

Morrisville Public Library Board of Trustees Regular Meeting
September 18, 2014

Present: Gloria Hart, President; Audrey Howard, Vice-President; Cynthia Basic-Snyder, James Nutt, Kevin Rounds, Trustees; and Michelle Rounds, Library Manager. Absent: Cathy Warner, Secretary; Kara Nutt, Financial Officer; Ross Whitford, community member.

Meeting called to order at 6:30 pm. Cynthia Basic-Snyder made a motion to appoint Michelle Rounds, Library Manager, as acting secretary. Audrey Howard seconded, all in favor.

Secretary's Report: Board reviewed the minutes of August 7 and August 26 meetings. There is one comma correction noted in August 7 minutes. Audrey Howard made a motion to accept the minutes with correction, Kevin Rounds seconded and all were in favor.

Financial Report: Board reviewed the report and James Nutt made a motion to approve, Audrey Howard seconded and all were in favor.

Correspondence: Michelle Rounds presented the Board President the invitation to the Annual Dinner for Mid York. Gloria read it to the board. No interest to attend at this time. Will think about it when it's in Madison County again.

Manager's Report: (See complete report for details).

Fundraising

Imagination Library

November/December Events

Owl

Baseboards outside staff entrance and program room doors

Tax Cap- The board is considering going for a 2% tax increase in the 2016 fiscal year. James Nutt made this a motion and Kevin Rounds seconded. All were in favor. The board made the following resolution:

“Whereas, the adoption of this 2016 budget for the Morrisville Public Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

“Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

“Resolved, that the Board of Trustees of the Morrisville Public Library voted and approved to exceed the tax levy limit for 2016 by at least sixty percent of the board of trustees as required by state law on Thursday September 18, 2014.”

Kevin Rounds made a motion to accept this resolution seconded by Audrey Howard.

Roll call is as follows: Kevin Rounds-yes, James Nutt-yes, Audrey Howard-yes, Gloria Hart-yes and Cynthia Basic-Snyder-yes.

SRP Update

OSC Audit- Is forthcoming, sooner than expected. Oneida Library is doing it now and Whitesboro to start October 1. Michelle presented the board with a list from Rebecca Aldrich, Mid Hudson Library System, of things she was told we needed to accomplish and change BEFORE we were audited. Michelle requested that a committee be formed to work on these compliances. Gloria agreed and the audit prep committee was formed. Its members are Gloria Hart-President, Cathy Warner- Secretary, Michelle Rounds-Library Manager, Kevin Rounds-

Trustee and Ross Whitford-community member. Gloria named herself and Michelle as co-chairs. The committee will start meeting Monday evenings until further notice.

New Book Processing-Starting September 2015, Mid York will no longer process new books. We must have them outsourced. Michelle has looked into our current book company and they do it but for a very costly price. Michelle is in the process of switching to Mid York's other state contracted book dealer, Ingram, and will be ordering and having books processed by them shortly.

Postage Stamps- The board asked Michelle to inquire about the legalities of selling postage stamps at the library during open hours. If we could and we filed all appropriate paperwork the board agreed to sell stamps to the public as another service we provide. Audrey Howard made this motion and Kevin Rounds seconded. All were in favor.

Flash Drives- Michelle would like to sell these to the public for their computing needs. The board agreed this would be a good practice. James Nutt will research what brand we would buy and let Michelle know. The board approved selling them for \$10 each and James Nutt made the motion. Kevin Rounds seconded and all were in favor.

Wireless Tracking- Michelle asked if the library could budget to purchase wireless tracking for our wireless network. She felt that we were not accounting correctly for the wifi usage in the library. The board was not interested in pursuing this at this time.

2015 Budget Requests- The board had no budget requests expect the usual items for the 2015 fiscal year.

Staff Evaluations and Library Page- Michelle is doing staff evaluations now and she is also taking applications for a per diem Library Page.

Ethel Crane Memorial

Lisa Bryant Thank you

2015 Staff Holidays- The board the following staff holidays for the 2015 year. Due to the 4th of July being on a Saturday and the library being closed, the board also agreed to give each staff member a "floating holiday" to use in addition to their regular vacation time. James Nutt made a motion to accept the holidays and Audrey Howard seconded. Kevin Rounds abstained and the rest were in favor.

Thursday January 1

Monday January 19

Monday February 16

Monday May 25

Monday September 7

Monday October 12

Wednesday November 11

Thursday November 26-Saturday November 28

Thursday December 24 at 4pm until Friday January 1, 2016

James Nutt made a motion to accept the Manager's Report and Audrey Howard seconded. All were in favor.

Committee Reports: No reports given tonight

Old Business

Ethel Crane Memorial

New Business

Ross Whitford discussed his interest in becoming a Library Trustee if a position opened. The board asked him some questions and said they would keep him in mind.

Cynthia Busic-Snyder made a motion to adjourn at 7:50pm and Audrey Howard seconded. All were in favor.

The next scheduled meeting is Thursday, November 20, 2014 at 6:30 pm.

Respectfully submitted,
Michelle Rounds, Library Manager/Acting Secretary