

Plattsburgh Public Library
Board of Trustees
Regular Meeting Minutes
May 28, 2019

Call to Order:

The meeting was called to order at 4:30 pm by President Shirley O'Connell

Trustees Present:

Shirley O'Connell, President; Keri Mack, Vice President; Jennifer Creedon, Secretary; Elizabeth Baker, David Monette, and Leah Sweeney

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

Welcome New Trustee:

President O'Connell welcomed new Trustee, Leah Sweeney.

Oath of Office:

The Oath of Office was administered to Leah Sweeney.

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 David Monette, to accept the Regular Meeting Minutes of March 26, 2019 and the minutes of April 23, 2019, were unanimously carried and passed.

Director's Report:

Director de la Chapelle reported the following in addition to her written report:

- Distributed and discussed a handout outlining projects to consider for the upcoming Public Library Construction Grant cycle
- Wrote a grant to the Lake Placid Educational Foundation for a Technology Grant to replace eight (8) computers – will hear back in June if awarded
- Library Page Jordan Backus has resigned, due to a family emergency, and we are in the process of searching for a new page

Finance & Facilities:

Approval of Bills:

On a motion by Elizabeth Baker, seconded by Keri Mack, to accept the abstract of bills – claims #1374-1395, in the amount of \$11,443.81 was unanimously carried and passed.

Personnel & Policies:

Director Evaluation:

Jennifer Creedon received the completed evaluations and asked to discuss further in an Executive Session at the end of the meeting.

Old Business:

Trustee Vacancy:

David Monette stated he would ask Walter Early if he's interested in serving on the Board.

New Business:

Contract Negotiations:

Director de la Chapelle stated the contract is due at the end of June, and included an agreement from the Labor Attorney to represent the Library in the Board packet. Anne asked for the Board's permission to sign the agreement and the Board agreed.

Executive Session:

On a motion by Jennifer Creedon, seconded by Leah Sweeney, unanimously carried and passed, the Board voted to go into Executive Session at 4:45 pm, to discuss the employment history of an individual.

On a motion by Elizabeth Baker, seconded by Keri Mack, unanimously carried and passed, the Board voted to come out of Executive Session at 4:56 pm.

Next Meeting:

The next meeting will be held June 25, 2019 at 4:30 pm in the Smart Room of the Plattsburgh Public Library.

Adjournment:

On a motion by Jennifer Creedon, seconded by Elizabeth Baker, unanimously carried and passed, the Board moved to adjourn at 5:04 pm.

Transcribed by Jamie Parrotte

LIST OF MOTIONS

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