

1. Call to Order

The Chester Library Board of Trustees held a Special Meeting on June 4, 2018 at 7:00 PM at the Chester Public Library, 21 W. Main Street, Chester, CT. In attendance were Terry Schreiber, Karin Badger, Peggy Carter-Ward, Denny Tovey, Elizabeth Tucker, and Sandy Senior-Dauer. Stephanie Romano, Library Director, was also present. Chairman Schreiber called the meeting to order at 7:00 PM.

2. Secretary's Report

Motion by Carter-Ward, second by Tovey to approve April 16th Minutes amended as follows:

- **Under 4. change the date of March 29th to April 29th.**
- **Under 5. delete "It won't be accessible." and add the following to the next sentence, "If it's to be accessible, it would have to have an elevator and wider aisles."**

Unanimously Approved.

3. Treasurer's Report

Treasurer Tucker distributed the monthly report and reviewed income, expenses and balances. Sandy Senior-Dauer was reimbursed for a conference she attended and a refund was received from the State for Connecticut. **Motion by Senior-Dauer, second by Tovey, to accept the Treasurer's Report as presented.**

Unanimously Approved.

4. Update on Plan of Conservation & Development

Denny Tovey reported on the progress of updating the POCD. Two meetings were held since the last Board meeting. There was discussion about finalizing the Mission Statement, what is the best way to grow the Town, what do people feel are the priorities and doing another online survey geared toward improvements to the Town. It was noted Zoning is restrictive and there is very little land left to be developed. There was discussion on how to grow the Grand List, how to attract businesses, and mixed use development along Route 154. There also was a brief discussion about the Maple and Main Building. It was noted a General Store downtown would be nice. Tovey noted attendance at these meetings has gone down.

5. Review of FAQ's – Elizabeth Tucker & Cary Hull working on

Elizabeth Tucker distributed copies of the FAQ's. She noted she eliminated some of the history. She also noted links could be included to specific information, such as

prior plans, etc. if available. Several questions were discussed and edited. Denny Tovey reviewed 3 previous schemes. There had been a lot of legal and bonding issues. The North Quarter Park and Main Street Improvement plans had been reviewed. Cost and staff for the Library had also been reviewed. Peggy Carter-Ward noted a lot of people now work from home and conference rooms might be useful. Brief discussion regarding the vacant Key Bank building that is for sale. Elizabeth Tucker noted she will rework the questions based on suggestions from this discussion and email to everyone. Once approved, the FAQ's can be given to Director Romano to put on the website.

6. Discussion of possible survey questions – nothing further.

7. Audience of Citizens – none.

8. Other

Chairman Schreiber noted she spoke to First Selectwoman Gister who is going to try for an extension of the State Library Grant.

It was decided to cancel the regular June meeting and hold the July and August meetings.

9. Librarian's Report

Director Romano reported on the following -

- Gearing up for summer programs. Kick off is on the 23rd. There will be a band for the kids.
- Coyote Program to be held tomorrow night at 7:00 PM.
- Director Romano noted she took the CPR/IED Training. Staff will take in October. There was discussion about who pays for this. It was noted tis was definitely a Town expense and Town employees should not have to pay.
- Director Romano reviewed a new program she found in the San Diego Library Journal for bug collecting kits. The goal is to capture DNA from every single insect. One collects the bugs in the kits and mails them to Canada. One can then register online and follow along with the results. The kits are \$38.00. There was discussion on how to run the program and the cost. Director Romano noted she has been following the Middlesex Community Foundation to see if grants are available.
- Chester Public Library is representing Middlesex County for Best Library Building, architectually speaking. Voting is until July 1st.

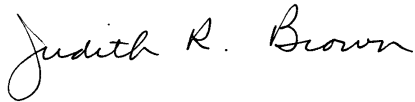
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10. The Friends Report – nothing to report.

11. Adjournment

**Motion by Senior-Dauer, second by Tovey, to adjourn at 8:15 PM.
Unanimously Approved.**

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