

March 18, 2013

Royalton Hartland Community Library Quarterly Meeting

The quarterly meeting of the Royalton Hartland Community Library was held at the library on March 18, 2013. Attending the meeting were: Ann Bates, Debbie Brown, Steve Freeman, Rose Bernard, Ken Belfield, JoAnne Swick, Carolyn Hill, Larry Lutz, Herb Koenig, and Margaret Allen.

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

Secretary's Report: The minutes of the December 17th quarterly meeting were read. A motion to approve the minutes was made by Carolyn Hill, seconded by Steve Freeman and carried.

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

Treasurer's Report: JoAnne Swick reported that the profit/loss statement from July 2012 through February 2013 was received from the accounting firm. The budget is tracking as expected.

Technology Report: The library has renewed its five year contract with BXI for a new copier/FAX machine. The fax part is acting up and needs fine tuning. Herb Koenig made a motion to purchase a new computer to replace an older model. Larry Lutz seconded the motion, carried.

Approval of the 2012 Annual NYS Report for Libraries: The motion was made by Debbie Brown and seconded by JoAnne Swick. Motion carried.

Annual Meeting Date: The date for the annual library meeting was set for July 8th. I will put the appropriate notices in the local papers and send to Patt for the website.

Buildings and Grounds: Larry reported on the progress on the renovations to the Community Room. Gasport Wood Products won the bid for the cupboards and countertops. The rug will be replaced after the cupboards are installed.

Friends of the Library: No report

Board Discussion:

- Larry moved to accept the Treasurer's suggested increase in insurance coverage and deductible. Debbie seconded. The motion-carried.
- A number of board members' terms are expiring this year. Notices will be published in the paper including information pertaining to qualifications of applicants and the deadline for submitting a petition of interest.

- A motion was made by Carolyn Hill and seconded by Debbie Brown to appoint Melane Shuttleworth as representative from the library to the Wilmot Fund. It was carried.
- A motion was made to allow the Treasurer, Director, and President to obtain approval from board members, via e-mail, of items requiring immediate action prior to quarterly board meetings. A motion was made by Larry and seconded by Steve. Carried.

A motion to adjourn was made by Herb Koenig and seconded by Larry Lutz.

Respectfully submitted,
Margaret Allen
Secretary