

Town of Ballston Community Library
Board of Trustees Special Meeting Minutes
November 10, 2021

Call to order: The meeting was called to order at 7:02 p.m. by President Steve Zarelli.

Present via Zoom: [x]Rebecca Darling, Director; [x]Jenn Richard, Adult Services Librarian, [x]Alyssa Harvey, Youth Services Librarian.

Trustees: [x]Steve Burchett, []Michelle Hernandez, [x]Tom Shaginaw, [x]Carolyn Speenburgh, [x]Julia Stone, [x]Sue Tomlinson, [x]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 Carolyn Speenburgh, the trustees voted without exception to approve the minutes of the November 3, 2021 special meeting.

Old Business

Credit Card Policy: Following some discussion, trustees voted unanimously to approve a motion by Steve Burchett with second by Julia Stone, to accept P 5500 Credit Card Policy as modified. (Attached below.)

Motion to apply for a credit card from Ballston Spa National Bank: On a motion by Steve Zarelli, seconded by Steve Burchett, trustees unanimously approved a motion to apply for a credit card from Ballston Spa National Bank.

NYS Construction Grant Update: Bids were received from 5 contractors for the Local History room and LED lighting installation. Lisa Hayes of Butler Rowland Mays Architects, LLP will review the bids and make a recommendation.

New Business

Employee Benefits: discussion tabled until next meeting.

Executive session: At 7:37 p.m. on a motion by Steve Burchett, seconded by Tom Shaginaw, trustees voted unanimously to enter executive session to discuss legal matters. At 8:20, Steve Burchett made a motion, which was seconded by Julia Stone and passed unanimously, to exit executive session, where no votes were taken.

Adjournment: At 8:21, on a motion by Sue Tomlinson, with second from Tom Shaginaw, trustees voted unanimously to adjourn the meeting.

Minutes respectfully submitted by: Sue Tomlinson, Secretary