

**Town of Ballston Community Library**  
**Board of Trustees Special Meeting Minutes**  
**December 23, 2020**

**Call to order:** The meeting was called to order at 6:01 p.m. by President Steve Zarelli.

**Present via Zoom call:** [x]Rebecca Darling, Director; [x]Jenn Richard, Adult Services Librarian.

Trustees: [x]Steve Burchett, [x]Michelle Hernandez, [x]Carolyn Speenburgh, [x]Julia Stone, [x]Sue Tomlinson, [x]Tom Shaginaw, [x]Steve Zarelli

Town of Ballston Representative – [ ]John Antoski

Town of Charlton Representative – [ ]Doug Ranaletto

**Board Minutes:** A motion was made by Michelle Hernandez, seconded by Tom Shaginaw, to approve the minutes of the December 2, 2020 special meeting. It passed unanimously.

Julia Stone made a motion, which was seconded by Michelle Hernandez, to approve the minutes of the special meeting of December 16, 2020. It passed with all in favor.

**Motion to increase Terry Riley's hours:** On a motion by Steve Zarelli, with second from Steve Burchett, trustees voted unanimously to increase Terry Riley's hours on an as-needed basis, in accordance with civil service regulations, for three months beginning January 1, 2021.

**Motion to create temporary position:** Steve Burchett moved, with second from Carolyn Speenburgh, to create a temporary position of Account Clerk Typist-Part Time, for three months beginning January 25, 2021, for 17.5 hours per week at a salary of \$16 per hour. It passed with all in favor.

**Promote page:** A motion to promote existing page William Newsom III to the temporary position of Account Clerk Typist-Part Time beginning January 25, 2021 was made by Carolyn Speenburgh and seconded by Julia Stone. It passed without exception.

**Executive Session:** At 6:04, on a motion by Steve Zarelli, seconded by Tom Shaginaw, trustees voted unanimously to enter executive session to discuss legal issues.

At 6:45 p.m., Sue Tomlinson made a motion, which was seconded by Steve Burchett, to exit executive session, where no votes were taken. The motion was approved with all in favor.

**Adjournment:** At 6:49, on a motion by Sue Tomlinson, with second from Carolyn Speenburgh, trustees voted unanimously to adjourn the meeting.

**Minutes respectfully submitted by:** Sue Tomlinson, Secretary