

September 15, 2014

Royalton Hartland Community Library Quarterly Meeting

The quarterly meeting of the Royalton Hartland Community Library Board of Trustees was held on Monday, September 15, 2014. Members attending were: Amy Monte, Rose Bernard, JoAnne Swick, Ken Belfield, Carole George and Gretchen Lang.

The meeting was called to order at 7pm followed by the Pledge of Allegiance.

No public was present.

Secretary's Report: The minutes of the June 16th meeting were read by Carole George, filling in for the Secretary. A motion to accept the minutes was made by Amy and seconded by Gretchen.

Rose presented the Director's Report which is on file at the library. She reported the previous cleaner had to retire due to health reasons and the cleaner's helper has taken over.

Treasurer's Report: JoAnne reported she received the July and August report from Rousch CPA. Zelazny and Rousch have separated and we are now represented by Rousch CPA. Funds were transferred to help carry through until the October's first tax money comes in. It was brought up that Key Bank has changed our bank account from nonprofit to a business account which has a \$25 monthly charge.

Friends of the Library: Amy reported that the Friends held a week long book sale which took in \$450 and the basket raffle earned \$443. Friends will be hosting a ETSY Workshop on Wednesday, Sept. 17th and the 25th.

Buildings and Grounds: Ken has taken over the overseeing of any maintenance issues. He reported that National Grid has come in and replaced the lights and ballasts. The light contractor suggested keeping the lights on during the afternoon hours when the library is closed to save on the ballasts.

Confirmation of standing committees was discussed, they are as follows:

Building and Grounds - Ken Belfield

Computer Support - Steve Freeman

Finance & Records - JoAnne Swick

Personnel & Service - Rose Bernard

Friends of the Library - Amy Monte & Melane Shuttleworth

Records & Correspondences - Margaret Allen

It was discussed that the By-laws and Constitution needs to be reviewed every 5 years. This was done in 2012.

Motion to adjourn was made by Gretchen and seconded by JoAnne. The meeting was adjourned at 7:53.

Respectfully submitted,
Carole George