

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

MEETING AGENDA

CHATHAM PUBLIC LIBRARY
CHATHAM NY

DATE: September 9, 2014
TIME: 11:00 AM –1:00PM

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

A. CALL TO ORDER Time: __11:05 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 Greer was unable to be with us, so John read some items that she had sent to him:

- the next Friends-sponsored event will be on September 27 when Nancy Castaldo will be at the library talking about her book, Sniffer Dogs.
- the Friends will complete their membership drive in September by sending reminder notices to all members who have yet to make a donation this year.
- they have not yet decided on the October speaker.

E. PUBLIC COMMENT
No members of the public were present.

F. NEWS FROM BOE
Teri reported that Chatham Library tri-fold flyers are being distributed and are going home with the "backpack mail" for students at the MED.

G. COMMENTS FROM THE CHAIRS
• We learned that mouse droppings and nests have been found in the Canaan library building and that the county Department of Health was sending an inspector to the site on that afternoon. Al was charged with contacting the Town Supervisor to let him know what's going on. Al and Julie planned to be at the

Canaan library when the inspector arrives at 2 PM. **Al and Julie will follow up and report on this issue.**

- John is finalizing a new contact list of CPLAC members and will **send it out to members soon.** [DONE]
- we had to change our October meeting date due to the practice of MHLS changing their directors' meeting date each month. Note that the next meeting is now set for October 14 at 10 AM.

H. DIRECTOR'S REPORT

Julie reported that she would be interviewing candidates for a new Library Aide. She is also expecting a wireless printer for the public to use.

I. OLD BUSINESS

I.1 MHLS Mileage Equalization

Julie and Mike reported that this mileage issue has been resolved and approved.

I.2 Conflict Of Interest Policy

Teri presented her work on the Conflict of Interest Policy and the possible need for a Whistleblower Policy. She will look into the need for the latter policy, since the library itself doesn't have 20 employees (which number triggers the need for such a policy) by itself. We will review the Conflict Policy again at the next meeting. **Teri will e-mail the policy and her background documents to Georgene and Al (since they didn't get the hardcopy).**

J. NEW BUSINESS

J.1 Donor Plaque

The donor plaque has been mounted in the upstairs library reading room. It shows donors of over \$500 (**John will look in the old notes to try to verify this level**). **Julie will consider how best to "unveil" the plaque, probably in conjunction with another library program.**

J.2 Future Topic Review

We reviewed our list of pending future topics and consolidated the list, as can be seen below.

Note: We also brainstormed a little about some projects we might get involved with, particularly mentoring and a literary magazine project. We decided to talk more about some of these ideas starting next month.

K. ITEMS FOR FUTURE AGENDA

K.1 Five-Year Plan/ Strategic Planning

K.2 Collection Development

ADJOURNMENT **Time: _12:45 PM_____**

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

Next Meeting: October 14, 2014, 10:00 AM - Noon, Chatham Public Library