

BROOME COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES

Regular Session Minutes- February 6, 2020

Members Present: Emily Backus, Eugene Burns, Margaret Coffey, Peter DeWind, Jennifer Embree, JoAnne Hanrahan, Kate Miller-Corcoran, Margaret Shiel, Sara Tarricone

Absent: Kathleen Jablonowski

Also Present: Interim Director Sherry Kowalski, County Attorney Jennifer Suwak, Jennifer Keysor, Michelle Ford, Christina Kramer, Dale Ketchum, Al Buyck, Jeffrey Boisvert, David Schuster, Steve Bachman

Call to Order: The meeting was called to order by P. DeWind at 8:32 am

Public Comments:

None

Amendments to the Agenda:

None

Minutes of Last Board Meeting:

The minutes of the Jan 2020 board meeting were adopted.

Appointments and Resignations:

- Board members: Jennifer Embree and Kate Miller-Corcoran were sworn in for 5-year terms
- New BCPL Staff: Thomas Andrus- hired on January 27 as a part-time Custodian and Nursel Bagsever- hired on February 10 as a full time Library Clerk. J. Hanrahan presented a motion to approve the hiring, seconded by E. Burns. All board members supported the motion.

New Business:

- CSEA contract
 - E. Burns presented a motion to extend the contract, M. Shiel seconded, the contract was approved for an extension.

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- Book Recycling
 - A motion was presented by M. Coffee to enter into an agreement with Tom Kennedy for used book recycling, K. Miller-Corcoran seconded, the motion was approved.

- Executive Director search
 - A. Buyck shared information with the board related to the Executive Director search
 - J. Hanrahan, M. Shiel, M. Coffee, E. Backus and P. DeWind agreed to participate in the Executive Search Committee. At the next board meeting they will present their recommendation for how the overall process should be conducted (who will be involved, how they will be involved and the timeframes for completion). K. Miller-Corcoran presented a motion to approve J. Hanrahan as Chair of the Search Committee, seconded by P. Shiel.

- Candidates for BCPL board
 - Jeffrey Boisvert and David Schuster presented themselves as candidates for the Board of Directors

- Strategic Plan
 - D. Ketchum presented an overview for developing a five-year strategic plan that will meet the needs of BCPL stakeholders.
 - Board members created a Strategic Planning Committee consisting of: M. Shiel, K. Miller-Corcoran, E. Backus and M. Coffee. They will meet with D. Ketchum to begin the strategic planning process.

Old Business:

- J. Hanrahan presented a motion to approve the Envisionware contract between BCPL and Four County, seconded by K. Miller-Corcoran.
- M. Shiel presented a motion to approve the Midwest Tape/ Hoopla contract, seconded by S. Tarricone. E. Backus opposed.
- E. Backus presented a motion to approve the CLDA/ CBA budget, seconded by J. Hanrahan. M. Coffee opposed.

Executive Session:

E. Burns presented a motion to move to Executive Session, S. Tarricone seconded, the board

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entered executive session at 10:31 am.

A motion to leave executive session was presented by J. Hanrahan, seconded by E. Backus, the board returned to regular session at 10:40 am.

The meeting was adjourned at 10:42 am.

Next Meeting:

Scheduled for Thu, March 12, 2020 at 5:30 pm.

*Respectfully submitted,
Sara Tarricone*