

Morrisville Public Library Regular Meeting

January 16, 2024

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

Absent – Christine Covington, Trustee (excused; illness)

Community Participant – None

The meeting was called to order at 5:32pm by Robin Branch-Staelens.

Pledge of Allegiance was completed.

Secretary's Report – Minutes from the regular meeting on November 21, 2023 were reviewed. Erin Dutcher motioned to accept the minutes as presented, Marjorie Morency seconded, all in favor. Motion passed.

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

Correspondences – No correspondences were presented for this meeting.

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 Tracy Clark, all in favor. Motion passed.

2024 Budget Vote – The 2024 budget vote, aligned with the school budget vote held in spring 2024 (for the 2024-2025 school year), was discussed. The amount of \$5,216 was determined as an appropriate ask given continued increased costs to the library. The amount of \$5,216 is above the proposed tax cap amount. Erin Dutcher motioned to accept the proposed budget amount of \$5216, Robin Branch-Staelens seconded the motion, all in favor. Motion passed.

Wireless Printing – Wireless printing via Princh Wireless (available through Mid-York) was discussed. The library anticipates having this opportunity available for patron use in the coming months, therefore printing frequency and fees will be reviewed at the next Library Board meeting.

New Employee/Terminations – Erin Dutcher motioned to appoint AnnaRae Martin to the position of day shift Library Aide for 20 hours a week at minimum wage and to accept the termination of Scott Mallett effective December 1, 2023. Marjorie Morency seconded, all in favor, motion passed.

Committee Reports –

Planning – No updates.

Policy – No updates.

Finance/Fundraising – No updates. The library will not be participating in the Krispy Kreme's fundraiser this year, instead opting for an every-other-year plan.

Facilities/Buildings and Grounds – No updates. To schedule a meeting via e-mail.

Old Business –

- **Bylaws** – The library By-laws were reviewed and modified as presented at this meeting and wording provided below.

“The library is organized as a school district library. The Library Board of Trustees consists of five (5) members who are elected by the Morrisville Eaton Central School district taxpayers. Board Trustees shall serve for five (5) years that begin on July 1 following the election.” Whereas,

“A quorum for the transaction of business shall consist of a majority of the entire Board (i.e., three (3) Trustees). In the absence of a quorum, the Trustees present may adjourn the meeting to a date determined, notice of which shall be given to all Trustees.”

Tracy Clark motioned to amend the Bylaws as detailed above, Robin-Branch Staelens seconded, all in favor. Roll call was completed; Robin Branch-Staelens, aye; Marjorie Morency, aye; Erin Dutcher, aye; Tracy Clark, aye. Motion passed. Adopted on: January 16, 2024.

- **2024 Budget Vote** – Decisions on the monetary amount for the 2024 budget vote (impacting the 2025 budget year) were discussed and reported in the Manager's Report.

New Business –

- **Policies to adopt; Local History Collection Policy (and forms)** – Tracy Clark motioned to pass the policy regarding Local History Collection Policy (and included forms) as presented to the board, Marjorie Morency seconded, all in favor. Motion passed.
- **Appointment of Officers** – Tracy Clark motioned to nominate the Board Officers to retain their current roles within the Board. She nominated that Robin Branch-Staelens resume the Presidency, Marjorie Morency the Vice-President, and Erin Dutcher as Secretary. Marjorie Morency seconded the motion, all in favor. Motion passed. Oaths of office were done by Notary Michelle Rounds.

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

Robin Branch-Staelens made a motion to end the meeting at 6:27pm, seconded by Tracy Clark, all in favor, meeting dismissed. The next regular board meeting will be held on Tuesday, March 19th, 2024 at 5:30pm.

Respectfully Submitted,
Erin Dutcher,
Secretary