

# Town of Ballston Community Library Board of Trustees Meeting Agenda February 2, 2022

## 1) Call to order

## 2) Old Business

- a) Reopening Plan Update
- b) Local History & Lighting Construction Project

## 3) New Business

Resolution 22-018 **WHEREAS**, on this 2nd day of February, 2022, the Board of Trustees of the Ballston Community Library hereby confirms that the publicly available minutes and records of the Ballston Community Library Board of Trustees include the following due diligence and compliance as required by relevant law and policy:

### **Project Timeline 2019 State Construction Grant:**

August 27, 2019: Letter of Support from Supervisor Szczepaniak  
September 25, 2019: Library Board of Trustees voted to apply for a grant from New York State Library Division of Library Development State Aid for Library Construction  
September 29, 2019: Grant submitted to the Southern Adirondack Library System  
October 16, 2020: Library notified that we have been awarded \$107,606 for the Local History Room & LED Upgrades  
October 11, 2021: Invitation to Bid per Town of Ballston bidding procedures published in the Schenectady Gazette by Ballston Community Library  
October 26, 2021: Pre-Bid Meeting at the Library  
November 8, 2021: Bid Opening at the Library  
November 15, 2021: Bid recommendation from Butler, Rowland, Mays  
November 17, 2021: Motion by BOT to accept low bidder Gallo Construction; certificate of insurance listing both Library and Town included in proposed contract

### **Project Timeline 2021 State Construction Grant:**

August 25, 2021: Motion by BOT to apply for a grant from New York State Library Division of Library Development State Aid for Library Construction to upgrade the Children's Room to LED lighting. Expected grant amount \$39,000  
August 26, 2021: Letter of Support from Supervisor Connolly  
August 27, 2021: Grant submitted to the Southern Adirondack Library System  
January, 2022: Grant pending, we will not be officially notified until Fall 2022.

**BE IT RESOLVED** that the Library Board requests the Town Board to affirm the Library Board of Trustees' selection of low bidder Gallo Construction per the attached contract; and

**BE IT FURTHER RESOLVED** that the Library Board requests the Town Board as owner of the building occupied by the Library to enter into the attached contract with the Library and Contractor to enable Gallo Construction to start work as of February 9, 2022; and

**BE IT FURTHER RESOLVED** that the Library Board requests the Town Board to affirm the use, as budgeted, of \$74,000.00 of library funds as the required matching funds; and

**BE IT FURTHER RESOLVED** that the Library Board requests the Town Board to enable through the above-listed actions to enable the Town Supervisor, Comptroller, and Attorney to take all administrative steps consistent with these affirmations and directions.

## 4) Executive Session: Discuss Legal Matters

## 5) Adjournment