

Chester Public Library
Board of Trustees Meeting
July 25, 2019
Call to order 7:22

I. Call to Order

Present - M. Jagos, Aurora Robson-Coles, Cindy O'Connor, Kerry Cambria, Tony DiComo

II. Approval of Minutes

-Cindy O'Connor made motion to approve June's minutes, K. Cambria seconded, motion passed 3-0.

III. Correspondence

n/a

IV. Disbursements

K. Cambria looked over and accepted May's disbursements.

-Cindy O'Connor made a motion to accept May's disbursements, K. Cambria seconded, motion passed 3-0.

VI. Treasurer's Report

T. DiComo submitted reports and brought to our attention that if CPL maintains its spending in a similar fashion to how it has to date this year, we should end up being almost on budget with only a potential deficit of just under \$5000.

-A. Robson Coles made motion to approve June's treasurer's report, Cindy O'Connor seconded motion passed 3-0.

T. DiComo mentioned that the library credit card earned some money back in the neighborhood of \$341.71.

VII. Director's Report

July 25, 2019

1. The NYLA-Saratoga Springs conference information has been posted. It should be discussed as to who will attend this year. The dates are November 14-16th.

-Cindy O'Connor made a motion to allocate the CPL Library's credit card cash reward to Continuing Ed and approve for Maureen Jagos, Charles DeYoe III and Joni Armstrong to attend the NYLA Conference in Saratoga in November. A. Robson Coles seconded, motion passed 3-0.

2. On June 25th we had our first passport site inspection and it went well. They spoke mainly with Charles since he processes the bulk of our passports. The only thing they recommended to me was that we check the tracking numbers more often to be sure that they were received at the lockbox. They thanked us for providing a welcoming site and would be back in about 2 years.

3. I received a letter from SW24; the Town was in contract to monitor our alarm system. It seems that they will no longer be offering their services as of 8/26/19. I have yet to speak to the Town Clerk but based on the letter they will not be servicing any of us. I have contacted PN Alarm, whom we had the previous contract with, and it would cost \$348 a year for them to monitor which will include Fire monitoring, which

the Town had cut in 2016. I would like approval to have them come in and be sure that they can still work with the system that we have in place. If all is good then, I would like to begin a contact with them.

-A. Robson Coles made the motion to approve using PN Alarm to service the library, Cindy O'Connor seconded, motion passed 3-0.

4. I reached out to a building engineer to see about providing a building study for us. I have with me a copy of the proposal they submitted.

5. Taylor Knapp has submitted her letter of resignation. Her last day will be August 8th and then she will begin preparing to leave for college.

Respectfully submitted:
Maureen Jagos

VIII. Old Business

n/a

IX. Town Board Meeting Report

K. Cambria attended the Board Meeting **DATE** and they passed the Library's resolution early in the meeting.

M. Jagos has subsequently received an email stating that the Town has submitted the paperwork.

X. Adjournment 9:20

-K. Cambria made the motion to adjourn, A. Robson Coles seconded, motion passed 3-0.