

Chester Library Board of Trustees

Meeting Minutes: Monday, January 23, 2023

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I. Call to Order

The Chester Library Board of Trustees held a meeting on Monday, January 23, 2023 at the Chester Public Library. In attendance were Karin Badger, Devin Chester, Abbi Rice, Jen Rice and Stephanie Romano, Library Director. Absent: Peggy Carter-Ward and Sandy Senior-Dauer. Guests in attendance: None. Call to order at 6:05pm by Karin Badger, Vice-Chair.

II. Secretary's Report

Motion by Devin Chester, second by Jen Rice to approve the December 19th meeting minutes as written.

III. Treasurer's Report

Treasurer's Report made available to all board members prior to the meeting. No discussion at this time.

IV. Old Business

- A. Mission: Discussed mission statements of other area libraries and developed draft statement: "The Mission of the Chester Public Library is to provide a thoughtfully curated collection, interactive and inspiring programs, cultural enrichment and to promote lifelong learning."
- B. Vision: to be discussed further at the next meeting.

V. Librarian's Report

The Library Director provided the monthly report to board members prior to the meeting and discussed the following:

- Finalizing budget to be presented to the town, awaiting additional quote for masonry work to exterior walls.

VI. New Business:

- A. Karin attended the January 10th presentation by State of CT Public Education Officer Tom Hennick at the Chester Town Hall regarding FOI:
 - 1. Notice & Agenda for in-person meetings must be posted at least 24 hours before the scheduled meeting
 - 2. If a meeting is by Zoom or is a hybrid meeting, Agenda & Link must be posted at least 48 hrs ahead.
 - 3. Zoom & Hybrid meetings must be recorded or taped & posted on website within 7 days and stay up on site for 45 days
 - 4. Regular Meeting Minutes must be posted within 7 days of the meeting.
 - 5. If Votes are taken in a meeting, the record of vote needs to be posted within 48 hours, excluding weekend and holidays.
 - 6. *Emergency Meeting minutes* need to post within 72 hours, excluding weekend and holidays.

VII. Audience of Citizens: None

VIII. Adjournment: Motion by Jen Rice, 2nd by Devin Chester to adjourn at 6:38pm. Unanimously approved. Next meeting: Monday, February 27th at 6pm at the library.

Respectfully submitted by Jen Rice.