

BOARD OF TRUSTEES
Agenda –August 14, 2025

CALL TO ORDER – 5:30pm

Members Present: Al Buyck, Vikki Collazo, Charmian Foster, Sarah Glose, Tom Jahn, Emily Jones, Jillian Sandy

Not Present: Katie Bowers, Olivia Shimkus, Kelly Sullivan

Also Present: Josias Bartram, Michelle Brandone, Sharon Bryant, Alex Fisher, James Ingram, Sherry Kowalski, Kathleen Shores

GUESTS: None

AMENDMENTS TO THE AGENDA: Professional development discussion is no longer on the agenda

PUBLIC COMMENTS: None

MINUTES: July 10

- **Motion to approve the July minutes: Vikki Collazo, Second: Al Buyck. Passes with one abstention.**

RESIGNATIONS:

- Jan Evangelisti -- FT Library Clerk
- **Motion to approve resignation: Emily Jones, Second: Sarah Glose. Passes unanimously.**

APPOINTMENTS:

- Jan Evangelisti -- PT Library Clerk
 - **Motion to approve: Al Buyck, Second: Charm Foster. Passes unanimously.**
- Ezhara Morpho -- FT Library Clerk (promotion)
 - **Motion to approve: Vikki Collazo, Second: Al Buyck. Passes unanimously.**
- Nursel Bagsever -- FT Library Clerk (reappointment)
 - **Motion to approve: Charm Foster, Second: Sarah Glose. Passes unanimously.**
- Sivan Johnson -- Library Assistant: Reference and Computer Assistant
 - **Motion to approve: Charm Foster, Second: Tom Jahn. Passes unanimously.**
- Many of these appointments are promotions due to so many incredible people working in the library. 🌟
- We are welcoming Sivan Johnson as a new employee! 🎉

NEW BUSINESS

- Prospective trustee – Dr. Sharon Bryant
 - Sharon is a medical sociologist at Binghamton University, Associate Dean of Diversity, Equity, and Inclusion for Decker College, and Associate Director of the Harriet Tubman Center for the Study of Freedom and Equity.
 - Is interested in potential collaborations between the library and students in the Master's of Public Health program, among others
 - Has experience with budget and grant management
 - Has worked with students from middle school through doctoral programs
 - Loves the library! 📖
- Policies – initial review
 - Emergency Evacuation
 - Exhibits
 - These are presented for the trustees' initial review. Voting on approval of policies will be for a later meeting.
 - Thanks to Josias and Sherry for working on these!

OLD BUSINESS

- 2026 Budget proposal
 - There are some changes to the proposal, which merit a new vote to approve
 - The primary change is that the expenses are expected to be \$250,000 higher than revenue
 - This is a way to begin spending down the fund balance
 - Goal is to maintain a fund balance large enough to cover things that arise without letting it get too large
 - Does not include increase for CSEA as contract has not yet been negotiated
 - No concerns about the budget are anticipated from the county
- **Motion to approve: Vikki Collazo, Second: by Sarah Glose. Passes unanimously.**
- Policies – for approval
 - Internet Policy
 - **Motion to approve: Al Buyck, Second: Vikki Collazo. Passes unanimously.**

- Construction/projects
 - Still with code review
 - Next step will be going to bid; not sure of the timeline
 - It's slow progress, but progress!

- Security update - peer support, bus shelter, bans & staff safety
 - Broome Co. removed bench and shelter from bus stop by the library
 - The bus stop is still there
 - Additionally, there is a bus shelter across the street for public use
 - There were mixed reactions on social media
 - This was a difficult decision but a necessary step; staff and patrons have noticed positive changes
 - Josias did an interview with Jim Ehmke to provide more context for this decision
 - Long term bans have been effective for patrons causing major disruptions and safety concerns
 - For peer support, UHS is now providing 6 hours / week
 - UHS has been very self-sufficient and able to make referrals as well as manage issues that arise
 - The plan is to continue partnering with local organizations
 - Upstairs restrooms are still closed
 - The intention is to reopen these after the renovation is complete, though this is subject to change should the project go on for an extended time
 - The closure of the upstairs restrooms has helped to disrupt some safety concerns

REPORTS

July Financials

- Overall budget is solid and being spent as expected
- Emergency Services rent will be going to legislature in September and should be paid this budget year

Director's Report

Staff Reports

- Farm to Library is going well

- Not as many donations as usual due to weather (esp. storms)
- There has been significant community buy-in
- Thanks to Sherry, as well as Michelle, James, and Josias, for their help with Farm to Library
- Check out the tiny art exhibit on display!
- There is also a new art exhibit up
- Circulation is happy to be (almost) fully staffed! The hiring process has gone well.
 - Only one PT Library Clerk position currently unfilled.
- The trustees expressed their appreciation for the popular Saturday social media post from Cher. 🐱
- A significant increase in reference transactions in the recorded statistics.
 - Not sure if there's a particular reason
 - The last month was especially busy with lots of printing and questions answered by phone

Committee Reports

- Executive
- Strategic
- Finance
- Nominating
 - We have a trustee nominee!
 - Charm will be checking in with trustees who are approaching the end of their term to determine if they will be continuing
 - After the current art show ends, there will be an exciting collaborative exhibit with the Historical Society
- Personnel
- Marketing
- DEI
- Policy
 - Planning to meet in a couple of weeks
- Ad Hoc
- Friends
 - Will meet next week
 - There will be an official new president, anticipated start in January
 - Two events are being organized for the 25th anniversary: a birthday party (free & with cake!) and a murder mystery cocktail hour (ticketed)
 - Trustees interested in helping with planning should contact Josias
- **Motion to enter into executive session at 6:18pm: Sarah Glose, Second Emily Jones. Passes unanimously.**

- **Motion to exit executive session at 6:20pm: Sarah Glose, Second Al Buyck. Passes unanimously.**
- **Motion to approve Sharon Bryant as a trustee: Sarah Glose, Second Vikki Collazo. Passes unanimously.**
 - Welcome, Sharon! Pending all of the official governmental steps.

Motion to adjourn: Emily Jones, Second: Vikki Collazo. Passes unanimously at 6:23pm.