

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

**MEETING NOTES**

CHATHAM PUBLIC LIBRARY  
CHATHAM NY

DATE: April 7, 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 ;  
Rebecca Greer, Representative of Friends of the 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 minutes were approved as drafted.

**D. FRIENDS' REPORT**

Rebecca reported on the following items:

- The V. Navasky presentation was very successful.
- Donations are coming in due to the Shirley Brown Rosen obituary request.
- They hope to add to the Museum Pass program – perhaps Steepletop.
- On May 21 at 6:30, Peter Jung will do a slide show on the Hudson River school artists.

**E. PUBLIC COMMENT**

There were no members of the public present.

**F. NEWS FROM BOE**

There was nothing to report this month.

**G. COMMENTS FROM THE CHAIRS**

Karen clarified that the Friends will be supporting the roll out reception of the high school literary magazine, not the production of the magazine itself.

John reported on the work of the school district long range planning meetings. He is favorably impressed with the process and thinks that the information being generated should be of great help to the school district. He or Georgene will attend the remaining meetings that have been scheduled.

## H. DIRECTOR'S REPORT

Julie's report included:

- A total of 36 families have signed up for the 1000 Books Program.
- Use of IndieFlix continues to grow.
- We now offer the Chatham Courier online (sponsored by the Friends).
- Mindy Gordon, from State Archives, spent the day on March 24 reviewing our historical collection. She will provide a report with recommendations.
- Rebecca Smith-Aldrich visited the library to look at our space utilization. (See below under I.2 for space discussion).

## I. OLD BUSINESS

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

- Julie has been in contact with the faculty advisor and will coordinate with her.
- Al reported that he has received no information from AARP on their program despite several contacts with them. He did, however, speak with two local providers of the DDP who both seem very flexible in setting up a program. They vary slightly in details of their classes (e.g. 1 six-hour class versus 2 three-hour classes and number of films). We reiterated that the library's role is to publicize the program as a service to the community, especially older citizens who don't want to venture out at night for a class. The library will not be running the program, collecting money or housing the class sessions. The classes might be held at Camphill Ghent for example. **Al will follow-up with the two providers and review their films. Muriel will explore with Camphill.** We'll discuss next month.
- The tutoring program is progressing very successfully. We talked about recognizing the participating student tutors in some way at the end of the school year.

### I.2 Space – Discussion

Julie explained that the staff continues to weed outdated material and consolidate the collection. We had talked last month about using the end of the current computer/reading room as a spot for small group meetings or sessions. Mike Chudy had visited the library with the school architect and it seems that this partition of a meeting space could be accomplished fairly easily. Rebekkah Smith-Aldrich from MHLS had also pointed out that we aren't using our spaces as efficiently as we might. She endorsed our continuing efforts to weed, consolidate and use our space more creatively.

As we continued to discuss space we recognized that the use of space would be very much driven by what we want the library to be in the coming years. As such, it is very important that we work on that long-range vision and plan before we make too many space utilization decisions. So, we decided to activate our long range planning efforts (see section J.1 below).

### I.3 Program Committee

Georgene reported that she is starting a book discussion group starting on May 3 at 2 PM. The first book is "Atonement" by McEwan. The library will have copies available for participants to check out.

## J. NEW BUSINESS

### J.1 Five-Year Plan/ Strategic Planning

We had previously stated that we wanted to start the long range planning process in June 2015 after Julie had been with us for a year. Now, with the added impetus of space planning, we determined that we should start that process. We agreed that this work can't be accomplished during our regular monthly meetings and that we'd want to have a "retreat" approach of probably several meetings to "get 'er done". We also prefer to have these sessions somewhere other than the library to avoid distractions. We also feel that an outside facilitator is essential to guide us in the process. **Julie will talk to Rebekkah Smith-Aldrich about facilitation and Muriel will talk to Camphill Ghent about possible space.**

### J.2 Other Issues

We decided the following:

- Place Collection Development on the May agenda.
- Place Staff Reception on the Items For Future Agenda list.

## K. ITEMS FOR FUTURE AGENDA

### K.1 Collection Development

### K.2 Fall Staff Reception By CPLAC (July Agenda)

## ADJOURNMENT Time: \_\_Noon\_\_

Motion by Muriel, Second by Teri.

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

**Next Meeting: May 5, 2015, 10:00 AM - Noon, Chatham Public Library**