

**Plattsburgh Public Library**  
**Board of Trustees**  
Regular Meeting Minutes  
July 27, 2021

**Call to Order:**

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

**Trustees Present:**

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

**Trustee Excused:**

Shirley O'Connell

**Representatives & Staff Present:**

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

**Public Forum:**

No one addressed the Board.

**Approval of Minutes:**

On a motion by Jacob Avery, seconded by David Monette, to accept the Regular Meeting Minutes of June 22, 2021, were unanimously carried and passed.

**Director's Report:**

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

- Beginning Sept 1<sup>st</sup>, groups will be able to meet in the library
- Discussed the AEDA roof replacement project, and it was decided to submit a separate construction grant application to cover the expense for AEDA to manage the project

On a motion by Jennifer Creedon, seconded by David Monette, to accept the Architectural & Engineering Design Associates, P.C. (AEDA) roof replacement proposal as presented, was unanimously carried and passed.

- Discussed a proposal from CEF to repave the driveway
- Will be meeting with a camera company this week to install cameras

**Finance and Facilities:**

Approval of Bills:

Jamie Parrotte discussed an addition to the abstract of bills, stating it's been decided to increase janitorial services to every week, instead of every other week.

On a motion by Elizabeth Baker, seconded by Elaine Ostry, to accept the abstract of bills – claims #1888-1907, in the amount of \$11,777.78, were unanimously carried and passed.

**Old Business:**

Discussed the clay tile mural rededication and movie.

**New Business:**

No new business was discussed.

**Next Meeting:**

The next meeting will be held August 24, 2021 at 4:30 pm in the Smart Room of the Plattsburgh Public Library.

**Adjournment:**

On a motion by Elizabeth Baker, seconded by David Monette, unanimously carried and passed, the Board moved to adjourn at 4:44 pm.

Transcribed by Jamie Parrotte

**LIST OF MOTIONS**

**Approval of Minutes:**

On a motion by Jacob Avery, seconded by David Monette, to accept the Regular Meeting Minutes of June 22, 2021, were unanimously carried and passed.

**Roof Replacement Project:**

On a motion by Jennifer Creedon, seconded by David Monette, to accept the Architectural & Engineering Design Associates, P.C. (AEDA) roof replacement proposal as presented, was unanimously carried and passed.

**Approval of Bills:**

On a motion by Elizabeth Baker, seconded by Elaine Ostry, to accept the abstract of bills – claims #1888-1907, in the amount of \$11,777.78, were unanimously carried and passed.

**Adjournment:**

On a motion by Elizabeth Baker, seconded by David Monette, unanimously carried and passed, the Board moved to adjourn at 4:44 pm.