

**Mooers Free Library  
Board of Trustees Meeting  
Wednesday, May 22, 2017 – 5:15 PM  
Mooers Free Library, 2430 Route 11, 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. New Building Updates
  - b. Bricks Fundraiser
  - c. Friends of the Library Group
  - d. Programs
  - e. 100<sup>th</sup> Anniversary Commemoration
  - f. 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

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**Mooers Free Library  
Board of Trustees Meeting  
Monday, May 22, 2017**

**Minutes**

The meeting was called to order by President Tim Gonyo at 5:16 p.m. The Pledge of allegiance was said. Board members present included Patricia Gaudreau, Art Menard, Joyce Roberts, Mary Myatt and library director Tracey Ducharme. Jennifer McIntyre was absent.

**Adoption of Agenda**

Art Menard made a motion to adopt the agenda, seconded by Joyce Roberts.

**Secretary's Report**

Patricia Gaudreau made the motion to adopt the minutes of the previous meeting and this was seconded by Mary Myatt.

**Correspondence**

None

**Personnel Action Report**

None

**Treasurer's Report**

See Attached

**Director's Report**

Tracey stated that Champlain Telephone Company has an open house on August 12<sup>th</sup>, 2017 and that we can have a table to promote our library "brick project". We hope to have volunteers to cover the library for that day while Tracey sets up and works at the open house.

The board commented on how much brighter the yard looks with the windows and benches painted and flowers in the window boxes, flower pots and under the sign. Good job Tracey!

Plattco Corporation does 160 days of community service in the summer and offered to help us when or after we move.

Tracey also spoke of the layout, flooring (soft carpeting) and paint colors in the children section. Much discussion on this continued.

**Old Business**

The well was dug for the new building but there is no pump in. We will want an outside faucet when the plumbing is put in.

There was much discussion on paints colors for the interior of the new building and Patricia Gaudreau said that she would purchase a few sample colors and we will test them on the walls in the new building before deciding on final colors.

The Bricks Fundraiser will continue.

No report on Friends of the Library Group.

At our next meeting we will plan further on the 100<sup>th</sup> Anniversary Commemoration.

No other old business.

Our next meeting will be Thursday, July 6, 2017 at 5:15 p.m.

Motion to adjourn by Patricia Gaudreau, seconded by Mary Myatt.

Adjourned at 7:11 p.m.

Minutes by Joyce Roberts

**Moers Free Library  
Financial Statements  
May 22, 2017**

Public support & Rev.	2016 Actual	2017 Budget	2017 May	2017 Year to Date	42%
1. Town of Mooers		\$ 13,000		15,000.00	115%
2. NCCS		\$ 10,000		-	0%
3. Gifts and Donations		\$ 1,000		157.00	16%
4. Local Library Service		\$ 1,350			0%
5. Copier Usage		\$ 150			0%
6. Library Charges		\$ 50			0%
7. Sale of Books		\$ 250			0%
8. Fundraisers		\$ 1,000			0%
9. Bank Interest		\$ 5	\$ 0.08	0.38	8%
<b>10. Total Revenue</b>		<b>\$ 26,805</b>	<b>\$ 0.08</b>	<b>15,157.38</b>	<b>57%</b>

Expenses	2016 Actual	2017 Budget	2017 May	2017 Year to Date	42%
11. Librarian's Salary		\$ 13,650.00	\$ 912.21	\$ 4,119.78	30%
12. Payroll Taxes (FICA, etc)		\$ 2,400.00	\$ 363.17	\$ 1,388.04	58%
13. Substitute Staff		\$ 500.00		\$ 336.00	67%
14 Accounting Fees		\$ 540.00	\$ 45.00	\$ 225.00	42%
15. Book Purchases		\$ 1,200.00	\$ 100.71	\$ 135.71	11%
16. Automation Contract		\$ 700.00		\$ 733.71	105%
17. ICICILL-ICEPEC License		\$ 100.00		\$ 120.00	120%
18 Movie Licensing		\$ 200.00			0%
19. Postage		\$ 150.00	\$ 19.60	\$ 39.20	26%
20 Serial Purchases		\$ 300.00			0%
21. Equipment/Computers		\$ 250.00		\$ 89.24	36%
22. Fuel		\$ 2,000.00		\$ 2,075.27	104%
23. Electricity		\$ 1,000.00	\$ 44.09	\$ 197.35	20%
24 Building Repairs		\$ 250.00		\$ 184.00	74%
25. Program Supplies, Misc.		\$ 1,000.00	\$ 73.36	\$ 520.82	52%
26. Telephone/Internet/Web		\$ 600.00	\$ 26.92	\$ 409.33	68%
27. POB Rental		\$ 130.00		\$ 116.00	89%
28 Insurance (D&O)				\$ 1,102.08	#DIV/0!
29, Trash Removal		\$ 350.00	\$ 26.00	\$ 130.00	37%
30. Funds set aside for Reserve		\$ 1,485.00			0%
<b>31.Total Expenses</b>		<b>26,805</b>	<b>\$ 1,611.06</b>	<b>\$ 12,232.80</b>	<b>45%</b>
<b>32. Excess or Deficit</b>		<b>\$ -</b>	<b>\$ (1,610.98)</b>	<b>\$ 2,924.58</b>	

Checkbk Balance as of 5/22/17	\$ 9,055.71
Balance, Construction Acct.	\$ 1,847.73
Friends of the Library acct.	\$ 667.83
<b>Total</b>	<b>11,571.27</b>