

# CHATHAM PUBLIC LIBRARY ADVISORY COMMITTEE (CPLAC)

## MEETING NOTES

CHATHAM PUBLIC LIBRARY  
CHATHAM NY

DATE: January 3, 2017  
TIME: 10 AM – Noon

Muriel Faxon ; Teri Conte ; Lael Locke, Co-Chair ;  
Melissa Sarris ; John McGowan, Co-Chair ; Joanne Gerstel ;  
Rosemary Vickery ; Julie DeLisle, Library Director ;  
Cheryl Nuciforo, Superintendent ; Mike Chudy, School District Designee ;  
Rebecca Greer, Representative of Friends of Chatham Library: ;  
Others in attendance: \_\_\_\_\_

**A. CALL TO ORDER** Time: 10:05 AM

### **B. APPROVAL OF PRESENT AGENDA**

The agenda was approved.

### **C. APPROVAL OF MINUTES OF PREVIOUS MEETING**

The meeting notes were approved with one correction previously noted (i.e. the designation of parking spots for library patrons is under consideration by the village and has not yet been approved as stated in the meeting notes).

### **D. FRIENDS' REPORT**

Rebecca gave a report including the following:

- Several author talks have been set: Diane Smook on January 28, Nancy Castaldo on February 25, Jerri Dell on date to be determined in March, and Jon Katz in April.
- They received a grant from a private party for \$500.
- Membership donations of \$1,100 were received in December.

### **E. PUBLIC COMMENT**

No members of the public were present.

### **F. NEWS FROM BOE**

An announcement on the school superintendent should be forthcoming in the next few weeks. We agreed that it would be good for CPLAC to meet with the new person after the choice is finalized.

### **G. COMMENTS FROM THE CHAIRS**

- John reminded the group that the February meeting will be held on January 31.
- John mentioned that the agenda for the monthly CPLAC meeting is distributed one week prior to the next meeting date. Any member wishing to add something to the agenda should contact John prior to the distribution date.

## H. DIRECTOR'S REPORT

Julie gave a report including the following:

- The Town of Ghent restored funding to the Columbia County Library Association
- Planning is underway for one or two teams from the schools to participate in the Battle of the Books in September. Julie is working with Donna Eager at the high school library on this.
- The library will be having a high school intern working at the library for about 52 hours this semester. This was arranged through Mr. Loomis, the high school counselor.

## I. OLD BUSINESS

### I.1 Strategic Plan Subcommittee Update

Lael needs a couple of items in order to finish the report. We should have the complete document by next meeting. Then we can decide on our next steps.

### I.2 Landscape Issues

There's nothing new to report on the sidewalk realignment. We'll move this topic to section K. below and Mike will let us know when he has some news.

### I.3 Parking

Mike and Cheryl will follow-up with the village mayor on this issue now that the busy holiday season is over.

### I.4 New E-Mail Feedback

Our school email service has switched to Gmail from Outlook. John reported he had switched over to Gmail with no problems. However, Joanne, Lael, Roe, and Melissa all reported that they couldn't get onto their Gmail accounts. Melissa will contact Giles for troubleshooting help. John will attempt to help the others sign on, but if he's unsuccessful they will also contact Giles as per his offer to help. **In the meantime, John will make sure that documents he sends out will go to both new school e-mail addresses and old personal e-mail addresses until everyone is "squared away".**

## J. NEW BUSINESS

### J.1 Program Committee

After a brief discussion of the program committee we decided to not resurrect this group.

We also discussed coming up with more information for our two BOE members to report to their group on a monthly basis. The discussion covered a lot of ground, including philosophical points and operational considerations. Since there was some lack of focus and we were starting to run long, this discussion was truncated and we'll pick it up again.

## K. ITEMS FOR FUTURE AGENDA

- K.1 Julky Street Fair Participation (discuss in April)
- K.2 Facility Study
- K.3 Landscape Issues (e.g. path to library from sidewalk)

**ADJOURNMENT**

**Time: \_11:51 AM\_\_\_**

NOTE: **Bold type** in the body of the notes above is used to indicate “action items” for specified committee members.

**Next Meeting: January 31. 2017, 10 AM at Chatham Public Library**

**Note: We expect to have an Executive Session at the end of our regular business meeting.**