

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

MEETING NOTES

CHATHAM PUBLIC LIBRARY
CHATHAM NY

DATE: September 1, 2015
TIME: 11 AM – 12:30 PM

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

A. CALL TO ORDER Time: __11:16 AM__

B. APPROVAL OF PRESENT AGENDA

The agenda was approved as drafted.

C. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes were approved as drafted.

D. FRIENDS' REPORT

Rebecca reported the following:

- They are working on updating their by-laws.
- John Cooley and Rebecca were re-elected to the board of the Friends
- Upcoming events include F.A.O. Schwartz on 9/26 and Bertrand Fay on 12/19.

We also discussed our desire to have the Friends represented during our whole monthly meeting and that we include them in our strategic planning process. We decided to name a liaison from CPLAC to regularly attend FOL meetings. Lael stepped up and volunteered for this position. At the first FOL meeting she attends, Lael will make an appeal for a volunteer to join us.

E. PUBLIC COMMENT

No members of the public were present.

F. NEWS FROM BOE

Teri reported that the BOE would continue to work on goals development. Georgene and John were involved with the public input meetings and they will continue to receive updates.

G. COMMENTS FROM THE CHAIRS

John requested that all publicity requests go through Julie to Adam; this is the way Adam would like it to work.

H. DIRECTOR’S REPORT

All members received a copy of Julie’s report. It was positively received, but there was no discussion other than to note that Suzanne Wightman would be moving to a sub role due to time constraints.

I. OLD BUSINESS

I.1 Defensive Driving Class Update

This program is all set to go. No follow-up needed at this time.

I.2 Strategic Planning – Next Steps

We will meet to continue the efforts we made with Rebekkah Smith-Aldrich on developing a Vision Statement and starting our strategic planning process. We decided to meet on September 15 at 1 PM for about 1.5 hours to start our efforts. At that time, we’ll also decide whether or not to form a subcommittee(s) to proceed with the work. **Julie will communicate with Rebekkah to get her input on where we go from here. Per members request, John will forward the library Mission Statement to CPLAC.**

I.3 Programming Committee/Book Group Update

Teri reported that the Tech Tutors program would start up again in September. Dates will depend on student availability. She also raised the possibility of having targeted training seminars on specific computer-related subjects. The committee endorsed this idea and Teri will work on setting it up, although it probably couldn’t happen until later in the fall.

I.4 Fall Staff Reception Update

We confirmed that the CPLAC sponsored reception for library staff would be on October 29 at 9 AM. Al, Karen and Teri are working on this.

J. NEW BUSINESS

J.1 Ceiling Peeling

This will be carried over until next month.

K. ITEMS FOR FUTURE AGENDA

K.1 Officer Term Limits

K.2 Update Evaluation Standards

K.3 Library Programming: Who & How

ADJOURNMENT **Time: _12:20 PM_**

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

Next Meeting: October 6, 2015, 10 AM - Noon, Chatham Public Library

Planning Workshop: September 15, 2015, 1 – 2:30 PM, Chatham Public Library