

## Royalton Hartland Community Library Board of Trustees Annual Meeting

July 15, 2024

Members Present: Richard Crafts, Katherine Henninger, Regina Brown, Linda Pickreign, Keith Bond, Michele Smith-Link, Carole George, Diana Bragg, Margaret Allen, Interim Manager Ellen Gagne

1. President Michele Smith-Link called the meeting to order at 6:08, followed by the pledge to the flag.
2. Ten-minute public comment session: Groundskeeper Gary Snyder expressed concerns about the ongoing water problem in the basement and the efficiency of the gutters. He will contact Will Kolek as to a solution to the gutter problem.
3. Secretary's Report: The minutes of the June 17<sup>th</sup> meeting were accepted as corrected.
4. Treasurer's Report: The treasurer's report was approved.
5. Director's Report: Ellen reported that the Rochester Museum of Science is now offering a library membership at a cost of \$120.00. This is similar to the Aquarium passes that we have now. The Friends have agreed to pay for this membership. Ellen also reported that the Summer Reading Program is going well, and many people have been visiting the library with the maps for the NIOGA challenge. The full report is on file at the library.
6. Friends report: There was no report. The next Friends meeting is July 30<sup>th</sup>.
7. Old business:
  - a. A motion was made by Carole and seconded by Keith that we accept the bid for replacement of the back stairs from DTV Construction. The motion passed with eight accepting and one opposition from Diana. Michele will confirm warranty of materials from DTV.
  - b. Basement update: Margaret presented information on the basement water problem and discussions with Brian Bobbit, the Village Manager and Ryan Halstead. Both agreed that we need a sump pump. A motion to have Halstead Plumbing install a sump pump was made by Keith and seconded by Regina. The motion carried.
  - c. Library Director Search: A search committee consisting of Michele, Regina, Linda, and Margaret will meet Thursday, July 18<sup>th</sup> to formulate interview procedure. We have three applicants so far.
  - d. Summer Reading Program: The numbers attending vary daily, but so far it is well attended.
  - e. Handyperson Hire: Michele will contact Don Duncanson to see if he is interested in the position of handyperson.
  - f. Construction Aid Grant: We need to get estimates for possible projects to include in the application for the Construction Aid Grant. Some possibilities are the gutters, sump pump installation, and the repair of the front steps.
8. New business:
  - a. August 6<sup>th</sup> is National Night Out. Linda and Ellen will represent the library at the event.

- b. Sale of stocks: A motion was made by Carole and seconded by Katherine that we sell the stocks we received from the Richard Williams bequest. The motion passed.
  - c. Conflict of Interest: The conflict of interest statement was signed by all members and will be on file at the library.
  - d. Budget review: Carole reviewed the proposed 2024-2025 budget that was presented at the June meeting. A motion was made by Linda and seconded by Regina that we accept the 2024-2025 budget. The motion was passed.
  - e. Election of officers: One vote was cast by Secretary Margaret Allen that the officers for 2024-2025 be the following:
    - President Michele Smith-Link
    - Vice-President Keith Bond
    - Secretary Margaret Allen
    - Treasurer Carole George
  - f. Meeting dates are set for the 2024-2025 year as follows:
    - September 16<sup>th</sup>
    - November 18<sup>th</sup>
    - January 20<sup>th</sup>
    - March 17<sup>th</sup>
    - May 19<sup>th</sup>
    - June 16<sup>th</sup>
    - July 21<sup>st</sup>
9. A ten-minute public comment session was offered.
10. Motion to adjourn from Linda, second from Regina. Motion passed and the meeting adjourned at 7:43.

Respectfully submitted,

Margaret Allen