

**Minutes of the  
CHATHAM PUBLIC LIBRARY  
Public Library Advisory Committee (CPLAC)  
Held at the  
Chatham Public Library  
February 4, 2013 at 10:30 AM**

In attendance: Muriel Faxon, Gail Day, Nancy Hammell, John McGowan, Co-Chair, Karen Malina--Co-Chair, Al Vinck (via phone), Elizabeth Powers, Hanna Bachrach Library Director, Mike Chudy, CCSD Business Administrator, Melony Spock, School Board President, Bernadette Brusco, Friends Reperesentative.

**OPENING REMARKS:**

Meeting was called to order at 10:35 AM by Chairman McGowan. Minutes of the January meeting were approved as well as present agenda.

**FRIENDS REPORT:**

1. B Brusco reported receiving a nice response from the community for the new event one sheet announcements posted around the community advertising upcoming events.
2. The Friends will discuss recruiting new talent for events, would like to expand beyond authors to include musicians, artists, etc. to attract a wider audience to events.
3. The Friends were unable to come to an agreement with the Chatham bookstore on selling books at events, thus they have entered into a one year partnership with the Kinderhook bookstore.

**PUBLIC COMMENT:**

None

**COMMENTS FROM THE CHAIR:**

K Malina mentioned enlisting a volunteer coordinator to assume the responsibility of coordinating volunteer activity  
J McGowan Attended a focus group with B Brusco on facilities use project the school is undertaking. The focus group was made up of teachers, students, parents and community members. Both J McGowan and B Brusco gave their impressions of the meetings. M Spock encouraged members of CPLAC and the community at large to participate in the town hall meetings on the subject

**DIRECTOR'S REPORT:**

1. Director Bachrach updated CPLAC on some staffing issues, filling of vacancies and training. Wendy Fuller has agreed to become the interim director during H Bachrach's maternity leave.
2. H Bachrach will be attending a workshop for the MHLS annual report.
3. An incident occurred at the library resulting in the police being called involving a disruptive teen and her mother. The situation was dealt with quickly and efficiently by

staff and local police.

4. H Bachrach brought up the issue of parents calling to ask if their children are in the library and if staff can give out that information. Discussion by CPLAC members ensued.

5. H Bachrach will attend the Northern Columbia Rotary Club breakfast on February 28th to speak about the library.

6. The 6th grade library scavenger hunt was a success and will host the 7th grade next.

7. H Bachrach gave the highlights of the upcoming events schedule at the library.

There was

#### OLD BUSINESS:

1. Library use brochure was sent to Adam in press to look over and give his input.

#### NEW BUSINESS:

1. Customer Service Policy; approved by CPLAC; yet to be adopted by the board. H Bachrach will draft regulations to implement the policy.

2. Discussed whether the kiosk needs an actual policy or can there just be regulations. The policy was last amended in 2003 and H Bachrach will draft a new one.

EXECUTIVE SESSION: Motion for executive Session at 11:49 by M Faxon; seconded by K Malina

Next meeting will be Monday, March 4, 2013 at 10:30 AM in the Chatham Public Library

Meeting adjourned at 12:00PM

Submitted by E. Powers