

CHATHAM PUBLIC LIBRARY ADVISORY COMMITTEE (CPLAC)

MEETING NOTES

MED ELEMENTARY SCHOOL
Superintendent's Conference Room

DATE: March 5, 2019
TIME: 10 AM – Noon

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

A. CALL TO ORDER Time: __10:04 AM__

B. APPROVAL OF PRESENT AGENDA

Agenda approved as written.

C. APPROVAL OF MINUTES OF PREVIOUS MEETING

John noted that there was an error in the February meeting notes. The new evaluation program for the library director will be implemented for the 2019-20 year, not 2020-21 as stated in the notes. Meeting Minutes approved with the correction.

D. FRIENDS' REPORT

No report this month.

Julie noted that Damaris Botwick is the new president of the Friends. **John will contact her.**

E. PUBLIC COMMENT

No members of the public were present.

F. NEWS FROM BOE

Muriel reported that Julie did an excellent job in her presentation to the BOE on the budget and annual report.

Bids on the capital project will be opened this month.

G. COMMENTS FROM THE CHAIRS

The subcommittee on the evaluation process will meet after the CPLAC meeting.

H. DIRECTOR'S REPORT

Julie reported on the following:

- She shared some statistics with us, which she had presented to the BOE.

- She had very productive meetings with Assembly Members Ashby and Barrett during Library Advocacy Day
- MHLS will be presenting workshops on trustee essentials and on strategic thinking in Columbia County. These are good sessions.
- She is waiting for a cost estimate on some new movable shelving for the main floor. She will produce a floor plan by June and will soon meet with Mike on this issue.

I. OLD BUSINESS

Joanne reported that the evaluation sub-committee (Joanne, Nancy, and Winnie) would continue meeting to prepare the new evaluation plan.

J. NEW BUSINESS

- John raised the issue of maintaining an archive of old CPLAC meeting notes, agendas and other documents, which are currently stored in files in Julie's office. **Mike will check into the necessity of this archive and where it should be located.**
- Julie suggested that the library send out a newsletter to our area population highlighting services and programs the library offers. **She will check with Diane Hammon to get information on how this might work.**

K. ITEMS FOR FUTURE AGENDA

ADJOURNMENT **Time: __10:40 AM__**

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

**Next Meeting: April 2, 2019, 10 AM – High School Conference Room
[Please note new location for April meeting!]**