

Morrisville Public Library Regular Meeting

September 19, 2023

Roll Call – Marjorie Morency, Secretary; Beverly Campbell, Trustee; Tracy Clark, Trustee; Erin Dutcher, Trustee; Michelle Rounds, Library Manager. Quorum was present for voting.

Absent – Dolores Nourse, President (excused, resignation); Rebecca Meyer, Vice President (excused, resignation); Robin Branch-Staelens, Trustee (excused, medical).

Community Participant – Don Staelens, Treasurer; Kevin Rounds; Travis Rounds; Christine Covington.

The meeting was called to order at 5:34pm by Marjorie Morency, acting President in the absence of the President and Vice President.

Erin Dutcher was nominated to act as the temporary secretary in the role change of the Secretary, Marjorie Morency, for this meeting. Tracy Clark motioned, Marjorie Morency seconded, all in favor. Motion passed.

Pledge of Allegiance was completed.

Secretary's Report – Minutes from the regular meeting on July 18, 2023 were reviewed. Erin Dutcher motioned to accept the minutes as presented, Beverly Campbell seconded, all in favor. Motion passed.

Treasurer's Report – The Treasurer's Report was reviewed. Michelle Rounds answered a question regarding budgeting for year-to-date expectations; it appears that the library budget is as anticipated. Tracy Clark motioned to accept the report, Marjorie Morency seconded, all in favor. Motion passed.

Correspondences –

- Marjorie Morency read a correspondence from Dolores Nourse to resign from her Presidency and Trustee position of the board, no reason provided, effective 9/11/2023. Erin Dutcher motioned to accept the resignation as provided, Beverly Campbell seconded, all in motion. Motion passed.
- Marjorie Morency read a correspondence from Rebecca Meyer to resign from her Vice-Presidency and Trustee position of the board, due to an out of state move, effective 9/2/2023. Erin Dutcher motioned to accept the resignation as provided, Tracy Clark seconded, all in motion. Motion passed.

Public Comment –

- Don Staelens approached the Board and requested discussion regarding the local school districts impending community outreach regarding the future of the school district. Options provided by the district include renewed consideration of a school to school merger, consolidation to one campus or other opportunities that may be explored. Don inquired how the impact of a school

merger may affect the library's budget as a school district library. Michelle will research and present findings to the board.

- "First Amendment Audits" were discussed. These audits have occurred in the greater local community including at other library sites.
- Christine approached the Board to discuss her desire to be a Board Member and to have an impact on the community in such role. She expressed that it would be an honor to serve and that she loves the community.

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

Budget Transfers – Total budget transfers of \$624.92 from Contingency to Director's & Officer's Insurance (\$1.92) and Fundraising Start Up (\$623.00) was reviewed. Tracy Clark motioned to accept the budget transfers as presented, Marjorie Morency seconded, all in favor. Motion passed.

New Employee Appointment –

- Erin Dutcher motioned to appoint Felicity Bowman as the Library Page, Beverly Campbell seconded, all in favor. Motion passed.
- Erin Dutcher motioned to appoint Ethan Bowman (current Library Aide) to an additional role for Snow Removal/Groundskeeper, Beverly Campbell seconded, all in favor. Motion passed.

Town of Eaton History – An update was provided on the Town of Eaton historical items provided to the library for ongoing storage and care. The recent Town of Eaton resolution was provided to all members. Additional work to be completed, unveiling anticipated for Spring 2024.

2024 Library Closures – The listing of library closures was reviewed as provided in the Manager's Report. Beverly Campbell motioned to accept closures as provided, Erin Dutcher seconded, all in favor. Motion passed.

Policies – Policies for the library were reviewed as detailed below.

- **Trustee Education Policy** – The Trustee Education Policy as provided in the Board packet was reviewed. Tracy Clark motioned to accept the policy as presented, Marjorie Morency seconded, all in favor. Motion passed.
- **Public Comment Policy** - The Public Comment Policy as provided in the Board packet was reviewed. Tracy Clark motioned to accept the policy as presented, Marjorie Morency seconded, all in favor. Motion passed.
- **Photography and Recording Policy** - The Photography and Recording Policy as provided in the Board packet was reviewed. Tracy Clark motioned to accept the policy as presented, Erin Dutcher seconded, all in favor. Motion passed.

Committee Reports –

Planning –

Policy –

Finance/Fundraising –

Facilities/Buildings and Grounds –

**all Committees and Reports were tabled due to the change in board positions.*

Old Business –

- Little Free Library – Erin Dutcher will meet with Michelle Rounds to register the Little Free Library.
- Rock and Read was cancelled due to low interest. To attempt again at a later date.

New Business –

- **Prospective Trustees** – Christine Covington attended the meeting as a member of the public and addressed the board during the Public Comment portion of the meeting. Erin Dutcher motioned to appoint Christine Covington to the Board, per her interest, to the vacant Trustee position held by Rebecca Meyer. Marjorie Morency seconded, all in motion, motion passed. Christine will complete her Oath of Office with Michelle Rounds at a later date. Jennifer Etter was possibly interested in a Board Trustee role. To be explored as she did not attend the meeting. Due to this, one vacant Board position remains unfilled at this time.
- **Appointing Officers** – Tracy Clark motioned the nomination of Robin Branch-Staelens to the role of President, Marjorie Morency as Vice President, and Erin Dutcher as Secretary of the board. Christine Covington seconded the motion, all in favor, motion passed. Marjorie Morency will hold the role as a third check signer for the Morrisville Public Library bank accounts.

Executive Session – The board entered into Executive Session at 6:23pm to discuss personnel. Erin Dutcher motioned to enter Executive Session, Marjorie Morency seconded, all in favor. Marjorie Morency motioned to exit Executive Session at 6:50pm, Tracy Clark seconded, all in favor, Executive Session concluded. No action taken.

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

Erin Dutcher made a motion to end the meeting at 7:00pm, seconded by Christine Covington, all in favor, meeting dismissed. The next regular board meeting will be held on Tuesday, November 20th, 2023 at 5:30pm.

Respectfully Submitted,
Erin Dutcher,
Secretary