

CHESTER PUBLIC LIBRARY

Board of Trustees Meeting

January 19, 2016

- I. **Call to Order:** The meeting was called to order at 7:32pm by Tanya Woods.
Present: Tanya Woods, Joanna Janik, Catina Strauss, Leila Goldthwaite, Maureen Jagos, Sue Elter and Irene Johnson.
No motion for an executive session was called to discuss Irene Johnson for a board position. L. Goldthwaite nominated Irene Johnson, J. Janik seconded. Nomination approved 4-0.
M. Jagos will send a letter to the Town Board for introduction of Irene Johnson.
- II. **Approval of Minutes:** J. Janik made a motion to accept the December 15, 2015 Board minutes, the motion was seconded by L. Goldthwaite. The motion passed 4-0.
Approval of Minutes: J. Janik made a motion to accept the minutes of the Special Meeting of December 8, 2015, L. Goldthwaite seconded the motion. The motion passed 4-0.
- III. **Correspondence:** A note was read written by a patron stating the "Library was worth their tax dollars" from the new Patron Comment cards.
- IV. **Disbursements:** J. Janik made a motion to accept the disbursements, L. Goldthwaite seconded the motion. Motion passed 4-0
Sue will be working on the Comptroller's report.
A letter will be drafted and sent to Orange Country Trust advising to remove Teresa Mallon as a signing officer and adding Leila Goldthwaite as a signing trustee.
- V. **Director's Report:** M. Jagos is recommending putting more money into programming for 2016, and taking the money from the book line. The Board will review the updated budget at the February 2016 meeting.
A motion to create a budget line for the summer food program was introduced. A motion was introduced to take \$1000 from the children's program line. J. Janik accepted the motion, L. Goldthwaite seconded. Motion passed 4-0
Recognition of years of service will be revisited.
Focus group questionnaire was given to Board members.

State report forms were released by RCLS this week and due in February. The Board will have the opportunity to review the submitted report at the February meeting.

- VI. **New Business:** By-laws change, reading 3 of 3 motion accepted by J. Janik, seconded by L. Goldthwaite. Motion passed 4-0.
Plan of Service-The 5 year plan has expired. Motion to reinstate the 2015 current plan until 2017 was accepted by J. Janik, seconded by L. Goldthwaite. Motion passed 4-0.
Focus group plans were discussed and assignments made to Board members for contacting community groups. Drafts of contact letters were distributed. M. Jagos will follow up with G. Rasario at RCLS regarding facilitation of the focus groups.
- VII. **Adjournment:** J. Janik made a motion to adjourn at 9:35, C. Strauss seconded. Motion passed 4-0.

Submitted 1/27/16

C. Strauss

Secretary

The Chester Public Library Board of Trustees