

# CHATHAM PUBLIC LIBRARY ADVISORY COMMITTEE (CPLAC)

## MEETING Notes

CHATHAM PUBLIC LIBRARY (Main Floor)  
CHATHAM NY

DATE: August 5, 2013  
TIME: 2:00 – 4:00 PM

Muriel Faxon \_\_X\_\_ ; Gail Day \_\_\_\_ ; \_\_\_\_ ; Al Vinck \_\_X\_\_ ;  
Karen Malina, Co-Chair \_\_X\_\_ ; John McGowan, Co-Chair \_\_\_\_ ;  
Georgene Gardner \_\_X\_\_ ; Hanna Bachrach, Library Director \_\_\_\_ ;  
Cheryl Nuciforo, Superintendent \_\_\_\_ ; Mike Chudy, School District Designee \_\_X\_\_ ;  
Representative of Friends of the Chatham Library \_\_\_\_ ;  
Wendy Fuller, Interim Library Director \_\_X\_\_ .  
Others in attendance: \_\_\_\_\_

**A. CALL TO ORDER**                      Time: \_\_2:00\_\_

**B. APPROVAL OF PRESENT AGENDA**

The agenda was approved.

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

The minutes were approved (Motion by Muriel, Second by Al).

**D. FRIENDS' REPORT**

No representative of the Friends was present. It was noted that there were about 25 people at the last Friends sponsored event at the library.

**E. PUBLIC COMMENT**

No members of the public were present.

**F. NEWS FROM BOE**

No report.

**G. COMMENTS FROM THE CHAIRS**

Karen led a discussion of three items:

- Interim Library Director position

Two resumes were received and we decided (Motion by Muriel, Second by Al) to call the two people in for interviews. Members further decided to meet on August 9 to formulate questions and to try to schedule interviews for August 12. Wendy can be in the position until the end of September.

- Filling CPLAC Position

The discussion revolved around the need to fill the vacancy and that the vacancy would have to be advertised. Since this is in the purview of the BOE, they will discuss.

- Possible Library Expansion

We should have a proposal for expanding our space into the current middle school before that facility is closed as a school. As a first step, it was decided that CPLAC would meet with the library staff to get their ideas and wishes for new space. This meeting was set for August 29. [NOTE: this meeting will need to be rescheduled.]

## **H. DIRECTOR'S REPORT**

Wendy, in addition to the subjects under old and new business reported below, discussed the following topics:

- The library newsletter will provide space for the Friends to use to report on programs and other news of interest to people getting the newsletter. CPLAC approves.
- Wendy and Becky have begun work on a grant for next summer's Reading Program.
- Nothing new to report on the telephone system shortcomings.
- Kate Gulliver has suspended her reading group for the summer.
- Staff is working on producing a list of large print books for "weeding".
- A group of local railroad history audiotapes should be converted to CD format. There is also a video of oral history on farmers, which is missing. If it's found, that video should be converted to DVD.

## **I. OLD BUSINESS**

### **I.1 Window Protection Update**

We gave the approval to go forward with the project. We will try to get a grant from Berkshire/Taconic Foundation or the T. Backer Fund.

### **I.2 Cummings Memorial Donations**

Wendy continues to work on this.

### **I.3 Canaan Visit**

Our October meeting will be in Canaan. AI will make the arrangements.

### **I.4 HRBT Grant Money**

We discussed possible uses for the grant money for both the Chatham and Canaan libraries.

### **I.5 Nook Status**

We are keeping the program alive and will revisit when the interim director is appointed. We have identified a credit card to use to download books at Barnes & Noble.

## **J. NEW BUSINESS**

### **J.1 Historical Collection Update**

Wendy presented cost information on uploading and hosting our archival collection. She also noted that Rich Kraham has offered to assist in the project. Wendy will continue to research what other MHLS libraries are doing to make their historical collections accessible.

### **J.2 Meeting Time & Location**

This was deferred until next meeting.

J.3 September Staff Training Day

We approved closing the library on Tuesday, September 3 for district conference attendance and for more training on the Sierra computer system. John will update the phone message.

**K. ITEMS FOR FUTURE AGENDA**

K.1 Develop Vision Statement

K.2 Personnel Plan

K.3 Library Club

K.4 Five-Year Plan

K.5 Kiosk Status

**ADJOURNMENT**

**Time: 4:00**