

June 10, 2013

## Royalton Hartland Community Library Quarterly Meeting

The quarterly meeting of the Royalton Hartland Community Library was held at the library on June 10, 2013. Attending the meeting were: Larry Lutz, Melane Shuttleworth, Amy Monti, Herb Koenig, Rose Bernard, Ken Belfield, Joanne Swick, Carolyn Hill, Debbie Brown, and Margaret Allen.

President Belfield called the meeting to order at 7:05. After a call to order, Ken led the Pledge of Allegiance.

Secretary's report: The minutes of the March 18<sup>th</sup> quarterly meeting were read. Motion to approve was made by Melane Shuttleworth, seconded by Carolyn Hill and carried.

Director's Report: The quarterly Director's report was read by Rose and is on file at the library.

Treasurer's report: Joanne reported that we have received a statement of our account from the accounting firm of Zelazny and Rousch. Our budget is tracking as expected.

Building and Grounds: Larry will look into replacing or repairing the windows in the upstairs meeting room. Other work to be done in the near future includes power washing the building, staining the ramp and sealing the pavement at the entryway.

The Friends of the Library, Larry and Rose were congratulated on the improvements to the Community Meeting Room room. These improvements include new cupboards, carpeting and drapes.

Friend of the Library: Amy and Melane reported on the recent activities of the Friends. These included the basket raffle and book sale over the Memorial Day weekend, the decorating of the Community Room, and participated in the annual community garage sale. They also reported on a presentation of the Imagination Library Program.

### Board Discussion:

- Herb Koenig, who has served as a trustee since 1978, and Carolyn Hill, serving since 1996 will be retiring from the Board of Trustees July 8<sup>th</sup>. They are to be congratulated and thanked for their many years of service.
- There are two applicants for the two vacant trustee terms. They are Carol George and Gretchen Lang. Other trustee terms expiring are Margaret Allen, Debbie Brown and Joanne Swick. As they are not contested, one vote will be cast for the election of these trustees.
- A motion was made by Herb Koenig, seconded by Melane Shuttleworth to raise Mary Collin's salary to \$11.00 per hour.

- Debbie Brown made a motion to hire Alissa Monti at a salary of \$11.00 per hour. Discussion followed with a second to the motion made by Carolyn Hill. The motion was carried.
- A motion to re-evaluate salaries of the staff was made by Debbie Brown and seconded by Larry Lutz. It was carried.
- Ken Belfield suggested the formation of a budget committee. Joanne, Steve, Amy, Ken and Rose will serve on this committee and meet before the annual meeting.
- The annual meeting will include the reorganization of the officers.

A motion was made by Herb Koenig and seconded by Larry Lutz to adjourn the meeting. Motion carried.

Respectfully submitted,  
Margaret Allen  
Secretary