

Plattsburgh Public Library
Board of Trustees
Regular Meeting Minutes
July 23, 2019

Call to Order:

The meeting was called to order at 4:33 pm by President Shirley O'Connell

Trustees Present:

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

Trustee Excused:

Keri Mack

Representatives & Staff Present:

Anne de la Chapelle, Plattsburgh Public Library (PPL) Director; Jamie Parrotte, Administrative Assistant; and Betsy Smith, AFSCME Representative

Clinton Essex Franklin Library System Liaison:

Betsy Brooks was not available to report.

Approval of Minutes:

On a motion by Elizabeth Baker, seconded by David Monette, to accept the Regular Meeting Minutes of May 28, 2019 and the minutes of June 25, 2019, were unanimously carried and passed.

Director's Report:

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

- Distributed a copy of an Aerial Infrared Roof Scan Inspection and discussed the report
- Received \$2,500 from the Lake Placid Education Foundation in Technology grant funds to purchase replacement computers to aid with the 2020 online Census
- Librarian Sarah Spanburgh applied for a Professional Development Grant through NNYLN (Norther New York Library Network), and was awarded \$1,200 to attend the YSS Empowerment, Advocacy and Leadership Academy (EALA) for 2019-2020
- CEF Library System has received its State Aid, and we will receive payment for the first two quarters of 2019 for CLDA (Central Library Development Aid) funds, which is about \$46,000
- NYS requires Sexual Harassment training for employees and Board members, and a link will be sent to fulfill this requirement on-line
- CEF completed the land survey and will generate a map after the pins are in
- Distributed Summer Reading Program flyers

Finance & Facilities:

Approval of Bills:

On a motion by Jennifer Creedon, seconded by David Monette, to accept the abstract of bills – claims #1415-1433, in the amount of \$15,499.80 was unanimously carried and passed.

Old Business:

Contract Negotiations:

Director de la Chapelle stated she and Jamie have met with the Library attorney and the 1st meeting will be in September.

Trustee Vacancy:

Director de la Chapelle stated that Meghan Rini seems very interested in becoming a Trustee.

New Business:

No new business was discussed.

Next Meeting:

The next meeting will be held August 27, 2019 at 4:30 pm in the Smart Room of the Plattsburgh Public Library.

Adjournment:

On a motion by David Monette, seconded by Leah Sweeney, unanimously carried and passed, the Board moved to adjourn at 4:46 pm.

Transcribed by Jamie Parrotte

LIST OF MOTIONS

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