**CHESTER PUBLIC LIBRARY TRUSTEES MEETING**

MINUTES FOR TUESDAY, FEBRUARY 20, 2018

**CALL TO ORDER:** 6:34 PM

**PRESENT:** Marybeth Ditoro, Chair; Deb Munson, Treasurer; Mary Richardson, Co-Treasurer;

Kandy Knowlton, Library Director; Moriah Gavrish, Architect, and Mary Jennings, Secretary.

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

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

**Director’s Report:** Motion to accept (Mary J), seconded (Mary R)

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

**Approval of Expenditures and Incoming Checks:**

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

**Monthly Statistics:** Included in Treasure’s Report

**Old Business:**

*The Foundation:* Their next meeting is Thursday, March 8, 2018. They will be sending out the

 flyers for the library renovation fundraising efforts.

 *Renovation:* Moriah Gavrish received the cost estimate for our renovation. Since the Foundation

 Is just getting started and we haven’t raised enough funds for the renovation she will return in

 June 2018 at the end of the fiscal year to see how the fundraising is going.

 She will get an estimate for rubber flooring and some samples. We may use rubber flooring in the

 bathrooms. We discussed ways to cut costs to the renovation including the possibility of using

 volunteers to move the books.

 *Water Testing:* The water is tested quarterly. It was last tested in January 2018. We passed.

 Generator: The town is awaiting bids for the cost of a shared generator or a generator for the

 Library.

**New Business:**

*Bids:* Kandy will check with the town in regard to questions about the bidding process.

**Next Month’s Agenda:**

**Meeting Adjourned:** 8:21 pm

**Next Meeting:** Tuesday, March 20, 2018 @ 6:30 pm

**Submitted by:** Mary Jennings, Secretary