

Broome Country Public Library
Board of Trustees
Regular Session Meeting Minutes – 07.13.23

Members Present: Jeffri Boisvert, Katie Bowers, Al Buyck (remote), Vikki Collazo, Peter DeWind, Jennifer Embree, Charmian Foster, JoAnne Hanrahan, Jill Kissick-Castro, Kate Miller-Corcoran

Also Present: Josias Bartram, Jennifer Church, Laura Haynes, Judd Karlman, Sherry Kowalski, Maureen Lee, Kathleen Shores, Rebecca Stone

Call to Order: J. Hanrahan called the meeting to order at 5:31pm on Thursday, June 8th, 2023.

Amendments to the Agenda: None

Public Comments: Maureen Lee, a member of the public, has made comment regarding her belief that the LGBTQ+ programming is being given unfair prioritization over other groups, such as for the homeless, and other groups served by the library. She believes that LGBTQ+ groups are offensive to families and the wider Christian community. She also believes that LGBTQ+ programs should not happen at the library. Lee also expressed that the library should discriminate against a religious group (The Satanic Temple) and forbid them use of library space for their programs. She also spent a period of time proselytizing/advocating for Christianity, and made comments that the increase of criminal activity in the US is due to the US being a non-Christian nation. The Board did not issue a response, per board policy regarding public comments that are not made to the Board in writing. Public comments were closed at 5:37pm with no further comments from the public.

Minutes of Last Board Meeting: Motion to approve the minutes from the previous meeting was made by V. Collazo, seconded by J. Kissick-Castro. Passed unanimously.

New Appointments/Resignations: Ken Normile, one of the custodial staff, tendered a letter of resignation. He mentioned in said letter that he enjoyed his time at the library and J. Bartram mentioned that the library would miss him. Motion to accept his resignation was made by C. Foster, seconded by J. Boisvert. Passed unanimously.

New Business

First Amendment and Meeting Room Policy: The Satanic Temple of Albany has booked a space in the library for events over the summer. This is not in violation of our Meeting Room Policy or Code of Conduct, which allows for recognized non-profit organizations to book library spaces. A. Buyck asked a question about banning all groups from booking library space, but the Board believes that this runs counter to our mission to serve the public. J. Bartram noted that the county executive's office is aware of the situation and that we have their support. The Board approved the Meeting Room Policy and stands behind it. J. Kissick-Castro mentioned that having public comment allows inflammatory speech and J. Church outlined that it does not allow harassment of individuals or invading of personal space.

"Board Picks" Bookmarks: J. Karlman handed out bookmarks to the Board and encouraged the Board to tuck them into our favorite books; either as they are or with our written comments/reviews.

Envisionware Contract Renewal: J. Bartram mentioned that the contract for LDS Scanning and self-checkout maintenance is up for renewal. The contract is the same amount as last year and is covered by the budget. Motion to accept the contract was made by J. Kissick-Castro, seconded by V. Collazo. Passed

unanimously.

Broome Leadership Institute: The library is nominating Laura Haynes to attend this year. The Friends has volunteered to pay to send one recommended library staff member per year. V. Collazo mentioned that it is an exciting program and very valuable. J. Bartram concurs, having been a part of the program last year. J. Hanrahan says that the Friends support this unanimously as part of their strategic plan for library staff development.

Old Business

Farm to Library Program: J. Bartram mentions that the new produce refrigerator is very popular, emptying completely every time it has been stocked. It supplies free fruit and vegetables to the public. Kids in particular have been very excited about it. (Summer Reading for children is at pre-pandemic numbers and the produce is visible on the way to Youth Services) There was discussion of perhaps providing produce, such as bananas, more often at intervals throughout the year. Staff has been participating and food is labeled to promote education of different types of fruits and vegetables.

Construction Updates: The library automatic door opener is slated to be fixed tomorrow (7/14). The full replacement of the doors is slated for the 25th. There will be a loss of the usage of them for 8-14 days, as additional masonry repairs will happen as well. Foot traffic will be directed through the parking lot facing emergency door in the Decker room. The larger construction projects are being worked on by J. Bartram to get the bids approved and move them forward.

Budget Update: There was a last-minute budget meeting yesterday with the county executive's office. They are asking us to close a 50k gap in the projected county budget by reducing spending and making cuts. The county shortfall is being distributed across departments. Staffing has not been singled out for elimination and they still support the new positions that we proposed.

Reports

J. Hanrahan mentioned attending a 4CLS training session with K. Bowers and K. Miller-Corcoran. J. Bartram would like 100% participation to fulfill the state required 2 hours of continuing education.

DEI Committee: J K-C mentions that DEI met and discussed DEI training for Board and Staff. Josias has a contact that might fit. The contact was providing an audit, but that might be for the future, but focusing on in-person face-to-face training sessions. Jill will have a meeting with Jill tomorrow to discuss what she can provide.

