Chester Public Library

Board of Trustees Meeting Minutes

Tuesday July 16, 2019

1. Attendance: Mary Richardson, Deb Munson, Barbara Holmes,

Mary Beth Ditoro, Kandy Knowlton, Moriah Gavrish

1. Call to Order: 6:36
2. Review and Approval of agenda: Motion: Deb, 2nd: Mary
3. Secretary's Report: Motion: Barbara; 2nd:Deb
4. Director’s Report: Motion: Mary; 2nd: Barbara
5. Donations and Contributions
6. Treasurer’s Report: Motion: Mary, 2nd Deb
7. Approval of Expenditures and Incoming Checks: Reviewed and signed
8. Monthly statistics: Reviewed
9. Unfinished business: Review changes made to staff policies: Changes to vacation and personal leave. Kandy will address changes at next staff meeting. Motion: Deb. 2nd: Mary.
10. New Business: BPS, (contractor) review specifications: Tabled. BPS unable to attend.
11. Plan next month’s agenda
12. Next Meeting: August 27, 2019 at 6:30 pm
13. Adjourn: 8:01