

Plattsburgh Public Library
Board of Trustees
Regular Meeting Minutes
September 24, 2019

Call to Order:

The meeting was called to order at 4:48 pm by President Shirley O'Connell

Trustees Present:

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

Trustees Excused:

Elizabeth Baker and Leah Sweeney

Representatives & Staff Present:

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

Public Forum:

Betsy Smith stated they are still waiting to hear from the City regarding contract negotiations.

Clinton Essex Franklin Library System Liaison:

Betsy Brooks was not available to report.

Approval of Minutes:

On a motion by David Monette, seconded by Keri Mack, to accept the Regular Meeting Minutes of August 27, 2019 were unanimously carried and passed.

Director's Report:

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

- The HVAC technicians were here this morning to complete work on the heating units
- Met with CEF Director Steven Kenworthy and we are working on a joint RFP to pave the shared driveway. CEF will also start work to fill the tunnel.

President O'Connell thanked Anne for an informative presentation she gave about the library to the Sunrise Rotary Club.

Finance & Facilities:

Approval of Bills:

On a motion by Keri Mack, seconded by David Monette, to accept the abstract of bills – claims #1461-1480, in the amount of \$9,337.04 was unanimously carried and passed.

Personnel & Policies:

Approval of Tobacco-Free Zone Policy:

On a motion by Jennifer Creedon, seconded by Keri Mack, to approve the Tobacco-Free Zone Policy as presented, was unanimously carried and passed.

Old Business:

Sexual Harassment Prevention Training:

Director de la Chapelle reminded Board members to complete the training and to send certificates to Jamie Parrotte.

New Business:

Director de la Chapelle distributed a handout outlining rooms in the library for naming opportunities, as a follow up to our new Donation and Naming Opportunities Policies.

Next Meeting:

The next meeting will be held October 22, 2019 at 4:30 pm in the Smart Room of the Plattsburgh Public Library.

Adjournment:

On a motion by David Monette, seconded by Keri Mack, unanimously carried and passed, the Board moved to adjourn at 5:01 pm.

Transcribed by Jamie Parrotte

LIST OF MOTIONS

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