Strategic Planning Committee: The strategic planning committee is looking at creating a new strategic plan. We've done a fantastic job fulfilling our six goals based on the ALA's "Service Responses". The major goal is to create sustainable workloads through work efficiencies. Each goal has an assigned staff member and non-staff member.

Motion to adjourn made by K. Bowers and seconded by K. Miller-Corcoran. Passed unanimously.

Meeting ended at 6:28pm.

*Respectfully submitted,
Jeffrey Boisvert*



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June 15, 2023

Dear Community Members,

We are reaching out to you in hopes that you can assist Broome County Residents increase their access to Naloxone (the medication that reverses an overdose). As you may not be aware, Broome County was selected to participate in the HEALing communities study proctored by Columbia University. The goal of the study is to reduce opioid-related deaths in Broome County by 40 percent over the course of three years. There are 67 communities highly affected by the opioid crisis in four states involved in this project. This is an opportunity for Broome County to really shine.

More than 115 Americans die from opioid overdoses every day. That number is four times higher than the number of opioid overdose deaths that occurred 20 years ago¹. Last year alone, Broome County lost 80 people to suspected overdose. As a member of Broome County and business owner in our community we know you desire to prioritize the needs of your community. Your community trusts you.

It's your relationship with your community that inspired us to write a grant with that relationship central to our success of implementation.

The goal of this project is to install a "NaloxBox" in areas all over Broome County, giving the most people the opportunity to utilize this life saving measure. Each Naloxbox will contain 10 Narcan kits that can be retrieved at any time to reverse an opioid overdose or even for recipients to simply take and keep in their home or vehicle. The NaloxBox should be accessible for community members to retrieve a kit, ideally located in an area that is highly accessible and frequented by many community members.

Our project outlined working with our community to assist us in determining the best location for the NaloxBox installation and helping to promote this incredible life saving tool available to your community. We would appreciate an opportunity to speak with you about this project. We would be able to answer any questions or concerns you might have and to go over the project in detail with you. I can be reached at 607-296-3016, our office number, or 607-621-9050, my cell phone. We need to have twenty NaloxBoxes installed by the end of June, so we are hoping to meet with you very soon.

Best,

Kathy Staples

Project Coordinator

¹ <https://magazine.medlineplus.gov/article/fighting-the-opioid-crisis-nih-heal-initiative-takes-on-addiction-and-pain-management>

New York State Department of Health
Considerations for Deployment of Naloxone Housings (NaloxBoxes™)

Background

NaloxBoxes are secured metal housings which contain two doses of Narcan nasal spray. These units, when appropriately deployed in specific locations with a high incidence of opioid overdose, are intended to increase access to naloxone at the time of a life-threatening emergency. They are similar to publicly sited AEDs, providing both a life-saving resource as well as instructions for use.

The two doses of naloxone are for emergency response use on a person experiencing an overdose who happens to be where the naloxone is located. Individuals known in advance to be at risk of experiencing or witnessing overdose should obtain their own naloxone. Insured individuals should be directed to a pharmacy with a standing order for this medication. Uninsured individuals and persons with a particularly high risk for an overdose (e.g. syringe exchange program participants; persons leaving detox and individuals released from correctional settings) should be directed to a registered opioid overdose prevention program to address their naloxone needs.

NYSDOH is not taking a position on the merit of deploying naloxone housings, nor does it assume any liability for registered programs choosing to do so.

A deployment plan, in consultation with community partners, should address each of the following.

Site considerations:

- Has a needs assessment been conducted to prioritize specific locations with a history of overdoses?
- Do these prioritized locations
 - Have unencumbered access to the naloxone housing by responders who are in the presence of an overdose?
 - Have adequate lighting for all hours during which the site is publicly accessible?
 - Have protection from the weather (both water damage and extreme temperatures)?
 - Have other co-located emergency response resources, such as AEDs and fire alarm call boxes?
- Are these prioritized locations
 - Under the direct control of the registered opioid overdose prevention program or of a co-operating partner organization with which an agreement is in place?
 - Amenable to daily oversight either directly or by a partner for purposes of identifying instances in which the naloxone is used or otherwise taken

Training of program staff and collaborators

- Are persons associated with the site trained in opioid overdose recognition and response, consistent with training guidance provided by NYSDOH in [Putting the Pieces Together: A Guide for New York State's Registered Opioid Overdose Prevention Programs?](#)

Training of community responders

- Does the naloxone housing, either on its exterior or adjacent to it, have concise guidance on naloxone administration, preferably including graphical elements and attention to health literacy?
- Does that guidance underscore the importance of calling 911 with reference to the 911 Good Samaritan Law?

