Chester Public Library

Board of Trustees Meeting Minutes

Tuesday March 21, 2017



1. **Attendance**: Barbara Holmes, Mary Richardson, Deb Munson, Mary Beth Ditoro, Kandy Knowlton, Moriah Gavrish
2. **Call to Order**: 6:10pm
3. **Review and Approval of agenda**: Motion to accept: Barbara Holmes; Seconded: Deb Munson
4. **Secretary's Report**: Motion to accept: Deb Munson; Seconded: Barbara Holmes
5. **Director’s Report**: Motion to accept: Barbara Holmes; Seconded: Deb Munson
6. **Donations and Contributions**: In Director’s report
7. **Treasurer’s Report**: Motion to accept: Mary Richardson; Seconded: Deb Munson
8. **Approval of Expenditures and Incoming Checks**: In Treasurer’s report
9. **Monthly Statistics**: Circulation, patrons using the library, attendance in programs, programs, inventory, ILL’s all have increased in numbers in 2017.
10. **Unfinished business**:

* **Foundation**: Will have a renovation kickoff on May 8 (backup is May 1) at Stevens hall. Flyer is being designed and will be sent through the mail, on Facebook and posted throughout the town.
* **Mariah Gavrish, Architect**: Choose preliminary colors for rubber flooring in children’s room with matching carpeting. Hope to get an interior designer in for an hour to review what has been picked out so far.
* Kandy will contact Terry Knowles for legalities with the library RSA’s and town RSA’s.
* Deb needs access to our online energy account to complete the energy usage info.

1. **New Business**:

* **Library visits**: Sandown, Plaistow and Atkinson. Took lots of pictures of window treatments, wall colors, children’s room designs and bathrooms.
* **May conference**: Changed to Tuesday, May 23rd. Same place and time.

1. **Plan next month’s agenda**: Moriah will come with larger pieces of carpeting and flooring and wall color swatches. Finalize the renovation kickoff program.
2. **Next Meeting**: April 18, 2017 at 6:00 pm
3. **Adjourn:** 8:34