

Chester Library Board of Trustees
Regular Meeting, November 19, 2018
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1. Call to Order

The Chester Library Board of Trustees held its regular meeting on Monday, November 19, 2018, at the Chester Public Library, 21 West Main Street, Chester, Connecticut. In attendance were Terry Schreiber, Sandy Senior-Dauer, Peggy Carter-Ward, Karin Badger (arrived at 7:06 PM) and Elizabeth Tucker. Also present were Stephanie Romano (Library Director) and Cary Hull (The Friend's). Chairman Schreiber called the meeting to order at 7:00 PM.

2. Secretary's Report

Motion by Carter-Ward, second by Elizabeth Tucker, to approve October 15, 2018 Minutes as written. Unanimously Approved.

3. Treasurer's Report

Motion by Senior-Dauer, second by Tucker, to accept Treasurer's Report for November 19, 2018 as submitted. Unanimously Approved.

4. Follow Up – Trustee of Gwen Orton Jones Trust

Karin Badger noted there needs to be more detail. What is the principal, what is the amount invested? The 990 forms should be submitted to the Board. Sandy Senior-Dauer noted the Trustee should be clear as to how much money she takes out. Essex Financial takes.8%.

Chairman Schreiber noted the Trustee is in charge of the income generated. Karin Badger noted the Trustee should regularly communicate with the Board of Trustees. Chairman Schreiber noted she would contact Anna Sweeney to see whether she wants to come to a meeting, otherwise submit 990 forms.

5. Information Sheet

It was noted the library project is not occurring. Chairman Schreiber noted First Selectwoman Gister has not pursued a meeting with Deep River yet. Waiting to hear the results of the rewrite of the POCD.

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Peggy Carter-Ward will work on information for the Library website on the grant and history of the expansion.

6. Audience of Citizens – none.

7. Other – none.

8. Librarian's Report

Library Director Stephanie Romano reported on the following –

- Air conditioner will be installed in the spring at which time the library will have to be shut down for a couple of days.
- A lot of fun was had by all at the Halloween Carnival. We should have a new sign for next year. It was really cold this year.
- There was discussion regarding Hoopla and streaming. It's a pay as you go system. A lot of libraries are finding they are going over budget. There also was discussion regarding Bibliomation and Baker & Taylor Platform. Director Romano noted the majority of libraries have Hoopla. Chairman Schreiber noted she will read up on this and the Board can vote at the next meeting.
- Town wants to revamp the town website next year. The cost for the library is about \$6000 to \$8000. The library needs a new logo, color scheme and catch phrase. Perhaps we should get some quotes.
- Discussion regarding the Christmas Holiday. **Motion by Tucker, second by Schreiber, to close the Library Christmas Eve Day. Unanimously approved.**
- Upcoming programs – Dec. 6-local author; Dec. 8-Staying Healthy for Flu Season; Dec. 12-Managing Stress for the Holidays. Also CT Ballet next Wednesday at the Meeting House and Cookie Decorating.

9. The Friend's Report

Cary Hull noted there will be a Holiday Market and Book Sale on Friday, November 30th. Peggy Carter-Ward asked if there was a way to sponsor a library

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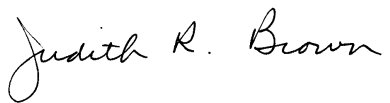
to send books to people in California. It was noted it may be too soon, perhaps next month.

10. Adjournment

Motion by Senior-Dauer, second by Carter-Ward, to adjourn at 8:08 PM.

Unanimously Approved.

Respectfully submitted,

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

Judith R. Brown, Recording Secretary