

Ballston Spa Public Library

Meeting Minutes April 14, 2020

6:30 Zoom Meeting

Meeting called to order at 6:32.

Board members present- Andy Manion, Lori Acee, Jim Carter, Michael Healey, Linda Gawrys, Trustee Christine Fitzpatrick and Librarian Andrea Simmons

Minutes approved from last months meeting

Treasurer's Report- Mike was able to get in contact with Brittney from BSNB and will get documents signed and will be all set soon. Jim will also be on the account for a back up if we need a check written Jim can be cosignature

Balance - Clerks Fund \$6,657.40

Library Fund \$29,380.88

Librarians Report- March was an interesting Month, open to the public until March 14th. Clerks worked part of the next week, and now check in once a week, and are doing activities from home, virtual story time, craft projects, facebook posts, continuing education programs. Andrea worked until the 22nd.

Old Business- Stair- hoping to get the project rolling, the village attorney asked the contractor to file a form saying could work during the pandemic. Attorney didn't want him to work because the library is closed and not essential business. Mike said maybe they should consider that the library needs to get done while the library is closed for the safety of the patrons when we open back up. Noah Shaw will not approve going ahead, if they had started it would have been ok to continue. Company is eager to do the work and ready to start anytime. Christine recommended someone get on the agenda for the next board meeting to hear our case. Mike agreed to jump on to the meeting.

Cleaning- We all agreed we need to get on the deep cleaning of the library ASAP. Jim said we should get him there soon to sanitize, the sooner the better. Andrea will email and put a priority on that. Christine is concerned about him being in the building with the virus. Make sure he has proof of insurance.

Eagle Scout Project- Scout (Will Burkert) would still like to go forward with the project. Andy is concerned about how much this will cost us, and maybe we should scale back and have him just do the back sign? Or maybe work on a seating area? New benches? Board all agreed that the front sign planter will be too much at this time, and we should just focus on the back sign area. \$1,000 is a lot to spend right now, we all agreed that \$500 would be what we could contribute at this time. Jim made a motion to agree to \$500 Andy second, all in favor.

New Business- Andrea will ask SALS about tax ID#, do some digging around about 501C3 , she will call Erika and talk about the benefits of having and will reach out to other libraries to see what they are doing, and how they are obtained.

We discussed the Community based plan of service and tabled till the May Meeting,

Clerks are still getting paid most are doing about 8 hours a week. Not going over 19.5 hours. Only projects that got done before closing were checking the shelves. Andy brought up the situation with one of the clerks. Clerk was very vocal about problems with the building, saying “a lawsuit ready to happen” was said in front of patrons, and vocal about being unhappy with the mayor not closing for snow day. Andy suggested that Andrea should have a monthly staff meeting, and will add that to job descriptions.

Next meeting May 12, 2020- Via ZOOM 6:30- Submitted By Linda Gawrys