

**Morrisville Public Library Regular Meeting**

**November 15, 2018**

Meeting called to order at 6:30pm

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

**Absent:** Bev Campbell (excused due to illness)

**Secretary's Report-** Minutes from the September 20, 2018 meeting were approved by Kevin Rounds and seconded by Donna Isbell, all were in favor.

**Treasurer's Report-** was reviewed and a motion was made to accept the report by Donna Isbell and was seconded by Aaron Gabriel, all were in favor.

**Correspondence-**None

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

**Budget/Account Transfers-** \$853.50 out of Contingency (39000-42 to:

39000-22-Phone \$410 (e-rate change),

39000-46-Postage (due to increase this year) \$50

39000-61-Performer's (pulled money for HVAC then the SRP performer wanted a down payment for next year) \$291. (to cover Zoomobile and KK performer-Out of the Cage),

39000-45- Travel and Ed to cover class for Michelle in September. \$112.50

A motion was made by Robin Branch-Staelens to accept the Budget/Account Transfers, Breck Newton seconded the motion, and all were in favor.

**Tax Cap 2020** "Whereas, the adoption of the 2020 budget for the Morrisville Public Library may require a tax levy increase that exceeds the tax camp imposed by the state law as outlines in the 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 the 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 2020 by at least sixty percent of the board of trustees as required by state law on Thursday November 15, 2018.”

Motion made by Robin Branch-Staelens, seconded by Kevin Rounds role call as follows: Kelly Foster aye, Breck Newton aye, Aaron Gabriel aye, Kevin Rounds aye, Donna Isbell aye and Robin Branch-Staelens aye.

**December Bill Paying-** Due to the fact that we are closed from 4pm December 24<sup>th</sup> until January 2<sup>nd</sup> 2019 we need to change the date we need to sign off on the December bills. Michelle will have the bills ready by 4 pm on Thursday, December 13<sup>th</sup> and trustees have until Tuesday, December 18<sup>th</sup> at 8pm to sign off on them. A motion was made by Donna Isbell to accept this change and was seconded by Aaron Gabriel, and all were in favor.

**Warming Center for CAP-** Michelle brought it to the board’s attention that she wanted to partner with CAP and become warming station for homeless people in need of shelter during our hours of operation. CAP will supply all of the information and supplies needed for us to participate in this program which can benefit the community. A motion was made by Donna Isbell to participate in this program and was seconded by Kevin Rounds, and all were in favor.

**Appointment of Library Technician-** Robin Branch-Staelens made a motion to appoint Tammy Wojsiat to the position of Library Technician, the motion was seconded by Aaron Gabriel, and all were in favor.

**Spring Class-** Michelle gave the board information on a new class she would like to take in the spring. The class is Organization and Management of Collections. Donna Isbell made a motion for Michelle to take the class, Robin Branch-Staelens seconded the motion, and all were in favor, with the exception of Kevin Rounds who abstained from voting.

**Sexual Harassment Policy-** Our Sexual Harassment policy and form was updated to the 2018 NYS Department of Labor's regulations. Donna Isbell made a motion to accept the policy changes and Robin Branch-Staelens seconded the motion, and all were in favor.

Kevin Rounds made a motion to accept the Manager's report and seconded by Breck Newton, all in favor.

**2019 Budget-** Aaron Gabriel made a motion to accept the 2019 Budget, Robin Branch-Staelens seconded the motion.

**All Trustee's voted yes to accept the 2019 Budget**

Kelly Foster-Yes

Breck Newton-yes

Robin Branch-Staelens-Yes

Kevin Rounds- Yes

Donna Isbell- Yes

Aaron Gabriel- Yes

**Coordinator Report-** We made \$130.00 at the fall book sale. Next year we will plan it during Mustang Weekend on Campus. Hoping for it to be more successful.

**Fundraising-** Updates on the Silent Auction, it was decided that when the auction was done, if the phone number the bidder gave is not correct we will move onto the next bidder, also if the highest bidder does not show up to pick up their winnings, that person will not be able to participate in the Auction next year.

**Old Business-** None

**New Business-** None

Motion to pay bill was made by Aaron Gabriel and seconded by Donna Isbell, and all were in favor.

Executive Session- Kelly Foster made a motion to go into Executive session and the motion was seconded by Aaron Gabriel at 7:20pm to discuss personnel issues, no action was taken at this time.

Executive Session ended at 7:54pm. Motion was made by Robin Branch-Staelens to allow Michelle to carry 70+hrs of Comp time over into 2019, the motion was seconded by Aaron Gabriel all in favor except Kevin Rounds who abstained.

Donna Isbell made a motion to end the meeting at 7:55pm and Breck Newton seconded the motion, and all were in favor.

Respectfully submitted by,  
Robin Branch Staelens  
Secretary