

CHATHAM PUBLIC LIBRARY ADVISORY COMMITTEE (CPLAC)

MEETING NOTES

CHATHAM PUBLIC LIBRARY
CHATHAM NY

DATE: August 9, 2016
TIME: 1 PM – 3 PM

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

A. CALL TO ORDER Time: 1:00

A.1 Welcome New Members

John welcomed the newly appointed CPLAC members to their first meeting. Joanne Gerstel, Melissa Sarris and Rosemary Vickery began their 3-year terms with this session.

With unanimous consent, John served as meeting facilitator pending officer designation (see G.1).

B. APPROVAL OF PRESENT AGENDA

The agenda was approved. Motion by Muriel, Second by Teri.

C. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes were approved as drafted. Motion by Teri, Second by Melissa.

D. FRIENDS' REPORT

Rebecca reported the following:

- They continue to receive memberships for renewals and new members. The campaign is going very well and the average donation is up.
- The Friends have updated their by-laws.
- Upcoming Author & Artist Series events feature: Elizabeth Brundige on September 17, Hugh Howard on October 22, and Dinitia Smith on a date in November, yet to be determined.
- A&A events will now start at 4 PM on Saturdays to allow more time for room set-up. We discussed other options, but they will try this new time and see how it goes.
- The new water cooler at the library was provided through the Friends.

E. PUBLIC COMMENT

No members of the public were present.

F. NEWS FROM BOE

There was nothing to report from the Board of Ed.

G. COMMENTS FROM THE CHAIRS

G.1 Name Officers For 2016-17

Current officers were returned to office for another 1-year term. Specifically:

Chair – John McGowan

Vice-Chair – Lael Locke

Secretary – Muriel Faxon

Note: By their agreement, John and Lael act as Co-Chairs of the committee.

Also, Rosemary Vickery will serve as backup secretary.

G.2 Other Issues/News

John reviewed the following points for the benefit of members:

- He will be revising the contact sheet for members.
- We follow a routine where members ask for recognition before offering comments.
- Members can contact Lael or John at any time with questions or concerns.

We also set meeting dates for the rest of 2016. Meetings are 10 to Noon at the library and will be held on September 6, October 4, November 1, and December 6.

H. DIRECTOR'S REPORT

Julie presented her report:

- Summer reading program has been very popular this year.
- Programs by the Alzheimer Association, a USS Slater volunteer, and WGXC were also very successful.
- The Columbia County Library Association (Julie is president) plans to do some advocacy for funds at the county level. They will attend a county budget meeting on August 23 at 3 PM. **Julie will send us the address information so that, if any of us desire, we can be in the audience for the session.**
- Last year the Ghent Town Board cut the donation that they annually had made to the library. In the fall, we can appeal for reinstatement of the former amount. In the meantime, **Lael will draft a letter to the Town Board asking for the former funding level.**
- There was a mix-up as to what Assembly district we were in. Didi Barrett had procured funds for summer reading programs at libraries in her district, but MHLS apparently thought we were in Steve McLaughlin's district. As a result, we didn't get a share of the funds. Julie corrected this with MHLS and we are now on the list for future fund disbursement. In point of fact, the dividing line between the two assembly districts is at the corner of Woodbridge Ave. and Kinderhook St.

I. OLD BUSINESS

I.1 Evaluation Goals

We discussed the 3 possible goals, which we had formulated to accompany the director's evaluation plan for the coming year. We decided to settle on one goal

for the coming year: Develop a space utilization plan that provides more meeting space by May 15, 2017. **For the next meeting, Julie will provide a list of specific goals to reach that objective.**

I.2 Landscape Update

Mike reported on the progress of the project in front of the library. The area has been cleared and seeded. They are still looking into alignment of the path. The street work (which is beyond our control) is scheduled to be done before school starts.

I.3 Strategic Plan Update

We were short on time and decided to defer this issue until next month.

J. NEW BUSINESS

J.1 CPLAC Roles & Responsibilities

John indicated that we need to remember that CPLAC is an oversight committee for the library and we report to the BOE. We don't run the library, but rather support the director in that role. Also, the Friends of the Library is a separate "booster-type" organization with which we cooperate. The liaison is through Julie.

J.2 Drug Awareness Group

We also discussed the possible involvement of the library in the "educational aspect" of the Chatham drug awareness group that is gaining momentum in the community. Teri will make sure Julie is on the list of community contacts.

K. ITEMS FOR FUTURE AGENDA

K.1 Street Fair Participation (April)

K.2 Facility Study

ADJOURNMENT **Time: _2:57 PM_**

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

Next Meeting: September 6, 2016, 10 AM at Chatham Public Library