

## **Morrisville Public Library Regular Meeting**

**May 16, 2023**

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

**Absent** – Marjorie Morency, Secretary.

**Community Participant** – Joseph Wicks, Town of Eaton Deputy Supervisor

The meeting was called to order at 5:30pm by Dolores Nourse, President.

Erin Dutcher was nominated to act as the temporary secretary in the absence of the secretary, Marjorie Morency, for this meeting. Dolores Nourse motioned, Robin Branch-Staelens seconded, all in favor. Motion passed.

**Public Comment** – Joseph Wicks spoke to the board regarding updates within the Town of Eaton, remodeling at the Town of Eaton office building and changes in staffing. He utilized the public comment period to discuss historic artifacts from the Town of Eaton and making a permanent display at the library. The Board was in agreement to maintain the historical preservation items at the library.

**Secretary's Report** – Minutes from the regular meeting on March 16, 2023 were reviewed. Rebecca Meyer motioned to accept the minutes as presented, Robin Branch-Staelens seconded, all in favor. Motion passed.

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

**Correspondences** – No correspondences provided.

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

**By-Law's** – The By-Laws as provided in the January 2023 meeting were discussed. Rebecca Meyer motioned to accept the By-Laws as presented, Robin Branch-Staelens seconded, all in favor. Roll call was completed – Dolores Nourse, aye; Rebecca Meyer, aye; Robin Branch-Staelens, aye; Beverly Campbell, aye; Tracy Clark, aye; Erin Dutcher, aye. Motion passed.

**New Employee Appointment** – Erin Dutcher made a motion to approve the hire of Katie Warner as the Library Program Aide, Robin Branch-Staelens seconded, all in favor. Motion passed.

**Policies** – A motion was made by Erin Dutcher to approve the two policies regarding the Employee Handbook and Gift Policy as presented to the board, Dolores Nourse seconded, all in favor. Motion passed.

**Main Walkway** – The main walkway of the library was discussed as a quote was received for repair. The board approved for the Library Manager to schedule the repair.

**Rock n Read**- Michelle would like to host this on Saturday September 16 from 9am-9pm. People would get pledges to participate. A minimum pledge donation of \$100 would be needed to participate.

**Committee Reports** –

**Planning** – To schedule a meeting, working on updates as a group.

**Policy** – Working on policies by email. Next one, Public Comment at Board meeting policy.

**Finance/Fundraising** – Planning new events including Purse Bingo for 9/29.

**Facilities/Buildings and Grounds** – To schedule a follow up meeting, working on updates to the facilities plan.

**Old Business** –

- Little Free Library – It was discussed to partner with the MECS Elementary School to monitor and maintain the free library currently on the site. The Board will support registering it with the Little Free Library non-profit to further market it to the greater community. The Board will rotate responsibility of oversight and refilling materials. Tracy volunteered to connect with the school system about repair or replacement of the current library.
- By-Law Adoption – see Manager’s Report.

**New Business** –

- **Staff/Trustee/Volunteer Retreat** – It was discussed to consider a retreat for individuals to meet, get to know each other and build rapport. The Board chose to table the discussion until the July meeting.

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

Dolores Nourse made a motion to end the meeting at 6:41pm, seconded by Robin Branch-Staelens, all in favor, meeting dismissed. The next regular board meeting will be held on Tuesday, July 18<sup>th</sup>, 2023 at 5:30pm.

Respectfully Submitted,  
Erin Dutcher,  
Trustee