

BROOME COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES

Regular Session Minutes

August 1, 2019

Members Present: Nancy Abashian, Connie Barnes, Eugene Burns, Margaret Coffey, Peter DeWind, Kathleen Jablonowski, Margaret Shiel, Sara Tarricone

Absent: Laura Evans, Jesse Katen

Also Present: Director Jacalyn Spoon, County Attorney Jennifer Suwak, Four County Library System Director Steve Bachmann, Michele Ford, Dale Ketchum, Emily Backus, Kate Miller-Corcoran and JoAnne Hanrahan

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

Public Comments:

Library Volunteer-

D. Ketchum is working as a volunteer with J. Spoon on two projects for the BCPL. He outlined the projects and his expertise in these areas. The board thanked him for his efforts.

Board Nominees-

E. Backus, J. Hanrahan and K. Miller-Corcoran each presented themselves as candidates for the board.

Amendments to the Agenda:

The topics of contract renewals and Four County Library automation fees were added to the agenda.

Minutes of Last Board Meeting:

C. Barnes presented a motion to approve the minutes from June, seconded by M. Coffey.

Appointments and Resignations:

Lucinda Cobb began working on July 15 as a FT Library Clerk, the motion to hire was presented by M. Shiel, second K. Jablonowski.

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Director's Report:

J. Spoon is working on a grant request for solar panel upgrades and additional panels, as well as two 2-sided car charging stations and phone/tablet charging stations in the library. This grant request is in cooperation with and encouragement from the City and the County Planner. Apex solar has been contacted to create the estimate for the initial request. A meeting is planned for August 9. The Construction Aid Request grant is due August 31. A motion to submit the grant application was presented by S. Tarricone, second by M. Shiel.

New Business:

Contracts –

All contracts up for renewal are subject to legal review by Broome County.

The contract with Presentation Concepts Corporation, which provides AV support in Decker room, will be held over until the next board meeting. The board has asked for clarification on specifics regarding what the contract covers (repairs or maintenance).

Motion to approve the contract with Envision Ware was presented by S. Tarricone, seconded by M. Shiel.

Automation Fees-

S. Bachman from Four County Library discussed the fee for use of the Four County integrated library system, data bases and item catalog. The fee for each library is based on circulation and holdings in catalog.

He confirmed that 8,000 items from BCPL have been identified to remove from the catalog; approximately 6,500 have been removed and Four County is working on removing the remainder.

S. Bachman and the board discussed the pricing model for Hoopla, there is opportunity for other libraries to participate and share the cost. P. DeWind asked that this topic be added to the agenda for next meeting.

Exterior Maintenance-

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Despite numerous requests, the Department of Public Works has not delivered mulch to maintain the exterior of the building. C. Barnes recommended reaching out to Broome Tioga BOCES to see if students could help with maintenance as part of their training program.

Executive Session:

M. Shiel presented a motion to enter Executive Session. C. Barnes seconded, entered Executive Session at 10:12 am. J. Spoon was invited to participate in the session. A motion to leave executive session was presented by K. Jablonowski seconded by C. Barnes, the board returned to regular session at 10:31am.

A motion to accept the board of trustee candidates and to refer their nomination to the County Executive was presented by M. Coffee, seconded by C. Barnes.

The meeting adjourned at 10:49 am

*Respectfully submitted,
Sara Tarricone*