

Morrisville Public Library Regular Meeting

September 15th, 2022

Roll Call – Robin Branch-Staelens, 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 – Dolores Nourse, Vice-President

Community Participant – None

The meeting was called to order at 5:33 pm by Robin Branch-Staelens, President.

Secretary's Report – Minutes from the regular meeting on July 13th, 2022, and a special meeting on August 10th, 2022, were reviewed. Tracy Clark motioned to accept the minutes as presented, Rebecca Meyer seconded, all in favor. Motion passed.

Treasurer's Report – The Treasurer's Report was reviewed. Future increases in regular billing was discussed, specifically to NYSEG increases. Robin Branch-Staelens motioned to accept the report, Tracy Clark seconded, all in favor. Motion passed.

Correspondences – Michelle presented information to the board regarding Church Mutual Insurance as a representative recently came to the library. The board discussed switching insurance carriers and determined to stay with the current provider.

Public Comment – No public comment.

Manager's Report – A motion was made by Beverly Campbell to accept the Manager's Report, motion seconded by Tracy Clark, all in favor. Motion passed.

Staff Changes and Appointments – Staffing was to be discussed and appointed although the individual has since resigned. New interviews to be conducted next week and appointments at a future meeting.

2023 Library Holiday Closures – Holidays for 2023 calendar year reviewed as presented in the Manager's Report. Minimum required hours discussed, current hours and Saturdays as well as larger projects. Tracy Clark motioned to approve the 2023 holiday schedule as presented, Marjorie Morency seconded, all in favor. Motion passed.

Additional 2023 Holiday Dates – Additional dates were proposed within the Manager's Report; Saturday before Easter closure, Wednesday before Thanksgiving to close early and closure for Christmas Eve. Marjorie Morency motioned to approve the additional schedule changes, Robin Branch-Staelens seconded, all in favor. Motion passed.

Michelle will provide information to the board at the November meeting regarding patronage use and daily statistics. This information will be to analyze the current library use, community needs and any changes to the opening hours.

Open House – Open House was discussed and initial planning made. Tasks and donations assigned to board members.

Committee Reports –

Planning – Discussed in Manager’s Report.

Policy – Discussed in Manager’s Report.

Finance/Fundraising – Discussed in Manager’s Report.

Facilities/Buildings and Grounds – Discussed in Manager’s Report.

Old Business – All committees to plan dates for meetings via e-mail.

New Business –

- **Silent Auction** – Updated/discussed in Manager’s Report.
- **Open House** – Updated/discussed in Manager’s Report.

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

Beverly Campbell made a motion to end the meeting at 6:52pm, seconded by Rebecca Meyer, all in favor, meeting dismissed. Board Training to be held October 12th, 2022 at 4:30pm and the next regular board meeting to be held on November 17th at 5:30pm.

Respectfully Submitted,
Erin Dutcher,
Trustee, Secretary