

Morrisville Public Library Regular Meeting
January 20, 2026

Meeting Commenced: 5:01 pm

Roll Call: Christine Covington, President; Marjorie Morency, VP; Victoria Jones, Trustee; Tracy Clark, Trustee; Rebekah Westcott, Trustee; Michelle Bono, Library Manager, Quorum was present for voting.

Absent: none

Secretary's Report: Minutes from the regular meeting on November 18, 2025 were reviewed. Motion to approve: Marjorie Morency, Second: Rebekah Westcott. All in favor. Motion passed.

Treasurer's Report: The Treasurer's Report was reviewed. Motion to approve: Tracy Clark, Second: Victoria Jones. All approve. Motion passed.

Correspondence: The Village of Morrisville did not receive our payment for our water bill in November 2025. It got lost at the Post Office. Michelle has contacted the Board of the Village to request waiving of late fees.

Manager's Report:

Motion to approve: Marjorie Morency Second: Rebekah Westcott. All in favor. Motion approved.

Silent Auction: We made \$1176 in the silent auction.

2026 Budget Vote (2027 Fiscal Year): All of the requirements of the MECS district to be on the 2026 ballot in May have been met. Michelle will get with Rebekah before March 1 to give her the petition to run for her seat.

Spring Book Sale: It will be Saturday April 25 from 10am to 2pm. Let Michelle know what slot you would like to work at. The summer sale is Saturday July 11 from 9am to 2pm.

Ducks & Bookmarks: We made \$104 in the duck fundraiser and \$189 in the bookmarks. Both will continue in 2026.

KeyBank Opportunity: Michelle presented on a check block product KeyBank was offering the library at a cost of \$10 a month. Due to the lack of checks written by the library in a month (as the library utilizes online bill pay) Victoria Jones made a motion to decline this product, seconded by Marjorie Morency, all in favor. Motion passed.

Appoint Groundskeeper (Snow Removal Person): Rebekah Westcott motioned to appoint Casey Ryan for the seasonal position of Groundskeeper at minimum wage for varied hours per week. Victoria Jones seconded, all in favor, motion passed.

Committee Reports:

Planning: None

Policy: Alcohol & Substance Abuse Policy- Marjorie Morency motioned to adopt this policy, Victoria Jones seconded, all in favor. Motion passed.

Finance/Fundraising: Working on gathering the books for the free sale in March.

Facilities/Buildings and Grounds: The emergency back up light outside the main entrance has been ordered and will be replaced once it comes in.

Old Business: None

New Business:

Appointment of Officers: Tracy Clark motioned to nominate the Board Officers. She nominated that Christine Covington resume the Presidency, Marjorie Morency as the Vice-President, and Michelle Bono resume as interim Secretary until after the trustee elections in May. Victoria Jones seconded the motion, all in favor. Motion passed.

Annual Prepayment authorizations and Library Manager's discretionary spending amount: Below are the approved prepayment authorizations for the 2026 fiscal year. The Library Manager is also approved to spend up to \$500 per receipt/invoice without prior board approval. A motion was made to approve all of this by Tracy Clark, seconded by Rebekah Westcott, all in favor. Motion passed.

Utilities

- o Charter Communications (phone)
- o NYSEG
- o Village of Morrisville (water and sewer)

Insurances

- o Erie Insurance
- o Hartford (WC)
- o Shelterpoint (DBL)

Maintenance Contracts

- o Doyle Security
- o General Maintenance Contractors

Contractors

- o For emergency repair
- o And for approved contracts

Paychex

Executive Session: Christine Covington made a motion to go into executive session to discuss personnel at 5:41pm, Rebekah Westcott seconded, motion passed. The board exited Executive Session at 5:47pm.

Tracy Clark made a motion to update the Personnel Handbook to reflect Library Technician benefits, second by Victoria Jones, all in favor. Motion passed. Rebekah Westcott made a motion to promote Wendy Ellis from part time Library Aide to part time Library Technician. Second by Marjorie Morency, all in favor. Motion passed.

Action on Bills Received:

Motion to approve: Tracy Clark Second: Rebekah Westcott. All in favor. Motion Approved.

Victoria Jones made the motion to end the meeting at 5:49 pm, seconded by Rebekah Westcott. All in favor. Meeting dismissed.

The next regular board meeting will be held on Tuesday, March 17, 2026 at 5pm.

Respectfully Submitted,

Michelle Bono,
Interim Secretary/Library Manager