

Ballston Spa Library BOT Meeting 4/12/22

Absent: Mike Healy

Meeting start: 6:30 pm

Minutes approved

Meetings put forth for remainder of 2022:

May 10th, June 14th, July 12th, August 9th, Sept. 13th, Oct. 11th, Nov. 8th, and Dec. 13th

3/8/22 minutes approved by BOT

Treasurer's Report

Clerk Account - \$4,650

Trustee Account Library Fund - \$28,216.74

Capital Fund Balance (yearly village allocation to library) Meredith T. to follow-up and confirm w/ Village Treasurer

Librarian's Report

Andrea reviewed monthly circulation statistics, monthly audit, and programming.

Engineer and Architect from Butler Rowland and Mays visited building on 3/28 to look at existing building conditions for Master Plan.

Women and the Civil Rights Movement programming was a big success, strong interest and community attendance - great speaker Winston Grady Willis from Skidmore College.

Andrea has been in touch with Pitney Meadows Farms is developing a farm to library program. Will run July - Oct. 2022. Produce will be available at the library with the goal of partnering with WIC recipients on Thursdays during the above months. Looking to aid those with food instability

Andrea has some add-on ideas that the community should enjoy - recipe cards related to various produce and is looking to partner into the winter months with Pitney with cooking programming and additional gardening tips. Pitney will give Andrea a schedule.

Welcome Friends of the Library to Library BOT Meeting

An invitation was extended to the FOL group at large (including current President Lily Byers) to join us for a regroup & connect after the winter months. Members Victoria Garlanda and Don Ambrose attended. Don discussed a variety of ideas such as a magic library, collections that appeal to seniors and older kids (teens). Victoria suggested looking into the Alfred Solomon Trust Grant as a potential funding source for Library Master Plan needs. The group discussed topics related to children's programming: book bags, walk with books, and books about farmer's markets. The BOT inquired as to the status of programming for FOL. President Andy (Andrea Manion) will reach out to Lily Byers (President of FOL) to try to establish a connection for status and future programming.

Old Business

Meeting minutes were sent to BOT members for 3/8/22 meeting (Lori).

Butler Rowland and Mays update was given by (Master Plan Committee) Andrea, Andy, Lori, and Jim regarding first planning meeting with architect Paul Mays.

Challenge Grant via SALS was submitted by Andrea for the purposes of securing grant funding to offset architectural planning and process expenses - master planning.

Lori attended the library staff meeting on 4/6/22.

Jim is working to establish a value evaluation of books in the furnace room and will update the group on action and assessment.

Our new Library Liaison is Village Trustee Liz Kormos (replacing former trustee and mayor Christine Fitzpatrick).

General Library Items

Welcome to Mike Healy (new trustee) and Liz Kormos (liason).

Election of Library Board positions. BOT members (Meredith Tower, Jim Carter, and Andy Manion) voted to elect Lori Acee for a one-year term as Secretary (replacing Linda Gawrys who recently resigned from the board, fulfilling her term). BOT members (Lori Acee, Jim Carter, and Meredith Tower) voted to re-elect Board President Andy (Andrea) Manion to an additional one-year term. Quorum was met. New library board member Mike Healy (absent) will be notified via email. Board members agreed to revisit these positions in a year's time and all members are encouraged to consider new roles if desired.

Master Planning Committee members and Library Director gave a brief overview of the initial committee meeting with Paul Mays, architect, held on 4/5/22. Community Based Plan of Service, & BSPL Community Income Survey have been shared with Paul for planning purposes. A further discussion of key building issues will be discussed for prioritizing as the plan continues.

A community input meeting is scheduled for May 5th to be facilitated as a workshop with Paul Mays, the BOT and Andrea Simmons, Library Director. Plan for outreach was established and press release scheduling. Efforts to get the word out to Milton Senior Org. and local seniors will be made by Meredith via Ben Baskin Village Trustee, Andrea will contact Jen in the Village Office for Village social media outlets and Stewart Williams from the BSpa School District.

Staff update, library programming update, and diversifying library purchasing update, was given by Andrea. Summer programming is being planned with staff. Currently, National Youth Month and a collaborative effort with Saratoga County Dept. of Aging and Youth is being promoted via social media and in the library. Kids can fill out a form to participate and receive toys connected to the programming. National Library Week promotion took place and BSPL is reaching out to community members to donate to a Ukrainian medical supply drive.

In June Andrea updated the BOT that a community health and wellness program will take place related to meditation practice and chakra understanding. It will be held on a Saturday and will run approximately 1.5 hours.

The staff are actively engaged in a variety of programming - black out poetry (teens), National Poetry Month, frog bags are available (Garden Club), children's story hour and creative bulletin board updates, along with brainstorming for summer.

Andrea used Publisher's Weekly to help identify some Muslim book titles through a resource called Salaam Reads. This is a guide that helps introduce readers of all faiths, ages, and backgrounds to a wide variety of Muslim book titles. This is in support of our goal to increase diversity, equity, and inclusion titles in our collection, which is prominent in our Community Plan of Service.

Library intern update was given by Andrea. Cassidy is doing a great job, well liked, working on finding aids to assist patrons with researching houses, genealogy, creating archives of the week, and "how to" brochure. She will finish up her time in May. Andrea is working with her on planning for her final paperwork needed by U Albany.

Anne's last day is Fri. 4/15. Andrea is working on: establishing monthly schedule for staff shifts, is setting goal of May 7th to begin monthly. Thursday evenings have been slow from 7-8 pm. Suggested that Andrea promote the evening hours on social media a bit for more awareness.

Andrea has been involved with the budget process, will clarify verbiage and meaning (along with Meredith) via Julia Village Treasurer as to the change in allocated amount for the library. Capital projects were discussed in sync with Master Plan objectives and outcomes.

Misc. - group discussed Chris Morely collection and input at Village Board Meeting on Mon. 4/11/22 by Mr. Farnan (Village resident) and Field (Brookside Museum Director). Mrs. Farnan has been methodically processing and organizing over 30 boxes of items related to Chris Morely's (deceased Village Historian's) work. Will follow this progress and Andrea will discuss with Mayor Rossi as needed.

Lori Acee 4/13/22