

CHATHAM PUBLIC LIBRARY ADVISORY COMMITTEE (CPLAC)

MEETING NOTES

CHATHAM PUBLIC LIBRARY
CHATHAM NY

DATE: June 13, 2017
TIME: 10 AM – Noon

Muriel Faxon __X__ ; Teri Conte _X__ ; Lael Locke, Co-Chair __X__ ;
Melissa Sarris _X__ ; John McGowan, Co-Chair _X__ ; Joanne Gerstel __X__ ;
Rosemary 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: _9:09 AM_____**

NOTE: We immediately went into Executive Session to deal with a personnel related matter.

B. APPROVAL OF PRESENT AGENDA

The agenda was approved as written.

C. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes were approved as written.

D. FRIENDS' REPORT

Rebecca provided a report, including:

- The membership drive is underway and they have received 62 responses to date.
- The next event features Diane Cameron on June 24 at 3:30. There are no events in July or August.

E. PUBLIC COMMENT

No members of the public were present.

F. NEWS FROM BOE

Teri and Muriel reported that the new superintendent starts work on July 1. Also, three new BOE members start in July. We'll have to wait to see who will represent the BOE on CPLAC until after the Board has their organizational meeting.

We heard that the high school literary magazine rollout at the library went very well. The date for this celebration for next year was set (the last Tuesday in May).

G. COMMENTS FROM THE CHAIRS

Teri Conte is leaving the BOE and we thanked her for her outstanding contributions to the committee. Lael presented flowers to her and she received a certificate of appreciation.

John announced that he and Lael had been reappointed to CPLAC for another term.

H. DIRECTOR'S REPORT

Julie's report included the following:

- Summer reading program has been organized.
- Poetry Caravan will be held this Saturday.
- A tour of the library for second graders was held.
- Monthly book club is getting solid attendance.
- New possibilities for ukulele group being explored.
- Library is getting new wi-fi routers to improve performance.

I. OLD BUSINESS

I.1 Strategic Plan Report Update

We discussed plans to get the strategic plan printed and made available to the public. One idea that might appeal is to have copies at the library table at the Chatham Summerfest.

I.2 Parking Update

Mike reported that he spoke to the village mayor and he's going to order two signs indicating "library parking only" and hours. **Mike will get back to the mayor.**

J. NEW BUSINESS

J.1 New E-Mail System – Tying Up Loose End(s)?

The new system is working well for everyone except Lael. We will proceed as we have been.

J.2 CPLAC Meeting Frequency

John preceded the discussion, by pointing out that CPLAC is a public body, which makes us subject to the Open Meetings Law. As such, we can't conduct business via e-mail or other means and can only do our work at public meetings that have been publicly advertised. Also, any change in meeting schedule would require a change to CPLAC By-laws approved by the BOE.

After discussion, we decided (motion by Joanne, second by Lael) to leave the meeting schedule at monthly and to cancel meetings on a case-by-case basis. In fact, we decided to cancel our July meeting and hold our next meeting on August 1. **John will let Ann Flanagan and Fern know of this change. [DONE]**

J.3 Tech Tutors Recognition

Two of the students involved with this program attended our meeting and we had the chance to ask questions about their experiences and how the patrons have reacted. Teri presented the students with a certificate and a gift (pen with hidden stick drive).

J.4 Landscape Issues (e.g. path to library from sidewalk)

Mike explained that the contractor will redo the walk as is for \$10,000. Several members asked if we could enhance the walk by having it curve toward the library entrance. We decided we didn't want to go over \$15,000 for the project. **Mike will get back to the contractor.**

K. ITEMS FOR FUTURE AGENDA

- K.1 Projects For Space Plan
- K.2 Budget Planning (December)

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

Next Meeting: August 1, 2017, 10 AM at Chatham Public Library

ADJOURNMENT Time: 11:26 AM