

**Broome Country Public Library**  
**Board of Trustees**  
Regular Session Meeting Minutes – 07.08.21

**Members Present:** Emily Backus, Jeffrey Boisvert, Peter DeWind, JoAnne Hanrahan, Kathy Jablonowski, Jill Kissick-Castro, Kate Miller-Corcoran

**Absent:** Katie Bowers, Jennifer Embree, Peg Shiel, Sara Tarricone

**Also Present:** Josias Bartram, Allen Buyck, Jennifer Church, Jennifer Keysor, Sherry Kowalski

**Call to Order:** The meeting was called to order by J. Hanrahan at 5:31pm.

**Public Comments:** None

**Amendments to the Agenda:** Review and approval of the Envisionware contract has been added to the agenda by J. Bartram.

**Minutes of Last Board Meeting:** Motion to approve minutes made by E. Backus; seconded by K. Miller-Corcoran. Approve unanimously.

**Appointments and Resignations:** Jackie Nabinger has withdrawn her resignation. She will continue, for the time being, in her current role until a suitable replacement is found.

**New Business:** The budget has been the focus over the past month. The current budget has been set up to compare against our pre-pandemic numbers with the expectation that operations will return to those levels. The city of Binghamton was not billed in the fourth quarter of 2020, so J. Bartram will attempt to recover those funds for the budget. In the future, the library plans to bill twice a year instead of four times to simplify accounting and prevent this oversight again. Certain funds have been moved to other lines in the budget to more accurately reflect their use. Multiple board members inquired about the usage of the staff training funds and J. Bartram responded that he hoped that those would be able to be used in full as we move past the pandemic.

There was discussion regarding the system of chargebacks regarding the difference between staff and public computers and how such are classified. Re-classification of computers for staff use has increased those associated costs, but now more accurately reflects how those systems are used. It is also the hope that this will make long-overdue replacement of staff computers more likely in the near future. It was widely agreed that a higher level of service was more important than the actual chargeback numbers.

The board reviewed the changes. K. Miller-Corcoran made a motion to approve the budget, which was seconded by K. Jablonowski. It was approved unanimously.

**Old Business:** The board discussed the implications of accessibility, transparency, and sustainability (to both the Library Board and to the public) now that the state of NY has reinstated the open meetings law and made remote meeting implementation more complicated. The board is very interesting in doing as much as possible to return to that higher level of engagement and responsibility and spent time discussing various options that the library could institute. All plans were put on hold as J. Church

expressed concern of the legality of such action. She will explore this and return to the board with clearer information. The board formed an ad-hoc sub-committee (E. Backus, J. Boisvert, J. Kissick-Castro, J. Bartram) to look into how the library can partner with other organizations that share the same concerns.

There was discussion as to whether or not an August Board meeting would be held, due to the lack of availability of some board members, but it was decided that the meeting will be held as usual. The Construction Aid grant will need to be reviewed and approved at that meeting. It was also mentioned that to receive these funds we must match 25%.

The board reviewed the Apex Solar EV recharging proposal. The situation around this has changed slightly as the library now needs to pay the expense up front and be reimbursed afterwards. There were also concerns about liability which requires further clarification. The general feeling is that this would still be an asset for the library, especially if it can be executed at low cost/risk.

The board reviewed the revised Envisionware contract. P. DeWind made a motion to approve the contract, which was seconded by J. Kissick-Castro. The board approved the contract unanimously.

S. Kowalski is the new union representative at the library.

**President's report:** J. Hanrahan reported that members of the Friends and members of the board worked in the library garden and she heartily thanked everyone who volunteered. She also mentioned the Friends would be buying mulch for the garden as well.

She extended her gratitude to the library staff for their help in setting up spaces for the Friends to do the required sorting needed for their book sales.

**The Board entered into executive session to discuss personnel matters at 7:11pm.**

**The Board exited executive session at 7:21pm.**

**Closing Comments:** As the Decker room will not be available for the next board meeting, the meeting will be held in another space, to be decided, in the library.

A motion to adjourn was made by K. Jablonowski and seconded by J. Boisvert. It was approved unanimously.

Meeting ended at 7:23pm.

*Respectfully submitted,  
Jeffrey Boisvert*