CHESTER PUBLIC LIBRARY TRUSTEES MEETING

Minutes for Tuesday, January 16, 2018

**Call to Order:** 6:40 pm

**Present:** Barbara Holmes, Co-Chair; Deb Munson, Treasurer; Mary Richardson, Co-Treasurer;

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

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

**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 the Director’s Report

**Approval of Expenditures and Incoming Checks:**

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

**Monthly Statics:** Included in Treasurer’s Report

**Old Business:**

 *Windows:* Kandy spoke with John Sullivan at Seacoast Windows. Due to the wrong windows being

 ordered the installation date is scheduled for the last week of February or the first week in March.

 *ILL:* The state of New Hampshire is having problems with the Inter Library Loan system. It has been

 difficult to process requests due to this problem. Maureen Dinapoli has been processing the requests

 through email.

 *Generator:* The Town of Chester will purchase a generator to be used by the library, Steven’s Hall and

 the post office.

 *The Foundation:* The wreath raffle was very successful.

 *Renovation:* Moriah Gavrish was here to gives us an update. A motion was made by Deb to pay for a

Cost Estimator for our renovation. It was seconded by Mary R. The deadline for the cost estimate is

 February 9, 2018.Discussed installing an inside book drop, window treatments and floor plans.

 *Budget:* Per Kandy the budget is ready to go.

**New Business:**

*Water Testing:* Kandy will have the water tested at the library.

**Next Month’s Agenda:**

**Meeting Adjourned:** 8 pm

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

**Submitted by:** Mary Jennings, Secretary