CHESTER PUBLIC LIBRARY TRUSTEES MEETING

Minutes for Tuesday, February 21, 2017

**Call to Order:** 6:07 pm

**Present:** MaryBeth Ditoro, Chair; Barbara Holmes, Co-Chair; Deb Munson, Treasurer;

Mary Richardson, Co-Treasurer, Kandy Knowlton, Library Director; Mary Jennings, Secretary.

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

**Secretary’s Report:** Motion to accept (Deb) and seconded (Barbara) accepted.

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

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

**Treasurer’s Report:** Motion to accept (Deb) and seconded (Barbara) accepted.

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

**Approval of Expenditures and Incoming Checks:** Approved by Board.

**Old Business:**

 ***Foundation:*** The Board is coming together. We still need a few more members. Kandy has some contacts she will be reaching out to. Terry Knowles will send a slide show regarding Foundation Planning. She will come at a later date to answer questions.

***Moriah Gavrish:*** Brought samples of carpeting. Gary from American Interfile needs to know our paint and flooring choices before he can give us a bid.

***Windows:*** Kandy will contact Andrew Hadik regarding the CIP.

**New Business:**

 ***Energy Audit:*** Deb will contact her friend at Eversource to help with energy savings.

 ***Library Tour:*** March 6, 2017 we will be touring local libraries to get ideas for Children’s Sections for window treatments, paint and flooring.

**Agenda for next Month:**

**Adjournment:** 8:24 pm.

**Next Meeting:** Tuesday, March 21, 2017

**Submitted by:** Mary Jennings