

**Ballston Community Public Library
Board of Trustees Meeting Minutes
June 24, 2026**

Call to order: The meeting was called to order at 7:04 p.m. by President Melia Gordon.

Attendance: [x] Courtney Carey, Head of Adult Services.

Trustees present: [x] Candy Burchett, Christine Goss, Margie Morris, Melia Gordon, Ed Guider

Trustees absent: (excused): Ben Thackston, Honey Hollen

Trustees absent: (unexcused): none

Approval of Minutes of May 27, 2026 meeting: On a motion by Trustee Ed Guider with a second by Trustee Margie Morris, the trustees unanimously approved the minutes of the May 27, 2026 monthly meeting.

Monthly Financial Reports: Financial reports for June 2026 were reviewed.

Approval of Bills: On a motion by Trustee Candy Burchett with a second by Trustee Christine Goss for June 2026, as reviewed by Margie Morris were unanimously approved.

Scout Presentation - Chloe Knight: Scout Chloe Knight presented her proposal for an Eagle Scout project involving one of the side gardens of the Library.

Librarians' reports: see meeting documents

Reports of Committees:

Building and Grounds: Trustee Ed Guider has been working on getting the salt cleaned off of the bricks out front. The committee will need to meet to put together a master plan of a maintenance schedule.

Budget and Finance: Will meet to discuss next year's budget.

Election: Candidate packages were updated and ready to go for the Summer Reading Kickoff party.

Long Range Plan: Did not meet

Personnel: Will need to meet to get the Director performance evaluation started

Policy: The Library's privacy policy was sent to the lawyer for review. Trustee Christine Goss mentioned that it would be beneficial for staff to have some additional training so as to not unintentionally violate this policy.

Unfinished Business:

Library 25th/Friends of the Library 75th Anniversary: Dignitary letters are being sent out inviting local dignitaries to attend. The Friends of the Library have also agreed to provide \$500 to the anniversary

New Business

HVAC maintenance contract - Postler & Jaeckle - A new quote for the HVAC was provided to the Library for HVAC services.

Scout Chloe Knight's Eagle Scout Project - The Trustees discussed Scout Knight's proposal for her Eagle Scout project.

Conference Request - Director Kristi Chadwick would like to attend the 2026 ARSL Conference.

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

None.

RESOLUTION 26-021 Consider accepting the proposed contract for HVAC maintenance from Postler & Jaeckle Corporation for \$5304.00 for one year. Motion was made by Trustee Burchett, seconded by Trustee Guider, and passed unanimously.

RESOLUTION 26-022 Consider approving the proposed Eagle Project of Chloe Knight to renovate the flowerbed facing Lawmar Lane. We would like a quick sketch of the planting layout and would recommend she talk to a landscape architect about how to prevent the morning glory from coming back. Motion was made by Trustee Goss seconded by Trustee Morris, and passed unanimously.

RESOLUTION 26-023 Approve Library Director Kristi Chadwick to attend the Association of Rural & Small Libraries 2026 Annual Conference September 16-19, 2026, at a cost of up to \$1800 for registration, airfare, hotel, meals, and mileage. Motion was made by Trustee Burchett seconded by Trustee Guider, and passed unanimously.

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

President Melia Gordon wished Trustee Honey Hollen well

Adjournment: At 8:17 p.m., on a motion by Trustee Ed Guifer with a second by Trustee Melia Gordon the meeting was adjourned.

Minutes respectfully submitted by Candy Burchett, Secretary.