**CHESTER PUBLIC LIBRARY TRUSTEES MEETING MINUTES**

**Tuesday, October 19, 2021**

**Call to Order:** 6:50pm

**Attendance:** Mary Richardson, Co-Treasure, Deb Munson, Treasurer, Beth Swanson, Secretary; Mary Jennings, Co-Chair; Kandy Knowlton, Director

**Review and Approval of Agenda:** Motion to Accept: Mary Jennings; Seconded: Beth Swanson

**Secretary’s Report:** Motion to Accept: Mary Jennings; Seconded: Deb Munson

**Director’s Report:** Motion to Accept: Beth Swanson; Seconded: Mary Richardson

**Treasurer’s Report:** Motion to Accept: Mary Richardson; Seconded: Deb Munson

**Approval of Expenditures and Incoming Checks:**Motion to Accept: Mary Jennings ; Seconded: Beth Swanson

**Monthly Statistics:** Motion to Accept: Deb Munson; Seconded: Mary Richardson

**Old Business:**

Director's Review was signed by the Trustees

Donor Tree: There is no new information. We will continue to follow up with the Foundation.

**New Business:**

Budget Meeting: we are scheduled for October 28th. Trustees are encouraged to attend.

Christmas Party: If able with Covid, would like to do a party again. Potential date Monday, December 13th at 6:30. Yankee swap gift of $15 or under. Dessert only.

Breakfast with Santa: December 4th we will donate a gift card.

**Plan Next Month’s Agenda:** November 16,2021

Christmas Party

Donor Tree

**Meeting Adjourned:** 7:35pm

**Submitted by:** Beth Swanson, Secretary