

**Morrisville Public Library Regular Meeting  
January 18, 2018**

Meeting called to order at 6:42pm.

**Roll call**- Gloria Hart, President; Beverly Campbell, Trustee; Donna Isbell, Trustee; Breck Newton, Trustee; Kevin Rounds, Trustee; Michelle Rounds, Library Manager; Laurie & Caleb Demaria

Absent: Kelly Foster, Vice-President (unexcused); Robin Branch-Staelens, Trustee (illness);

**Appointment of Officers**- Donna Isbell made a motion to appoint the following people to be the 2018 officers: President-Gloria Hart, Vice-President- Kelly Foster and Secretary-Robin Branch-Staelens. Kevin Rounds seconded and all were in favor.

**Secretary's report**- Minutes from the November 16, 2017 meeting were approved by Donna Isbell, seconded by Breck Newton, all in favor.

**Treasurer's report**- was reviewed and a motion was made to accept by Kevin Rounds, seconded by Donna Isbell, all in favor.

**Correspondence**- NONE

**Manager's Report**- (See complete report as attached for further details)

**2019 Budget Vote**- The board decided not to ask for more funding in the May 2018 election for the 2019 fiscal year. Motion was made by Donna Isbell, seconded by Breck Newton, all in favor.

**Logo**- Michelle presented board with a logo done by library patron, Dave Andrews. Board asked Michelle to work with him more on it.

**Library in House Vote**- Board asked Michelle to arrange a meeting with the board president and herself with the other library that does in house voting. Just so we knew what to do in the future if the budget vote failed.

**March Book Sale**- The date is March 3 from 10-4pm. Michelle will send out the sign-up sheet by email.

**Payroll**- Due to lack of customer service and several other problems with ADP, Mid York is switching us to Paychex. Michelle has been working with them and should be switched over by the end of February.

**Housekeeping**- Legal Notice of the board meetings has been placed in the Oneida Dispatch. Money has been transferred from accounts as usual. Board authorized Michelle to transfer the \$19068 needed to cover the USDA Loan for the entire year from the MECS Funding Savings account into the USDA Loan account. Motion was made by Donna Isbell and seconded by Kevin Rounds, all in favor.

**Personnel Handbook-** All part time employees will now receive holiday pay (if they normally work that day and a paid vacation between Christmas and New Year's (their regular days) if and only if they work their last scheduled shift before each and their first scheduled shift after (unless prior arrangements have been made with the Library Manager.) No part time employee will receive sick pay. A motion was made by Kevin Rounds, seconded by Donna Isbell and all were in favor except Kevin Rounds who recused himself for conflict of interest.

**Silent Auction-** Board will look into having a silent auction again like the Friends of the Library used to do before they dissolved. This has been tabled until the whole board has a chance to think about it and come up with ideas.

**Fund Balance Transfer-** Board has said to wait with transferring \$4066.83 to make up the fund balance in the 2018 budget from savings. Wait and see if we need it this year.

**Easter Basket Raffle-** It will run from March 1-March 30. Trustees will need to get their tickets on March 1. Michelle needs \$20+ from everyone by February 10 so she can buy the stuff for the baskets.

**Services Fundraiser-** Board has moved this fundraiser to July 1 of every year as we have the Easter Basket Raffle and sometimes the budget vote in the spring.

**Summer Reading Expenditures-** Board reviewed the list of supplies and Kevin Rounds made a motion, seconded by Donna Isbell to purchase them. All were in favor.

**Professional Development-** Board approved Michelle to attend an online class at the University of Wisconsin Madison on "Services to Homeschoolers". The class runs from February 5-March 4 for the cost of \$112.50. Motion was made by Donna Isbell seconded by Breck Newton, all in favor. Board asked Michelle to look at other classes for the future.

Manager's report accepted by Donna Isbell, seconded by Breck Newton, all in favor.

**Coordinator Reports-** none-

**Old Business-**

--none--

**New Business-**

--none--

**Action on Bills Received-** A motion was made to approve the bills by Breck Newton and seconded by Donna Isbell, all in favor.

A motion to adjourn at 8:09pm was made by Donna Isbell, seconded by Beverly Campbell, all in favor.

Submitted this date,  
Michelle Rounds, Library Manager/Acting Secretary