

**Ballston Community Public Library
Board of Trustees Meeting Minutes
May 29, 2024**

Call to order: The meeting was called to order at 7:01 p.m. by President Kate Schofield.

Attendance: [x] Kristi Chadwick, Director [x] Jenn Richard, Adult Services Librarian

Trustees present: Kate Scholfield, Ed Guider, Melia Gordon, Candy Burchett, Margie Morris, Steve Burchett.

Trustees absent (excused): Aiden Thomas McKenna

Trustees absent (unexcused): none

Approval of Minutes of April 24, 2024 meeting: On a motion by Trustee Margie Morris with a second by Trustee Candy Burchett, the trustees unanimously approved the minutes of the April 24, 2024 monthly meeting.

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

Approval of Bills: On a motion by Trustee Steve Burchett with a second by Trustee Melia Gordon, the bills for May 2024, as reviewed by Candy Burchett, were unanimously approved.

Librarians' reports: see meeting documents

Reports of Committees:

Town Liaisons: no reports

Election Committee: no reports

Budget and Finance Committee: Committee has planned to meet with Library Director Kristi Chadwick for the next steps in budget planning.

Personnel Committee: no reports

Friends of the Library: see Librarians' reports in Meeting Documents

Unfinished Business:

Transition and Building: President Schofield did not hear back from our Attorney Cole Adams regarding the next steps toward the purchase of the library building and property. President Schofield plans to call to connect with the attorney.

JA Update: An inquiry was made to New York State regarding Schenectady County Public Library's withdrawal from Joint Automation (JA) and NYS has indicated that SCPL may withdraw if it chooses. It is believed that hopefully SCPL's withdrawal should not have a large impact to the Ballston Community Public Library.

NYCLASS: no update

2025 Budget: see Budget and Finance committee report.

New Copier: The new copier arrived at the library on May 29, 2024.

Cleaning Services: Library staff is currently looking at alternative options for cleaning services and gathering quotes.

New Business:

Brick Pavers Maintenance: It is unknown when the brick pavers in front of the library have last undergone maintenance. Because of this, some of the bricks have shifted, some of the polymeric sand has eroded away, and the bricks could use cleaning. As they are memorial bricks, they cannot be pressure washed. Library staff is working on gathering quotes.

Parking Lot Quotes: The parking lot needs a lot of maintenance and repairs, including pothole fills. Three quotes were gathered for the Boards' consideration.

Floor Cleaning Quotes: Library staff are still collecting quotes.

Privilege of the floor ONLY on the items for consideration and action this evening. (Limit 3 minutes). Please state your name, Town, and the resolution number you are referring to when speaking.

Trustee Steve Burchett mentioned that there have been some complaints to him regarding usage the EV charging station after hours and on weekends. The Board discussed why this service is offered and what the benefits to the community are.

The above discussion also transitioned into other ideas for lending items.

RESOLUTION 24-045 Consider removing Jennifer Richard as a signer on the following Ballston Community Public Library bank accounts ending in -1567, -1164, -1596, and -1643. Motion was made by Trustee Morris, seconded by Trustee S. Burchett, and passed unanimously.

RESOLUTION 24-046 Consider adding Kristi Chadwick as a signer on the following Ballston Community Public Library bank accounts ending in -1567, -1164, -1596, and -1643. Motion was made by Trustee Morris, seconded by Trustee Gordon, and passed unanimously.

Privilege of the floor on any topic (Limit 3 minutes.)

None.

Adjournment: At 8:04 p.m., on a motion by Trustee Guider with a second by Trustee C. Burchett, the meeting was adjourned.

Minutes respectfully submitted by Candy Burchett, Secretary.