

BOARD OF TRUSTEES
Agenda – April 10, 2025

CALL TO ORDER - 5:30pm

Members Present: Al Buyck, Olivia Shimkus, Sarah Glose, Vikki Collazo, Tom Jahn, Kelly Sullivan, Katie Bowers, Charmian Foster, Jillian Sandy, Emily Jones

Not Present: We're all here! 🎉

Also Present: Josias Bartram, Sherry Kowalski, Kathleen Shores, James Ingram, Kelsey Matoushek, Michelle Brandone

GUESTS: None

AMENDMENTS TO THE AGENDA: None

PUBLIC COMMENTS: None

APPOINTMENTS

- Karissa Doyle – Library Clerk, Youth Services
 - A former teen volunteer, now heading to library school!
 - **Motion to accept appointment: Vikki Collazo, Second Sarah Glose. Passes unanimously.**

RESIGNATIONS

- Jeffri Boisvert – Library Board
 - We will miss you Jeffri!
 - **Motion to accept Jeffri's resignation: Vikki Collazo, Second Emily Jones. Passes unanimously.**
- Jeremy Liss – Library Clerk, Local History
 - **Motion to accept Jeremy's resignation: Charmian Foster, Second Jillian Sandy. Passes unanimously.**

NEW BUSINESS

- Library solar panels and roof project
 - Our roof is getting a spray coat on it that will last 20 years, covered by the county budget.
 - To do this, everything had to be removed from the roof, including the solar panels. They are now sitting in a shipping container in the staff parking lot.
 - They do not produce power any more, due to a problem with the inverter. Kelly is making calls to see if we can get a grant to cover replacing/repairing it.
 - With the electricity market at the time, the solar panels saved us \$30,000 when they worked.
 - Even after 15 years, solar panels retain 80% of their power-making capacity. Lots of life left in them! We want them to be set back up, because they will save us money, will prolong the life of the roofing,

and will still work quite well. If for some reason we cannot reinstall them, they have notable resale value.

- Further cost/benefit analysis will be presented at future board meeting.

- Summer Reading ☀️📖

- Overview – Kelsey Matoushek

- Nationwide annual initiative since the late 1890's!! Wow!!
 - This year's national theme is "Color Our World" about art and creativity.
 - At BCPL, we hand out activity logs for families, we offer 60 programs over the course of six weeks that brings in hundreds of people.
 - We want to foster a sense of community, academic achievement, and regular library use. Planning for Summer Reading begins in the Fall.
 - The first BCPL summer reading program was in 1917!!
 - Summer Reading is for all ages, including adults! This year, children who complete the program will receive a stuffed animal with the library's logo on it.

- Rumble Ponies funding 🏇🐎

- Received \$2,000 from the Rumble Ponies for a Summer Reading Kick Off event
 - **Motion to accept the funding and use it for the summer reading kick off: Emily Jones, Second Jillian Sandy. Passes unanimously.**

- Farm to Library Overview – Sherry Kowalski

- Received \$3,000 grant from Senator Webb to purchase supplies and produce. Very exciting!
 - Cornell Cooperative Extension will also be contributing produce again. Last year they contributed over 2,000 pounds of food!!
 - **Motion to accept the funding and use it for Farm to Library program: Kelly Sullivan, Second Vikki Collazo. Passes unanimously.**

- Spike in security incidents and drug use

- Significant increase of drug use in the library - we got to a point of finding multiple syringes per day, mostly in the upstairs women's bathroom (most of our security officers are male, making it harder for them to check the women's restroom).
 - First thing temporary measure taken: locking the upstairs bathrooms.
 - This is now the 2nd week. We would like to keep them locked for a month, and then revisit at that time. Staff all have keys, as do Local History and Literacy Volunteers. Literacy Volunteers are able to let their clients into the upstairs restrooms.
 - This is about disrupting the pattern of behavior, not a forever solution. It is important that this be temporary.
 - **Motion to approve locking the restrooms for one month: Vikki Collazo, Second Emily Jones. Passes unanimously.**

