

## Morrisville Public Library Regular Meeting

July 13<sup>th</sup>, 2022

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

**Absent** – N/A

**Community Participant** – Kevin Rounds

The meeting was called to order at 5:31 pm by Robin Branch-Staelens, President.

**Oath of Newly Elected Trustees** – Dolores Nourse, Marjorie Morency, Beverly Campbell and Tracy Clark completed their Oath of Office individually in front of the full board with Notary Michelle Rounds on this date, July 13<sup>th</sup>, 2022.

**Secretary's Report** – Minutes from the May 19<sup>th</sup>, 2022 meeting were reviewed. Erin Dutcher motioned to accept the minutes as presented, Dolores Nourse seconded, all in favor. Motion passed.

**Treasurer's Report** – The Treasurer's Report was reviewed. Dolores Nourse motioned to accept the report, Tracy Clark seconded, all in favor. Motion passed.

**Correspondences** – No correspondences.

**Public Comment** – No public comment.

**Executive Session** – The board entered into Executive Session at 5:38pm to review a personnel issue. Erin Dutcher motioned to enter Executive Session, Robin Branch-Staelens seconded, all in favor. Tracy Clark motioned to exit Executive Session at 5:49pm, Erin Dutcher seconded, all in favor, Executive Session concluded. The board to table the Executive Session until a special board meeting scheduled for August 10<sup>th</sup> at 4:30pm.

**Manager's Report** – A motion was made by Dolores Nourse to accept the Manager's Report, motion seconded by Robin Branch-Staelens, all in favor. Motion passed.

**Budget Transfers** – Michelle Rounds discussed the budget transfers as detailed in the Managers Report; transfer of \$1,995 from General Savings to Maintenance for Doyle alarm. Rebecca Meyer motioned to approve the transfer of funds, Dolores Nourse seconded, all in favor. Motion passed.

**Surplus of Items** – Tracy Clark made a motion to surplus a garage door (\$400) and electric heater (\$150) for resale disposal, Marjorie Morency seconded, all in favor. Motion passed.

**Board Committees** – Board Committees and purpose were discussed. Four new committees will be formed to support the library functioning; Planning, Policy, Finance/Fundraising and Facilities/Buildings and Grounds. Membership will be confirmed via e-mail by Michelle Rounds.

**Committee Report** –

**Fundraising** – Updated in Manager’s Report.

**Booksale Room** – Updated in Manager’s Report.

**Krispy Kreme Fundraiser** – Updated in the Manager’s Report.

**Old Business** – No old business.

**New Business** –

- **Board Meeting Calendar** – An annual calendar for Board of Trustees was reviewed. Minor updates to be completed. Erin Dutcher motioned to accept the Board Meeting Calendar as presented with updates made to transitional board tasks and board re-evaluations to be completed/reviewed in January. Dolores Nourse seconded, all in favor. Motion passed.
- **Facilities Plan** – The Facilities Plan was discussed; to be tabled and reviewed in future Facilities Committee meetings.
- **Board Evaluations** – Discussed as part of the Board Meeting Calendar.

**Action on Bills Received** – A motion was made by Tracy Clark to accept the action on the bills received, Dolores Nourse seconded, all in favor. Motion passed.

Beverly Campbell made a motion to end the meeting at 7:13pm, seconded by Tracy Clark, all in favor, meeting dismissed. Special meeting to be held August 10<sup>th</sup>, 2022 at 4:30pm and next regular board meeting to be held on September 15<sup>th</sup> at 5:30pm.

Respectfully Submitted,  
Erin Dutcher,  
Trustee, Secretary