

**Ballston Community Public Library
Board of Trustees Meeting Minutes
July 30, 2025**

Call to order: The meeting was called to order at 7:00 p.m. by Secretary Candy Burchett.

Attendance: [x] Kristi Chadwick, Director, Alyssa Harvey, Head of Youth Services.

Trustees present: [x] Candy Burchett, Margie Morris, Kate Scofield, Ed Guider

Trustees absent: (excused): Melia Gordon, Steve Burchett

Trustees absent: (unexcused): none

Approval of Minutes of June 25, 2025 meeting: On a motion by Trustee Margie Morris with a second by Trustee Kate Scofield, the trustees unanimously approved the minutes of the June 25, 2025 monthly meeting.

Approval of Minutes of July 3, 2025 Special meeting: On a motion by Trustee Kate Scofield with a second by Trustee Margie Morris, the trustees unanimously approved the minutes of the July 3, 2025 special meeting.

Monthly Financial Reports: Financial reports for July 2025 were reviewed.

Approval of Bills: On a motion by Trustee Candy Burchett with a second by Trustee the Ed Guider bills for June 2025, as reviewed by Trustee Melia Gordon were unanimously approved.

Librarians' reports: see meeting documents

Reports of Committees:

Town Liaisons: no report

Budget and Finance: no report

Building and Grounds: no report

Election: no report

Long Range Plan: The survey is ready and will be posted on the 1st Monday in August. The committee will meet sometime in August.

Personnel: please see New Business

Policy: Has a policy to present at the September meeting.

Friends of the Library: See Librarian's report.

Unfinished Business:

Director Review: The review is in progress and will be presented in September.

Parking Lot Work - The parking lot work is finished and came in under budget.

HVAC - Crisafulli Bros scheduled to work on the HVAC system on August 8th.

Roof - The work was completed in the rain, causing some leaks. Allstars will be out to look at it.

Elevator - Service was completed.

EV Chargers - This is still being worked on.

Saratoga Arts - The contract has been signed. Artists will change every other month.

Lighting Grant - The sign has been completed. The final grant paper work will be submitted.

New Business:

AFLAC presentation: Two representatives spoke with Director Chadwick and offered to do a presentation to the Board. They will be scheduled for the September meeting.

Mural Sketches: The mural mock ups were presented. The feedback from staff and the board was that more of the Library's colors and logo should be included.

2026 Budget: The budget presentation will be at the September meeting.

Policy Updates: Kristi Chadwick presented the changes to the Collection Development and Management Policy.

Privilege of the floor ONLY on items for consideration and action this evening (Limit 3 minutes.)

none.

RESOLUTION 25-026 Consider approving the hire of Ciara Nugent as Page, effective August 4, 2025. Motion was made by Trustee K. Schofield, seconded by Trustee Guider, and passed unanimously.

RESOLUTION 25-027 WHEREAS the adoption of the 2026 budget for the Ballston Community Public Library requires a Tax Levy increase that exceeds the tax cap imposed the state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

WHEREAS, General Municipal Law Section 3-c expressly permits the Library Board of Trustees to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members;

At a Meeting of the Board of Trustees of the Ballston Community Public Library, New York, on July 30, 2025, there were:

	Present	Absent	Yay	Nay	Abstain
Kate Schofield	X		X		
Melia Gordon		X			
Ed Guider	X		X		
Steve Burchett		X			
Candy Burchett	X		X		
Margie Morris	X		X		
Total	4	2	4	0	0

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

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

BE IT RESOLVED that the Board of Trustees voted and approved to exceed the tax levy limit for 2026 by at least the sixty percent of the Board of Trustees as required by state law on July 30, 2025.

RESOLUTION 25-028 Consider approving the 2026 Library Budget as presented.

At a Meeting of the Board of Trustees of the Ballston Community Public Library, New York, on July 30, 2025, there were:

	Present	Absent	Yay	Nay	Abstain
Kate Schofield	X		X		
Melia Gordon		X			
Ed Guider	X		X		
Steve Burchett		X			
Candy Burchett	X		X		

Margie Morris	X		X		
Total	4	2	4	0	0

I, Trustee Margie Morris, offer the following resolution and move its adoption:

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

RESOLUTION 25-029 Consider amending the Collection Development and Management Policy as presented. Motion was made by Trustee Morris, seconded by Trustee Schofield, and passed unanimously.

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

Director Chadwick mentioned that patron Nancy Makayla offered a Rose of Sharon to replace the fallen tree. The Buildings and Ground subcommittee will discuss

Adjournment: At 7:56 p.m., on a motion by Trustee Ed Guider with a second by Trustee Candy, the meeting was adjourned.

Minutes respectfully submitted by Candy Burchett, Secretary.