

**Mooers Free Library  
Board of Trustees Annual Meeting  
Tuesday, February 13, 2018 – 5:15 PM  
Mooers Free Library, 25 School Street, Mooers, NY 12958**

**Agenda**

1. Call to Order/Roll Call of Members
2. Pledge of Allegiance
3. Adoption of Agenda
4. Secretary's Report – Adoption of Previous Minutes
5. Correspondence
6. Personnel Actions Report
7. Treasurer's Report
8. Director's Report/Committee Reports
9. Old Business
  - a. Bricks Fundraiser Update
  - b. Friends of the Library Group
  - c. Community Room Rules
  - e. Other Old Business
10. New Business
  - a. Other New Business
11. Period for Public Expression (5 Minute Limit)
12. Dates of Future Meetings
13. Adjournment

**M  
I  
N  
U  
T  
E  
S**

**Mooers Free Library  
Board of Trustees Meeting  
Tuesday, February 13, 2018  
25 School Street, Mooers, NY 12958**

**Minutes**

The meeting was called to order at 5:19 p.m. The pledge of allegiance was said. Members present were Tim Gonyo, Art Menard, Patricia Gaudreau, Joyce Roberts, Mary Myatt, Irving Breyette and Alyssa Neverett. Jennifer McIntyre was absent.

**Adoption of Agenda**

Patricia Gaudreau made a motion to adopt the agenda and this was seconded by Mary Myatt. Motion passed.

**Secretary's Report**

Mary Myatt made a motion to adopt the previous minutes and this was seconded by Irving Breyette. Motion passed.

**Correspondence**

We received a notice that a State Education grant is available from Billy Jones office and we have applied for it for landscaping and storage.

**Treasurer's Report**

The financial statement was reviewed. Mr. Menard explained that not all the bills are in for February but that the percentages are good for the end of the month and we are in good shape financially.

**Director's Report**

Ms. Neverett is still working with Jim Hardman on presenting the Alzheimer's Course. This is a three part course. The first date is scheduled for March 14<sup>th</sup>.

We also have an upcoming visit from Assemblyman Billy Jones which will be set up and advertised.

More people are visiting the library and we have 10 new library cards.

Ms. Alyssa Neverett gave the board her letter of resignation. Due to unforeseen circumstances she needs to find full-time employment and her last day at the library will be April 14<sup>th</sup>, 2018.

**Bricks Fundraiser Updates**

A number of donations were received in memory of Cecile Lapierre.

### **Friends of the Library**

We are looking for someone for leadership in Friends of the Library. Friends are a support group for the library and hopefully will be active in our new Library.

### **Old Business**

#### **Community Room Rules**

We need further guidance from Jesse Dixon, town Code Officer, regarding occupancy and possible other issues. We should have more on that for our next meeting.

#### **New Business**

Every year when the Town of Mooers has its garage day sale the Ladies Auxiliary of the Mooers Firemen put out a newsletter that goes out to every Mooers town resident. We plan to put in a letter from the library with information about our library and our events for the garage sale day.

A notice will be put out for applications for the position of Library Director. Applications should be in by March 1<sup>st</sup> so that the position can be filled by March 15<sup>th</sup>.

Our next meeting will be on March 15, 2018 at 5:15 p.m. at 25 School Street, Mooers, N.Y.

A motion for adjournment was made by Joyce Roberts and seconded by Patricia Gaudreau. Motion Passed.

Meeting adjourned at 6:51 p.m.

Minutes by Joyce Roberts

**Moers Free Library  
Financial Statements  
February 13, 2018**

<b>Public support &amp; Rev.</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Jan</b>	<b>2018 Year to Date</b>	<b>17%</b>
1. Town of Moers	\$ 15,000.00	\$ 15,000		-	0%
2. NCCS	\$ 10,000.00	\$ 10,000		-	0%
3. Gifts and Donations	\$ 1,157.00	\$ 1,000			0%
4. Local Library Service	\$ 1,604.17	\$ 1,625			0%
5. Copier Usage	\$ 21.65	\$ 100			0%
6. Library Charges	\$ 11.00	\$ 50			0%
7. Sale of Books	\$ -	\$ 250			0%
8. Fundraisers	\$ -	\$ 1,000			0%
9. Bank Interest	\$ 0.70	\$ 10		0.06	1%
<b>10. Total Revenue</b>	<b>\$ 27,794.52</b>	<b>\$ 29,035</b>	<b>\$ -</b>	<b>0.06</b>	<b>0%</b>

<b>Expenses</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2018 Jan</b>	<b>2018 Year to Date</b>	<b>17%</b>
11. Librarian's Salary	\$ 12,463.14	\$ 14,700.00		\$ 1,656.91	11%
12. Payroll Taxes (FICA, etc)	\$ 4,410.84	\$ 3,000.00		\$ 562.38	19%
13. Substitute Staff	\$ 376.00	\$ 500.00			0%
14 Accounting Fees	\$ 552.00	\$ 610.00		\$ 102.00	17%
15. Book Purchases	\$ 678.96	\$ 1,000.00		\$ 32.39	3%
16. Automation Contract	\$ 733.71	\$ 750.00			0%
17. ICICILL-ICEPEC License	\$ 120.00	\$ 120.00			0%
18 Movie Licensing					
19. Postage	\$ 183.24	\$ 150.00		\$ 19.60	13%
20 Serial Purchases					
21. Equipment/Computers	\$ 89.24				
22. Fuel	\$ 2,171.75	\$ 2,000.00		\$ 694.67	35%
23. Electricity	\$ 630.13	\$ 1,000.00		\$ 152.63	15%
24 Building Repairs	\$ 184.00				
25. Program Supplies, Misc.	\$ 1,056.74	\$ 1,000.00			0%
26. Telephone/Internet/Web	\$ 1,079.44	\$ 500.00		\$ 56.60	11%
27. POB Rental	\$ 116.00	\$ 130.00			0%
28, Insurance D&O/WorkComp	\$ 1,552.46	\$ 1,600.00			0%
29, Trash Removal	\$ 312.00	\$ 320.00		\$ 52.00	16%
30. Funds set aside for Reserve	\$ 1,084.87	\$ 1,655.00			0%
<b>31.Total Expenses</b>	<b>\$ 27,794.52</b>	<b>29,035</b>	<b>\$ -</b>	<b>\$ 3,329.18</b>	<b>11%</b>
<b>32. Excess or Deficit</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (3,329.12)</b>	

Checkbook balance as of 2/9/18	\$ 3,665.05
Balance, Construction Acct.	\$ 7,153.43
Friends of the Library acct.	\$ 668.83
<b>Total</b>	<b>11,487.31</b>