

Ballston Spa Public Library Board Meeting
April 13, 2021 (Zoom)

6:30 Greetings, call to order- Approval of last meetings minutes- All in Favor

6:35 Treasurer's Report

A) Clerk's Fund – money raised through donations. Projects decided

on by clerks.

B) Library Fund – used to fund library programming

1) Bequests

2) Donations

6:40 Librarian's Report

A) Circulation Statistics-circulation is way up from last year, because only open for 10 days-Movies way down, think the movie watchers aren't coming in, maybe more people are streaming since pandemic. Movies have all been rearranged by genre. Was a big project but much more user friendly.

Another project worked on was cleaning out the supply closet. Mary Ann cleaned out the toy closet. We all have worked very hard organizing and cleaning up, looks great and have a lot more room.

B) Monthly audit

C) Programming- Book club is going well. Kids are still attending the story time and craft time. Cheryl is working on an Earth Day program and display. She is doing a wonderful job, in the kids room a really cool display feels like you are “under the sea” A display of water bottles encouraging kids to not throw water bottles in the ocean. End of the month her husband is going to do a program on April 22. We have seven already signed up, program is about protecting our environment.

Nutritionist from Hannaford is going to do cooking classes with kids this summer. Different continents every week. Not sure if they are going to be zoom or in person classes.

Christine suggested that the police would be able to come in to do some programming at the library.

6:45

General Library items

A) Intern update- volunteer is working a little bit from home, working on organizing and making a brochure for local history. Need to scan the delicate things, that will be a priority. Andrea is giving her a lot of time to do things at her own pace because she is now only a volunteer, when she is an intern will be much more structured. Not sure when the internship will start, thinks it will be next school year.

B) NYS Library System Plan of Service

- 1) Committee Report- been meeting for about 5 months and we have 5 members. We have been working on surveys, demographics. We all have little assignments to do.
- 2) Working on compiling and designing survey questions
- 3) Engaged Planning Webinar (Andrea)
- 4) SOAR exercise

C) Staff Meeting Update

- 1) Staff representative for Community Plan of Service

D) Website progress

E) Review progress made this past year (see attached list)

F) Goals for this coming year

- 1) Communication goals
 - a) Less emails – more info?
 - b) Have a “to do” list – ensure that items are

accomplished/followed up on in a timely manner

2) Facilities

a) projects for the year – priorities

3) Staff

4) Programming – based on Comm. Plan of Service

Library Programming

A) Upcoming Programming

B) Summer Reading Program

General Operations/Management

A) Exterior door replacement ---- Andrea

B) Spring projects – window cleaning, power washing? Thoughts?

C) Mason – get estimates for repointing

D) Next projects.... (,may be redundant with above)

Next meeting May 11, 2021 6:30 PM
