

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

Present: Allen Noel, President; Cynthia Basic-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

Programming updates
New Computer
Key Bank Information

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

Respectfully submitted,
Cynthia Basic-Snyder, Secretary