**CHESTER PUBLIC LIBRARY BOARD OF TRUSTEE MEETING**

Minutes for Tuesday, May 15, 2018

**Call To Order: 6:35 pm**

**Present:** MaryBeth Ditoro, Chair; Barbara Holmes; Co-Chair; Mary Richardson, Co-Treasurer;

Kandy Knowlton, Library Director; and Mary Jennings, Secretary.

**Review and Approval of Agenda**: Motion to accept (Mary J) and seconded (Barbara).

**Secretary’s Report**: Motion to accept (Mary J) and seconded (Barbara).

**Director’s Report:** Motion to accept (Barbara) and seconded (Mary J).

**Donations and Contributions:** Included in Director’s Report.

**Treasurer’s Report:** Motion to accept (Mary J) and seconded (Mary R).

**Monthly Statistics:** Included in Treasurer’s Report.

**Approval of Expenditures and Incoming Checks:**

**Director’s Progress Report:** Kandy had made wonderful progress on our bathrooms and blinds.

She and MaryBeth went to DecTec and picked out planked flooring in a neutral shade of grey for both bathrooms. They will come out the last week of May to remove the toilets and install the flooring. DecTec provided a quote of $1266. Mary R. made a motion to accept it and Mary J seconded it. The motion to accept the quote passed. Kandy researched companies for

the blinds. She received quotes from Budget Blinds and NH Blinds. We are still discussing the blinds and have not made a final choice yet. However both companies will charge $750 - $1,000 to remove and discard the old blinds. Kandy has offered to take them down to save us the cost.

**Old Business:**

 ***Foundation Update:***Kim Misco is unable to attend our Tuesday meetings as she has a prior

 commitment. However, she did send us a letter to update us. The first mailer was a huge

 success. A new Facebook page was made to inform the public about the mission of the

 Foundation and hopefully get more people excited about the library renovation and the

 foundation. They are in the process of planning their next fundraiser. They are applying for

 501 (c)3 status and are hoping it is completed by the fall. Their next meeting is 5/17/18.

**New Business:**

 ***Rugs:*** While Kandy and MaryBeth were at DecTec they looked at some rug samples.

 MaryBeth will pick up some samples for us to take a look at. The rugs with be replaced in

 four phases with a six week timeline.

  **Renovation**: The estimated renovation budget was discussed.

**Agenda for June:**

**Meeting Adjourned:** 8:25 pm

**Next Meeting:** Tuesday, June 19, 2018 at 6:30 pm.