

Plattsburgh Public Library
Board of Trustees
Regular Meeting Minutes
January 28, 2020

Call to Order:

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

Trustees Present:

Shirley O'Connell, President; Jennifer Creedon, Secretary; and Elizabeth Baker

Trustees Excused:

Keri Mack and David Monette

Representatives & Staff Present:

Betsy Brooks, Clinton Essex Franklin Library System (CEF) Liaison; Paul DeDominicas, City of Plattsburgh Liaison; 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 had no report. Director de la Chapelle congratulated Betsy on her retirement next month.

Approval of Minutes:

On a motion by Jennifer Creedon, seconded by Elizabeth Baker, to accept the Regular Meeting Minutes of October 22, 2019; November 26, 2019; and December 17, 2019 were unanimously carried and passed.

Director's Report:

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

- Colleen Pelletier is retiring after 30 years, and 3 applicants are scheduled to interview this week for the pending Librarian I vacancy
- We received 18 applications for the Library Page vacancy, and interviews will be scheduled for next week
- A steam pipe located at the base of the newly sealed tunnel, was rerouted to alleviate a water pooling issue
- The City hired a company to do energy audits on all its buildings, and they were here today

Finance & Facilities:

Approval of Bills:

On a motion by Elizabeth Baker, seconded by Jennifer Creedon, to accept the abstract of bills – claims #1556-1570, in the amount of \$11,391.13 was unanimously carried and passed.

Old Business:

Trustee Vacancy:

Director de la Chapelle stated she reached out to David Perry of Latitude Bookkeeping, as well as Bill Wood who stated interest in joining the Board. Jennifer also stated she knew of a substitute teacher who seems interested as well.

New Business:

Slate of Officers:

Jennifer Creedon will contact Board members and present a Slate of Officers for elections at the Annual meeting on February 25th.

Next Meeting:

The next meeting will be held February 25, 2020 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 4:40 pm.

Transcribed by Jamie Parrotte

LIST OF MOTIONS

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