New York State Department of Health Considerations for Deployment of Naloxone Housings (NaloxBoxes™)

- Is the written guidance sufficiently durable, perhaps with lamination?
- Does the two-dose carton of naloxone within the unit also contain instructions?
- Has there been consideration of the materials also being in a language other than English?

Maintenance, oversight and supply considerations:

- Is the unit appropriately affixed to a wall or other structure to ensure its security?
- Is a registered opioid overdose prevention program directly involved in this deployment to ensure a source of naloxone and a means of reporting naloxone use to NYSDOH?
- Is there a protocol in place to ensure timely identification of used or taken naloxone so that the unit does not go without naloxone for more than 24 hours?
- Are specific individuals designated for providing oversight of the units, including maintenance and re-stocking?
- Are inventories of naloxone ample and accessible by those overseeing the unit to ensure expedited replacement of used or removed naloxone?

Reporting naloxone administrations

Registered programs are required under regulations to report naloxone administrations to NYSDOH. That reporting for community administrations is done through the online [Opioid Overdose Prevention Program System](#).

- Is there guidance for responders on how to communicate their use of naloxone to the registered opioid overdose prevention program associated with the site, perhaps through a QR code or a telephone call?
- Do the details of those naloxone administrations include, at a minimum, the location (by zip code or county/town if zip code is unknown), the date of administration, the perceived age and gender of the overdosed individual, whether EMS was called, the number of doses of naloxone used, and whether or not the individual survived?

Note: Other elements may also be included: whether rescue breathing was done; race/ethnicity of the overdosed individual; drugs believed to have been used; type of setting; and the relationship, if any, between the responder and the overdosed person. Details are all available on the [Opioid Overdose Prevention Program System](#).

Signage

- Is there signage at strategic locations throughout the site or campus directing individuals to the specific location of the naloxone housing?
- Is signage in place at the location of the naloxone housing to indicate that naloxone for immediate emergency use is contained inside the unit?
- Does that signage clearly indicate that the naloxone in the housing is for immediate, emergency use for suspected opioid overdoses?
- Does the signage at/near the unit indicate where persons can obtain their own naloxone for future, off-site use?
- Has consideration been given to having signage
 - In multiple languages
 - Which respects individuals with lower health literacy.



New York State's 911 Good Samaritan Law Protects YOU

The New York State 911 Good Samaritan Law allows people to call 911 without fear of arrest if they are having a drug or alcohol overdose that requires emergency medical care or if they witness someone overdosing.

The following are signs of an overdose. CALL 911 if the person:

- Is passed out and cannot be woken up;
- Is not breathing, breathing very slowly, or making gurgling sounds;
- Has lips that are blue or grayish color.

Why should you care about the 911 Good Samaritan Law?

- The law empowers YOU to save a person's life.
- The law encourages anyone to call 911 when they see or experience a drug or alcohol overdose.

Who is protected by the 911 Good Samaritan Law?

- Everyone — regardless of age — who seeks medical help for themselves or someone else during an overdose.
- The person who has overdosed.

The law DOES NOT protect YOU from the following:

- A1 felony possession of a controlled substance (8 ounces or more);
- Sale or intent to sell controlled substances;
- Open warrants for your arrest; and
- Violation of probation or parole.

The law DOES protect YOU from the following:

- Possessing controlled substances up to and including A2 felony offenses (anything under 8 ounces);
- Possessing alcohol, where underage drinking is involved;
- Possessing marijuana (any quantity);
- Possessing drug paraphernalia; and
- Sharing drugs

What if I am accused of selling drugs?

- Calling 911 can be used in your defense when the charge is less than an A2 felony — as long as you don't have a prior conviction for an A1, A2, or B drug felony sales or attempted sales offense.
- Calling 911 can be a factor in reducing the length of a prison sentence for A1 and A2 felony convictions.

What if I am under the age of 21 years, will this law protect me?

Yes. Nothing should stop YOU from calling 911 in a life-or-death situation.

August 17, 2023

FOR IMMEDIATE RELEASE

Farm to Library program brings fresh food to the Broome County Public Library,

(Binghamton, NY) – Borrow a beet? Checkout a carrot? Both will be possible this summer at the Broome County Public Library through the Farm to Library program. Starting 7/5/23, this pilot initiative has been welcoming community members to share in the local bounty found here in Broome County and beyond. All members of the community are invited to give or receive free produce from local gardens, farms, and other sources during the library's hours when surplus is available. The initiative is a collaboration between the Broome County Public Library and the Broome County Department of Health's Creating Healthy Schools and Communities program (CHSC), with assistance from the Rural Health Network of South Central NY and their Public Health AmeriCorps program.

