

Morrisville Public Library Regular Meeting

May 20th, 2021

Roll Call – Robin Branch-Staelens, President; George Kelly, Vice President; Erin Dutcher, Secretary; Rebecca Meyer, Trustee; Marjorie Morency, Trustee; Michelle Rounds, Library Manager. Quorum was present for voting.

Absent – Beverly Campbell, Trustee; Michelle St. Hilaire, Trustee (resigned).

Community Participant – Joanna Kaul (prospective board member).

The meeting was called to order at 6:30pm by Robin Branch-Staelens, President.

Secretary's Report – Minutes from the March 18th, 2021 meeting were reviewed. George Kelly motioned to accept the minutes as presented, Rebecca Meyer seconded, all in favor. Motion passed.

Treasurer's Report – The Treasurer's Report was reviewed. Some questions were asked and answered by Michelle Rounds. Rebecca Meyer motioned to accept the report, Marjorie Morency seconded, all in favor. Motion passed.

Correspondences – Michelle St. Hilaire provided a resignation letter to the Library Manager and Board of Trustees to announce her resignation from her board responsibilities effective 5/20/2021. Michelle has moved from the Morrisville-Eaton CSD and is no longer able to fulfil her duties. A motion was made by Erin Dutcher to accept her resignation from the Board, seconded by Marjorie Morency, all in favor. Motion passed.

Public Comment – No public comment. Michelle Rounds did announce that the Library budget passed.

Manager's Report – A motion was made by George Kelly to accept the Manager's Report, motion seconded by Marjorie Morency, all in favor. Motion passed.

Cyber Security – Michelle is researching cyber security. Mid-York's current plan will not cover individual libraries. It was suggested that our library consider a \$500,000 coverage plan.

Services Fundraiser – Discussed to change the name to be the "Annual Appeal". All members were in agreement, a vote was not required to change the name.

2022 NYS Construction Grant – The Board discussed the need for a NYS Construction Grant. No immediate projects were known at this time and the Board determined to let this opportunity pass for this year.

Repairs to the Building – Repairs to the building were discussed as presented in the Manager's Report. All three repair projects were discussed along with anticipated costs. Erin Dutcher made a motion to move forward with identified repair needs, George Kelly seconded, all were in favor. Motion passed.

Staffing and Library Hours – Both were discussed in relation to the reopening plan for the library and the needs based on patronage. The library is required to be open a minimum of 35 hours/week to maintain the public library status. Continued increase in hours, possibility of minimal hours on Saturdays and creating extra tasks for staff, will be explored into the future.

Graphic Design Class – Michelle Rounds requested attendance at a Graphic Design Course through the summer at a cost of \$135 for attendance. Erin Dutcher motioned to approve this request and related cost, Rebecca Meyer seconded, all in favor. Motion passed.

Committee Report – Fundraising –

- Krispy Kreme Fundraiser – The Krispy Kreme fundraiser had some success but lower than anticipated. It was discussed to change and encourage more sales and promotion, not providing transportation (all purchasers would need to pick up their orders at the library), approach Dougherty’s Pharmacy for community sales and to change the date to June. It was also discussed to approach Parry’s Hardware (Hamilton) about a one day sale as part of the indoor farmer’s market.
- Book Sale Room – No response received from Cooley’s Do It Best regarding donation request for book sale shelving. Possibility that there are some shelves upstairs; to be explored.
- Silent Auction – No updates. To start in November and needing donations. Rebecca Meyer and Joanna Kaul will seek donations. Marjory Morency and Erin Dutcher will assist with set up and tallying results. Michelle Rounds will send donation letters to the Board.

Old Business – No old business was discussed.

New Business –

- Gift Acceptance Policy –The policy and changes were presented to the Board in their Board Packet for review. Language changes to the original Gifts and Donation Policy were made to be inclusive to new language and regulatory requirements. A motion was made by Erin Dutcher to approve the presented Gift Acceptance Policy, seconded by Marjorie Morency, all in favor. Motion passed.

Action on Bills Received – A motion was made by George Kelly to accept the action on the bills received, Rebecca Meyer seconded, all in favor. Motion passed.

Trustee Appointment – Joanna Kaul attended the meeting as a member of the public and prospective Trustee. The Trustee appointment process, eligibility, requirements and responsibilities were discussed. Joanne continued to express interest in joining and a motion was made by Marjorie Morency to accept Joanna’s appointment to fill the vacant seat of Michelle St. Hilaire until the annual elections held in May 2022, Rebecca Meyer seconded. Joanna Kaul completed her Oath of Office in front of the board with Notary Michelle Rounds on this date, May 20th, 2021. All were in favor of Joanna Kaul’s appointment as Board Trustee, motion passed.

Trustee Training – Trustee Training was planned for this evening but, given the time and length of the current meeting, it was determined to postpone the training to July to also ensure Beverly Campbell’s participation as well as new Trustee Joanna Kaul.

Rebecca Meyer made a motion to end the meeting at 7:47pm, seconded by George Kelly, all in favor, meeting dismissed. Next meeting to be held on July 15th, 2021 at 6:30pm.

Respectfully Submitted,
Erin Dutcher,
Trustee, Secretary