

Town of Chester Public Library Board of Trustees Meeting

April 17, 2018

Roll Call: The meeting began at 6:30 p.m. with the following members present: Regina Chabarek, Charlie Lytz, Mary Matrose, Al Muench, Judy Patterson, Lynn Thomas, and Alma Alvarez. Excused: Linda Taverni, Jane O'Connell.

Approval of Minutes: The March minutes were approved. (M:Judy, S:Mary; Passed)

Treasurer's Report: No report at this time.

Director's Report:

- Alma will meet with the representative from SALS on April 20 to work on the website.

- Whistle Blower Policy: Regina provided the trustees with a copy of the SALS Whistle Blower policy prior to our meeting, as we need to think about the policy and how we would adapt it for ourselves. We agreed that our policy should include a point of contact in our local organization. Charlie volunteered to work on tailoring the policy to meet our needs. Perhaps there will be a first draft ready for us to discuss at our next meeting (June 2018).

-The SALS annual meeting and dinner will be held on May 21 in Saratoga Springs. Regina, Charlie, Alma, Lynn and possibly Jane will attend. The cost is \$25 each, and paperwork and checks should be turned in to Alma by the end of April.

Another note related to SALS: We will invite Sara Dallas to visit us again at our October meeting.

Friends Liaison Report: Linda was absent, but we noted again that the Wine Tasting, Silent Auction and Basket Raffle will be held on May 20, from 1 - 4 p.m. at the Friends Lake Inn.

Town Liaison Report: No town liaison was present at our meeting.

Endowment Fundraiser: We are planning to hold the fundraiser on Thursday, July 19th from 5-7:00 p.m. at the home of Susan Farr. The property is known as "Hermanus", and is located on the Hudson River. Cost will be \$40 per couple and \$25 for single. We are currently thinking of using the Adirondack Traveling Bar, which will offer beer, wine and a specialty Adirondack drink. For appetizers we will contact the Inn on Gore Mountain. Lynn will contact Al Tolomeo about providing live music. We will have an opportunity to see the property when the owner returns, at the end of May. It was agreed that we will again send a fundraising letter out in the fall, rather than combine that fundraising request with this event. We considered the question of whether to advertise this event to patrons, the community, or both. Regarding the number attending, it was suggested that we ask the owner what number, maximum, the site can accommodate, and then sell tickets up to that maximum number. After the meeting, Regina shared a scrapbook of invitations from previous events to help us get thinking about a theme and invitations. "Jazz on the Hudson" is a possible idea.

Unfinished business:

-Endowment Fund: Regina reviewed the topics we have recently covered in our ongoing effort to

better understand our Endowment Fund. Our Endowment Fund policy needs to be updated. Regina will look at amendments to the policy, put together an updated draft, and present it to us for review at our next meeting. Meanwhile, she suggests that we think about possible long and short range plans for the fund.

- Building projects: Alma will get three estimates for the bathroom / doors projects. Grants might be used to help cover the expenses of these projects.

- Regina showed us the library monitor, and how it is being used to express our appreciation to donors.

- State funding to libraries: One million dollars was added to the State Budget for libraries this year, in addition to other supports. You may send a thank you to legislators through the SALS website: www.sals.edu

Next Meeting: We will not hold a May meeting because of the SALS annual trustee meeting on May 21. Our next meeting will be held on June 19, 2018 at 6:30 p.m.

Adjournment: The meeting was adjourned at 7:30 p.m. (M:Charlie, S:Al; Passed)

*Respectfully submitted,
Lynn Thomas*