Morrisville Public Library Board of Trustees Regular Meeting
March 15, 2012

Present: Allen Noel, President; Cynthia Busic-Snyder, Secretary; Audrey Howard, Gloria Hart, and Kevin Rounds, trustees; Michelle Rounds, Library Director, and Ed Smith, community member. Absent: Jenifer Klipfel, Vice-President and Janine Ashcraft, Financial Officer.

Meeting called to order at 6:36 pm

Secretary’s Report
Gloria Hart motioned to approve the February 16, 2012 minutes; Audrey Howard seconded; motion approved.

Financial Report
Kevin Rounds motioned to accept the financial report; Gloria Hart seconded; motion approved.

Correspondence
Discussion regarding email from Melanie Martin and availability of petitions for elections
Clarification on election qualifications will be forwarded to attorney Jim Stokes via Michelle

Manager’s Report
Please see the Manager’s report for greater detail:

Carpet Update
Discussion regarding Pergo flooring replacement for carpet due to moisture in the concrete; concerns regarding the durability of Pergo in high traffic areas was expressed.

Codes Inspection
Building Issues
Review Service Contract w Carrier
Review Touch Screen Information pending details in writing

Toilet paper holders
Trustee Petitions
Department of Health
5-year plan
Elementary Art Show Reception
Department of Labor
Employee Handbook updates
Gloria Hart motioned; Kevin Rounds seconded to make changes to employee handbook regarding breaks and length of shift per the manager’s report. Motion approved.

Audrey Howard motioned to approve changes noted in the manager’s report regarding Building security, Fire Alarms, and Health Insurance in the employee handbook. Motion approved.

Closets upstairs
Stairwell railing
Moving Manager’s Office
Committee Reports
   No new reports

Old Business
   The search for a book drop continues…

New Business
   Question: Why is library closed during week between Christmas and New Year’s?
   Traditionally employees are parents with children home that week with families.
   Michelle will look up the numbers of costs regarding that week and forward them to the BOT.

Executive Session to discuss a particular employee 7:36 p.m.
   Executive session adjourned at 8:22 p.m.

   The next regularly scheduled meeting is Thursday April 19, 2012 at 6:30 pm.

Cynthia Busic-Snyder motioned to adjourn at 8:33 pm. Audrey Howard seconded; meeting adjourned.

   Respectfully submitted,
   Cynthia Busic-Snyder, Secretary