

**Minutes of the
CHATHAM PUBLIC LIBRARY
Public Library Advisory Committee (CPLAC)
Held at the
Chatham Public Library
March 4, 2013 at 10:30 AM**

In attendance: Muriel Faxon, Gail Day, Nancy Hammell, John McGowan, Co-Chair, , Al Vinck, Elizabeth Powers, Hanna Bachrach Library Director, Mike Chudy, CCSD Business Administrator, Wendy Fuller, Bernadette Brusco, Friends Representative.

OPENING REMARKS:

Meeting was called to order at 10:38 AM by Chairman McGowan. Minutes of the February meeting were approved with minor corrections, as well as present agenda.

FRIENDS REPORT:

1. B Brusco reported receiving a nice response from the community for the recent Lincoln event with local author David Rubell. There was a great attendance - over 50 people.
2. The Friends are planning an event in April with local illustrator, Jackie Rogers and a poetry reading.
3. The Friends are undertaking the idea of targeted fundraising.
4. Questions about where to store Friends archival minutes.

PUBLIC COMMENT:

B Brusco commented on the newsletter

COMMENTS FROM THE CHAIR:

1. J McGowan wrote thank you notes to two retiring employees, Marilyn Martin and Harriet Simpkins to thank them for their long and dedicated service to the Library.
2. Noted that April's meeting will be held on the second Monday of the month and will be at 2:00 PM

DIRECTOR'S REPORT:

1. Director Bachrach updated CPLAC on some staffing issues, and the coverage of shifts. H Bachrach's maternity leave is scheduled to begin on March 25, 2013.
2. SIERRA, the new integrated library system (to replace Millennium) will be installed on Tuesday, April 23, 2013. Most Mid-Hudson libraries will be closed for the day as no materials will be allowed to be checked out that day. Chatham Public Library will be closed and the announcement will be made in as many places as possible to alert the public.
3. Update on the annual report was given. The workshop that H Bachrach was going to attend was cancelled but she has rough draft of report prepared for review. Gave the timeline for submission and presentation to the Board. Motion by M Faxon, seconded by N Hammell to accept the Annual Report for Public and Association Libraries 2012 as drafted by H Bachrach.

4. Further discussion about Library staff members giving out information to children's whereabouts to inquiring parents. M Chudy consulted school attorney who said staff members are allowed to tell parents if their children are at the library if asked. Discussion ensued. Staff will keep a tally of how many calls of this nature are received each week for a period of two months to track.

5. Canaan ongoing weeding process update. List of proposed discards will be sent to the Board.

6. H Bachrach spoke at the Northern Columbia Rotary Breakfast and they made a \$100 donation to the Library.

7. Scavenger hunt for Homeschooling group was held. 12 students attended.

OLD BUSINESS:

1. Library Use brochure: Draft and suggested changes were distributed. CPLAC gave their input. H Bachrach will make changes for final approval at next meeting.

NEW BUSINESS:

1. J McGowan gave an overview of the three months of H Bachrach's maternity leave and Wendys Fuller's interim directorship. All will work together to ensure a smooth transition.

Public Session Adjourned at 12:08; motion by M Faxon and seconded by N Hammell

EXECUTIVE SESSION: Convened at 12:09

Next meeting will be Monday, April 8, 2013 at 2:00 PM in the Chatham Public Library

Meeting adjourned at 12:00PM

Submitted by E. Powers