

Town of Ballston Community Library
Board of Trustees Special Meeting Minutes

March 10, 2021

Call to order: The meeting was called to order at 6:04 p.m. by President Steve Zarelli.

Present via Zoom call: Rebecca Darling, Director; Jenn Richard, Adult Services Librarian.

Trustees: Steve Burchett, Michelle Hernandez, Tom Shaginaw, Carolyn Speenburgh, Julia Stone, Sue Tomlinson, Steve Zarelli

Town of Ballston Representative – John Antoski

Town of Charlton Representative – Doug Ranaletto

Board Minutes: On a motion by Julia Stone, with a second from Michelle Hernandez, the trustees voted to approve the minutes of the February 24 meeting.

At 6:07, on a motion by Carolyn Speenburgh, seconded by Michelle Hernandez, trustees voted, without exception, to enter executive session to discuss legal issues.

At 6:19, Carolyn Speenburgh made a motion, seconded by Steve Zarelli, to exit executive session, where no votes were taken.

SOAR: Trustees discussed SOAR (Strengths, Opportunities, Aspirations, Results) Exercise as the beginning of a structured process to update the Long Range Plan.

Strengths:

- a. Programming (Quality and Volume)
- b. Organization
- c. Welcoming environment
- d. Collection
- e. Community
- f. Facility
- g. Network/Relationships with other Libraries, community leaders and schools
- h. Continuous improvement supporting community focus.
- i. Connected/committed board

Opportunities:

- a. Intersection of community and information – find new ways – Beyond building – connectivity in community – what’s the library’s role in community connectivity?
- b. Opportunity to increase profile in community leadership/resource.
- c. Might we work more directly with other libraries towards better collective success?
- d. Town is growing – how does the library serve it
- e. How does the library ensure continued service across demographics

- f. Examine how the Trustees work with Staff to make them most effective.
- g. More technologies
- h. Leverage CoViD learnings on establishing Hybrid in person/virtual interactions – especially programming
- i. Growth environment – how do we get/stay ahead of dynamics?
- j. Leading engagement with tween/teens in in tech heavy environment – connect with Schools?
- k. Partnership in programming
- l. Knitting group

Aspirations:

- a. Community based – mentorship – leverage adults in community
- b. Reverse mentorship
- c. Event to mobilize community – disk golf tournament
- d. Get more members of the community to engage with Library – example – Notary service
- e. Expand program leveraging virtual skills
- f. Clearing house for community volunteer opportunities/volunteerism?
- g. Help map folks to Vaccines
- h. Evolve as technologies and efficiencies improve

Results:

- a. Continuity and good feedback from patrons, staff, etc.
- b. Manage ops/budget/investment
- c. Work to get experience feedback - simple... not just haters
- d. Look at programming numbers, circulation, etc.
- e. Understand experience across demographics

Adjournment: At 7:05, on a motion by Julia Stone, with second from Carolyn Speenburgh, trustees voted unanimously to adjourn the meeting.

Minutes respectfully submitted by: Tom Shaginaw, Trustee