

**Mooers Free Library
Board of Trustees Annual Meeting
Tuesday, January 9, 2018 – 5:15 PM
Mooers Free Library, 25 School Street, Mooers, NY 12958**

Agenda

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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. New Building Items
 - b. Bricks Fundraiser Update
 - c. Friends of the Library Group
 - d. 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

**Mooers Free Library
Board of Trustees Meeting
Tuesday, January 09, 2018
25 School Street, Mooers, NY 12958**

Minutes

The meeting was called to order at 5:22 p.m. and the pledge of allegiance was said. Members present were Tim Gonyo, Art Menard, Patricia Gaudreau, Joyce Roberts and Library Director Alyssa Neverett. Mary Myatt and Jennifer McIntyre were absent. Also present was Irving Breyette.

Adoption of Agenda

The agenda was reviewed and Art Menard asked to put adding a new board member under new business on the agenda. This was done and Joyce Roberts made a motion to adopt the agenda and this was seconded by Patricia Gaudreau. Motion passed.

Secretary's Report- Adoption of previous minutes

Art Menard made a motion to adopt the previous minutes and this was seconded by Patricia Gaudreau. Motion passed.

Correspondence

Contract renewal with CEFLS and bill for library association dues. Contract renewal was signed and library association bill will be paid.

Personnel Action Report

None

Treasurer's Report

The treasurer's report went to the end of the year and showed that we are doing well. The next report will include the expenditures paid since the beginning of the year. These will include stamps, Gusto, electricity and propane gas. Report attached.

We are operating on a nearly austerity budget and will need more funding in the future.

Director's Report

Director Alyssa Neverett reported that the first story hour at the new library was held on December 23rd and, in spite of the inclement weather, was attended by three children and a story, cookies and Christmas Crafts were enjoyed.

An information course on Alzheimer's disease is being offered by Jim Hardman and will be set up soon.

Ms. Neverett had a proposed list of charges for prints, copies and faxes. Patricia Gaudreau made a motion to accept these charges, pending changes and this motion was seconded by Art Menard. Motion passed.

Ms. Neverett also presented a library internet policy that the board reviewed. Joyce Roberts made a motion to accept the policy and Art Menard seconded this motion. Motion passed.

There was a review of our Mission Statement and at the next meeting we will decide on the exact wording on it.

Ms. Neverett also made a list of holidays when the Mooers Library will be closed. It will have a notice on it that when the NCCS school District is closed so is the Library. This will be posted at the library.

Old Business

There was discussion on the Community Room policies, rules, and charges. These will be documented and reviewed by the library and town board before being implemented.

New Business

New board member

Art Menard nominated Irving Breyette to be a new board member. This was seconded by Joyce Roberts. Motion passed.

Our next meeting will be on Tuesday, February 13th at 5:15p.m.

Meetings are on the second Tuesday of the month at 25 School Street, Mooers. NY.

Tuesday, Feb 13th @ 5:15 p.m., Tuesday, March 13th@ 5:15 p.m., Tuesday April 10th @5:15 p.m. and Tuesday May 8th @ 5:15 p.m.

Motion to adjourn made by Joyce Roberts, seconded by Patricia Gaudreau.

Meeting adjourned at 6:47 p.m.

Minutes by Joyce Roberts

**Mooers Free Library
Financial Statements
January 9, 2018**

Public support & Rev.	2017 Actual	2018 Budget	2018 Jan	2018 Year to Date	0%
1. Town of Mooers	\$ 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%
10. Total Revenue	\$ 27,794.52	\$ 29,035	\$ -	-	0%

Expenses	2017 Actual	2018 Budget	2018 Jan	2018 Year to Date	0%
11. Librarian's Salary	\$ 12,463.14	\$ 14,700.00			0%
12. Payroll Taxes (FICA, etc)	\$ 4,410.84	\$ 3,000.00			0%
13. Substitute Staff	\$ 376.00	\$ 500.00			0%
14 Accounting Fees	\$ 552.00	\$ 610.00			0%
15. Book Purchases	\$ 678.96	\$ 1,000.00			0%
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			0%
20 Serial Purchases					
21. Equipment/Computers	\$ 89.24				
22. Fuel	\$ 2,171.75	\$ 2,000.00			0%
23. Electricity	\$ 630.13	\$ 1,000.00			0%
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			0%
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			0%
30. Funds set aside for Reserve	\$ 1,084.87	\$ 1,655.00			0%
31.Total Expenses	\$ 27,794.52	29,035	\$ -	\$ -	0%
32. Excess or Deficit	\$ -	\$ -	\$ -	\$ -	

Checkbook balance as of 1/8/18	\$ 6,552.37
Balance, Construction Acct.	\$ 9,018.29
Friends of the Library acct.	\$ 668.83
Total	16,239.49