

**Mooers Free Library
Board of Trustees Annual Meeting
Tuesday, March 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
 - a. Director Deliberations
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. After School Program
 - b. Revising Hours
 - c. Other New Business
11. Period for Public Expression (5 Minute Limit)
12. Dates of Future Meetings
13. Adjournment

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

Minutes

The meeting was called to order at 5:21 p.m. The pledge of allegiance was said. Members present were Tim Gonyo, Patricia Gaudreau, Art Menard, Joyce Roberts, Mary Myatt, Jennifer McIntyre and Irving Breyette.

Adoption of Agenda

Water testing results and storage shed was added to the agenda after which a motion was made by Jennifer McIntyre to adopt the agenda. This was seconded by Patricia Gaudreau. 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

A letter was received from Blue Mountain Lake Museum informing us that for \$75.00 our library can get a pass with a 50% reduction of the entry cost to the Adirondack Experience. Other correspondence was the usual bills.

Director Deliberations

We deliberated for some time on the excellent candidate interviews. Art Menard made a motion to hire Olivia Gillette and this was seconded by Irving Breyette. Motion passed.

Treasurer's Report

We received the \$15,000.10 from the Town of Mooers. \$16,625.54 is what actually have and our budget shows that should take us to the end of the year. We also have \$2,593.19 in pay pal to pay for our bricks. Financial statement included with minutes.

Director's Report

Ms. Neverett received a letter from Master Gardener Volunteers at Cornell Cooperative Extension asking if the library would be interested in some of their free programs this summer. The programs include gardening, invasive species studies and hands-on workshops. She expressed an interest and is waiting to hear back.

The Alzheimer's course is being scheduled.

Ms. Neverett has received calls about renting out the community room for events but we need to finalize details of the rules before proceeding on this.

Old Business

Bricks Fundraiser update

We are still selling bricks. Over \$750.00 received in memory of Cecile Lapierre. Tim Gonyo is busy designing the bricks and this is a time-consuming job.

Community Room Rules

We should have the rules together before our April meeting

Water and Shed

With a grant from the health department Patricia Gaudreau had the library water tested and it is acceptable for consumption. We may consider getting a water softener in the future.

Discussion on a storage shed included the type of construction and size we might like. We will get estimates.

We need to get four road signs for our library location, two at Route 11 and one at each end of School Street.

New Business

We will check with Dennis Rascoe about a program at the library after school or during school hours.

Revising Library Hours.

These will be Tuesday, Wednesday and Thursday, 11 a.m. to 6 p.m. and Saturday 9 a.m. to 1 p.m. The library will be closed on Monday and Friday. These new hours will change in the middle of April.

Dates of future meetings

April 10, 2018 at 5:15 p.m.

May 8, 2018 at 5:15 p.m.

The motion to adjourn was made by Mary Myatt and seconded by Patricia Gadreau. Motion passed.

Meeting adjourned by 7:06 p.m.

Minutes by Joyce Roberts

**Mooers Free Library
Financial Statements
March 13, 2018**

Public support & Rev.	2017 Actual	2018 Budget		2018 Year to Date	17%
1. Town of Mooers	\$ 15,000.00	\$ 15,000		15,000.00	100%
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		0.10	1%
10. Total Revenue	\$ 27,794.52	\$ 29,035	\$ -	15,000.10	52%

Expenses	2017 Actual	2018 Budget		2018 Year to Date	17%
11. Librarian's Salary	\$ 12,463.14	\$ 14,700.00		\$ 2,666.96	18%
12. Payroll Taxes (FICA, etc)	\$ 4,410.84	\$ 3,000.00		\$ 908.81	30%
13. Substitute Staff	\$ 376.00	\$ 500.00			0%
14 Accounting Fees	\$ 552.00	\$ 610.00		\$ 153.00	25%
15. Book Purchases	\$ 678.96	\$ 1,000.00		\$ 61.29	6%
16. Automation Contract	\$ 733.71	\$ 750.00			0%
17. ICICILL-ICEPEC License	\$ 120.00	\$ 120.00		\$ 140.00	117%
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		\$ 223.55	22%
24 Building Repairs	\$ 184.00				
25. Program Supplies, Misc.	\$ 1,056.74	\$ 1,000.00		\$ 38.82	4%
26. Telephone/Internet/Web	\$ 1,079.44	\$ 500.00		\$ 86.77	17%
27. POB Rental	\$ 116.00	\$ 130.00		\$ 116.00	89%
28, Insurance D&O/WorkComp	\$ 1,552.46	\$ 1,600.00		\$ 181.26	11%
29, Trash Removal	\$ 312.00	\$ 320.00		\$ 78.00	24%
30. Funds set aside for Reserve	\$ 1,084.87	\$ 1,655.00			0%
31.Total Expenses	\$ 27,794.52	29,035	\$ -	\$ 5,368.73	18%
32. Excess or Deficit	\$ -	\$ -	\$ -	\$ 9,631.37	

Checkbook Balance as of 3/9/18	\$ 16,625.54
Balance, Construction Acct.	\$ 11,950.31
Friends of the Library acct.	\$ 668.83
Total	29,244.68

PAYPAL: \$ 2,593.19