

Chester Public Library
Board of Trustees Meeting - Draft minutes
November 18, 2025
Call to Order 7:15 pm

I. Call to Order by Noreen Stevenson

Present: Beth Pechman, Maureen Jagos, Alan Hershman, Tony DiComo. Hema Easley absent with excused absence

II. Minutes

- October minutes not available. Will review next month

II. Correspondence

- Joe The Plumber (JTP) sent a letter stating the Library is not responsible for paying his bills. He may end up suing the Town for reimbursement

III. Disbursements

- Disbursements were approved.

IV. Treasurer's Report

- We have \$533k in Current Assets with \$133 in Capital Funds
- Operating Income almost \$2k. Running ahead of budget.
- Operating Expenses almost \$81k. Running under budget due to lag in buying new books.
- The Library budget was passed in the Town election

V. Chester Public Library Director's Report

- **New Staff**
 - Need to replace Irene Dunn
 - Will be a PT position
 - All adult programs on hold until position is filled
 - Sara is the new reference librarian
 - She will work 29 hours a week
 - Laura will be back as a substitute as needed to fill hours
- **Staff Training**
 - Will occur in December
 - Library will be closed for 1 day
 - Morning will be training
 - Afternoon will be service
- **Friend Of Library**
 - Restarting

- Lisa Iarkowski and Emily DiLaura have agreed to lead the group
- They have met with the previous members and are in process of signing paperwork at bank

VI. Old Business

- **Revision of By-Laws**

- Noreen Stevenson made a motion to accept the revisions, Alan Hirschman seconded it
- Passed 3-0

VII. New Business

- **Adopt the Internet Safety Policy as per RCLS**

- Stephen Hoefer reviewed various subjects with the Board
 - Construction Aid
 - Division of Library Development has no issues with our construction application
 - Awarding the Library \$73k.
 - Will receive 90% in 1 year
 - 10% when project is complete
 - E-Rates
 - IT rares provided now at \$18k
 - Subscription dues will increase
 - RCLS is using various methods to keep costs down, but hasn't saved enough
 - Chester library is entering into Category 2 to get deeper discounts.
 - We need to pass the CIPA for filtering and such
 - Noreen Stevenson made a motion to vote on the Internet Safety Policy. Alan Hershman seconded the motion
 - Internet policy passed unanimously

- **Next Meeting**

- December 16, 2025

Adjournment

Noreen Stevenson made a motion to adjourn the meeting at 8:20 pm, Beth Pechman seconds. Vote passed 3-0.