

## Royalton Hartland Community Library Board of Trustees Meeting

September 15, 2025

Members present: Margaret Allen, Keith Bond, Diana Bragg, Richard Crafts, Carole George, Linda Pickreign, Keri Pratt, Michele Smith-Link, Jill Westcott, Director Angelina DiMascio

1. President Michele Smith-Link called the meeting to order at 6:30, followed by the pledge to the Flag.
2. A ten-minute public comment session was offered.
3. Secretary's Report: The secretary's report on the July Annual meeting was approved as read.
4. Treasurer's Report: The treasurer's report was accepted as presented.
5. Director's Report: Angelina reported progress is being made on the East Hill Foundation Grant, as well as two more grants on which she is working. She also reported on a successful summer reading program with 123 patrons participating. Congratulations to Abby, our Senior Library Clerk, for receiving sponsorship from WNYLRC to attend NYLS's Library Skills Academy. Angelina also reported on upcoming library events. The comprehensive Director's Report is on file at the library.
6. Friends Report: The trustees received the minutes of the previous Friends meetings. Liz and Ila were in attendance and reported on plans for landscaping at the front of the library.
7. Old Business:
  - a. Updates:
    - The committee developing the Unattended Children' Policy will meet soon to make revisions per input from NIOGA.
    - Updating of security cameras investigation is ongoing.
    - Office painting is complete. Mark Schwartz is looking for a door with a window insert for the office. He has suggested a door for the closet to match the basement door.
    - The chairlift is currently working and will be serviced according to the company's schedule.
    - Discussion and further investigation on repairing or replacing the toilet.
8. New Business
  - a. After discussion about changing library hours for the winter, Carole made a motion with a second by Keri, that beginning November 1<sup>st</sup> and lasting until April 1<sup>st</sup>, the library hours will be:

Monday through Thursday 10A.M-7P.M.

Saturday 10A.M.-3P.M.

The motion carried.

- b. A motion was made by Jill and seconded by Linda that we allocate up to \$300.00 for gutter cleaning. The motion carried.
- c. A locksmith determined that our current safe was no longer functional. Linda and Keith will check on prices for a comparable safe. Angelina will check the price of a safe deposit box at Tompkin's bank.
- d. NIOGA Trustee training courses are scheduled for October 15<sup>th</sup> and 29<sup>th</sup>. They will be available at the library from 6-8 P.M.
- e. Internal trustee training will take place at 6:00 on Monday, October 20<sup>th</sup> at the library.

Respectfully submitted,

Margaret Allen