

Ballston Spa Library BoT Meeting 6/11/24

Meeting start: 6:30 pm .

Guests: Paul Mays and Rich Horsch - Butler Rowland Mays Architects

Minutes approved for 5/14/24 meeting by BoT Group

Beginning of Meeting Dedicated to Architect Updates - timeline for Phase 1A of construction process was discussed and outline will be mailed out to BoT group and shared with Mayor Rossi.

Treasurer's Report - P. Tesch

Clerk Account - \$10,620.60

Trustee Account Library Fund - \$13,593.14

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

Patty will update the BoT group of any additions.

Librarian's Report

Andrea updated the BoT group on programming and librarian reports. Hoopla has been transitioned in and Kanopy out. School visits for pre-k and kindergarten have been popular and busy. Summer Reading program is being rolled out. "Adventure Begins at your Public Library" is the theme. A new water fountain/filtering station has been installed by DPW just in time for summer. Andrea will call the alarm company to come back to double check the alarm button and messaging. Borrowing statistics continue to be up. Discussed Crock charms as giveaways and raffle ticket program. Watercolor art classes are coming up in partnership with the Arts Council.

Daigle Cleaning will be setting up a schedule to clean the building.

Ongoing: Andrea confirmed she is making copies by month of any invoices submitted to the Village for payment, aligning with Patty w/ Excel Spreadsheet and folder of copies for each fiscal year.

Old Business/Action Items

Discussed Meredith and Patty creating a mutually accessible spreadsheet for Capital Campaign, NY State DLD funds, and any additional gov. funding.

Patty Tesch, BoT Treasurer attended the Staff Meeting for library staff on 6/5/24.

Andrea and Lori will work on an annual “graphic” style letter from the BoT group for online based off of the ‘23-’24 accomplishments list. May have to separate library specific accomplishments or yearly stats from the BoT accomplishments (2 items).

Reminder for BoT group to partake in continuing ed via SALS by the end of the calendar year (Jan. 2025).

Friends of the Library

Tivia night planned for June 12th at 7 pm.

Capital Campaign Update

Susan Slovic, VP for Marketing BSNB confirmed via email to Andrea they will be honoring a several year commitment of 5k each year to reach a total of 25k as construction is still in process. *Andrea please confirm status.*

Groundbreaking is on track for Fall of 2024 for the Reading Room/Local History Room addition.

BoT and FoL will continue to promote the naming opportunity for the Local History Room.

Correspondence to Stewart’s Corp. will go out from Andrea, regarding their 50k commitment to the Master Plan and construction timing.

Misc.

BoT discussed connecting with the Saratoga History Center (Brookside Museum) to rehome the small collection of historian Chris Morley’s papers and items that now resides in the BSPL.

Also discussed the logistics of moving items out of the local history area to a temp control storage or Brookside (with permission) and only keeping a small amount of furniture in the Community Room wrapped in poly covering, by the end of August 2024 in preparation for fall construction.

Continued review of NYS Trustee Handbook and Library policy updates.

L. Acee 6/19/24