

**Broome Country Public Library**  
**Board of Trustees**  
Regular Session Meeting Minutes – 06.10.21

**Members Present:** Emily Backus, Jeffrey Boisvert, Peter DeWind, Jennifer Embree, JoAnne Hanrahan, Jill Kissick-Castro, Kate Miller-Corcoran, Peg Shiel

**Absent:** Katie Bowers, Kathleen Jablonowski

**Also Present:** Josias Bartram, Jennifer Church

**Call to Order:** The meeting was called to order by J. Hanrahan at 5:32pm.

**Public Comments:** None

**Amendments to the Agenda:** None

**Minutes of Last Board Meeting:** Motion to approve minutes made by E. Backus. Motion seconded by J. Kissick-Castro. Approved unanimously.

**Appointments and Resignations:** Jackie Nabinger is officially retiring on July 9<sup>th</sup>, which will also be her last day. P. DeWind made a motion to accept her resignation, P. Shiel seconded. Approved unanimously.

**New Business:** The contracts from Image integrator need to be updated, changing the Albany City Hall reference to Broome County Public Library. E. Backus made a motion to approve with that change, which was seconded by K. Miller-Corcoran. Approved unanimously.

J. Bartram has been working on the 2022 Construction Aid Intent to Apply application for the library. Motion to approve this was made by J. Boisvert, seconded by K. Miller-Corcoran. Approved unanimously.

**Old Business:** The 2021 Central Library Development Aid budget was revised; we received the full amount (not just 80%) and some will be used to explore new platforms and new electronic resources. E. Backus made a motion to approve the revisions, seconded by J. Embree. Approved unanimously.

There was discussion regarding the IdeaKraft proposal for the design of the wall and book drop vinyl applications, as well as work to update the library's branding; leaving web development for 2022. They included an estimate from Dataflow for installation of the vinyl.

Some board members were unsure about the direction IdeaKraft was presenting and felt that they were not providing the information that we wanted to see. J. Embree to set up a meeting with the marketing committee to further discuss options. Other local design possibilities were suggested.

Branding and initial design phase will be paid for out of the Community Foundation fund, although we are still waiting on the funds.

**Director's report**

E. Backus, J. Hanrahan, K. Miller-Corcoran, (and possibly P. DeWind) are to meet with Jerry Knebel and Jason Garner's office on July 16<sup>th</sup>. They will be reviewing our proposal for 2020 and for 2021 as well. We're making some changes; such as a full-time library assistant position, updates to chargeback amounts, website re-design, etc. The finance committee will review and bring their thoughts to the board before the meeting.

The library's COVID plan needs to be updated to reflect new changes.

The board praised the new staff reports. It's been a strong group effort lead by Jennifer Keysor. The staff is able to pull data directly from the system now, which had not only saved them time, but made the reports more accurate.

**President's Report:**

The Friends will be working in the garden and will bring information to the Garden Committee. The possibility of the Friends providing museum or park passes for patrons was also discussed.

**Closing Comments:**

P. Shiel highly recommends "The Hungry Ear" a fun and popular program offered at the library.

Early voting will be happening in the Decker room.

A motion to adjourn was made by J. Kissick-Castro and seconded by S. Tarricone. It was approved unanimously.

Meeting ended at 6:34pm.

*Respectfully submitted,  
Jeffrey Boisvert*