

**Plattsburgh Public Library**  
**Board of Trustees**  
Regular Meeting Minutes  
December 19, 2017

**Call to Order:**

The meeting was called to order at 4:39pm by Secretary Jennifer Creedon

**Trustees Present:**

Keri Mack, Vice President; Jennifer Creedon, Secretary; Betsy Baker, and Patrick McFarlin

**Trustees Excused:**

Shirley O'Connell and Richard Schaefer

**Representatives & Staff Present:**

Betsy Brooks, Clinton Essex Franklin Library System (CEF) Liaison; Anne de la Chapelle, Plattsburgh Public Library (PPL) Director; Jamie Parrotte, Administrative Assistant; and Betsy Smith, AFSCME Representative

**Public Forum:**

No one addressed the Board.

**Clinton Essex Franklin Library System Liaison:**

Betsy Brooks had no report.

**Approval of Minutes:**

On a motion by Jennifer Creedon, seconded by Betsy Baker, to accept the Regular Meeting Minutes of November 28, 2017 was unanimously carried and passed.

**Director's Report:**

Director de la Chapelle reported the following:

- Charlie Bainbridge is moving out of the area and will no longer be our Town of Plattsburgh liaison
- Beginning January 9<sup>th</sup>, the library will be offering STEM related programming, *Girls Who Code*, which is in partnership with 4H and Adirondack P-Tech groups

**Finance and Facilities:**

Patrick McFarlin reviewed the year-to-date budget report and stated the budget looks healthy and we exceeded expectations.

Approval of Bills:

On a motion by Patrick McFarlin, seconded by Jennifer Creedon, to accept the abstract of bills – claims #998-1034, in the amount of \$37,820.99, was unanimously carried and passed.

**Correspondence:**

Director de la Chapelle referred to the resignation letter from Charlie Bainbridge and Jennifer Creedon distributed a thank you card for all to sign.

**Old Business:**

Trustee Vacancy:

Director de la Chapelle stated she spoke with Craig Lapage and he lives just outside the city limits. Discussion followed regarding the vacancy. It was decided to bring names to the next Board meeting.

**New Business:**

No new business was discussed.

**Next Meeting:**

The next meeting will be held January 23, 2018 at 4:30pm in the Smart Room of the Plattsburgh Public Library.

**Adjournment:**

On a motion by Patrick McFarlin, seconded by Betsy Baker, unanimously carried and passed, the Board moved to adjourn at 4:50pm.

Transcribed by Jamie Parrotte

**LIST OF MOTIONS**

**Approval of Minutes:**

On a motion by Jennifer Creedon, seconded by Betsy Baker, to accept the Regular Meeting Minutes of November 28, 2017 was unanimously carried and passed.

**Approval of Bills:**

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**Adjournment:**

On a motion by Patrick McFarlin, seconded by Betsy Baker, unanimously carried and passed, the Board moved to adjourn at 4:50pm.