

March 21, 2016

Royalton Hartland Community Library Quarterly Meeting

The quarterly meeting of the Royalton Hartland Community Library Board of Trustees was held on Monday, March 21, 2016.

Members present were: Ken Belfield, Debbie Brown, Carole George, Amy Monti, Gretchen Schweigert, Margaret Allen, and Library Director Sonora Miller.

The meeting was called to order at 7:05 followed by the Pledge to the flag.

A ten minute comment period was offered to the public. An area resident would like to see our library involved in the "I Love my Librarian" program that is sponsored by the American Library Association.

Secretary's Report: The minutes of the December 2015 meeting were read and approved following a motion by Carole and a second by Debbie.

Guest Speaker: Mr. Erik O'Neill, our financial manager, presented an overview of our investments since they have been managed by his company. Overall our portfolio is very strong with a good rate of net return.

Director's Report: Sonora stated that she has completed the Annual State Report. She also presented the Quarterly Director's Report which is on file at the library. She is continuing to weed older books as well as updating the collection. Continuing education for staff as well as attendance at library programs is included in her comprehensive report. She also stated that the Paint and Sip evening was a huge success and is looking forward to scheduling more programs of this type for various age groups. Sonora stated that there were fifty nine people who applied for the position of library clerk. A motion was made by Gretchen and seconded by Amy to hire Teresa Facklam.

Treasurer's Report: Debbie reported that we now have a Drop Box set up with the Rousch firm to handle our bills. This has made writing and paying of bills much more efficient. A budget committee consisting of Debbie, Carole, Sonora and Amy will meet in early April to begin the budget process.

Building and Grounds Ken received two quotes for the remaining electrical work that need s to be done. A motion was made by Carole and seconded by Debbie that we approve the best price on the electrical work as per the quote from Able Electric. The motion was carried.

Rose's Memorial: Sonora reported that fifty four people attended the dedication of Rose Bernard's Memorial at the library. Rose's family, many friends and other library directors attended. Money remaining from donations to Rose's memory will be used to purchase additional books for the memorial.

Discussion:

- A memorial plaque will be presented to the Swick family in memory of our former treasurer at some future date.
- Staff evaluations and pay scale improvements will be done by Sonora in April.
- The board will evaluate the library director at a special meeting on May 16th.
- Sonora discussed the Check Out Challenge being launched through NIOGA on March 30th. Board members have been invited.
- Gretchen reported on the recent Friends meeting. The treasurer from the Youngstown Friends group will be meeting with our Friends group to discuss 501c3 tax exempt status. Developing a mission statement and bylaws are goals they will be working toward.

The meeting was adjourned at 9:40 following a motion by Carole and a second by Debbie.

Respectfully submitted,

Margaret Allen