

Ballston Spa Public Library
Meeting Minutes February 11, 2020

Board Members Present- Andy Manion(President), Linda Gawrys (secretary), Lori Acee, Jim Carter, Michael Healey

Andrea Simmons-Librarian, Christine Fitzpatrick- Village Trustee, Commissioner of library

Greetings and Call to order at 6:30 PM Motion to approve last months minutes, 2nd by Lori Acee all in favor

Treasurer's Report - Trustee's Account \$29,376.25, Clerks Fund \$6,657.47

Librarians Report- Average month for circulation, Had to close off side doorway due to ice buildup.

Welcome to Mike Healey, Mike is the Superintendent of schools in Argyle. will be a huge asset to our board. Mike has agreed to fill our position as treasurer. Motion is made to accept Mike, second by Linda Gawrys all in favor.

Old Business- Front stairs, Lori filled Mike in on the progress of the stairs, has gotten some quotes for grating work and foundation prep. Waiting to hear back from some others. We all agreed we liked the precast stairs the best and were the best price, still have some logistics to plan for traffic during demo and delivery. Linda will check with Jeff Gawrys to see if he knows of any concrete workers. Price on Precast stairs is \$3,100 a company out of MA. Lori was going to check to see if there was any warranty.

Electrical Work- Andrea has gotten quote from Clune Brothers Electrical for hallway lights for \$1,500 with prevailing wage, tentative date 2/24

Facility committee- Lori, Andy, Jim and Linda met twice at the library and did a complete walk through. Lori took many pictures of issues or problem areas. We prioritized the list. We all agreed that the bathrooms needed to be first. Especially the public restroom downstairs, because of all the village meetings being held there.

Painters for hallway, we were all brainstorming names, need to find solo painters so don't have to worry about prevailing wage. Need to find painters before carpet can be installed. Andrea and clerks picked the carpet.

Cleaning- Jim has gotten a few quotes for cleaning service, would like to be put in the budget for the new fiscal year starting in June.

The "Kitchen" closet- we agreed that the lower part should be removed or at least the fridge turned off. Jeff will have the guys remove the bottom, Andrea would like some kind of sink and counter in there.

New Business

-Andrea has a meeting on 2/20 with Mary and Mayor Larry to discuss the budget. It is broken up into three funded areas: Equipment, Building Improvements and Contractual, funding from school is \$58,795 and from the Town of Milton \$41,000 with a 2% tax cap.

-Possible budget ask \$20,000 for bathrooms

-other ask is cleaning service, weekly

-Andrea said the budget said that had two vacancies? She is thinking if that is true, maybe she can combine the two and hire one part time librarian for summer and children programming, for 15 hours per week.

-would also like to see the salaries for the clerks to be more competitive would make the moral and work ethic improve. She is going to call other small libraries and take a survey to see what other clerks make.

Next meeting will be a presentation from a young man working on Eagle scout, who would like to replace some old signs or make planters around new sign.

Next "Friends of the Library" meeting will be held at 2:30 on March 4, 2020. Andy and Linda will attend.

Meeting adjourned at 8:35pm

Next Board meeting March 10, 2020

Linda Gawrys
Secretary