

Chester Public Library
Board of Trustees Meeting - Draft minutes
December 16, 2025
Call to Order 7:36 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 and November minutes unanimously approved

II. Correspondence

- Woman opening a day care facility in Chester needs 2 emergency sites for congregating.
 - Maureen contacted other directors of libraries to see if they were ever contacted for something like this and no one has
 - This woman will need to provide all support - we cannot not and will not assist her
 - Was unanimously approved by Board

III. Disbursements

- Disbursements were approved.

IV. Treasurer's Report

- We have \$498k in Current Assets with \$133 in Capital Funds
- We have enough available funds to get thru January and probably February
- Our expenses are running way under budget due to staff changes and benefit savings
- Report was unanimously approved

V. Chester Public Library Director's Report

- CIPA compliance
 - Was submitted in December
 - It went into effect the same month.
 - RCLS staff came and tested it out
- **Check Received**
 - From Senator Skoufis
 - From Bullet Aid
 - We may use for the engineer needed to hire for the plumbing work
- **Plumbing Work**
 - We need an Engineering firm
 - Received a couple of recommendations and calls will be made

- **New Hire**
 - Replace Irene Dunn
 - Interviewed 6 of 8 candidates that showed interest
 - Will Hire Maggie Smykla as an assistant librarian
 - Thru RCLS
 - Worked at Goshen Library
 - Will work up to 19 hours/week @ \$25/hour
 - Tuesdays, Thursday and Saturday
 - Will be responsible for adult programming
 - Motion made to go forward with hiring Maggie and it was passed unanimously
 - She will start in January
- **Board members**
 - We are still looking for another Board member
- **Friend Of Library**
 - Made their initial deposit of funds
 - Wants a “need” list from us
 - We suggested a camera
- **Staff meeting**
 - Pushed to January

VI. Old Business

- None

VII. New Business

- **Next Meeting**
 - January 20, 2026

Adjournment

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