Regular Meeting, November 20, 2017
Page 1 of 4

1. Call to Order

The Library Board of Trustees held its regular meeting on Monday, November 20, 2017, at the Chester Public Library, 21 West Main Street, Chester, Connecticut. In attendance were Terry Schreiber, Sandy Senior-Dauer, Denny Tovey, Deedee Prisloe and Karin Badger. Others present included Library Director Stephanie Romano and The Friends President Cary Hull. Elizabeth Tucker was also present. Chairman Schreiber called the meeting to order at 7:35 PM.

Chairman Schreiber welcomed new member Elizabeth Tucker whose term will start on November 21st.

2. Secretary's Report

Motion by Tovey, second by Schreiber, to approve October 16, 2017 Minutes as written. Unanimously Approved.

3. Treasurer's Report

Treasurer Prisloe distributed the Monthly Treasurer's Report for November and reviewed balances. **Motion by Senior-Dauer, second by Tovey, to accept Treasurer's Report as presented. Unanimously Approved.**

4. Payment due CT Library Consortium – see Agenda Item #10 below.

5. Resignation letter from Anne Nord

Chairman Schreiber noted a resignation letter has been received from Anne Nord as she is moving to Maine. Director Romano noted she will stay on until her house sells. It was also noted Toddler Time had 12 attendees today.

6. Dedication of Plaque

Chairman Schreiber noted a small ceremony was held to dedicate the Plaque for Gloria Eustis. Several fabulous pictures were taken and put on the Facebook page. Tammy and her Dad were pleased.

7. Update on Conference attended by Sandy Senior-Dauer

Sandy Senior-Dauer reported on the 2017 Trustee Leadership Conference she attended. She attended all sessions and sat with the State Librarian who talked about the State Budget. They talked about how The Friends and the Library Board of Trustees interact.

Each Library is different. All money donated to the Library must be spent for the designated purpose. They emphasized Board members should attend The Friends meetings. The Trustees should think about how to spend its own money and have a budget. Some items discussed were Code of Conduct, Teen issues (there should be a space for teens – games, etc.), using space more effectively, role of volunteers (shouldn't be allowed to staff the desk), Director should give a wish list to the Trustees every year, evaluate Library staff every year, who are the officers of The Friends and when do they meet, cameras downstairs, Board members should not solicit funds, who is The Friends bank account reported to and is it reported to the Board, do we have a pamphlet at the desk for joining The Friends, etc. Senior-Dauer noted a lot of the discussions pertained to really big Libraries. She also noted very few Library Trustees are elected in the State. Chester is elected. Perhaps the Board should talk about changing that.

Sandy Senior-Dauer noted that money donated by her for furniture was not spent and has been set aside. It is probably in The Friends budget.

8. Welcoming new members

Chairman Schreiber welcomed new member Elizabeth Tucker and wished bon voyage to Deedee Prisloe. Deedee presented books to the Library on the National Parks.

9. December 4th Boards and Commissions meeting for strategic planning

Chairman Schreiber noted there will be a Boards and Commissions meeting on December 4th for Strategic Planning. Denny Tovey asked what this Board's position was on the Library as far as talking about a 10 year plan.

Chairman Schreiber noted she would like to pursue the new Library with an active fund raising campaign. Deedee Prisloe agreed.

It was noted Peggy Carter-Ward doesn't want to drop the Library Committee and Community Center at North Quarter Park.

Karin Badger noted she would prefer to do something with this building or a different plan for a new building. She still felt something could be done with the existing Library building.

Denny Tovey asked what the Board's opinion was for a Library. It was noted everybody is

for an improvement, but there are different opinions on how to accomplish it. The Trustees want the emphasis in the POCD placed on upgrading of the Library. The Library should be at the top of the list. They would like a building accessible to the community and which would serve the community more.

10. Discussion on Gwen Orton Jones dispersal of money

There was discussion on what should be paid out of the Gwen Orton Jones money. Some items would be – reimbursement for the conference, CT Library Consortium, etc. Maybe the things that used to come out of the Library Treasury should now be paid for out of the Gwen Orton Jones Trust. Deedee Prisloe noted the Town should do the bookkeeping since the Town now controls all the money. The Board of Trustees money should stay separate. A lot of money now is donated to The Friends as they are a 501C3. There are fewer donations now. Director Romano discussed monies that could come out of the Jones Trust, such as programs coming up next month, January, March, April and May. **Motion by Schreiber, second by Prisloe, to keep what funds are in the Board's Treasury, but from now all requests should go to the Town and come from the Gwen Orton Jones Trust. Unanimously Approved.**

11. Audience of Citizens – none.

12. Other – none.

13. Librarian's Report

Director Romano noted this past month there was the Book Chat, Bluebirds had about 36 people, Paranormal was canceled and rescheduled for January 20th, Kid's Crafts is coming up on the 29th, Holiday Wreath Making on the 30th, December Jewelry Making and giftable Book Sale. Director Romano also noted she will be putting together a list of money requests for next month.

14. The Friends Report

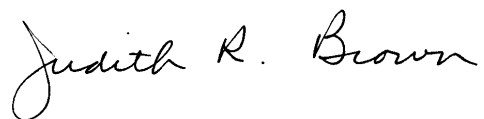
Cary Hull noted the Book Sale is December 1st, books will be taken down to the Holiday Market and anything not sold will be brought back.

15. Adjournment

Motion by Prisloe, second by Senior-Dauer, to adjourn at 8:45 PM. Unanimously Approved.

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Page 4 of 4

Respectfully submitted,

A handwritten signature in cursive script that reads "Judith R. Brown". The signature is written in black ink and is positioned below the text "Respectfully submitted,".

Judith R. Brown, Recording Secretary