

Broome Country Public Library
Board of Trustees
Regular Session Meeting Minutes – 12.14.23

Members Present: Jeffri Boisvert, Vikki Collazo, Jennifer Embree, Charmian Foster, Sara Glose, JoAnne Hanrahan, Jill Kissick-Castro, Kate Miller-Corcoran

Not Present: Katie Bowers, Peter DeWind, Al Buyck

Also Present: Josias Bartram, Imara deMontfort, Laura Haynes, Sherry Kowalski, Chad Miller, Jillian Sandy, Kathleen Shores, Rebecca Stone

Call to Order: J. Hanrahan called the meeting to order at 5:31pm on Thursday, December 14th, 2023.

Amendments to the Agenda: None

Public Comments: None

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

New Appointments/Resignations: Nick Kocak has been hired to the position of Custodial Supervisor. Motion to accept this appointment was made by J. Kissick-Castro, seconded by K. Miller-Corcoran. Passed unanimously.

Christian Wert has been hired to the position of Local History Clerk. Motion to accept this appointment was made by J. Boisvert, seconded by C. Foster. Passed unanimously.

New board candidates were introduced and they spoke briefly about themselves.

Motion to accept the renewal of A. Byuck to the board for a full term was made by V. Collazo, seconded by J. Kissick-Castro. Passed unanimously.

Motion to accept the appointment of Chad Miller to the board was made by V. Collazo, seconded by S. Glose. Passed unanimously.

Motion to accept the appointment of Jillian Sandy to the board was made by J. Kissick-Castro, seconded by K. Miller-Corcoran. Passed unanimously.

The new executive committee was selected with K. Miller-Corcoran filling the role of President, J. Boisvert in the role of Vice President, K. Bowers as Secretary, and A. Byuck as Treasurer. Motion to accept the new executive committee was made by S. Glose, seconded by J. Kissick-Castro. Passed unanimously.

New Business

J. Bartram presented the 2024 Holiday closing dates for the library. Motion to approve these dates was made by J. Kissick-Castro, seconded by K. Miller-Corcoran. Passed unanimously.

The schedule of Board Meeting dates for 2024 was reviewed, with the Board meeting the second Thursday of every month as per our 2023 schedule. Motion to approve this schedule was made by J. Kissick-Castro, seconded by J. Boisvert. Passed unanimously.

Annual Service Purchasing Agreement: J. Bartram presented and spoke about library contracts for EnvisionWare, the 4CLS Purchasing agreement, and the service agreement for Overdrive.

Motion to accept the EnvisionWare contract was made by V. Collazo, seconded by S. Glose. Passed unanimously.

Motion to accept the 4CLS Purchasing Agreement was made by S. Glose, seconded by K. Miller-Corcoran. Passed unanimously.

Motion to accept the Overdrive Service Agreement was made by J. Kissick-Castro, seconded by C. Foster. Passed unanimously.

There was discussion about Tesla chargers for e-vehicles at the library. It was decided that the consideration of such was more suited to a larger conversation regarding the parking lot and other exterior projects.

The library is closing at noon to accommodate the staff holiday party. A motion to accept this change was made by V. Collazo, and seconded by K. Miller-Corcoran. Passed unanimously.

Old Business

Narcan Placement: The library supply of Narcan will be administered to by the local Rotary Club. The Board will vote when a formal contract/agreement is received.

Construction Aid: J. Bartram updated the Board about the new steps required moving forward with the library renovation projects. He plans to separate the garden access and ramp from Youth Services from the bathroom renovation project. He would also like to fold in the upstairs bathrooms as well.

Reports

J. Bartram discussed a grant from the Hoyt Foundation through the Friends for the garden renovation. He handled the entire grant process and the money will fund increased accessibility, function, and programming for the library garden.

The library received 10k in grant money from Klee Foundation board members to continue to help fund the Peer Support Program.

The library has hired a new DM for the D&D program. All D&D programs have been exceptionally well attended.

The Friends of the Library made \$3,500 from their last booksale.

K. Miller-Corcoran spoke about the strategic planning committee's work. The plan will be going to the staff for their input and then be formally organized.

The list of 2024 sub-committees will be going out to the Board in January.

Noting numerous changes with County legal, Imara deMontfort has also eloquently expressed her desire to remain as legal counsel to the library. The Board is very happy to have her!

Motion to adjourn made by S. Glose and seconded by V. Collazo. Passed unanimously.

Meeting ended at 6:47pm.

*Respectfully submitted,
Jeffri Boisvert*