

**Ballston Community Public Library
Board of Trustees Meeting Agenda
September 24, 2025**

Call to order: The meeting was called to order at 7:01pm by President Melia Gordon.

Attendance: Kristi Chadwick, Director; Alyssa Harvey, Youth Services Manager

Trustees Present: Melia Gordon, Ed Guider, Steve Burchett, Margie Morris

Trustees Absent: (excused) Candy Burchett, Kate Schofield

Trustees Absent: (unexcused) none

Approval of Minutes of August 27, 2025 Meeting: On a motion by Trustee Ed Guider with a second by Trustee Melia Gordon, the trustees unanimously approved the minutes of the August 27, 2025 monthly meeting.

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

Approval of Bills: On a motion by Trustee Margie Morris with a second by Trustee Ed Guider, bills for September 2025, as reviewed by Trustee Ed Guider, were unanimously approved.

Librarians' Reports: see meeting documents

Reports of Committees

Budget & Finance: no meeting

Buildings & Grounds: no meetings - need to talk about sidewalk

Election: resolution for chairperson and clerks

Long-Range Plan: survey closed, will call for a meeting

Personnel: interview today for Adult Services Manager, two more will be held on Friday

Policy: no meeting

Friends of the Library: New co-presidents. Book Sale was a success. Raffle Baskets will be out until 10/18/25.

Unfinished Business:

Director Review: Melia reviewed results of evaluation, everyone is pleased with Kristi's performance as Director.

New Business:

2025 Draft Ballot review: No corrections

Crisafulli Bros. - new contract: Approximately \$400 over last year's contract

Privilege of the floor ONLY on items for consideration and action this evening. (limit 3 mins.) Please state your name, town you reside in, and the resolution number you are referring to when speaking.

None.

RESOLUTION 25-032 WHEREAS the legislation governing the election of new trustees in 2025 requires the board to appoint an election chairperson, election inspectors, and ballot clerks; and WHEREAS the legislation allows for the board to fix by resolution the compensation for such workers; and WHEREAS the board has confirmed the rates in the County for such services;

BE IT RESOLVED that the below-listed qualified residents shall be appointed to serve during the Library's October 8, 2025 election per the Legislation as provided below:

Patricia DeMarle as Chairperson, for \$285,

Cheryl Collamer as election inspector and ballot clerk, for \$260,

David Vonie as election inspector and ballot clerk, for \$260.

Alternates: Diane McNamara and Leah Renzi

Motion was made by Trustee Guider, seconded by Trustee S. Burchett and passed unanimously.

RESOLUTION 25-033 Consider approving a meal cost of up to \$150 from the Fund Balance for the designated election officials. Motion was made by Trustee Gordon, seconded by Trustee Morris and passed unanimously.

RESOLUTION 25-034 WHEREAS the Board has reviewed the draft ballot and found it to meet the requirements of the enabling legislation;

BE IT RESOLVED that the ballot setting the budget proposition and nominee for library trustee is approved as to form. Motion was made by Trustee Guider, seconded by Trustee S. Burchett and passed unanimously.

RESOLUTION 25-035 Consider approving the yearly contract for HVAC service with Crisafulli Bros. in the amount of \$6750.46. Motion was made by Trustee Morris, seconded by Trustee Gordon and passed unanimously.

Privilege of the floor on any topic. Please state your name, and town you reside in.

(Limit 3 mins.)

Julia Stone, Kingsley Road - requested, going forward, all budget documents be added to the website prior to the meeting. She thanked Steve Burchett for his years of service to the library.

9) Adjournment: At 7:26 p.m., on a motion by Trustee Guider, with a second by Trustee S. Burchett, the meeting was adjourned.

Minutes respectfully submitted by Margie Morris, Trustee.