

Royalton Hartland Community Library
Board of Trustees Meeting March 18, 2019

Attendees: Margaret Allen, Keith Bond, Debbie Brown, Gail Kester, Regina Brown, Linda Pickreign, Gretchen Schweigert. Michele Smith representing Friends of the Library. Excused: Carole George, Gretchen Lang,

1. Call to order and pledge 7:04
2. Welcome to public and ten-minute comment session – No public present
3. Secretary's Report - Minutes from January meeting read and approved with motion by Keith, second by Regina.
4. Treasurer's Report
 - a. Report read and accepted as corrected.
 - b. Discussion of endowment. Board decided to place the full amount into investment fund until projects for library improvements are finalized. Motion by Keith, second by Linda.
5. Friends' Report given by Michele-Smith Link
 - a. "Goodbye to Winter Event" proceeds donated to the Barker Library Fund
 - b. Future considerations: Library birthday party, Summer Reading Program, and Community Yard Sale
6. Director's Report by Director Gretchen – Report on file
 - a. Concern expressed for State spending cuts for library aide
 - b. Working on a collaboration with Roy Hart
 - c. Working with Rotary on a project – we are early on
 - d. Book weeding continues. Thanks to Regina for her help
7. Discussion items
 - a. Barker Library Donation of \$1000 approved. Motion by Gail, second by Regina
 - b. Updates on any Grant estimates
 - i. Sink upstairs estimate is in the works
 - ii. ramp estimate is in the works
 - iii. electric and carpeting estimates not done yet but planning to use local businesses
 - c. Active shooter/disaster policy tabled to the next meeting
 - d. Margaret, Gail and Carole are scheduling budget meetings
 - e. Retirement benefits options discussion presented by Gail and Margaret
 - i. Charles Schwab option
 - ii. O'Neill option
 - iii. vote in June
 - f. Need to begin search for Trustee candidates. Margaret is getting notice ready for paper.
 - g. Recommendations from Tom Bindeman at NIOGA in light of Barker's fire:
 - i. Charter and Title should be in a safe deposit box off site, computer files
 - ii. need a fireproof cabinet on site
 - iii. take pictures and document valuables
 - iv. review insurance, which has been done
 - h. Library 90th Birthday party (July 19)
 - i. Date for party: Saturday, July 20 at 1 pm
 - ii. invitations to politicians esp. Mike Hill, Rob Ortt, Royhart Administrators and School Board, Town Board, local dignitaries, past members of the board and employees, etc.
 - iii. Need to compile a history, get a flyer, press release, etc.
 - i. NIOGA Annual meeting – all invited. Will donate \$50 in lottery tickets for the basket raffle, proceeds to Barker Library Fund. Motion Gail, second Regina.
8. No Public comment session
9. Meeting adjourned 8:25pm. Regina motion, Gail second
10. Next Meeting June 17