

**CHATHAM PUBLIC LIBRARY ADVISORY COMMITTEE
(CPLAC)**

MEETING NOTES

CHATHAM PUBLIC LIBRARY
CHATHAM NY

DATE: March 3, 2015
TIME: 10:00 AM – Noon

Muriel Faxon ; Teri Conte ; Lael Locke ; Al Vinck _____;
Karen Malina, Co-Chair ; John McGowan, Co-Chair ;
Georgene Gardner ; Julie DeLisle, Library Director ;
Cheryl Nuciforo, Superintendent _____; Mike Chudy, School District Designee ;
Representative of Friends of the Chatham Library _____;
Others in attendance: Joel Merker

A. CALL TO ORDER Time: 10 AM

B. APPROVAL OF PRESENT AGENDA

The agenda was approved with the addition of one item, "J.4 Library Budget".

C. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes were approved with the addition of the following sentence: "The Program Committee will be directed by Julie, in her role as Library Director."

D. FRIENDS' REPORT

Rebecca Greer could not be with us, so John presented her report:

- The Peter Biskind talk on February 21 was attended by about 30 people and was well received.
- Victor Navasky is scheduled for March 21 and Tessa Edick will appear on April 11.
- Emily McCulley will be rescheduled to a date in 2016.
- The Friends' annual appreciation breakfast for the library staff will be held on March 19.
- Rebecca again asks for suggestions for future speakers and new members of the Friends board.

E. PUBLIC COMMENT

There were no members of the public present to make comments.

With unanimous consent, we welcomed Joel Merker to the meeting, who led us on a discussion of his suggestions for more efficient use of library space and a walkabout through the building. Mr. Merker drew upon his considerable background in architectural/space planning to formulate his proposals. He had also previously met with Lael and Julie. We all understand that money for changes is limited and there may be Department of Education limits on what we can do.

We talked about the following areas for consideration:

- change the present area used for computers users into a conference area (relocation of the computers would be necessary).
- put some computer work stations in the downstairs lobby (traffic flow might be an issue).
- move the teen room area to a location which would allow better supervision.
- use the current teen room for other uses.
- look at better use of the room currently used as a staff room.
- use a corner of the current children's room for other uses.

We agreed to keep this subject on the agenda for further discussion. **Mike will check on what constraints we are under in rearranging space. Lael will research some prices on moveable screens, etc. Julie will also be meeting with Rebekkah Smith-Aldrich from Mid-Hudson in the near future on space.** We thanked Mr. Merker for his time and interesting suggestions.

F. NEWS FROM BOE

The Library Budget will be presented to the BOE on March 24.

G. COMMENTS FROM THE CHAIRS

John raised the issue of the April meeting, which will fall during the school Spring recess. Since no one had a problem with that date we decided to keep the meeting on April 7 at 10 AM.

John also indicated that Cheryl has asked for a representative from CPLAC for the group which will be assembled to give input to the long-range planning process for the school district. There will be a number of meetings in March and April. John will be the representative, with Georgene as his back-up should he have to miss some of the meetings. **John will pass this information along to Cheryl's office. [DONE]**

H. DIRECTOR'S REPORT

Highlights of Julie's report:

- Take Your Child To The Library Day was very successful.
- Over 20 kids are signed up for the 1,000 books club.
- Over 40 people are signed up for IndieFlix program.
- State-funded archivist will be visiting this month to discuss our historical collection

I. OLD BUSINESS

I.1 Update On Projects Previously Discussed (i.e. lit magazine, defensive driving class, computer tutoring)

- Teri will be meeting next week about the literary magazine roll-out.
- We'll discuss defensive driving next month when Al returns.
- The computer tutoring program is going well.

I.2 CPLAC Roles Encore

John said that he would like anyone who wants to comment on the roles discussion we had last month to feel free to do so.

J. NEW BUSINESS

J.1 Space – Discussion

See discussion under Section E., above.

J.2 Annual Report

Julie had previously forwarded the Annual Report to us for review. On a motion by John and Second by Muriel, we voted to approve the report and pass it along to the BOE. **Julie will make sure it's on the BOE agenda for March 24.**

J.3 Program Committee

The Program Committee will meet next week.

J.4 Library Budget

Mike passed out copies of the library budget chart. There was some discussion of the costs associated with the staff restructuring that was accomplished last year after BOE approval. We also talked about staffing patterns, how various funds can be used, impact of grants and some other issues.

K. ITEMS FOR FUTURE AGENDA

K.1 Five-Year Plan/ Strategic Planning

K.2 Collection Development

ADJOURNMENT

Time: _12:15 PM__

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

Next Meeting: April 7, 2015, 10:00 AM - Noon, Chatham Public Library