

**Town of Ballston Community Library
Board of Trustees Meeting Minutes
June 26, 2013**

Meeting called to order at: 7: 08 PM by President Larry Rogers

Present: Staff—Karen DeAngelo, Library Director

Charlton Representative - Robert Lippiello

Town of Ballston Board Representatives – Patti Southworth, Tim Szczepaniak

Trustees—Beth Bechtel, Jean Clancy Botta, Larry Rogers, Sharon Rouis, Barbara Wilson

Community member - Michelle Hernandez

Board Minutes: The Board of Trustees unanimously approved the minutes of the May 29, 2013 board meeting.

Report of Special Funds: Account funds for June 2013 were reviewed without comments or concerns.

Monthly Financial Statements: The financial statements for June 2013 were reviewed and found to be on target for this point in the fiscal year. Ms. Southworth suggested that representatives from the Library, including Ms. DeAngelo, meet with the Ballston Town bookkeeper, Mr. John Gaetani, to discuss library monthly expenditures and fiscal planning. This meeting would facilitate a mutual understanding of library operations and improve communication between the Library and the Ballston Town board.

Approval of Bills: The June 2013 bills which were reviewed and signed by Barbara Wilson were unanimously approved on by a motion made by Sharon Rouis with a second from Jean Clancy Botta.

Librarians' Reports:

Karen DeAngelo, Library Director:

Ms. DeAngelo reported that she had just received confirmation of the Senator Farley Grant for an amount of \$5000. Ms. DeAngelo and the Trustees are grateful and appreciative of Senator's Farley continued interest in libraries and his generosity.

The SALS Board approved the budget amendment to purchase new routers that will help measure wireless use in the library.

Ms. DeAngelo is writing a job description in anticipation of hiring a half time Librarian I. This position was approved at the May Town of Ballston Board meeting.

The Summer Reading program began on June 22, 2013. Ms. DeAngelo visited all Burnt Hills-Ballston Lake elementary schools to discuss the summer program. The Youth Services staff has done an excellent job planning the schedule and preparing for the first week of summer reading programs.

Reports of Committees:

There were no reports from committees at this meeting.

Unfinished Business:

Budget: Ms. DeAngelo, Mr. Zarelli and Mr. Shaginaw will meet in July to review the budget and discuss the implications of a possible minimum wage increase.

Logo: The Trustees and Ms. DeAngelo thanked Mr. Rogers for his work on the logo and tagline for the library. Ms. DeAngelo will discuss the final logo and explore website design possibilities with Libby Post from Communication Services.

Architect's Findings: The suggestions and drawings provided by the architectural firm of Butler, Rowland and Mays were very well received. The next step will be prioritizing the projects to consider and plan for budgeting through current funds and grant proposals. Any projects that address building codes and regulations will be given first priority. Ms. Southworth suggested that representatives of the Library continue to communicate the challenges facing the library to the Town of Ballston Board. This includes long standing challenges and new issues as they may arise.

New Business:

Christmas tree: The tree used for the Christmas tree lighting at the library has been compromised due to faulty lighting circuits last December. The Ballston Rotary would like to remove and replace this tree as a service to the library. They will discuss the details and planning with Steve Zarelli after July 1, 2013. The Library accepts this donation with gratitude.

Fishing program: Mr. Szczepaniak asked if there was a maximum number for his fishing program through the library's summer program. Ms. DeAngelo noted that there was much enthusiasm for this program among the students during her elementary school visits and it will likely be a well attended program. The maximum number is somewhat flexible, but typically targets approximately 25 participants as a maximum.

Trustees finishing terms: Mr. Szczepaniak recognized Larry Rogers and Sharon Rouis for their years of public service on the Town of Ballston Library Board. Those in attendance thanked Mr. Rogers and Ms. Rouis for their dedication and time.

The meeting was adjourned at 7:36PM

Minutes submitted by: Beth Bechtel, Secretary.

