

Chester Public Library
Board of Trustees Meeting
May 17, 2022
Call to order 7:16 pm

I. Call to Order

Present - M. Jagos, Cindy O'Connor, Daniel Mahoney, and Allen Herschman, Hema Easley, Tony Dicom. Aurora Robson-Coles arrived late.

II. Approval of Minutes

Table until next month.

III. Correspondence

N/A

IV. Disbursements

Aurora Robson-Coles made a motion to approve disbursements. Cindy O'Connor seconds. Vote passed 4-0

V. Treasurer's Report

March Total assets \$733,853.59. Capital reserve \$100,964.86. Income \$573.33. Expenses \$50,851.54

April Total assets \$684,934.17. Capital Reserve \$100,968.87 Income \$633.83 Expenses \$49,553.25

Cindy O'Connor made a motion to approve treasurer's reports from March and April. Allen Herschman seconds. Vote passed 3-0

VI. Chester Public Library Director's Report

1. I joined in with 2 other libraries to have our old computers and other electronics picked up. They were here on May 3rd. The company that RCLS recommended, E-Waste+, will break the components down and have them recycled. This also freed up a large amount of our storage space.

2. We will plan once again to close on Sundays in the summer. The traffic overall has been slow and especially so on Sundays. We will close from July 3rd until September 11th. Those two staff members that work on Sunday will be moved to weekday hours that will help cover staff shortages.

3. The fence surrounding the Community Garden did not hold up very well this past winter. We have been looking into getting metal deer fencing instead of replacing the current mesh. I would like to use the credit card's cash back points to cover the expense. The cost would not exceed \$300.

Cindy O'Connor made a motion to approve use of upto \$300 on fencing. Allen Herschman seconds. Vote passed 3-0.

4. I have been informed by RCLS that there is a way to connect the library's Overdrive ebooks with the school's SORA e-books. I have been in touch with Mrs. O'Hara to see if

this is something the school would like to connect on. There is no additional cost for either of us. The connection just simply allows students to use their current school account to access our titles. No student information would be shared with us, we would just have a total number of books borrowed each month by the school as a whole.

5. Paul Ellis was hired as a PT clerk to fill the vacancy left by Alba Borchert. His first day was on April 22nd. His rate of pay is \$15/ hour. He has been training with Linda.

Cindy O'connor made a motion to approve hiring of Paul Ellis. Dan Maboney seconds. Vote passed 3-0.

VII. Old Business

Library lease was signed prior to this evening's meeting.

VIII. New Business

-Dan Maboney made a motion to approve Computer Use Policy. Allen Herschman seconds. Vote passed 3-0.

-Dan Maboney made a motion to approve Time Clock Policy. Allen Herschman seconds. Vote passed 3-0.

-Cindy O'Connor made a motion to approve Time Accrued Policy Allen Herschman seconds. Vote passed 3-0.

-Allen and Maureen met with representatives of the school in regards to Maple Ave. building Discussions ongoing.

IX. Town Board Meetings

N/A

X. Executive Session

N/A

Adjournment

Cindy O'connor made a motion to adjourn the meeting. Allen Herschman seconds. Vote passed 4-0.

Meeting adjourned 8:47.