

Chester Public Library
Board of Trustees Meeting
February 25, 2019
Call to order 7:34

I. Call to Order

Present - M. Jagos, Kerry Cambria, Aurora Robson-Coles, Caren Rieglehaupt, Cindy O'Connor.

II. Visitor Comments

n/a

III. Approval of Minutes

-Caren Rieglehaupt made motion to approve last months minutes, Cindy O'Connor seconded, motion passed 4-0.

IV. Correspondence

n/a

V. Disbursements

-Caren Rieglehaupt made motion to approve disbursements, Cindy O'Connor seconded, motion passed 4-0.

VI. Treasurer's Report

-Bank information needs to be updated to remove Tom McKnight from all accounts.

-Tony DiComo's report will be tabled until next month's meeting.

VII. Director's Report

February 19, 2019

1. I will be traveling up to NYLA's Advocacy Day on 2/27/19. The Governor is once again cutting monies to Libraries and we hope that like last year we will get enough votes to overturn that decision.
2. Robert Hubshur has announcement his retirement as the Director of RCLS effective April 26, 2019. Grace Riario will be Acting Director until the position is filled.
3. We have added Dental coverage as an option to eligible employees. The employee will pay 100% of the premium should they opt in.
4. The United Way's Tax Aide program has begin helping residents. They have been meeting clients in our basement on Tuesday morning since February 5th and will continue until April 9th.
5. The Touch a Truck committee has accepted the invitation to partner with the Town Police Department's Emergency Service's Day. The combined event will be called the Town of Chester Community Day and will take place on September 14th.

Director's External Meetings

- 1/17/19 – Annual report workshop at RCLS
- 1/18/19 – Continuing Ed committee workshop at RCLS
- 1/30/19 – Town Touch-a-Truck meeting (here)

Snow Days

Closed on 1/20, 1/29 and 2/12, Delayed opening on 1/30, 1/31 and 12/13

VIII. Old Business

- Medical insurance

X. New Business

- Annual report

There was some confusing language around a “vacant” position with spikes and drops in various parts of the programming as reported. The numbers are reported for active program time. Self directed activities vs. active programming sometimes skews the numbers.

-Cindy O'Connor made motion to approve annual report, Caren Rieglehaupt seconded, motion passed 4-0.

- Conflict of interest policy signed and filed
- Ethics policy policy signed and filed

X. Town Board Meeting Report

M.Jagos signed a document provided by Civil Service giving CPL the authority to hire and fire library employees. The Town is supposed to sign a resolution and file it with the state to complete this process. The Town says they are waiting for the wording for the resolution from Civil Service. In the meantime, CPL has a temporary fix, but needs the Town to file the resolution in order to have a permanent solution so that CPL can hire and fire employees. K. Cambria will draft a letter to the Town Board to find out the status of the lease as well as the status of the required resolution for hiring.

XI. Board Comments

XI. Executive session

-Cindy O'Connor made motion to go in to executive session at 8:40 to discuss personnel matters, A. Robson-Coles seconded, motion passed 4-0.

-Cindy O'Connor made motion to go out of executive session at 8:40 to discuss personnel matters, A. Robson-Coles seconded, motion passed 4-0.

-Cindy O'Connor made a motion to change the contribution to medical insurance for new hires effective 3/1/19 to 9% for individual and 18% for family with an annual increase of 1% to be revisited in 3 calendar years, A. Robson-Coles seconded, motion passed 4-0.

-A. Robson-Coles made a motion to hire Emily Wilson as a full-time employee at her current rate. K. Cambria seconded, motion passed 4-0.

X. Adjournment: 10:00 pm

-Cindy O'Connor made a motion to adjourn, K. Cambria seconded, motion passed 4-0.