

BROOME COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES

Regular Session Minutes

April 4, 2019

Members Present: Nancy Abashian, Connie Barnes, Peter DeWind, Laura Evans, Kathleen Jablonowski, Sara Tarricone

Absent: Margaret Coffey, Jesse Katen, Margaret Shiel

Also Present: Director Jacalyn Spoon, County Attorney Jennifer Suwak, Binghamton City School District Assistant Superintendent Karry Mullins

Call to Order: The meeting was called to order by P. DeWind at 8:33 a.m.

Public Comments: There were no public comments

Marketing Presentation:

Ewelina Zajac Holdrege and Jocelyn Bailey from Idea Craft presented to the board. Their firm specializes in digital marketing, brand strategy, web design and advertising. They shared several examples of work they have done with other libraries and local non-profits. Idea Craft is approved by the Broome County IT department.

Amendments to the Agenda:

The renewal of the Unique contract was added to the agenda. A vote to approve the contract was presented by N. Abashian and seconded by C. Barnes.

Minutes of Last Board Meeting: An edit was made to the March minutes, in the Public Comments section the word 'to' was added in the last sentence. The updated minutes from March were approved as presented on a motion by K. Jablonowski, seconded by C. Barnes.

Appointments and Resignations:

Cristina Needham has been selected to fill the Library Clerk position and Ken Normile has been selected to fill the part-time Custodial position. C. Barnes presented a motion to approve the new hires, seconded by N. Abashian.

Steve Steflik officially retired on March 30.

There is still one part-time clerk position to fill and there have been no updates on the request for a Senior Account Clerk.

President's Report:

We are waiting on the legislature to convene in order to approve the nomination of Eugene Burns to the board and the re-appointment of S. Tarricone and N. Abashian.

A meeting has been scheduled on April 10 to meet with the Broome County Executive. All board members are encouraged to attend as their schedule allows.

Director's Report-

The Office of Management and Budget has begun assisting in paying bills. The City of Binghamton has sent the payment for 1Q.

A capital improvement plan was submitted to the County for HVAC and Security Cameras. Additional work is needed to determine cost for new rugs, paint for the walls and other future expenses.

There is a new room located behind Reference desk that needs to be updated before being used. A quote for adding new electric outlets was requested from the Department of Public Works. Additionally, the room will require furniture. There is potential to solicit support for the branding of the room. J. Suwak to verify with legal and investigate the naming history for previous rooms at the library.

The library was without several public computers since December, but now are all fixed.

Motion to donate the old book scanner and MFM Reader Printer to the Broome County Clerk and deaccession 6 MFM Reader Printers and associated printers was presented by K. Jablonowski, seconded by S. Tarricone.

New Business:

Board Seats: Nominations are needed for the Binghamton City position. We may have additional open positions in future, directors are encouraged to be thinking of names for future board members and share them with L. Evans.

C.Barnes presented a motion to nominate S. Tarricone to the position of Board Secretary. Seconded by L. Evans.

The meeting was adjourned at 9:44 a.m.

*Respectfully submitted,
Sara Tarricone*