

**Town of Ballston Community Library
Board of Trustees Meeting Agenda
December 28, 2022**

- 1) Call to order**
- 2) Minutes of November 30, 2022 Meeting**
- 3) Report of Special Funds**
- 4) Monthly Financial Reports**
- 5) Approval of Bills**
- 6) Librarians' Reports**
- 7) Reports of Committees**
 - a) Policy
 - b) Town Liaisons
- 8) Unfinished Business**
 - a) Reopening Plan Update
 - b) Local History & Lighting Construction Project
 - c) Ballston Legislation & Transition
 - d) Landscaping Proposal
 - e) Trustee Vacancy
 - f) Wellness Hours
 - g) eContent/ARPA Funds
- 9) New Business**

*Privilege of the floor ONLY on items for consideration and action this evening. (limit 3 mins.)
Please state your name, address, and the resolution number you are referring to when speaking.*

- a) **RESOLUTION 22-084** Consider approving Saratoga Arts' Art in Public Places Program Venue Agreement for 2023 and 2024
- b) **RESOLUTION 22-085** Town of Ballston Community Library WHEREAS, by passing Chapter 56 of the Laws of 2022 ("Chapter 56"), the New York State Legislature amended Section 103 of the Open Meetings Law; and

WHEREAS, Chapter 56 adds Section 103-a of the Open Meetings Law, permitting the Town of Ballston Community Library to authorize its members to attend meetings by videoconferencing under extraordinary circumstances; and

WHEREAS, Section 103-a(2)(a) requires the Town of Ballston Community Library to adopt a resolution following a public hearing authorizing the limited use of videoconferencing under such circumstances; and

WHEREAS, Section 103-a(2) allows for hybrid meetings by requiring “that a minimum number of members are present to fulfill the public body’s quorum requirement in the same physical location or locations where the public can attend”; and

WHEREAS, Section 103-a(2)(c) requires that members be physically present at any such meeting “unless such member is unable to be physically present at any such meeting location due to extraordinary circumstances including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member’s physical attendance at such meeting”; and

WHEREAS, in accordance with Section 103-a(2)(d), any members attending by videoconference must, excerpt during executive session, be “heard, seen and identified, while the meeting is being conducted, including but not limited to any motions, proposals, resolutions, and any other matter formally discussed or voted upon”; and

WHEREAS, Section 103-a(2)(g) requires that any meeting where a member attends by videoconference be recorded, posted to the Town of Ballston Community Library webpage within five business days, and transcribed upon request; and

WHEREAS, Section 103-a(2)(h) requires that members of the public be permitted to attend and participate, if authorized, in any meeting by videoconference when a member attends by videoconference.

BE IT RESOLVED, that the Town of Ballston Community Library authorizes its members who experience an extraordinary circumstance, as described above and further defined by any rules or written procedures later adopted, to attend meetings by videoconference: (i) as long as a quorum of the members attend in-person at one or more locations open to the public; (ii) as long as the member can be seen, heard, and identified while the open portion of the meeting is being conducted; and (iii) as otherwise permitted under Chapter 56 of the Laws of 2022; and be it further

RESOLVED, that the Town of Ballston Community Library shall create written procedures further governing its use of videoconferencing by its members in compliance with Chapter 56 of the Laws of 2022.

- c) **RESOLUTION 22-086** Consider approving the updated Town of Ballston Community Library Bylaws of the Trustees
- d) **RESOLUTION 22-087** Consider approving Policy P2300 Displays and Exhibits
- e) **RESOLUTION 22-088** Consider approving Policy P7350 Authorizing Video Conferencing under extraordinary circumstances
- f) **RESOLUTION 22-089** Consider approving Personnel Policy 705 Wellness Hours

- g) **RESOLUTION 22-090** Consider approving monthly Transition Status Report to the Town of Ballston

Privilege of the floor on any topic (Limit 3 mins.)

10) Adjournment

December Voucher Signer: Carolyn Speenburgh

Charlton Town Board Meeting: Monday, January 9 at 7:30 PM

Ballston Town Board Meeting: Tuesday, January 10 at 6:30 PM

January Voucher Signer: Sue Tomlinson