

## **Ballston Spa Library BoT Meeting 2/14/23**

**Meeting start: 7 pm**

**Minutes approved 2/1/22 by BoT**

**Guest: Lions Club Members**

### **Welcome Jim Myers and Ed Moore (President) Ballston Spa Lions Club**

Jim and Ed shared background information on the Lions Club. In 2014 the Lions Club donated 14k of funds for a cosmetic upgrade of the Community Room in the BSPL. They are going to be doing a YETI cooler raffle selling 1,000 tickets at \$20 each in June of '23. They discussed with the Library BoT a proposal to support with either a one-time donation to the FOL/Capital Campaign or a 3-5 year annual pledge. They invited interested BoT members to attend an upcoming Lions Club meeting.

The Library BoT voted to gratefully accept the 3-5 year annual pledge and Andy Manion confirmed this decision with Ed Moore via email.

### **Treasurer's Report - P. Tesch**

Clerk Account - \$8,747.90

Trustee Account Library Fund - \$21,638.50

Invoices and deposits to the treasurer from Andrea will occur monthly at each BoT Meeting.

### **Librarian's Report**

Andrea reviewed monthly circulation statistics, monthly audit, and programming. She also created a financial assessment document for the upcoming budget meeting with Mayor Rossi containing sustaining steps to address the topic of considering going fine free after this fiscal year - starting June 1, 2023.

Safety items such as Narcan and a defibrillator were discussed. Andrea will reach out to Chief Bush directly about the Narcan topic - did not have luck reaching out via the police website. More follow up is needed with NYLA to see about protocol for libraries who have defibrillators.

Andrea offered updates from the Feb. Staff Meeting. Blind Date with a Book, Feb. Break programming - sled dogs, scrapbooking for tweens and teens, and a coding camp. Microfilm training occurred. AARP has been offering free tax appointments for patrons Feb. 3 - April 14.

## **Old Business**

Meeting minutes were sent to the Library BOT members for the 2/1/22 meeting (Lori).

Discussed craft lending library option and classes option i.e. knitting circles, fiber arts, etc. A cart or maker space area would work well. Group felt a 1 month duration was good, rotation of a different craft each month/rotation. More connection with Kate Van Buren suggested to update.

Andrea will submit SALS Challenge Grant application by April 1, 2023 for additional grant money possibilities to be used for architectural planning work with Paul Mays.

Jason B. will begin working on a sign for the Capital Campaign to show monetary progress - due mid-March.

## **General Library Items**

### **Capital Campaign Update**

#### **Paul Mays Architect Meeting**

Paul met on 2/7/23 with Andrea, Jason and Lori to talk about next steps. He suggested the option of having engineering drawings created for Phase 1 a and Phase 1 b prior to DLD Construction Grant application to NYS at the end of the summer. Also, this would help Ambient in regard to pre-construction determinations. The BoT discussed the cost of this 20-22k. These drawings would be planning board ready. A follow-up discussion is planned for the next Paul Mays meeting in early March.

#### **Fundraising Progress**

Fundraising group met last month and a spring auction is in the planning phase. Many pieces of this planning were discussed at the last FOL meeting on 2/16/23. Also, a Chipotle fundraising night for the Friends of the BSPL is arranged for June 3rd at the Saratoga Springs location. 5-9 pm. 33% of all sales goes to our organization. We must raise \$150 in total sales to receive a check.

#### **Appeal Letter**

The letter has garnered 8k in donations so far from the community.

## **Local Representatives**

Christine Fitzpatrick (FOL Pres.), and BoT members Patty Tesch and Lori Acee, met with Mary Beth Walsh on Fri. 2/10 to discuss the library Master Plan and Capital Campaign as well as member items with the assemblywoman. She was very receptive and offered to participate in upcoming events.

On Fri. 2/17 Christine Fitzpatrick (FOL Pres.), Andrea Simmons (Lib. Director) and BoT members, Patty Tesch, and Lori Acee met with Senator Jim Tedisco. Senator Tedisco was also very receptive and encouraged continued contact with his office as we progress. The accessibility piece of the Master Plan was discussed in regard to SAM grant application/needs.

Inquiry is planned with Paul Tonko's office and with Carrie Woerner.

## **Grants Progress**

The grants and foundations working group met last month and is working on:

W.G. Boughton Foundation submission by mid-March and a Congressional earmark application to Senator Schumer and Senator Kirsten Gillibrand by early March. Also, Adirondack Trust Foundation application will be submitted in early May.

Contact with Stillwater Library's director and Galway Library's director has brought up the possibility of inviting one or both of them to a future meeting to discuss their construction and fundraising processes.

## **FOL - updates**

Discussed engaging the BSCSD PTA group for donation and outreach efforts. Community read-aloud "marathon" idea in Wiswall Park with school aged students participating. Drink your coffee and donate, idea. Online raffle option or in-library and charitable donation auction in spring of '23.

## **Village Budget Process 2023**

Andrea to meet with Mayor Rossi and BoT to follow open budget meetings when scheduled.

## **Trustee Continuing Education**

Review SALS website for educational options.

L. Acee 2/21/23

