

**Town of Ballston Community Library
Board of Trustees Meeting Minutes
January 5, 2022**

Call to order: The meeting was called to order at 7:02 p.m. by President Steve Zarelli.

Present via Zoom: [x]Rebecca Darling, Director; [x]Jenn Richard, Adult Services Librarian, [x]Alyssa Harvey, Youth Services Librarian.

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

Town of Ballston Representative – []John Antoski

Town of Charlton Representative – []Doug Ranaletto

Minutes of December 29, 2021 meeting: On a motion by Julia Stone, seconded by Steve Zarelli, trustees unanimously approved the minutes of the December 29, 2021 meeting.

Old Business:

Reopening Plan:

- Still need to get the transition notes and insurance documents to the Town.
- A Zoom meeting is scheduled with our legislators, Mary Beth Walsh and Jim Tedisco, on January 13.
- The library will watch for errors in its first payroll with ADP.

Library/Town Transition Update:

Director Darling and Tom Shaginaw met with architect Lisa Hayes and attorney Stephanie Adams regarding the construction contract. Both the Library and the Town will be listed as owners of the building; only the Library will manage the construction project.

New Business: none

Executive session: At 7:15 p.m., on a motion by Carolyn Speenburgh, seconded by Steve Zarelli, trustees voted unanimously to enter executive session to discuss legal matters. At 7:17, Tom Shaginaw made a motion, which was seconded by Julia Stone and passed without exception, to exit executive session, where no votes were taken.

Adjournment: At 7:18, on a motion by Julia Stone with second from Michelle Hernandez, trustees voted unanimously to adjourn the meeting.

Minutes respectfully submitted by: Susan Tomlinson, Secretary