

Morrisville Public Library Regular Meeting

May 19th, 2022

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

Absent – Joanna Kaul, Trustee (resignation received); Dolores Nourse, Trustee (excused)

Community Participant – Laurie DeMaria (interpreter via video conferencing)

The meeting was called to order at 6:31 pm by Robin Branch-Staelens, President.

Secretary's Report – Minutes from the March 17th, 2022 meeting were reviewed. Beverly Campbell motioned to accept the minutes as presented, Rebecca Meyer seconded, all in favor. Motion passed.

Treasurer's Report – The Treasurer's Report was reviewed. Rebecca Meyer motioned to accept the report, Robin Branch-Staelens seconded, all in favor. Motion passed.

Correspondences – No correspondences.

Public Comment – No public comment.

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

Budget Transfers – Michelle Rounds discussed the budget transfers as detailed in the Managers Report; transfer of \$8,800 from General Savings to Maintenance for camera updates, \$554.70 from Contingency to Legal for lawyer consultation for budget vote, and \$60.95 Contingency to Miscellaneous for volunteer gift. Erin Dutcher motioned to approve the transfer of funds, Rebecca Meyer seconded, all in favor. Motion passed.

Budget Vote – The 2023 budget as presented to the tax payers failed to obtain votes of approval. The budget will revert to the same budget at the 2022 year. Trustees were also voted in as follows; Tracy Clark (5 year term), Marjorie Morency (5 year term), Beverly Campbell (3 year term), and Dolores Nourse (2 year term). New Trustees will complete their Oath of Office at the July Board meeting.

Updating Closures – Updates to the holiday closure list were discussed. These dates will be reviewed again in September at the normal holiday closure approval time.

Trustee Resignation – Joanna Kaul provided her resignation via written letter; read and discussed. Erin Dutcher motioned to accept the resignation of Joanna Kaul, Rebecca Meyer seconded, all in favor. Motion passed.

Library Aide Appointment – Timothy Curtis was hired as a Library Aide at the rate of \$13.20/hour. Marjorie Morency motioned to accept Timothy Curtis' appointment as a Library Aide, Robin Branch-Staelens seconded, all in favor. Motion passed.

Security Camera Policy – A new policy was presented with the Manager's Report for the use of security cameras on premises. Erin Dutcher motioned to accept the Security Camera Policy as presented, Robin Branch-Staelens seconded, all in favor. Motion passed.

Annual Appeal – Fundraising letter for the Annual Appeal was reviewed. Some suggestions were made regarding wording and formatting. Michelle Rounds to make updates prior to mailing out.

Committee Report –

Fundraising – Updated in Manager's Report. Robin Branch-Staelens and Marjorie Morency to reinstate the Fundraising Committee. Additional members and planning will be discussed in the July Board of Trustees meeting.

Booksale Room – Updated in Manager's Report.

Krispy Kreme Fundraiser – Updated in the Manager's Report.

Old Business –

- **Long Range Plan** – Reviewed; questions and comments taken. Erin Dutcher motioned to accept the Long Range Plan [i.e., Five Year Plan] as presented, Robin Branch-Staelens seconded, all in favor. Motion passed.

New Business –

- **Resolution for Photograph, Broadcast, Webcast Record for a Board Meeting** – A motion was made by Rebecca Meyer to adopt the Photograph, Broadcast, Webcast Record for a Board Meeting policy, Marjorie Morency seconded, all in favor. Motion passed.
- **Resolution to Authorize Videoconferencing** – A motion was made by Robin Branch-Staelens to adopt a Resolution to Authorize Videoconferencing, Erin Dutcher seconded, all in favor. Motion passed.
- **Board Meeting Calendar** – An annual calendar for Board of Trustees was reviewed and updated. Additional edits to be made and distributed at the July meeting.
- **Board Evaluations** – Michelle Rounds provided a Board Self-Evaluation to be used by this board and future boards. The document was reviewed but additional time was requested. The Board of Trustees will review again at the July meeting including if any additions or edits are required prior to adopting for use.
- **Facilities Plan** – Erin Dutcher reviewed initial plans for a Facility Plan. Additional updates and edits are necessary, to review at the next Board of Trustees meeting.

Executive Session – The board entered into Executive Session at 7:48pm to review a personnel issue. Marjorie Morency motioned to enter Executive Session, Robin Branch-Staelens seconded, all in favor. Rebecca Meyer motioned to exit Executive Session at 8:03pm, Erin Dutcher seconded, all in favor, Executive Session concluded. The board to table the Executive Session until the next board meeting to include all board members.

Action on Bills Received – A motion was made by Robin Branch-Staelens to accept the action on the bills received, Marjorie Morency seconded, all in favor. Motion passed.

Marjorie Morency made a motion to end the meeting at 8:05pm, seconded by Robin Branch-Staelens, all in favor, meeting dismissed. Next meeting to be held on July 21th at 5:30pm.

Respectfully Submitted,
Erin Dutcher,
Trustee, Secretary