Royalton Hartland Community Library

Minutes for the Regular Board of Trustees Meeting

August 17, 2020 7:00 pm

Attendees: Margaret Allen, Regina Brown, Debbie Brown, Keith Bond, Linda Pickreign, Carole George, Kathy Henninger, Gretchen Lang , Director Gretchen Schweigert. Michele Smith, Friends of the Library.

Call to order and pledge to the flag

* President Margaret Allen called meeting to order at 7:05 pm.

Ten Minute Public Comment Session

Secretary Report

* Debbie Brown read the minutes from the last meeting June 1, 2020 (via Zoom). Minutes approved as read.

Treasurer’s Report from Carole George

* Discussion of budget. Library is under budget for the fiscal year.
* Budget Report accepted as read.

Friends of the Library report

* Book sale postponed indefinitely
* No activities planned at this time
* Report on file

Director’s Report

* Report on File
* Discussion of reopening plans
	+ Opening Monday August 24.
	+ Open until 8 pm.
	+ Once plans are finalized, they will be posted on website and in newspaper.

Old Business

* Updates on remodeling work that has been completed
	+ Lighting finished
	+ Ramp to be finished soon
* Basement flooding report
	+ Lot of work done by several people and we are most grateful
	+ Lost about 10 bins of books
	+ Purchase of dehumidifiers necessary. Directly drain in sump so no draining necessary.
* Report purchases of pandemic safety supplies
* Valences need to be purchased. All agreed.
* NIOGA trustee vote
	+ Margaret voted on our behalf in the NIOGA Trustee voting. There were 3 candidates for 2 seats.
* Direct access plan
	+ Pertains to whether or not to charge for use of library by those outside of our library boundaries. Not enough to be of concern.

New Business

* 2020-2021 Budget review. Will vote on it at the annual meeting in September
* Discussion regarding bookkeeper. Motion Keith, second Regina to explore a new one.
* Camera placement
	+ Placement dictated by ability to see all the perimeter and the office and front desk.
	+ Concern was who has access to the cameras.
* Request to purchase rug runner at doors to protect new carpeting. Approved.
* Wells Fargo Update
	+ Have not used funds in two consecutive years
	+ Manager has made some adjustments to the investment portfolio with excellent results.
	+ New Trustees: Applications due August 22. Three applications were requested but none returned to date.

Ten Minute Public Comment Session

* Recommendation to keep up due diligence in making healthy choices.
* Recommend Sign in and out for anyone in building to facilitate contact tracing should it become necessary.

Adjournment

* President Margaret Allen adjourned the meeting at 8:33 pm. Motion Linda, Seconded by Kathy.
* Next meeting: Annual meeting on September 21, 2020
* Minutes respectfully submitted by: Debbie Brown