

**Chester Public Library**  
Board of Trustees Meeting  
September 16, 2025  
Call to Order 7:20 pm

**I. Call to Order**

Present: Hema Easley, Beth Pechman, Maureen Jagos, Noreen Stevenson, Tony DiComo

**II. Minutes**

- July minutes not available. Will review next month

**II. Correspondence**

- Received handwritten note on the Road Trip program. Very complimentary on our library participation

**III. Disbursements**

- Disbursements for July and August were approved 3-0. Hema Easley made the motion and Beth Pechman seconded.

**IV. Treasurer's Report**

- We have \$641k in Net Assets with \$132 in Capital Funds
- Not receiving the same interest as our CD was not renewed due to ongoing issues with the basement plumbing. Based on information regarding the Construction grant, we feel there is room to invest in a CD
  - Hema made a motion to have Tony invest up to \$50k in a CD at the best rate he can find and for up to 1 year.
  - Noreen seconds, passed 3-0
- We are on target to reach our budgeted Net Income for the year
- Hema made a motion to accept the report and Noreen seconded. Passed 3-0

**V. Chester Public Library Director's Report**

- Katie Cutler resigned as Reference Librarian.
  - Taken a job in Rockland County - closer to home
  - We have started interviews
- Construction Grant
  - Application sent to RCLS
  - RCLS has requested some change of the language
  - The state updated their assurance document and Hema Easley, President of the Library Board has signed it.

- The assurance application was completed for a public library construction aid award to be administered in accordance with the requirements of Education Law 273-a and Commissioner's Regulation 90.112 was read and duly adopted by the Board of Trustees of the Chester Public library at a legal meeting on September 16, 2025.
- Both of these documents are included
- **Booksale**
  - Set for October 11th and 12th. To coincide with the Sugar Loaf Fall Festival
  - We have a group of volunteers in place
  - Working on getting donations of food/drinks
  - Girl Scouts/Brownies of Chester may also help
- **Budget**
  - RCLS provided a copy of their budget for us to discuss and vote on
  - Highlights
    - RCLS service fee increasing by \$41
    - ILS Support fee decreasing by \$140
  - Hema signed document to accept this budget as proposed
- **NYLA Conference**
  - Maureen attending
  - November 6-8 in Saratoga Springs
  - Relevant programs and networking opportunities

## **VI. Old Business**

- N/A

## **VII. New Business**

- Dan Mahoney resigned effective immediately. We need to find replacement
- We are reviewing and updating the Chester Library by-laws. The following sections are being reviewed:
  - Article VI section 4
  - Article VII, Section 1
  - Article VII, Section 4.
  - The first reading will be in Sept
  - The second reading will be in October
  - Approval set for November
- Plumbing situation in Basement
  - Discussed the proposal for the work needed
  - Ongoing discussions with the Town for assistance
  - Grant application was submitted
  - Hema made a motion to accept the proposal of \$97,450 to fix the plumbing issue. Noreen seconded and motion passed 3-0

## **VIII. Executive Session**

- Hema Easley made a motion to break into executive session at 8:08pm. Noreen seconded.

- Broke out of Executive Session at 8:44 with no action taken. Motion by Hema Easley, Beth Pechman seconded. Passed 3-0

### **Adjournment**

Hema Easley made a motion to adjourn the meeting at 9:30 pm, Beth Pechman seconds. Vote passed 3-0.