

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

MEETING AGENDA

CHATHAM PUBLIC LIBRARY
CHATHAM NY

DATE: October 14, 2014
TIME: 10:00 AM –Noon

Muriel Faxon ____; Teri Conte __X__; Lael Locke __X__; Al Vinck __X__;
Karen Malina, Co-Chair __X__; John McGowan, Co-Chair __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: 10:10 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 said that about 25 people attended Nancy Castaldo's program on sniffer dogs, the subject of her new book. The next Friends program will be on Saturday November 1st, when the co-author of a book on beer made in the Upper Hudson Valley region will be reading at 3:00. As part of the presentation, there will be a beer tasting at the Chatham Brewery on Main Street following the reading. Teri Conte expressed concern about serving alcohol, but was reassured by both Mike Chudy and Karen Malina that this was not an issue, since there is no advertising of the Friends program in the school, and the beer will not be served on school premises.

Rebecca noted that Denise Barry has joined the Friends board.

Olana will be added to the museum pass list this fall, while the same museums that were on the list for fall 2013 are being renewed. This makes 13 museums that are open year-round. Al Vinck mentioned that seniors can get into some museums free of charge if they identify themselves as such.

Rebecca said that the trash can which had been in front of the library has gone missing. This was purchased for \$450.00 and donated by the Friends at the request of the school. Julie said she requested that the trash can in question be placed in storage because it was messy and accumulating trash was not collected on a regular basis. Following a lengthy discussion, **Mike said he would look into the situation and report back to CPLAC in November.**

F. Board of Education Report: Teri said that flyers describing the museum pass program were distributed to schoolchildren.

G. Chair Report: John raised the issue of the “Chatham Courier” article on the homeless man who frequently hangs out at the library, asking if he had caused any issues with the public. Julie said no.

The November CPLAC meeting will be the first Tuesday at 10:00, while the final meeting of 2014 is being moved to November 25th, so that Al can still be present. There will be no meeting in December.

H. Director’s Report: Julie said that better meeting room space is needed for groups. At present, they are meeting in the Teen Room, which is only free during school hours. Karen asked if there was any way to use storage space elsewhere in order to free up other meeting space. Julie said that wouldn’t help, as it would still be too small.

Julie has been attending several workshops focusing on local and regional history. The Digital Library of America will ultimately put everything from these Hudson Valley Heritage Project workshops online. There was discussion re: including local historians into any review of our own historic collection. Julie assured the group that she would do this.

I. Old Business:

1. The Conflict of Interest policy was reviewed, with discussion focusing on a new boldface paragraph that refers directly to the duties of CPLAC. A similar paragraph has been added to the Whistleblower policy. Al was concerned about a phrase under the “Standards of Conduct” which states: “*An officer or employee shall not directly or indirectly solicit gifts or accept or receive any gift having a value of \$75 or more...*”

The addition of a semi-colon after “*indirectly solicit gifts;*” relieved him of his concern. A lengthy discussion ensued re: what constitutes conflicts and/or penalties. Karen moved to vote on the changes to both policies. Al seconded. All were in favor. **Teri will submit the revised policy documents to the School Board for a vote.**

2. Canaan Rodent Issue: John thanked Al and Julie for helping to clear this up. Al will contact the Canaan Town Supervisor to make sure that the person cleaning the library will do a more thorough job under the Supervisor’s supervision.

3. Library Plaque: In order to have one’s name on the plaque, a donation of \$500.00 is required. At some point, John said, CPLAC will invite the people (two individuals and a couple) whose names are already on the plaque to come to the library for a photo op.

J. New Business:

- Julie commented that the library’s policy on use of the Internet is out of date, as are several other policies. John asked her to clarify the shortcomings. **Julie noted that a checklist exists re: how things should be done, and suggested that Teri take a look at it and report back to the group.**

- “Project Brainstorming” involves mentoring opportunities, including the school’s literary magazine. Julie discussed a pre-school support program for ages 0-3 to

encourage reading in the home. While the Chatham Alumni Association may underwrite this, an estimated cost of the program needs to be submitted to them by Julie. She mentioned a program in Finland that supplies "baby boxes" to every new mother, and suggested that a book, accompanied by a CD of lullabies and a letter noting story hours and play times in all county libraries might be a good version for us. Teri added her thoughts on a new mixed teen/adult book group and/or having middle school and high school students help senior citizens develop computer skills. The Honor Society requires that students fulfill community service projects and thought some of these ideas would work. **Teri will try and find names of interested students and report back to CPLAC.** Julie added that strong backs are needed to deliver books every 6 weeks to residents of the Payn Home.

- Al discussed the AARP Defensive Driving Course as a possible program at the library. However, this already be offered at the school through the Continuing Education program. Julie said there is no room at the library for the program as it is currently designed, given space and time constraints, though the size and hours might be changed to fit our space. Al suggested that perhaps the program could be offered at another location under the CPLAC aegis.
- Georgene asked if the library could order a second copy of popular new books that have a long wait list. Lael and Karen brought up the current policy re: donating books, but Julie said there is no policy, just no desire right now to accept books beyond those put on the \$1.00 donation shelf.

K. ITEMS FOR FUTURE AGENDA

- K.1 Five-Year Plan/ Strategic Planning
- K.2 Collection Development

ADJOURNMENT **Time: _11:47 PM_____**

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

Next Meeting: November 4, 2014, 10:00 AM - Noon, Chatham Public Library