

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

MEETING NOTES

MED ELEMENTARY SCHOOL
Superintendent's Conference Room

DATE: Oct. 2, 2018
TIME: 10 AM – Noon

Rosemary Vickery, Co-Chair ; Nancy Vazac Jackson ;
John McGowan, Secretary ; Joanne Gerstel, Co-Chair ;
Beth Hover, BOE ; Winnie Legere ; Muriel Faxon, BOE ;
Julie DeLisle, Library Director ;
Mike Chudy, School District Designee ;
Representative of Friends of Chatham Library: _____;
Others in attendance: _____

A. CALL TO ORDER Time: 10:02 AM

B. APPROVAL OF PRESENT AGENDA

Agenda approved as written.

C. APPROVAL OF MINUTES OF PREVIOUS MEETING

Meeting Minutes approved with one correction. The December meeting will be held on December 4. The original version of the minutes contained an erroneous date.

D. FRIENDS' REPORT

Rebecca could not be with us, but she provided a report which John read:

- On September 15, Elizabeth Diggs talked about her new play, "Grant and Twain".
- The next event will be on November 10, when Emily McCully will speak about her new book, "She Did It".
- She is seeking an author for October to replace one who cancelled.

E. PUBLIC COMMENT

No members of the public were present.

F. NEWS FROM BOE

- Beth reported that she had contacted the faculty advisor for the Tech Tutors program who said she anticipated that the program will continue. She'll have more information after the Club Fair where students sign up for various clubs and activities. Julie noted that she has also arranged through a grant for some professionals to provide technology help for patrons.
- Muriel Faxon will be joining us as the new representative (along with Beth) on CPLAC from the BOE. She replaces Winnie Legere who has now been appointed to CPLAC as a community representative.

- We talked a little about programs at the library, particularly the Wonderful World Of Bats, which will be held on October 24.

G. COMMENTS FROM THE CHAIRS

We elected officers for the current school year. Roe is Chairperson, Joanne is Vice Chair, and John is Secretary. Roe and Joanne will operate as Co-Chairs of the committee.

H. DIRECTOR'S REPORT

- The handicapped entry door has been installed.
- We discussed the difficulty that some patrons with mobility issues have in getting to the library from parking spots on Eaton Ave. John reviewed the history of when CPLAC dealt with this issue before and indicated that the village government would have to be approached. **Winnie will contact the village and John will provide her with the background from the last time we raised this.**
- At the last BOE meeting, Julie reviewed the library year that just passed. This report was provided to CPLAC in September. She will appear regularly at the BOE meetings, but the next date is not clear. **Beth will check.**
- The space configuration planning has continued and Julie and staff are “playing with ideas”, one of which would see the public use computers moved into the “front room” on the main floor to afford better staff oversight of their use. This would impact the presentation space we had talked about previously. Julie will meet again (probably in December) with Joel Merker, who designed and plotted the previous design.
- We applied some dates to the space planning process:
 - △ Weeding project complete by December 2018
 - △ Space plan major impacts (e.g. wiring) identified by January 2019
 - △ Preliminary space plan to CPLAC in March/April 2019
 - △ Final space plan to CPLAC in June 2019
- Julie said she would appreciate CPLAC members attending events when we have a library presence at various events. Here are the current events:
 - Library Advocacy Day at the state Capitol – Wed., 2/27/19
 - Hudson Children's Book Festival – Sat., 5/4/19
 - Chatham Summerfest – 1st Saturday in July
 - County Budget Meeting – TBA in July
 - Columbia County Fair – Labor Day Weekend
 - Chatham Octoberfeast – 1st Saturday in October
 - MHLS Annual Meeting – TBA in November

I. OLD BUSINESS

As noted above, the handicapped access door has been installed.

J. NEW BUSINESS

We talked about the current evaluation process for the library director. We feel the need to revise the form and may identify a sub-committee to do this. First, we

need input from Julie and Sal. **Roe, Joanne, and Mike will meet with Sal on the evaluation process, including the form, and report back to us.**

K. ITEMS FOR FUTURE AGENDA

ADJOURNMENT **Time: __11:08 AM__**

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

Next Meeting: November 13, 2018, 10 AM – MED, Superintendent’s Conf. Room