While some local community organizations are helping to keep produce in the fridge, the collection will also depend on the harvests of local home gardeners. To make this a real community collaboration, the Library is asking anyone who is interested to "grow a row" in their own garden to bring in and share. There are no qualifications to participate - anyone is welcome to give or receive the fruits and vegetables that will be available.

"We applaud the Broome County Public Library for providing free produce to community members and patrons of the library. Creating an environment that increases access to healthier food choices can have lifelong health benefits, especially for the youngest library patrons," said Aimee Chalusant, Public Health Educator and CHSC Coordinator for the Broome County Health Department.

"This program has only been running for a little over a month, and it's already a huge success. We're seeing kids come in for our Summer Reading program and run immediately to the produce cooler to see what fresh treats we have available that day. Apples and bananas have been huge hits, but so have veggies like cauliflower and peppers," added Josias Bartram, Library Director at the Broome County Public Library.

The addition of the Farm to Library program will complement the gardening, cooking and nutrition community classes held throughout the year at the Broome County Public Library by Cornell Cooperative Extension of Broome County and VINES (Volunteers Improving Neighborhood Environments).

For more information about this program, please contact the Broome County Public Library at 607-778-6451, 185 Court Street, Binghamton.



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Patron Code of Conduct

Last Updated Date

April 14, 2022

Policy Type

[conduct policies](#)

Policy Audience

[adults](#)

[kids](#)

[teens](#)

BCPL Patron Code of Conduct

In order to ensure that the Broome County Public Library remains a safe and welcoming space for all patrons and staff, the Board of Trustees has adopted the following rules and regulations:

1. Patrons will respect the rights of other patrons and Library staff at all times. They may not interfere with staff or with the performance of their duties and will comply with lawful direction given by them.
2. Disruptive and/or abusive behavior is prohibited. This includes:
 - o Harassment
 - o Sexual harassment
 - o The use of abusive, obscene, discriminatory, hateful, or threatening language
 - o Nudity of any kind, including bare feet and/or bare chests
3. Illegal activities—including the use of alcohol or illegal and/or recreational drugs or the possession of weapons of any kind—are prohibited on Library property.
4. Smoking, vaping, and the use of smokeless tobacco are prohibited on Library property, both inside and outside of the building.
5. Solicitation of any kind is prohibited on Library property.
6. Select areas of the Library have been designated as Quiet Zones. While they are in a Quiet Zone, patrons will:
 - o Silence all electronic devices, including phones and computers
 - o Use headphones when watching or listening to media
 - o Limit conversation, including phone calls
7. Sleeping, bathing, and washing clothes are prohibited on Library property, as is the use skateboards roller skates, and athletic equipment, unless approved by Library staff. Bicycles and other wheeled devices must be left outside the building and may not block doorways or walkways.
8. Animals are prohibited in the building except those specifically designated as service animals.
9. Parents, guardians, or caregivers are responsible for the safety, behavior and supervision of their children as specified in the Library's Unattended Children's Policy.

10. Adult patrons shall not use any Youth Services or Young Adult space or participate in any age-based programs unless such patron is a parent, legal guardian, caregiver, educator or relative of a participating age-appropriate child or has received permission from Library staff.
11. Patrons will not deface or damage Library property, including Library materials/collections, furnishings, walls, equipment, and computers. Additionally, patrons will not rearrange or disarrange library furnishings or materials and will not place their feet on the furniture or walls.
12. Food and beverages can be consumed in designated areas only. Water bottles with lids are allowed other than when using the public computers.
13. Personal photography and/or videography is allowed but must not infringe on the privacy rights of other patrons (including minors) or interfere with the ability of Library staff to perform their duties. Projects that have the potential to violate these criteria require prior approval by the Library Director.

Enforcement: Any patron who violates these rules and regulations may be required to leave the library premises and be denied the privilege of access to the library. The Library Administrative Staff, whose authority shall prevail in all cases, shall administer and enforce the above code in a fair and reasonable manner. The Library Administration is authorized to modify and/or adapt the code to special circumstances. Violations of the code that do not constitute an immediate and apparent threat to the safety of others, their property, or the property of the library will result in disciplinary action, including, but not limited to, verbal warning, temporary expulsion from the library, suspension of the right to use or participate in some or all of the library's services for a period of time, or permanent expulsion from the library. The disciplinary action chosen will be determined by the severity of the offense and whether it is an isolated or recurring event. Violations of the code that constitute an immediate or apparent threat to the safety of others, their property, or the property of the library will result in immediate expulsion from the library and possible additional measures. In any instance of a code violation, police may be called if there is not compliance or if the staff feels threatened in any way or feels unable to handle the situation.

Appeal Process: A patron whose privileges have been denied may have the decision reviewed by the [Broome County Board of Trustees](#) for additional consideration.

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