

## Chester Library Board of Trustees

Special Meeting Minutes: Monday, November 22nd, 2021

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### **I. Call to Order**

The Chester Library Board of Trustees held a special meeting on Monday, November 22nd, 2021 at the library. In attendance were Sandy Senior-Dauer, Karin Badger, Peggy Carter-Ward, Jen Rice, Abbi Rice, Devin Chester and Stephanie Romano, Library Director. Guests in attendance: None.

Call to order at 6:03pm by Sandy Senior-Dauer, Chair.

### **II. Secretary's Report**

Motion by Karin Badger, 2nd by Devin Chester to approve the October 18th meeting minutes as written. Minutes unanimously approved.

### **III. Treasurer's Report**

Peggy Carter-Ward provided a copy of the most recent report to board members via email prior to the meeting. Briefly reviewed.

### **IV. Old Business**

- A) Sitting garden: Complete.
- B) Approval of the policy manual: Postponed until next meeting. Karin Badger to compile into PDF format for easier access.
- C) Status of the G. Orton-Jones fund: Karin, Stephanie and Jen met with Michael LaRiviere of Essex Financial and Moira Martin of Essex Trust regarding the transition of the trust to Essex Trust. Awaiting Probate hearing.

### **V. Librarian's Report**

Stephanie Romano, Library Director, provided monthly report to board members prior to meeting and discussed the following:

- Book chat at Deep River Public Library December 1st
- December program: Scavenger hunt for elves hidden throughout the library.
- Book drop has arrived and cart for transporting books from the drop to the library purchased. Awaiting installation.

### **VI. New Business:**

- A) Approval of dates for 2022 board meetings: Plan to table until next meeting.
- B) Removal of wooden fence and replacement: Stephanie Romano to add to next year's library budget. Goal is to have fencing along the entire ridge behind the library.
- C) Holiday Market sale of books by Friends: At downtown Chester Holiday Market, Sundays December 5th, 12th and 19th from 10-1pm. Email Roseann Ventimiglia if interested in volunteering. Looking for giftable book donations.
- D) Election of Officers for 2022: Table until next meeting.
- E) Other: None

### **VII. Audience of Citizens: None.**

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**VIII. Adjournment:** Motion by Jen Rice , 2nd by Peggy Carter-Ward to adjourn at 7:05pm. Unanimously approved.

Next meeting: Monday, December 20th at 6pm.