

CHATHAM PUBLIC LIBRARY ADVISORY COMMITTEE (CPLAC)

MEETING NOTES

CHATHAM PUBLIC LIBRARY
CHATHAM NY

DATE: Sept. 14, 2016
TIME: 10 AM – Noon

Muriel Faxon ; Teri Conte ; Lael Locke, Co-Chair ;
Melissa Sarris ; John McGowan, Co-Chair ; Joanne Gerstel ;
Rosemary Vickery ; Julie DeLisle, Library Director ;
Cheryl Nuciforo, Superintendent ; Mike Chudy, School District Designee ;
Representative of Friends of Chatham Library: ;
Others in attendance: _____

A. CALL TO ORDER Time: 10:01 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 provided a report to John, which he read to the group:

- Noted that Ernie Reis, FoCL treasurer, passed away.
- They are following up on members who have not renewed.
- Fall author talks were announced:

Elizabeth Brundage, September 17

Hugh Howard, October 22

Dinitia Smith, November 19

E. PUBLIC COMMENT

No members of the public were present.

F. NEWS FROM BOE

Teri reported that Giles, the school district's IT person, will attend the next CPLAC meeting (10/4/16) to give us our new e-mail addresses to be used for official committee business. **Teri will arrange a special meeting with Giles for those who cannot be with us next month (i.e. Roe and Joanne). John will update the CPLAC Contact List.**

G. COMMENTS FROM THE CHAIRS

John pointed out the schedule of MHLS sessions designed for new members of library boards. He urged new members who haven't taken the training to attend one of these sessions. MHLS offers this training periodically, so if the dates aren't convenient, there will be another chance in future.

H. DIRECTOR'S REPORT

Julie presented her report:

- Steepletop will be recognized as a national literary landmark.
- Working with school librarians to get students to sign up for CPL library cards.
- We'll get over \$1,300 from the grant program sponsored by Assembly member Didi Barrett.
- On September 1, about 12 people attended a meeting for potential library volunteers.
- There is a display of memorabilia from the New York World's Fair on display near the downstairs circulation desk.
- Thanks to the school maintenance staff for weeding the "garden" patches in front of the building. Great job!

I. OLD BUSINESS

I.1 Evaluation Goals

Julie provided 3 Objectives to supplement our goal of developing a space utilization plan. We approved these with minor modification. The objectives are:

1. Continue weeding & organizing library materials, including local history section as delineated in periodic reports.
2. Identify mobile shelving, seating, equipment and other furniture for meeting & work space.
3. Create floor plan showing areas of potential renovation/restructuring.

I.2 Landscape Update

We like the look of the new "front yard" of the library. Mike is still waiting for an estimate to fix the sidewalk approach to the building.

I.3 Strategic Plan Update

Lael reviewed her printed summary of our work to date. The next task is to write a plan for the next 5 years. We formed a sub-committee of Lael, Joanne and Julie to tackle this part of the project.

J. NEW BUSINESS

J.1 Letter To Ghent

Lael is preparing a letter to the Town of Ghent urging them to restore their previous funding to the Columbia County Library Association at the \$1,500 level. **John and Lael will sign the letter**, which will be sent after the county library association meeting on October 7.

K. ITEMS FOR FUTURE AGENDA

- K.1 Street Fair Participation (April)
- K.2 Facility Study

ADJOURNMENT

Time: _11:05 AM

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

Next Meeting: October 4, 2016, 10 AM at Chatham Public Library