

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

MEETING NOTES

MED ELEMENTARY SCHOOL
Superintendent's Conference Room

DATE: May 7, 2019
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: 10:06 AM

B. APPROVAL OF PRESENT AGENDA

Agenda approved as written.

C. APPROVAL OF MINUTES OF PREVIOUS MEETING

Minutes approved as drafted.

D. FRIENDS' REPORT

Damaris Botwick, president of the Friends Board reported the following:

- they have been winnowing the member list so that it lists only current members
- membership renewal letter will be going out soon
- Peter Paden of Columbia Land Conservancy will present a talk on June 1
- no programs will be offered over the summer, but speakers have already been set for September, October and November
- there is currently one vacancy on the FOCL Board

E. PUBLIC COMMENT

No members of the public were present.

F. NEWS FROM BOE

Muriel reported that the budget and BOE election would be held on May 21.

G. COMMENTS FROM THE CHAIRS

Julie will provide comments to the subcommittee on the new (2019-20) director evaluation plan by May 23.

There will be an Executive Session at the June CPLAC meeting so that we can complete our performance evaluation for Julie for the 2018-19 year. At some point after that session, Mike will produce a document with the results and then

he, Roe and Joanne will meet with Julie to go over the evaluation at a date to be determined.

H. DIRECTOR'S REPORT

We talked about the space plan and proposed changes to the upstairs main room. Kali Angel, of Accent Company, provided a design for the room, which Julie shared with us. Also, architect Paul Mays offered to do a mini seminar for "board" members on library space and workflow for \$500. Julie has done what was expected for this project according to her evaluation plan, but we now have to decide on next steps. **John will draft a one-page summation of the plan** comprising Phase 1 and Phase 2, and so on. This will be sent in a few days and is subject to revision at the June meeting. **Muriel will check with Mike on what components (wiring?, etc.) might be included already in the current approved capital project.** A meeting with Sal on next steps should also be held.

Julie also reported on the following:

- upcoming programs include Congressman Delgado and two sessions on Mars.
- there is an urgent need for volunteers to staff the county library association booth at the Chatham Fair this year.
- MHLS will be using a new delivery entity, but most of the drivers and routes will remain the same.
- The high school literary magazine The Point will have a rollout at the library on May 16 at 7 PM.

I. OLD BUSINESS

See discussion above under Section H.

J. NEW BUSINESS

Roe and Joanne both announced that, due to many other commitments, neither would be seeking a new term on CPLAC. Nancy indicated that she would apply for a new term. Both John and Winnie have another year to run on their current term. A public notice will go out to request candidates to fill the vacancies. Both Roe and Joanne have provided outstanding effort and leadership for the work of CPLAC and we expressed regret that we would be losing their service.

K. ITEMS FOR FUTURE AGENDA

The June meeting will include a discussion on frequency of meetings and a schedule of meetings for the 2019-20 year.

We also need to hold a discussion on the role of CPLAC going forward.

ADJOURNMENT

Time: 11:25 AM

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

NOTE: We anticipate having an Executive Session at the June meeting. This session is for all voting members of CPLAC along with Mike Chudy. The regular public meeting will begin at approximately 10:30 AM.

**Next Meeting: June 4, 2019, 10 AM – MED Elementary School,
Superintendent's Conference Room**