

## Morrisville Public Library Regular Meeting

July 16<sup>th</sup>, 2020

The meeting was called to order at 6:33pm. George Kelly acted as President in the absence of Robin Branch-Staelens. The meeting was held via google video conference due to the Covid-19 pandemic and social distancing requirements/restrictions at the time of this meeting. The meeting was also video recorded and the transcript is available. Chat feature was available but not utilized.

**Roll Call** – George Kelly, Vice-President; Erin Dutcher, Secretary; Beverly Campbell, Trustee; Michelle St. Hilaire, Trustee; and Michelle Rounds, Library Manager. Quorum was present for voting. Michelle participated via phone.

**Absent** – Robin Branch-Staelens, President, Kelly Foster, Trustee; and Breck Newton, Trustee.

**Community Participant** – Laurie DeMaria (interpreter for Beverly Campbell).

**Oath of Office** – Michelle St. Hilaire took an oath with Notary Michelle Rounds on Tuesday, July 14, 2020. She was elected to a five year term, which begins on July 1, 2020, and ends on June 30, 2025. She filled the seat of Kevin Rounds who did not re-run for his seat.

**Secretary's Report** – Minutes from the May 21<sup>st</sup>, 2020 meeting were reviewed. Erin Dutcher motioned to accept the meeting minutes, Michelle St. Hilaire seconded, all were in favor. Motion passed.

**Treasurer's Report** – Treasurer's Report was reviewed. Erin Dutcher made a motion to accept the report, Beverly Campbell seconded, all were in favor. Motion passed.

**Committee Report** – No Committee Reports were available for review.

**Correspondences** – Michelle has received an e-mail from Mid York on services. Mid York is anticipating funding cuts of 20% or higher with reductions anticipated at the NY State, county and local levels. Mid York will not be renewing Hoopla on its renewal date of 9/4/2020.

**Public Comment** – N/A, no public participants present.

**Manager's Report** – Motion made by Erin Dutcher to accept the Manager's Report, motion seconded by Michelle St. Hilaire. All in were in favor. Motion passed.

**Budget Transfers** – The Board of Trustee's reviewed the proposed budget transfers needed due approved bills in June. Michelle St. Hilaire made a motion to transfer funds as described in the Manager's Report, Erin Dutcher seconded the motion, all were in favor. Motion passed.

**Sick Leave for Part Time Employees** – An addendum to the sick leave policy was reviewed and discussed as per NYS regulations related to Covid-19 sick policies. New language for changing regulations will include *“During a pandemic, if an employee travels out of NY State voluntarily to one of the restricted travel states (as per NYS), they will not receive the two weeks paid sick leave to quarantine themselves or to take care of an individual subject to quarantine. Instead, it will be unpaid*

*leave.*” Beverly Campbell made a motion to accept the Sick Leave for Part Time Employees with above language change, Michelle St. Hilaire seconded, all in favor. Motion passed.

**Services Fundraiser** – As of today, \$220 has been received for this fundraiser.

**Old Business** – N/A, no old business shared.

**New Business** –

**Curbside Services** – Michelle reports that the library is busy with curbside services and patrons report to be pleased. Most days are full at 12-24 patrons being assisted.

**Masks** – As per NYS law, effective July 9, there will be mandatory mask use for any individual within the library facilities. Both businesses and individuals face fines for non-compliance. An accommodation for patrons that choose not to wear a mask or cannot wear a mask includes the curbside pick-up services.

**Action on Bills Received** – Motion made by Michelle St. Hilaire to accept the action on the bills received, seconded by George Kelly. All in favor. Motion passed.

**Executive Session** – Executive Session was entered at 6:47pm to discuss staffing matters, and further was concluded at 7:04pm. No action taken.

Beverly Campbell made a motion to end the meeting at 7:05pm, seconded by Erin Dutcher, meeting dismissed.

Respectfully Submitted,

Erin Dutcher

Trustee, Secretary