

Royalton Hartland Community Library
Minutes of Regular Board of Trustees Meeting
November 15, 2021

Members Present: Keith Bond, Diana Bragg, Regina Brown, Kathy Henninger, Michele Smith-Link,
Director Gretchen Schweigert, President Margaret Allen

Absent: Carole George, Gretchen Lang and Linda Pickreign

1. Call to order at 7:02 and Pledge to the Flag
2. Public Comment Session: There was no public present.
3. Secretary's Report:
 - a. Regina read the minutes from our September meeting. They were accepted as read.
4. Treasurer's Report: There was no treasurer's report.
5. Director's Report:
 - a. The patron count is improving.
 - b. The Lego Club should be back to normal by spring.
 - c. Gretchen had her first in person NIOGA meeting since Covid.
 - d. Take and Makes seem to be very popular.
 - e. Gretchen did major weeding of books during the month of October.
 - f. The Niagara County Grant was received and deposited.
6. Friends Report: There was no new Friends Report.
7. Old Business:
 - a. Michele Smith-Link, Kathy Henninger and Margaret Allen will read over and revise necessary sections in the Policy Book and Long Range Plan.
 - b. A grant from the Dennis and Phyllis Washington Foundation for \$5,000 was discussed. Margaret Allen suggested using it to digitize records and Gretchen Schweigert suggested a 3D printer but questioned its worth. More ideas are needed by our next meeting.
 - c. Kathy Henninger led a discussion on pricing for some cabinets for toys. Kathy made a motion for Gretchen to order two Grange metal cabinet units from Amazon. A second was made by Michele Smith-Link. The motion was carried.
 - d. Life By Design took measurements on October 29th to draw up plans for the back patio area. Sketches should be ready soon. The next step is to check out variances.
8. New Business:
 - a. A replacement door was not ordered for the front vestibule because Mark Schwartz said he can add windows and new molding to the existing door.
 - b. The trustees signed the thank you letter for the Bruning bequest.
 - c. Governor Hochul signed a bill that requires two hours annually for Trustee in-service starting in 2023.
 - d. A discussion was led by Margaret Allen about salary increases. Trustees will decide at the January meeting.
 - e. Gretchen will be requesting tax cap information from our accountant in preparation for future budget discussions.
 - f. Christmas gifts for the staff were discussed. A motion was made by Keith Bond and seconded by Diana Bragg to approve the Christmas gifts.
9. Ten Minute public comment session offered. No comments
10. The meeting was adjourned at 8:05: Motion was made by Kathy Henninger and second by Michele Smith-Link. Motion carried. The next meeting is on Monday, January 10, 2022.

Respectfully submitted,
Regina Brown