

Plattsburgh Public Library
Board of Trustees
Regular Meeting Minutes
September 25, 2018

Call to Order:

The meeting was called to order at 4:30 PM by Secretary Jennifer Creedon

Trustees Present:

Jennifer Creedon, Secretary; Betsy Baker, David Monette

Trustees Excused:

Keri Mack and Shirley O'Connell

Representatives & Public Present:

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

Public Forum:

Director de la Chapelle introduced Erin McGill and Sarah Jennette, who are interested in joining the Board of Trustees.

Clinton Essex Franklin Library System Liaison:

Betsy Brooks reported the following from the September 25th CEFLS board meeting:

- The CEF Board held a reception yesterday for new Director Steven Kenworthy and his wife Karen
- Director Kenworthy will be attending an orientation for new Library System Directors in November
- CEF is seeking information and resources to help member libraries with a new law requiring NYS employers to have a sexual harassment policy and training program

Approval of Minutes:

On a motion by Betsy Baker, seconded by David Monette, to accept the Regular Meeting Minutes of August 28, 2018 was carried and passed.

Director's Report:

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

- A parent information meeting for *Girls Who Code* is this afternoon
- The Robotics group is off to a great start and have been very successful in fund raising
- The Maker Space group is getting back together, working on its original plans with 3-D printers
- The Marble Machine group is working with Clinton Community College on a new filament for the auger
- Distributed a press release by the Mayor regarding the City's financial situation
- Sent in the final report for the Summer Reading Program
- Outreach Librarian Sarah Spanburgh worked the Battle of Plattsburgh in full costume

Finance and Facilities:

Director de la Chapelle discussed the Managed IT increase that was added to the telephone bill and stated she will include this increased expense with the E-Rate grant for 2019.

Approval of Bills:

On a motion by Jennifer Creedon, seconded by David Monette, to accept the abstract of bills – claims #1210-1232, in the amount of \$13,028.53 was unanimously carried and passed.

Correspondence:

A resignation letter from Richard Schaefer was included in the Board packet.

Old Business:

Trustee Vacancy:

Jennifer Creedon stated that Felicia Herzog has made a commitment to another local organization.

New Business:

No new business was discussed.

Next Meeting:

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

Adjournment:

On a motion by Betsy Baker, seconded by Jennifer Creedon, unanimously carried and passed, the Board moved to adjourn at 4:42 PM.

Transcribed by Jamie Parrotte

LIST OF MOTIONS

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