- The reading garden is now open from 12 - 5. We want to disrupt the pattern of people coming first thing in the AM to drink/smoke/fight. These hours are also temporary.
 - The garden will also be getting security cameras included with the re-design.
- It is very important to not create/allow an atmosphere of chaos - we are listening closely to staff and patrons about this issue. People are reporting that the front doors feel chaotic and sometimes dangerous. There's often fighting and drug use at the door/parking lot/rotunda.
 - We want a clear path for families (and staff) to be able to enter the library.
 - We have taken away the benches in front of the library to facilitate that. See below.
 - We have 25 large, framed copies of the Code of Conduct that will be displayed around the library - easy for staff and patrons to point to and reference when an incident may occur.
 - There's a lot of issues of possessiveness around tables and spaces in the library - we need to shift this.
 - There's a lot of disrespect towards public spaces and public servants.
 - The flooring is done for our new eating area! Eating will be allowed in the eating area, peer support room, and small, non-messy snacks in the children's area.
- What trainings are offered to staff to deal with these issues?
 - Pretty ad hoc right now. Board members Emily Jones and Olivia Shimkus can connect us with Mental Health First Aid, Compassion Fatigue, and other trainings.
 - Not all trainings apply to libraries - nice to look for trainings made for libraries.
 - We have two full days per year for staff trainings. Next one is in June around food insecurity.
- So, about the Court Street Benches
 - A handful of people were very upset on Facebook. Local news picked it up. Josias was interviewed. It will air tonight at 6pm.
 - The gist of the interview was that the library is for everyone - which means everyone needs to feel safe, including children, families, staff, etc.
 - The benches aren't actually going away - they will be moved into the garden.
 - The complaint is that removing the benches is a bad way to solve the problem - it doesn't really address it and just takes something away from the public.
- Family Bathrooms in the Youth Services area do require a key, which is kept at the desk. This area of the library has more protections than other areas in order to keep children safe.
- Peer Support Program mostly helps, though there can be incidents when patrons expect the room to be open and it is not.

- All measures are aimed at bringing the library into balance, where there is space and safety for everyone. Most measures are temporary and will be adjusted as is reasonable and needed.
- Staff just need support from the board around the idea that staff safety and children/family safety matters.
- Emergency Response & Building Evacuation Policy
 - In the board packet are the original 7 policies, plus a newly revised policy document. Board members have access to comment on the doc. Please do so! The aim is to have a final draft or vote-able policy ready by the next board meeting.
 - Going to be updating Active Shooter drills, evacuation policies, installing another emergency exit. Drills will be quarterly and will alternate between day and evening drills to account for different amounts of staff during the day/evening.
- Four County Library System - 2025-2028 Automation Contract
 - Primary membership fee for being part of the 4CLS.
 - This has been calculated by circulation. \$15K of our central library aid goes to 4CLS and they apply that as a credit towards this contract.
 - For the next 3 years, we will pay \$65K total.
 - This is probably the last time we will calculate it based on physical circulation. Our door count, program count, and digital circulation are all up and need to be taken into account.
 - **Motion to approve contract for 3 years: Al Buyck, Second Charmian Foster. Passes unanimously.**

OLD BUSINESS

- Emergency Services MOU
 - Meeting tomorrow between library and Emergency Services. Rough proposal to move youth services office to behind Decker Room, and to create a bypass hallway near Emergency Services. This will allow youth services to have more office space, and allow the Emergency Services org to have tighter security.
 - Want it put in the MOU that library staff will have access to the Emergency Services room to pass through as needed when dispatchers are not there, actively working. This will allow staff to move more directly through the building.
 - Also want the MOU to clarify who will be paying for the renovations.
 - If this becomes resolved, Josias will bring the MOU to the next board meeting.
- Renovation/Projects update
 - The renovations with the construction aid are moving forward! They look on track to go to bid next month with work beginning this year and finishing either 2025 or 2026. 🎉
- Financial Disclosure Statement
 - Remember to submit yours!! Josias can look them up, so he knows if you submitted them or not. 🙄

REPORTS

- March Financials
 - We are on track on payroll. Josias has been watching this closely, given all the temp positions and changes.
 - We have not received our funds transfer from the library. We still have plenty in our funds balance, but Josias will be following up with the county.
 - Expenses are mostly in line with expectations. The only significant divergence is around digital circulation (audiobooks, streaming video, etc), which is continually rising.
 - We will eventually look at revising our contract with Midwest to reflect this.
- Director's Report
 - Forthcoming
- Staff Reports
- Committee Reports
 - Policy Committee is meeting next week!
- Friends
 - JoAnne is working on stepping down from her role in the Friends. She will be very missed. She is hoping to hand off her various projects to others in the Friends.

Motion to adjourn: Emily Jones, Second Tom Jahn. Passes unanimously at 6:55pm.