

Plattsburgh Public Library
Board of Trustees
Regular Meeting Minutes
May 25, 2021

Call to Order:

The Zoom meeting was called to order at 4:30 pm by Vice President Creedon

Trustees Present:

Jennifer Creedon, Vice President; Elizabeth Baker, Secretary; Jacob Avery, and David Monette

Trustees Excused:

Shirley O'Connell and Elaine Ostry

Representatives & Staff Present:

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

Public Forum:

No one addressed the Board.

Clinton Essex Franklin Library System Liaison:

Director de la Chapelle stated CEF will no longer attend our meetings, unless requested.

Approval of Minutes:

On a motion by Jennifer Creedon, seconded by David Monette, to accept the Regular Meeting Minutes of April 27, 2021, were unanimously carried and passed.

Director's Report:

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

- Asked for the Board's opinion on transferring the Cole Collection to the Clinton County Historical Association. After discussion, it was decided to move forward with the motion.

On a motion by Jacob Avery, seconded by Jennifer Creedon, to give the contents of the "Cole Collection" to the Clinton County Historical Association without restriction in order to better preserve, document and share these valuable historical resources with the public, was unanimously carried and passed.

- CEF announced it's moving forward with the driveway pavement project, which is part of the Public Library Construction Grant. The next step is for CEF to prepare a joint RFP to be put out to bid.

Finance and Facilities:

Approval of Bills:

On a motion by David Monette, seconded by Elizabeth Baker, to accept the abstract of bills – claims #1842-1864, in the amount of \$13,906.34, was unanimously carried and passed.

Personnel and 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 Renewal:

David Monette agreed to renew his term and a letter will be sent to the Mayor for the reappointment.

New Business:

Extend Mask Mandate:

Due to our vulnerable populations, Director de la Chapelle asked to continue with the mask mandate.

On a motion by David Monette, seconded by Jacob Avery, to extend the mask mandate per the Code of Conduct Policy dated July 28, 2020, was unanimously carried and passed.

Executive Session:

On a motion by Jennifer Creedon, seconded by David Monette, unanimously carried and passed, the Board voted to go into Executive Session at 4:46 pm, to discuss the employment history of an individual.

On a motion by Jennifer Creedon, seconded by Elizabeth Baker, unanimously carried and passed, the Board voted to come out of Executive Session at 5:01 pm.

Next Meeting:

The next meeting will be held June 22, 2021 at 4:30 pm in the Smart Room of the Plattsburgh Public Library.

Adjournment:

On a motion by Elizabeth Baker, seconded by Jacob Avery, unanimously carried and passed, the Board moved to adjourn at 5:01 pm.

Transcribed by Jamie Parrotte

LIST OF MOTIONS

Approval of Minutes:

On a motion by Jennifer Creedon, seconded by David Monette, to accept the Regular Meeting Minutes of April 27, 2021, were unanimously carried and passed.

Cole Collection:

On a motion by Jacob Avery, seconded by Jennifer Creedon, to give the contents of the “Cole Collection” to the Clinton County Historical Association without restriction in order to better preserve, document and share these valuable historical resources with the public, was unanimously carried and passed.

Approval of Bills:

On a motion by David Monette, seconded by Elizabeth Baker, to accept the abstract of bills – claims #1842-1864, in the amount of \$13,906.34, was unanimously carried and passed.

Extend Mask Mandate:

On a motion by David Monette, seconded by Jacob Avery, to extend the mask mandate per the Code of Conduct Policy dated July 28, 2020, was unanimously carried and passed.

Executive Session:

On a motion by Jennifer Creedon, seconded by David Monette, unanimously carried and passed, the Board voted to go into Executive Session at 4:46 pm, to discuss the employment history of an individual.

On a motion by Jennifer Creedon, seconded by Elizabeth Baker, unanimously carried and passed, the Board voted to come out of Executive Session at 5:01 pm.

Adjournment:

On a motion by Elizabeth Baker, seconded by Jacob Avery, unanimously carried and passed, the Board moved to adjourn at 5:01 pm.