

**Town of Ballston Community Library
Board of Trustees Meeting Minutes
April 28, 2010**

Meeting call to order at: 7:00pm by Vice-President Tom Schottman.

Present: Karen DeAngelo, Director; Trustees - Jean Botta, Sonja Olson, Tom Schottman, Barb Wilson; Rebecca Darling, Youth Services Librarian; Stef Leshner, Library Staff; Kim Ireland, Ballston Town Board.

Board Minutes: Minutes of the March 2010 meeting were reviewed. A correction was noted: The Public Library Construction Grant meeting date is May 5, not May 4. The corrected minutes were approved on a motion from Barb Wilson and a second from Jean Botta.

Report of Special Funds: Trustees reviewed account balances. No actions were taken.

Monthly Statements: Trustees reviewed the April 2010 financial statement. A question was raised about whether \$4,666 in Farley Grant money received in 2010 for expenses incurred in 2009 was available to spend. Karen DeAngelo will check with Patti Southworth about use of those funds, perhaps to supplement the purchase of new computers.

Committee Reports:

Policy: The Policy Committee noted its intentions to develop a privacy policy for the library. The policy will assure compliance with federal and state laws governing use of personal information.

Approval of Bills: The monthly bills were approved on a motion from Jean Botta and a second from Barb Wilson.

Director's Report:

Director Karen DeAngelo:

- Karen reported that the Eagle Scout project coordinated by Ben Lafergola had been reduced in scope. The wall units will not be built due to clearance concerns.
- Karen shared some positive feedback about staff members she has received from patrons: Young Adult book selections made by Rebecca Darling are terrific and computer support offered by Stef Leshner is wonderful. The board noted their appreciation.
- Karen discussed the need to replace aging library computers. The board affirmed its hopes to build an ongoing computer replacement line item into the annual operating budget (see also Farley grant item under New Business).
- Karen indicated that the library may host a library student, Jonathan Fuller, for a 150

hour unpaid internship.

- Karen informed the board that staff member Maura D'Auria had submitted her letter of resignation, due to family needs.

Youth Services Librarian Rebecca Darling:

- Rebecca reported that the Picturing America grant final report had been submitted.
- Rebecca shared promising statistics for use of Tumble Books.
- Rebecca indicated that due to the popularity of toddler programs, she may split the sessions into two groups, one aimed at babies 9-15 months old and one aimed at toddlers 15 months to 3 years old.
- Rebecca noted her recent attendance at the NYLA YSS conference in Albany.

Unfinished Business:

Friends Book Sale: The book sale will be held May 6-8 at the Town Hall. Karen circulated a sale signup sheet. She also noted that sales of raffle tickets, which benefit the Friends of the Library, had been brisk, with over \$800 raised thus far. Winning tickets will be selected on Saturday May 8 at the conclusion of the book sale.

Security Cameras: Karen is still working to obtain other quotes for this work.

Construction Grants: Jean Botta will attend the kick off meeting on May 5.

2009 Annual Report to the Community: Karen distributed copies of this report to the board. Copies will be made available at both the Library and at the Town Hall.

New Business:

SALS LSTA Grant: Karen DeAngelo noted that the library will be hosting one of these sessions, on the topic of stress reduction.

Farley Grant: The library has been awarded a new \$5000 grant from Senator Hugh Farley. The board discussed options for use of this funding. Sonja Olson made a motion to apply the \$5000 grant to the purchase of replacement computers. Jean Botta seconded this motion, which was approved.

June Annual Meeting Location: The meeting will be held at the Charlton Tavern. Due to several conflicts on both June 23 and June 30, it was suggested that the dinner be held June 24 starting at 6pm.

Nominating Committee: Jean Botta, Barb Wilson and Tom Schottman will serve as the Nominating Committee and develop the slate of officers for the 2010-2011 Board.

Collections: Karen led a discussion with the board about the pros and cons of using a collection agency to bring in patron fines. She will be speaking to a potential source for this service to gather information and will report back to the board.

Meeting Adjourned: 8:05pm.

Minutes Submitted by: Sonja Olson