

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

**MEETING NOTES**

Mary E. Dardess Elementary School  
Superintendent's Conference Room  
Chatham, NY

Date: September 10, 2019

TIME: 10:00 AM

Jean Northup \_\_X\_\_; Jane Herzhauser \_\_X\_\_; John McGowan, Chair \_\_X\_\_; Julie DeLisle, Library Director \_\_X\_\_; Mike Chudy, School District Designee \_\_X\_\_;  
Beth Hover, BOE \_\_\_\_\_; Muriel Faxon, BOE \_\_X\_\_; Winnie Legere, Co-Chair \_\_X\_\_;  
Nancy Vazac Jackson, Secretary \_\_X\_\_; Representative of Friends of Chatham Library: \_\_X\_\_;  
Others in attendance: \_\_\_\_\_

NOTE: Meeting start was delayed due to Fire Drill

**A. CALL TO ORDER**                      Time: \_\_10:15\_\_

**B. APPROVAL OF PRESENT AGENDA**

Agenda approved as written.

John reminded Committee members that he had volunteered to Chair today's meeting, as new officers for the year have not been elected.

John introduced new members of the Committee: Jean Northup and Jane Herzhauser

**C. APPROVAL OF MINUTES OF PREVIOUS MEETING**

Minutes from 5/7/2019 meeting approved as drafted.

**D. FRIENDS' REPORT**

Damaris Botwick, President of Friends Board reported the following:

There were no Friends meetings over the summer; their first meeting will be 9/11/2019. The new board is very enthusiastic and already has a calendar of monthly programs scheduled for most of the school year. In an effort to attract a wider audience the Friends programs have included both authors to speak about their books as well as some new community projects that are looking to share their initiatives and recruit volunteers or people in need of their services. Each program will be advertised on the Library website as well as in local venues.

**E. PUBLIC COMMENT**

No members of the public were present.

**F. NEWS FROM BOE**

Supt. Sal De Angelo stopped into meeting to tell Committee about an opportunity that the Library has to be a location site for a Netflix film written by a former local author. The crew will

need access to Library for about 10 hours sometime during mid-October –end of November. He requested feedback from the Committee and will also need to discuss with BOE and District attorney. The Committee was very positive about having the Library be a part of the film and requested that the Library's staff and school-related "extras" be included. There were also questions about whether the Library would receive a site location fee that could be used for further improvements.

Mike reported that many capital improvements were completed over the summer and that the Library improvements, lighting and floor outlets, would begin in late September and involve a limiting access to the large room on the upper floor as well as moving video collections downstairs and covering remaining holdings in the room to protect them from construction dust.

### **G. COMMENTS FROM THE CHAIRS**

- New member needs

John has distributed By-laws, several months of previous meeting notes and new evaluation form to new Committee members, and given them contact information for getting school e-mail addresses.

- Election of officers

The following new officers were unanimously elected:

Chair: John McGowan

Vice Chair: Winnie Legere

Secretary: Nancy Jackson

- New contact sheet

A new contact sheet of Committee members will be distributed when information on new members is obtained.

### **H. DIRECTOR'S REPORT**

- Fair table report

3 Committee members volunteered at the County's Library table at the Fair over the Labor Day weekend.

- Maintenance (No Smoking Signs, etc.)

The No Smoking signs have not yet been posted.

- Pay for substitutes

There were many staff absences over the summer, some anticipated, others not. Substitutes were used to fill in, and the summer programs went on as scheduled.

- Other items of concern or interest

Julie encouraged Committee members to attend the Mid -Hudson Library System Annual Membership Meeting at the FDR Library at 8:30 on Friday October 25. She will circulate the link for signing up for the weekly newsletter of the MHLS which has useful information for committee members.

### **I. OLD BUSINESS**

- Review final space plan & recap meetings of June 18.

John reported that the June 18<sup>th</sup> meeting included Julie's evaluation and review of next round of improvements: lighting and outlets in the large room on the upper floor.

## **J. NEW BUSINESS**

- Recap meeting schedule

John shared the meeting dates for the upcoming school year:

Nov.5, 2019

Feb.4, 2020

April 7, 2020

May 5, 2020 (if needed)

June 2, 2020

All meeting will be held in MED Superintendent's Conference Room at 10 AM.

- Discuss CPLAC role in future

John encouraged Committee members to consider aspects of CPLAC role for discussion at next meeting.

## **K. FUTURE AGENDA ITEMS**

No future agenda items were brought up.

## **ADJOURNMENT**

**Time:** \_11:05\_\_\_

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

**Next Meeting: November 5, 2019 10 AM in MED Superintendent's Conference Room**