

**Plattsburgh Public Library**  
**Board of Trustees**  
Regular Meeting Minutes  
September 28, 2021

**Call to Order:**

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

**Trustees Present:**

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

**Representatives & Staff Present:**

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

**Public Forum:**

No one addressed the Board.

**Approval of Minutes:**

On a motion by Elaine Ostry, seconded by Jennifer Creedon, to accept the Regular Meeting Minutes of July 27, 2001, and August 24, 2021, were unanimously carried and passed.

**Director’s Report:**

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

- Budget Hearing: The library’s budget hearing is scheduled for tomorrow at 4:00 pm
- Sexual Assault Training: Reminder that the on-line training is to be completed by the end of October
- Driveway Replacement Project: Although the project started last week, it’s on hold today until an issue with a tractor is resolved
- Roof Replacement Project: AEDA is working through steps to start the bidding process for the project

**Finance and Facilities:**

Approval of Budget Transfer:

On a motion by Elizabeth Baker, seconded by Jennifer Creedon, to approve the following budget transfers, were unanimously carried and passed:

Decrease appropriated Capital Reserve (6-0514) (A/C 6-0878) by	<u>\$20,265.36</u>
Total decrease in appropriation:	\$20,265.36
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Increase appropriation Capital Outlay (6-0960) (A/C 6-7410-000-3000) by	<u>\$20,265.36</u>
Total increase in appropriation:	\$20,265.36

Approval of Bills:

On a motion by Jacob Avery, seconded by Elizabeth Baker, to accept the abstract of bills – claims #1930-1955, in the amount of \$34,562.15, were unanimously carried and passed.

Approval of 2022 Proposed Library Budget:

On a motion by David Monette, seconded by Jacob Avery, to accept the Proposed 2022 Library Budget, as presented, was unanimously carried and passed.

**Old Business:**

No old business was discussed.