

Town of Chester Public Library Board of Trustees Meeting
June 18, 2019
Minutes

Meeting called to order at 6:34 pm.

Attendance: Lynn Thomas, Sandy Deak, Judy Patterson, Trudy Walp, Charlie Lytz, Alma Alvarez, Library Director. Excused: Tom Sliva. Absent: Linda Taverni, Friends of Library and Steven Durkish, Town Board.

Minutes of April meeting: Mary M. moved to accept, Charlie L. seconded. Minutes approved.

Financial Report: Trudy W. moved that we delay the June Financial report until July meeting pending clarification of Bookkeeping matters. Judy P. seconded, approved.

Director's report: Library summer hours will be in place from July 8 until August 26. Library will be open Monday from 9:00 am until 1:00 pm. Grant for Summer Reading Program received, ADK Foundation Grant for \$13,000.00 received to pay for air conditioners, Warren County Aid, \$4,301.00 and donation from E. Brownell for \$390.00 also received. 1,000 Book challenge, read to children before kindergarten is in place. 20 have signed up, so far. Summer Reading Challenge has started. Earn the most points for pages read and programs attended, chance to win a bike, an E-Reader and more! Many interesting programs are planned by the Library. Alma A. says we need to schedule a Budget meeting to prepare proposed budget before July meeting. Date set for July 9 at 2:00 pm. Charlie L., Alma A, and Mary M. will attend.

Friends of the Library: No report. Next meeting of Friends of the Library is June 21.

Committee Reports:

Endowment Fundraising: Trudy W. met with representatives of the ADK Foundation to discuss our Endowment Fund and fundraising plans. Based on that meeting, she created a 2019 Endowment Action Plan which she presented to the board. The board decided upon a target date of October 4, 2019 for mailing a fund-raising appeal. Trudy will work on an initial draft of the letter and will request additional assistance from board members as needed.

A grant from SALS for a Trustee to attend a fall conference was submitted and we are waiting to hear.

Policies: Revised By-Laws update: The by-laws have been updated based on SALS Handbook. The history of changes will be added as an addendum. Mary M. moved to accept the updated by-laws, Trudy W seconded. Approved.

Technology Committee: A committee of Alma Alvarez, Trudy Walp, Charlie Lytz, and Lynn Thomas with Robert Walp and Linda Taverni, met to consider options for developing the library website. As a result, the technology committee proposes that the library website be merged with the Friends of the Library website with Robert Walp volunteering to design and construct the new site. Both Chesterlibrary.org and Chesterfriends.org will bring you to this site. Some of the anticipated benefits include, greater visibility, local technical support and timely updates, improved look and feel, reduced duplication of efforts and information, domain-based e-mail accounts, and dedicated Friends and Library sections. Charlie L. moved to accept the proposal, Mary M. seconded, approved.

Next meeting will be July 16 at 6:30 pm.

Motion to adjourn by Charlie L, seconded by Judy P. Meeting adjourned at 8:10 pm.

Respectfully submitted,
Judy Patterson, sec.