

Chesterfield Library Board of Trustees Meeting
7:05 PM, February 19, 2024

Present: Trustees: Amy Gavalis, Jen Peotter, Linda Urban-Lyon; librarian assistant, Dee Cinner

January Minutes: Approved with the following corrections (in italics):

Under New Business-Present budget adjustment:

We anticipate Cindy will return to work...

Under New Business-New Budget:

...Finance Board's reserve fund. *Trustee's made a projected budget that allows for Cindy's return.*

Trustee, Jen Peotter, presented a

Librarian's Report: Trustee Chair, Amy Gavalis, presented User Statistics for January 2023 and 2024.

Total circulation statistics were slightly down in January 2024 when compared to January 2023.

Old Business: Librarian update-Cindy is still receiving physical therapy and occupational therapy. She states her last day at the rehab facility will be on February 29. She will return home and hopes to return to the library on Wednesday, March 13, 2024, after receiving medical clearance from her doctor.

Staffing-Currently staffing consists of the part-time library employees working as Assistant or Substitute and the Interim Director. The interim director will not be working as many hours as anticipated, her last day will be in March before Cindy returns.

Wage Adjustment-Wages for part time employees were not correctly calculated. Trustee Chair had spoken with Town administrators to make appropriate adjustments.

New Business: Budget FY 2025-Trustee Jen Peotter shared the FY2025 budget request she submitted to the Town's CPA firm, Town Administrator and Finance Committee. Trustees reviewed budget items. Jen clearly stated the new requests for consideration.

Aspen Catalog Training-Aspen Discovery Catalog is a new system for patrons. There is a training for Library staff in the coming about this new system.

Meeting adjourned at 8:30 PM