

Chester Public Library
Board of Trustees Meeting
April 19, 2016

I. Call to Order: The meeting was called to order at 7:25pm by Tanya Woods.

Present: Tanya Woods, Joanna Janik, Catina Strauss, Irene Johnson, Maureen Jagos, Sue Elter.
Absent: L. Goldthwaite

II. Approval of Minutes: I. Johnson made motion to approve February 16, 2016 Board minutes, the motion was seconded by J. Janik. The motion passed 4-0.

III. Correspondence: No Correspondence

IV. Disbursements: J. Janik made motion to approve February disbursements, the motion was seconded by C. Strauss. The motion passed 4-0.

V. Treasurer's Report: The Controller's report was submitted. New letter has to be drafted to be sent to OC trust for removal of Naomi Sagiv and Teresa Mallon as signing officers, adding Catina Strauss as signing officer. C. Strauss made motion to approve Treasurer's Report, the motion was seconded by J. Janik. The motion passed 4-0.

VI. Director's Report: Maureen Jagos advised that Chester Library website is up and running. Maintenance provided by M. Jagos. Hosting and Setup Fees provided by Friends of the Library.

M. Jagos updated the board on progress with the Summer Meals Program and the possible partnership with St. Paul's in Chester. Bi-weekly delivery starting in mid June.

Discussed M. Jagos will solicit quotes for painting the interior of the library in Fall of 2016. Request for new laptop(s) was tabled until July/Aug.

Policy to ban smoking outside of library according to Healthy Orange initiative tabled until May.

NYLA reimbursement due to preregistration/membership with RCLS (\$255).

M. Jagos gave an update on scheduled Friends activities and events.

M. Jagos and L. Rinehart considering OCCC course to be certified Notary Public officials. A service that would benefit our patrons.

C. Strauss made motion to approve purchase of installation of wireless printing service through RCLS. Approximate \$700 software, installation and labor fee. Trial for 1 year, the motion was seconded by J. Janik. The motion passed 4-0.

C. Strauss made motion to approve donor search to install Ebsco multi device charging stations, the motion was seconded by I. Johnson. The motion passed 4-0.

VII. Old Business: Discussed timeline for long range plan: including focus groups, survey, and committee.

VIII. New Business

- Homebound Delivery Policy: J. Janik made motion to approve, the motion was seconded by C. Strauss. The motion passed 4-0.

- RCLS Direct Access Plan 2017-2021: J. Janik made motion to approve, the motion was seconded by C. Strauss. The motion passed 4-0.

IX. Board Comments: C. Strauss discussed the OLA program, Amazing Orange, which is running from 7/5/2016-8/15/2016. The program is designed to expose patrons to libraries outside of their home communities.

Salaries were discussed in preparation for annual budget.

X.. Adjournment: C. Strauss made motion to adjourn, the motion was seconded by J. Janik. The motion passed 4-0. The meeting was adjourned at 10:08 pm.

Submitted 4/21/16

Irene Johnson

Secretary

Chester Public Library Board of Trustees