

**Plattsburgh Public Library**  
**Board of Trustees**  
Regular Meeting Minutes  
October 22, 2019

**Call to Order:**

The meeting was called to order at 4:29 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 (PPL); and Betsy Smith, AFSCME Representative

**Public Forum:**

No one addressed the Board.

**Clinton Essex Franklin Library System Liaison:**

Betsy Brooks was not available to report. Director de la Chapelle stated that CEF is moving forward with filling in the tunnel and will need to close the driveway for a couple of weeks. Once this is complete we'll meet to write a RFP for the driveway work.

**Approval of Minutes:**

On a motion by Elizabeth Baker, seconded by Leah Sweeney, to accept the Regular Meeting Minutes of September 24, 2019 were unanimously carried and passed.

**Director's Report:**

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

- Met with our Council Liaison, Peter Ensel on Oct. 15<sup>th</sup>, in preparation for the library's budget hearing on Thurs., Oct. 31<sup>st</sup>
- Pleased that so many staff members are participating in professional development
- CEFs board packet for next week included the ranking and approval of Public Library Construction Grant awards, and our grant was approved at the requested \$299,577 at the 75% match

**Finance & Facilities:**

Approval of Bills:

On a motion by Jennifer Creedon, seconded by Elizabeth Baker, to accept the abstract of bills – claims #1481-1498, in the amount of \$5,564.20 was unanimously carried and passed.

**Old Business:**

Contract Negotiations:

Director de la Chapelle reported they met last Fri., Oct. 18<sup>th</sup>, for a general broad discussion and the next meeting is scheduled for Fri., Nov. 8<sup>th</sup>.

Trustee Vacancy:

Director de la Chapelle stated nobody new has stepped forward, and hasn't heard back from Jackie Reilly or Meghan Rini. Betsy Smith stated she referred a patron who was interested to Anne. President O'Connell stated we need to keep eyes and ears open for new people.

**New Business:**

Leah Sweeney stated she is moving out of the City, as of Nov. 1<sup>st</sup>, and can no longer be a Trustee. The Board thanked Leah for serving on the Board.

**Next Meeting:**

The next meeting will be held November 26, 2019 at 4:30 pm in the Smart Room of the Plattsburgh Public Library.

**Adjournment:**

On a motion by Jennifer Creedon, seconded by Leah Sweeney, unanimously carried and passed, the Board moved to adjourn at 4:39 pm.

Transcribed by Jamie Parrotte

**LIST OF MOTIONS**

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