

Plattsburgh Public Library
Board of Trustees
Regular Meeting Minutes
May 22, 2018

Call to Order:

The meeting was called to order at 4:34 PM by President Shirley O'Connell

Trustees Present:

Shirley O'Connell, President; Jennifer Creedon, Secretary; and Betsy Baker

Trustee Excused:

Keri Mack and Richard Schaefer

Representatives & Staff Present:

Rachelle Armstrong, City of Plattsburgh Liaison; 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 reported the Director search is still in progress and the committee is hoping a candidate will accept an offer by the end of the month. In the meantime, the CEFLS Board has appointed Betsy as the Interim Director pending Civil Service approval.

The Board congratulated Betsy on her appointment and discussion followed regarding the Director search.

Approval of Minutes:

On a motion by Betsy Baker, seconded by Jennifer Creedon, to accept the Regular Meeting Minutes of April 24, 2018 was unanimously carried and passed.

Director's Report:

Director de la Chapelle added the following to her written report:

- Announced a Mural Artists Exhibit here at the library on June 1st, which is sponsored by the Friends of the Library, and will be on display for the month of June
- Viewed the mural documentary, "The Inviting Wall" by Susan Willnus
- The one year anniversary celebration for Chapter One Coffee & Tea this past Saturday was very successful

Finance and Facilities:

Approval of Bills:

Jamie Parrotte discussed invoices on the abstract of bills.

On a motion by Jennifer Creedon, seconded by Betsy Baker, to accept the abstract of bills – claims #1121-1142, in the amount of \$17,674.82 was unanimously carried and passed.

Personnel and Policies:

Director Evaluation:

After a brief discussion, it was decided to table the matter until the next Board meeting, when more Trustees were available.

Correspondence:

The Plattsburgh Public Library was selected to receive the *Friend of the Year Award for 2018* by the Advocacy and Resource Center. Children's Librarian Ben Carman will attend the ceremony and accept the award for the library.

Old Business:

Trustee Vacancy:

Discussion followed regarding possible candidates to fill Trustee vacancies. It was decided that Director de la Chapelle would reach out to potential candidates and if interested, would send their information to the Mayor for appointment.

Trustee Renewals:

President O'Connell asked Jennifer Creedon & Betsy Baker if they were interested in renewing their terms, which expire on June 30th, and they both stated they were interested. Jamie Parrotte will prepare a letter to send to the Mayor for reappointments.

New Business:

No new business was discussed.

Next Meeting:

The next meeting will be held June 26, 2018 at 4:30 PM in the Smart Room of the Plattsburgh Public Library.

Adjournment:

On a motion by Jennifer Creedon, seconded by Betsy Baker, unanimously carried and passed, the Board moved to adjourn at 4:47 PM.

Transcribed by Jamie Parrotte

LIST OF MOTIONS

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