

Royalton Hartland Community Library

Minutes from Regular Board of Trustees meeting

January 16, 2023

Members present: Margaret Allen, Regina Brown, Keith Bond, Carole George, Diana Bragg, Michele Smith-Link, Director Gretchen Schweigert. Absent: Linda Pickreign, Katherine Henninger

1. Call to order at 7:00, followed by Pledge to the Flag.
2. There was no public present for the comment session.
3. Secretary's Report: The Minutes of the November 21st meeting were approved as read.
4. Treasurer's Report: Carole reported that the budget is tracking as normal. The report was accepted and is on file.
5. Director's Report: Gretchen's report included a comparison of data from 2021 and 2022. She stated that Juvenile fiction has increased significantly. There is also an increase in programming. The complete report is on file at the Library.
6. Friends Report: The Noon Year's Eve party for children was successful. The Friends also had a potluck dinner in January. Plans are in the works for a Superhero Party to be held February 22nd.
7. Old Business:
 - a. Aquarium passes will be available soon. The program's success will be reviewed at the end of the year.
 - b. Gretchen Lang will be recognized for her service as a Board member at our March meeting.
 - c. We have received our official Little Free Library Plaque which will be mounted on the Free Library as soon as it is installed, weather permitting.
 - d. The possible change from fiscal year to calendar year is on hold for now with a motion from Keith and a second from Regina. The motion passed. More information is needed before we proceed.
 - e. NIOGA has mandated trustee training sessions which will be presented via Zoom meetings. The first one, Library Trustee Responsibilities, will be presented by Zoom at the Library at 6:00 on March 22nd.
8. New Business
 - a. An hourly employee salary review is on hold until we have a full board for discussion.
 - b. Discussion on the wording for when the Library is to be closed (weather etc.,). A motion was made by Carole and seconded by Keith to change the wording.
 - c. We now have a laminating machine. Patrons will be charged \$1.00 per sheet.
 - d. Discussion on volunteer policy. Two different areas of volunteer work will be included in the policy, Friends and High School students needing service hours. We will not accept court-ordered requests for hours.
 - e. Our next meeting on March 20th will begin at 6:30.
9. No public was present for the ten-minute public comment session.
10. Motion to adjourn from Carole, second by Regina carried. Adjourned at 8:15.

Respectfully submitted,

Margaret Allen