

**Plattsburgh Public Library**  
**Board of Trustees**  
Regular Meeting Minutes  
October 26, 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, and Elaine Ostry

**Trustees Excused:**

Shirley O'Connell and David Monette

**Representatives & Staff Present:**

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

**Public Forum:**

Elizabeth Baker thanked Betsy Smith for helping her find a space for tutoring her students and with photocopying.

**Approval of Minutes:**

On a motion by Elaine Ostry, seconded by Elizabeth Baker, to accept the Regular Meeting Minutes of September 28, 2021, were unanimously carried and passed.

**Director's Report:**

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

- Attended the CEF Board meeting by Zoom yesterday, where they approved a snow removal company
- Counselor Bopp stated she shared the Director's Report with the Council

**Finance and Facilities:**

Approval of Budget Transfer:

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

Decrease appropriated Capital Reserve (6-0514)	
(A/C 6-0878) by	<u>\$27,106.00</u>
Total decrease in appropriation:	<u>\$27,106.00</u>
<hr/>	
Increase appropriation Capital Outlay (6-0960)	
(A/C 6-7410-000-3000) by	<u>\$27,106.00</u>
Total increase in appropriation:	<u>\$27,106.00</u>

Approval of Bills:

On a motion by Elizabeth Baker, seconded by Elaine Ostry, to accept the abstract of bills – claims #1956-1975, in the amount of \$34,713.71, were unanimously carried and passed.

**Old Business:**

No old business was discussed.

**New Business:**

Director de la Chapelle stated that next month we'll present the Central Library Development Aid (CLDA) budget for approval, so that we can invoice CEF for reimbursement in this fiscal year.

**Next Meeting:**

The next meeting will be held November 23, 2021 at 4:30 pm in the Smart Room of the Plattsburgh Public Library.

**Adjournment:**

On a motion by Elaine Ostry, seconded by Elizabeth Baker, unanimously carried and passed, the Board moved to adjourn at 4:37 pm.

Transcribed by Jamie Parrotte

**LIST OF MOTIONS**

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