

BROOME COUNTY PUBLIC LIBRARY

BOARD OF TRUSTEES

Regular Session Minutes

November 1, 2018

Members Present: Margaret Coffey, Peter DeWind, Laura Evans, Kathy Jablonowski, Jesse Katen, Wendy Stewart, Sara Tarricone

Absent: Nancy Abashian, Connie Barnes, Margaret Shiel

Also Present: Director Jacalyn Spoon, Jim Dutcher, Director of Broome County IT

Call to order: The meeting was called to order by J. Katen at 8:32 a.m.

Public Comments: Jim Dutcher introduced himself; working on county-wide plan. Will present at next BCPL board meeting on priorities we can collaborate with other organizations on to share resources

Amendments to the Agenda:

- Food for Fines for December approved on a motion by S. Tarricone, seconded by W. Stewart.
- J. Spoon: discussion on getting rid of at least some of our microfilm readers (with their annual service contracts) as the library moves to new technology; will advertise the Microfilm circulation desk on second floor for sale

Minutes of Last Board Meeting: Approved as corrected

Appointments and Resignations:

- Kathleen Shores hired 10/12/15 to be promoted from Library Clerk to Senior Library Clerk on 11/5/2018 provisionally
- Rose Marie Lynch, PT Circulation Clerk hired 8/21/1989, resigned
- Tim Boll, PT Custodian, resigned
- All changes approved on a motion by M. Coffey, seconded by K. Jablonowski

REPORTS:

Board President J. Katen: will work with J. Spoon to study our history with the taxing district and will speak with the Southern Tier Library System

- Will hold a press conference to welcome J. Spoon: date to be determined by poll
- Need a City of Binghamton Board member: J. Katen is working on recruiting

Director: J. Spoon started her position 10/8/18

NEW BUSINESS:

- Branding and Business Card: J. Spoon points out need to coordinate materials for branding; asks for suggestions by next meeting. Ad hoc Branding Committee to be struck
- Trustee Training 11/14/18 6:30 p.m. at Sidney Memorial Library  
<https://tinyurl.com/4CLS-Events>
- Four County Library System Service Agreement of \$1500 per year for EnvisionWare for PC management approved on a motion by P. DeWind, seconded by L. Evans
- A discussion was begun about the need to renew Meetings Fees Policy and of the possibility of converting the Government Documents Room to rentable meeting space

OLD BUSINESS:

- Library Taxing District: see President's report
- Updates on two open custodial positions: 1 interview completed and one scheduled for next week 1 more person interested
- LED Lighting Grant—money received, bids are being prepared, state report will be filed ASAP
- Patron's request to have restrictions set 6/7/16 be removed will be discussed in Executive Session
- Doug's Fish Fry Literacy Volunteers Fund Raiser scheduled for 11/5

EXECUTIVE SESSION: entered at 9:09 on a motion by W. Stewart, seconded by S. Tarricone. Returned to regular session at 9:24 on a motion by S. Tarricone, seconded by K. Jablonowski. The restrictions (see Old Business) will stay in place.

Meeting adjourned at 9:34 a.m.

Respectfully submitted,

Wendy Stewart,  
Secretary