**Chester Public Library Board of Trustees Meeting**

Minutes for Tuesday, April 17, 2018

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

**Present:** MaryBeth Ditoro, Chair; Deb Munson, Treasurer; Mary Richardson, Co-Treasurer;

Kandy Knowlton, Library Director and Mary Jennings, Secretary.

**Executive Session:** 6:35 pm – **Motion to go into Executive Session and do the meeting out of** **order per RSA 91-A:3, II (a)** – (Mary J) and seconded (Mary R)

**Adjournment of Executive Session:** 7:10 pm

**Reconvene:** 7:10 pm.

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

**Secretary’s Report:** Motion to accept (Mary R) and seconded (Deb).

**Director’s Report:** Motion to accept (Deb) and seconded (Mary R).

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

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

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

**Approval of Expenditures and Incoming Checks:**

**Old Business:**

 ***Windows:*** The windows sills need to be painted. Kandy has offered to do this.

 ***Evalution:*** Kandy’s evaluation is complete. She will give us a monthly Progress Report.

 ***Bathrooms:*** Kandy will research prices for the bathroom floors.

 ***Foundation Update:*** Kim Misco was unable to attend our meeting. She will be on the

 Agenda for May.

**New Business:**

**Agenda for May:**

**Meeting Adjourned:** 7:35 pm

**Next Meeting:** Tuesday, May 15, 2018 @ 6:30 pm

**Submitted by:** Mary Jennings, Secretary