

## **Morrisville Public Library Regular Meeting**

**November 21, 2023**

**Roll Call** – Robin Branch-Staelens, President; Marjorie Morency, Vice-President; Erin Dutcher, Secretary; Christine Covington, Trustee; Tracy Clark, Trustee; Michelle Rounds, Library Manager. Quorum was present for voting.

**Absent** – Beverly Campbell, Trustee (resigned)

**Community Participant** – None

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

Pledge of Allegiance was completed.

**Secretary's Report** – Minutes from the regular meeting on September 19, 2023 were reviewed. Marjorie Morency motioned to accept the minutes as presented, Erin Dutcher seconded, all in favor. Motion passed.

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

**Correspondences** –

- Robin Branch-Staelens read a correspondence from Beverly Campbell to formally resign from her Trustee position on the board, due to an out-of-state move, letter dated 9/26 and effective 10/10/2023. Erin Dutcher motioned to accept the resignation as provided, Marjorie Morency seconded, all in motion. Motion passed.

**Public Comment** –

- No public for comment.

**Manager's Report** – A motion was made by Erin Dutcher to accept the Manager's Report, motion seconded by Christine Covington, all in favor. Motion passed.

Let it be noted that the library was mentioned in the Village Newsletter regarding services offered to the community, programs and historical significance. All Board Members were provided with a copy.

**Budget Transfers** – Total budget transfers of \$92 from Contingency to Water/Sewer was reviewed due to higher use than anticipated. Erin Dutcher motioned to accept the budget transfer as presented, Robin Branch-Staelens seconded, all in favor. Motion passed.

**2024 Budget Vote** – The funding of the library and anticipated 2024 budget vote [for 2025 funding] were discussed. Per the Tax Cap website, it is anticipated that the tax cap would be \$4816. Christine Covington motioned to override the tax levy for 2025 as presented below, Erin Dutcher seconded, all in favor. Motion passed.

*“Whereas, the adoption of this 2025 budget for the Morrisville Public Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and*

*“Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; no therefore be it*

*“Resolved, that the Board of Trustees of the Morrisville Public Library voted and approved to exceed the tax levy limit for 2025 by at least sixty percent of the Board of Trustees as required by state law on Tuesday, November 21, 2023.”*

**Summer Reading Program** – The Summer Reading Program was presented and discussed. Erin Dutcher motioned to approve the purchases for the Summer Reading Program for summer 2024 as presented, Christine Covington seconded, all in favor. Motion passed.

**December 2023 Bills** – It was discussed that the library bills need to be paid prior to the holiday. A motion was made that the bills will be prepared by 12/14, available for signature up to 12/19, and will be paid by 12/20/2023. Tracy Clark motioned for the bill payment as provided, Marjorie Morency seconded, all in favor. Motion passed.

**Comptroller’s Office** – A message was received to the Library Manager that the Comptroller’s Office created new sign-in/accounts for the library. Due to the structure of the library and Board positions, it is impacting the ability to access Comptroller accounts. Michelle will keep the Board of Trustees informed as to the changes and progress to access accounts.

#### **Committee Reports** –

**Planning** – No updates.

**Policy** – One policy up for amendment tonight.

**Finance/Fundraising** – No updates.

**Facilities/Buildings and Grounds** – No updates.

#### **Old Business** –

- Update/Assignment of committee participants was discussed and assigned during the Manager’s Report.

#### **New Business** –

- **Updating By-Laws** – It was discussed to update the bylaws to reduce the number of Board Trustee seats from 7 to 5. Per the charter, the Morrisville Public Library must have a Board compilation of 5-11 seats. The Board needs 30 days to adopt any changes. Tracy Clark motioned to amend the by-laws to reduce the number of seats and to have an official vote at the January meeting, Marjorie Morency seconded, all in favor. Motion passed.
- **Policies for Expressing Breastmilk in the Workplace** – Erin Dutcher motioned to pass the revised policy regarding Expressing Breastmilk in the Workplace as presented to the board, Marjorie Morency seconded, all in favor. Motion passed.
- **Adoption of the 2024 Budget** – The 2024 budget was reviewed and discussed. Tracy Clark made a motion to approve the 2023 budget as presented, Christine Covington seconded. Roll call was completed; Marjorie Morency, aye; Erin Dutcher, aye; Robin Branch-Staelens, aye; Christine Covington, aye; Tracy Clark, aye. All in favor, motion passed.

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

Erin Dutcher made a motion to end the meeting at 6:38pm, seconded by Christine Covington, all in favor, meeting dismissed. The next regular board meeting will be held on Tuesday, January 16<sup>th</sup>, 2024 at 5:30pm.

Respectfully Submitted,  
Erin Dutcher,  
Secretary