

**Ballston Community Public Library  
Board of Trustees Meeting Minutes  
January 29, 2025**

**Call to order:** The meeting was called to order at 7:00 p.m. by President Melia Gordon.

**Attendance:** [x] Kristi Chadwick, Director, [x] Alyssa Harvey, Youth Services Librarian

Trustees present: Candy Burchett, Margie Morris, Aiden Thomas McKenna, Melia Gordon,

Trustees absent (excused): Ed Guider, Steve Burchett, Kate Schofield

Trustees absent (unexcused): none

**Approval of Minutes of December 18, 2024 meeting:** On a motion by Trustee Margie Morris with a second by Trustee Aiden Thomas McKenna, the trustees unanimously approved the minutes of the December 18, 2024 monthly meeting.

**Monthly Financial Reports:** Financial reports for January 2025 were reviewed.

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

**Librarians' reports:** see meeting documents

**Reports of Committees:**

**Town Liaisons:** no report

**Friends of the Library:** see Librarians' report in Meeting Documents

**Unfinished Business:**

**Transition and Building:** As of 12/31/24, the building officially belongs to the Ballston Community Public Library.

**Schenectady County Public Library Separation from JA:** The separation is complete. BCPL staff have been helping patrons with services and it has been running smoothly.

**New Business:**

**Voucher Signers for 2025** - President Melia Gordon requested that the trustees sign up for Voucher signing for 2025.

**Agreement between Charlton and BCPL** - An agreement between the BCPL and the Town of Charlton was reached.

**RESOLUTION 25-001** Consider accepting the resignation of William Newsom, Library Clerk, effective February 11, 2025. Motion was made by Trustee Thomas McKenna, seconded by Trustee Morris, and passed unanimously.

**RESOLUTION 25-002** Consider approving the agreement between the Town of Charlton and the Ballston community Public Library. Motion was made by Trustee C. Burchett, seconded by Trustee Thomas McKenna, and passed unanimously.

**RESOLUTION 25-003** BE IT RESOLVED that the Ballston Community Public Library operated in accordance with all provisions of Educational Law and Regulations of the Commissioner and assures that the “Annual Report” was reviews and accepted by the Library Board of Trustees on 1/29/2025. Motion was made by Trustee Morris, seconded by Trustee Gordon, and passed unanimously.

**RESOLUTION 25-004** Consider the removal of the Town of Ballston from the Ballston Community Public Library’s Insurance policy at the earliest possible date. Motion was made by Trustee Thomas McKenna, seconded by Trustee Morris, and passed unanimously.

**RESOLUTION 25-005** Consider moving \$40,000 from the Fund Balance to the General Fund to be repaid as soon as the Ballston community Public Library receives the tax levy from the Town of Ballston. Motion was made by Trustee C. Burchett, seconded by Trustee Thomas McKenna, and passed unanimously.

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

none

**Adjournment:** At 7:46 p.m., on a motion by Trustee Thomas McKenna with a second by Trustee Morris, the meeting was adjourned.

Minutes respectfully submitted by Candy Burchett, Secretary.