

CHATHAM PUBLIC LIBRARY ADVISORY COMMITTEE (CPLAC)

MEETING NOTES

CHATHAM PUBLIC LIBRARY
CHATHAM NY

DATE: June 7, 2016
TIME: 10 AM – Noon

Muriel Faxon ____; Teri Conte __X__; Lael Locke, Co-Chair __X__;
Karen Malina ____; John McGowan, Co-Chair __X__; Al Vinck __X__;
Georgene Gardner ____; 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: 10:05 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 gave a report:

- The Friends recently gave a breakfast for the library staff at the Whitestone Restaurant. Fifteen attended.
- The program on Edna Millay was attended by 30 people and about 12 books were sold.
- Ruth Reichl will speak on June 25, which will be the last Friends' program until September. Al suggested an author for next year named Chris Breiseth.
- The annual membership drive is underway.
- Ernie continues his work for the Friends. We wish him well.
- **Rebecca will send contact info for any new members of the FoCPL Board to John.**

E. PUBLIC COMMENT

No members of the public were present.

F. NEWS FROM BOE

Teri said that there were at least 3 applications to join CPLAC, with others expressing interest and likely to apply. The deadline is June 13.

Also, the programming policy is up for second reading; there were no issues after the first reading.

John said he had heard that the retiring members of CPLAC would be recognized at the June 21 BOE meeting and Teri confirmed that.

G. COMMENTS FROM THE CHAIRS

John mentioned the following:

- Georgene could not be present, but he paid tribute to her steadfast efforts and contributions to the committee work. We expressed the hope that she could continue to work with the programming committee.
- He also recognized Al's contributions and efforts during his tenure on the committee as an original member. His work was vital during some trying times.
- He noted that he had contacted the Columbia County members of the MHLS Board to say that we would invite them to a CPLAC meeting in the Fall. He never received a reply and he will follow-up after we get organized with our new members.
- He reported that he had talked with Mike Chudy and Rebekkah Smith-Aldrich about the implications of being an independent library. He will analyze his findings and draft a preliminary report on this issue. This is for future use and consideration and will be mentioned in the strategic plan.

H. DIRECTOR'S REPORT

Julie sent us her report, which we read. Other discussion points:

- She had arranged for Rebekkah Smith-Aldrich to speak to the Friends about "best practices" but the session had to be postponed.
- The "How To" Festival went very well, but they are assessing improvement opportunities for next year.
- She will be at the CABA table at the village summer festival next month. We may want to consider having a library table next year. We'll discuss this at our April meeting.

I. OLD BUSINESS

I.1 Evaluation Standards Update

Teri made all the changes we requested. **She will send the document out.**

I.2 Strategic Plan Survey Update

Lael reviewed some of the findings of the survey. We received 222 responses. **Next Lael will be consolidating information for us and for the new members.**

As a result of this discussion we focused on what to give to the new members after they are appointed to the committee. John and Lael will offer to meet with the newcomers and we'll also have a packet to give to them. The package will contain: by-laws, policies, minutes from the last 6 meetings, Julie's contact info, CPLAC and FOCPL contact list, staff duties list, and library brochures. **Teri will see about assembling some of these items.**

I.3 Evaluation Goals

We talked briefly about the director goals, which we formulated last month. We'll defer further discussion until our new members are seated. We may want to deal with this at a retreat type meeting rather than at a regular meeting.

J. NEW BUSINESS

J.1 Landscape Action Items

We went out to check on what we want to accomplish in front of the library in landscaping. The asphalt where the old kiosk was will be removed this summer and the plants there will be moved to the front of the building. Mike will check on the cost of widening and fixing the path from the street to the library. We'll also need a pad under the two benches we want to order. We'll discuss this issue again.

J.2 Facility Study

Julie brought to our attention an annual construction grant program specifically for libraries, for which we have never applied. This would have to be included with a school district capital project, of course, and in any case it's too late for this year. This initiative could also go along with a space utilization project, which a subcommittee of CPLAC could tackle.

J.3 Peloris Rollout

Teri said that the rollout of the high school art and literary magazine, which was held at the library, was very successful and well attended. It had the added bonus of getting community members into the library. Teri recognized the assistance of Fern Pellettieri of the library staff in making the event a success.

K. ITEMS FOR FUTURE AGENDA

K.1 Street Fair Participation (April)

L. EXECUTIVE SESSION

On a motion by Teri and Second by AI, we went into executive session to discuss a personnel related matter.

ADJOURNMENT **Time: _11:55 AM___**

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

Next Meeting: July 5, 2016, 10 AM at Chatham Public Library