

Royalton Hartland Community Library Board of Trustees Meeting

June 17, 2024

Members present: Katherine Henninger, Carole George, Linda Pickreign, Diana Bragg, Margaret Allen, Michele Smith-Link, Interim Manager Ellen Gagne

Excused: Regina Brown Absent: Richard Crafts, Keith Bond

1. President Michele Smith-Link called the meeting to order at 6:05, followed by the pledge to the flag.
2. Ten-minute public comment session was offered
3. Secretary's report: The Secretary's report of the May 20th meeting was approved as read.
4. Treasurer's report: The May treasurer's report was approved as amended.
5. Friends Report: Michele read the minutes of the newly reorganized Friends meeting of June 10th. The Friends are planning a Fairy Tea party for July 13th. Friends also volunteered to help with activities during the summer reading program.
6. Interim Manager's Report: Ellen prepared a report including the months of March, April and May. Attendance at various regular programs has been good. Ellen was also able to help a researcher from Texas obtain a digital copy of a Civil War pamphlet from our collection. The full report is on file at the Library.
7. Old Business
 - a. Back stairs update: Michele will contact DTV Construction for clarification of decking materials proposed in his estimate for the back steps.
 - b. Basement update: Brian Bobbitt, Village Coordinator, is investigating our on-going water problem in the basement. We need to find the source of the water before proceeding with any remediation.
 - c. Library Director search: To date we have two applications. Discussion on expanding advertisement for the search.
8. New Business:
 - a. The Aquarium of Niagara family passes have been renewed. The Friends of the Library have agreed to fund the passes which have been used twenty-four times this past year.
 - b. The Summer Reading Program will run from July 8th through August 17th. Members of the Friends have agreed to help cover supervision for many of the programs.
NIOGA is challenging everyone to visit more libraries in the system. There are maps showing all the libraries in the NIOGA system available at the library. Visit each library and receive a sticker for your map. Raffle tickets will be given for a grand prize. Details and maps are available at the library.
 - c. Handy Man hire proposal: Discussion on the implications of hiring someone to be on call for minor repairs at the Library. Michele contacted our insurance agent and Jenn (our CPA) for information. We will investigate further.
 - d. Construction Aid Grant: The Grant application process begins now. We have until September to apply. Michele asked everyone to be thinking of possible improvements we could apply for.
 - e. 2024-25 Budget proposal review. Carole presented the proposed budget for next year. Board members will review for a final vote at the Annual meeting in July.
 - f. Miscellaneous: Motion from Katherine and second from Carole that we now direct deposit payments for the Toshiba copier and Spectrum bills. This will save late fees due to postal turn-around time. The motion passed.
A new credit card has been applied for and will remain at the library.
9. Ten-minute public comment session offered.
10. Motion to adjourn from Katherine, second from Carole. Meeting adjourned at 7:40.

Next meeting: Annual Meeting July 15th

Respectfully submitted,

Margaret Allen