

**Morrisville Public Library Regular Meeting**  
**July 19, 2018**

Meeting called to order at 6:36pm

**Roll Call-** Kelly Foster, Vice-President; Kevin Rounds, Trustee; Breck Newton, Trustee; Robin Branch-Staelens, Secretary; Donna Isbell, Trustee; Michelle Rounds, Library Manager

Absent: Bev Campbell (excused for work)

**Gloria Hart's resignation** – Kevin Rounds made a motion to accept Gloria Hart's resignation and Donna Isbell seconded the motion and all were in favor.

**Appointment of Officers-** Kevin Rounds nominated Kelly Foster for President, seconded by Donna Isbell, all in favor, Kelly Foster nominated Breck Newton for Vice-President, seconded by Kevin Rounds, all in favor.

**Secretary's report-** Minutes from the May 17, 2018 meeting were approved by Breck Newton and seconded by Kevin Rounds, all in favor.

**Treasurer's Report-** was reviewed and a motion was made to accept by Donna Isbell, seconded by Breck Newton, all in favor

**Correspondence-** NONE

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

**Budget/Account Transfers-** Kelly Foster made a motion to pass budget and account transfers below, Breck Newton seconded the motion, all in favor.

Transfers from Contingency (39000-44) total of \$357.64 to: Worker's Comp (39000-06) - \$55, Movie License (39000-36) \$122.64 and Continuing Ed (39000-45) \$180.00

**Appointment of Library Aide/Technician-** Kelly Foster made a motion for Belinda Taylor to return to an Aide and Tricia Wiley to return to Technician and Jennifer Forward as Library Aide, it was seconded Donna Isbell and all were in favor except Kevin Rounds who abstained.

**Fundraisers-** We made another \$5.00 in Amazon smile kickbacks and \$394.75 was made on the book sale. \$624 on the services fundraiser so far. Definitely a good choice to move this fundraiser to July.

**Trustee Oaths of Office-** Breck Newton took an oath of office and was sworn in by notary, Michelle Rounds on June 4, 2018. He is elected to a term beginning July 1, 2018 and ending June 30, 2022. The board re-welcomed him to the board.

**Movie License-**A motion was made by Donna Isbell to approve the new movie policy with changes (see updated policy below), it was seconded by Kelly Foster. All were in favor

*The Morrisville Public Library will allow other groups and organizations to co-sponsor a movie with us. All interested parties must notify the Library Manager of the movie they would like to co-sponsor. The Library Manager will make sure that the movie is one we have a license for and that the date is free to show it. The Library Manager will also notify the board to get their approval to show said movie. The board will make the final decision as to if the movie can be shown or not.*

*The organization or group must fill out a program room contract after the Library Manager has approved the date and the board has approved the movie. All criteria in the program room contract must be followed by the organization.*

*The organization or group that wishes to show the movie with the library, must understand that it has to be shown in our program room (not outside on our property) or at another site as per our license agreement. The organization must pay for the popcorn used at the event and must pay the library before the end of the event. The library will not provide any other refreshments.*

*The group or organization will do all the marketing for the movie and the library will gladly hang up a poster in house and post on social media and our website. The Morrisville Public Library will not show a movie if they are not listed as one of the sponsors on all the marketing materials.*

*All technology and popcorn equipment will be provided by the library and will only be operated by library staff.*

**Blue Library Bags-** Donna Isbell made a motion to have Michelle order smaller canvas bags with the Library logo on them, it was seconded by Kelly Foster. All were in favor.

**Water Leak-** The Trustees have ask Michelle to ask the Village Clerk for the check list that was completed by the Code enforcement officer during the last inspection.

**Addition to the Rules of Conduct Policy-** Due to recent events, the following statement will be added to the Conduct Policy. For any incident involving harm to an individual, OR AT THE DISCRETION OF THE LIBRARY MANAGER a patron can be immediately suspended indefinitely from the library. Donna Isbell made a motion to accept this addition and Kelly Foster seconded it. All were in favor.

**Fine Fee** – Donna Isbell made a motion for the library to go fine free on September 4, 2018 or at the Directors discretion, Kevin Rounds seconded the motion and all were in favor. Kevin Rounds made a motion to lower the fine limit on patron's cards to \$12, seconded by Kelly Foster, all in favor.

Donna Isbell made a motion to approve the manager's report and Kevin Rounds seconded. All were in favor.

**Coordinator Reports-** Breck Newton made a motion to nominate Robin Branch-Staelens to Book Sale Coordinator, Kelly Foster seconded the motion, and all were in favor.

**Executive Session-** At 7:31pm the Board went into Executive Session with a motion by Donna Isbell, seconded by Breck Newton to discuss personnel. No action was taken at this time. We ended at 7:48pm.

**Old Business:** Board to begin work on moving the book drop Sunday July 29 at 2pm.

**New Business:** --none--

Motion to pay the bills by Donna Isbell and seconded by Breck Newton, all in favor.

Meeting adjourned at 7:54pm with a motion by Donna Isbell and seconded by Robin Branch-Staelens, all in favor.

Robin Branch-Staelens  
Secretary