

CHESTER PUBLIC LIBRARY TRUSTEES MEETING MINUTES

Tuesday, May 17, 2023

Call to Order: 6:33pm

Attendance: MaryBeth Ditoro, Chair; ; Deb Munson, Treasurer, Beth Swanson, Secretary; Mary Jennings, Co Chair; Kandy Knowlton, Director ; Andrea Brown, member of the public

Review and Approval of Agenda: Motion to Accept: Deb Munson; Seconded: Mary Jennings

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

Director's Report: added more information regarding summer reading program. Motion to Accept with addition Beth Swanson ; Seconded: Mary Jennings

Donations and Contributions: Motion to Accept: Beth Swanson; Seconded: Deb Munson

Treasurer's Report: Motion to Accept: Beth Swanson ; Seconded: Deb Munson

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

Monthly Statistics: Motion to Accept: Deb Munson; Seconded: Beth Swanson

New Business:

New Hires / Employees: Luke St Cyr and Melody Roy were hired each working part time to combined cover the hours that Ariel was covering. Luke is currently enrolled in school to become an English teacher at UNH. Melody home schooled her children and is now returning to the workforce. Both have been doing well with their training so far.

Maureen has decided to go through a medical procedure and may need to be out for a few weeks. She has asked to roll over her current 45 hours of vacation plus 6 sick days from this fiscal year over to next fiscal year if needed. Motion to roll over her sick and vacation days to next fiscal year if necessary by MaryBeth Ditoro; Seconded Mary Jennings.

Secretary's report on NHLTA conference: reviewed what was learned in Orientation, The Human Library and Social Media

Chair's report on NHLTA conference: reviewed what was learned in Key Note Speech, Staff Awareness/Diversity/Inclusiveness, Hot Legal Topics. Given new information learned in the

conference there were a few items that could help our efficiency and ensure we are up to date with the legal policies and RSA.

MaryBeth Ditoro made a motion to update our form for Non Public Sessions to match current best practices. Beth Swanson Seconded. Unanimous approval.

MaryBeth Ditoro made a motion to update the Yearly Directors Review to include the renewal of the term of contract to keep in line with current practices and RSA 202-A:6,11. It was also suggested to add similar language to employees. Beth Swanson Seconded. Unanimous approval.

Plan Next Month's Agenda: Officer Elections

Next Meeting: June 21, 2022 6:30pm

Meeting Adjourned:

Submitted by: Beth Swanson, Secretary