

**Ballston Community Public Library
Board of Trustees Monthly Meeting Minutes
January 31, 2024**

Call to order: The meeting was called to order at 7:01 p.m. by Trustee Burchett.

Attendance: [x]Rebecca Verhayden, Director; [x]Jenn Richard, Adult Services Librarian, [x]Alyssa Harvey, Youth Services Librarian.

Trustees present: Steve Burchett, Melia Gordon, Ed Guider, Aidan Thomas McKenna, Kate Schofield, Sue Tomlinson

Trustees excused: none

Trustees unexcused: none

Town Representatives: none

Minutes of January 3, 2024: On a motion by Trustee Burchett, with second by Trustee McKenna, the minutes of the January 3, 2024 monthly meeting were unanimously approved.

Report of Special Funds: Special funds for January 2024 were reviewed.

Monthly Financial Reports: Financial reports for January 2024 were reviewed.

Approval of Bills: The December bills, reviewed by Steve Burchett, were unanimously approved on a motion by Trustee Gordon, with second by Trustee Guider.

Librarians' Reports: See Librarians' Reports in Meeting Documents.

Reports of Committees:

Town Liaisons – no report.

Friends of the Library – Mini golf will run Feb. 23-24. We will raffle off a beautiful donated quilt in early March.
Friends' Facebook page is up and running.

Policy – see Resolution 24-023.

Unfinished Business

Transition and Building – the Town and the Library are moving ahead in preparation for the transfer of ownership of the land and building to the Library. See Resolution 24-028.

New Business

Privilege of the floor ONLY on items for consideration and action this evening. (limit 3 mins.) None.

RESOLUTION 24-021 Consider approving agreement between Town of Ballston Community Library and the MVLS/SALS Joint Automation Project. Motion made by Trustee Tomlinson with second by Trustee Gordon, and passed unanimously.

RESOLUTION 24-022 Consider approving agreement between Town of Charlton and the Ballston Community Public Library. Motion made by Trustee Gordon with second by President Schofield, and passed unanimously.

RESOLUTION 24-023 Consider approving the proposed meeting rules policy (see meeting documents). Motion made by Trustee McKenna with second by Trustee Burchett and passed unanimously.

RESOLUTION 24-024 Consider accepting the resignation of Terry Riley, Account Clerk, effective February 1, 2024. Terry will stay on as a substitute to train the new Account Clerk. Motion made by Trustee Burchett, seconded by Trustee Guider, and passed unanimously.

RESOLUTION 24-025 Consider appointing Marta Dauphinee as part-time Account Clerk/Bookkeeper, at an hourly rate of \$21, effective February 5, 2024. Motion made by Trustee Gordon, seconded by Trustee Burchett, and passed unanimously.

RESOLUTION 24-026 Consider accepting the resignation of Hailey Pezzolesi, Library Page, effective February 5, 2024. Motion made by Trustee Tomlinson, seconded by President Schofield, and passed unanimously.

RESOLUTION 24-027 Consider approving the proposal of services from Ace Handyman Services in the amount of \$2,380. Motion made by Trustee Burchett, seconded by Trustee McKenna, and passed unanimously.

RESOLUTION 24-028 WHEREAS the Ballston Community Public Library Board of Trustees has determined that a lease with the option to take title to the building and grounds of the Library in 2024 is in the best interests of the library;

At a Meeting of the Board of Trustees of the Town of Ballston Community Library, New York, on January 31, 2024, there were:

	Present	Absent	Aye	Nay	Abstain
Kate Schofield	X		X		
Steve Burchett	X		X		
Melia Gordon	X		X		
Ed Guider	X		X		
Aidan Thomas McKenna	X		X		
Sue Tomlinson	X		X		
Total	6	0	6	0	0

I, Trustee Steve Burchett, offer the following resolution and move its adoption:

BE IT RESOLVED that the President is authorized to sign the “Lease and Agreement” reviewed at the January 31, 2024 board meeting and included in the board packet; and

BE IT FURTHER RESOLVED that upon the full execution of the lease and agreement, the Library shall work with the Town to effect the transfers contemplated by the Lease and Agreement until such transfers are effected.

Seconded by Trustee Aidan Thomas McKenna, offered for discussion and duly put to a vote, the results of which appear above.

Executive Session, Legal Matter: None.

Privilege of the floor on any topic. (Limit 3 mins.) Trustee applicants introduced themselves, and discussed their reasons for wanting to serve as trustee.

Adjournment: At 7:59 p.m., on a motion by Trustee Guider with second by President Schofield, the meeting was adjourned.

Minutes respectfully submitted by Sue Tomlinson, Secretary