

**Mooers Free Library
Board of Trustees Annual Meeting
Tuesday, September 11, 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. Brick Production Update
 - b. Friends of the Library Group
 - c. After School Program
 - d. Volunteer Recruiting
 - e. Grand Opening
 - 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, September 11, 2018**

Minutes

The meeting was called to order at 5:15. The pledge of allegiance was said. Present were Tim Gonyo, Art Menard, Patricia Gaudreau, Irving Breyette, Jennifer McIntyre, Joyce Roberts and Olivia Gillett. Mary Myatt was absent.

Adoption of Agenda

The motion to adopt the agenda was made by Art Menard and seconded by Jennifer McIntyre. Motion passed.

Secretary's Report

It was noted that Irving Breyette was not listed as absent in the minutes of the previous meeting and was corrected. The report was accepted as corrected with a motion by Jennifer McIntyre and seconded by Patricia Gaudreau. Motion passed.

Correspondence

We got a notice from the State Education Department for a report by April. Corrections may be needed to be made on this report.

Treasurer's Report.

We still have \$45,000 and no outstanding bills. See attached financial statement.

Directors report

The directors report is attached.

Old Business

- Bricks project update-Bricks should go up on Thursday.
- Friends of the library will meet here at 6 p.m. tonight.
- Olivia is getting the after school program underway.
- Grand Opening details will be done with Friends at 6 p.m. tonight.

Dates of future meetings are Tuesday October 9th and Tuesday November 13th at 5:15 at 25 School Street. Mooers. N.Y.

Motion to Adjourn was made by Jennifer McIntyre and seconded by Irving Breyette.
Meeting Adjourned at 6:p.m.

Minutes by Joyce Roberts

Preschool
10:30 - Monday

September 11, 2018

Director's report

In discussion with CEFLS about the after school program I have come to the realization that I have a lot of questions about exactly what we are hoping to achieve, I am hoping we can brainstorm a bit today and that information will help me gather the rest of the information I need from other libraries with similar programs to set up what we would like to offer.

I am poised to start ordering books out of the money allotted in our budget for book buying purchases. So far I have added one purchased book to the collection and have received a few suggestions from patrons that appear to be within our means to fulfill. The majority of the books I have added to the collection have been and continue to be donations.

Mountain lake PBS is offering to provide materials for and promote a Story time type event in October. Details were in the email I sent out, it includes free books to give out to kids as well as a PBS kids DVD to show and materials for craft activities.

I also would like to organize a Friday Fright Night tentatively for Oct. 26th I am hoping to have volunteers, that would like to dress up in costume perhaps, be here for some Halloween themed activities. I would like to be able to provide cider, apples and donuts with some of our programing funds. Suggestions for activities and volunteers are certainly welcome!

I will be attending a meeting at CEFLS on the 21st, Gloria Lafountain has volunteered to cover that morning until I can get back. It is about an opportunity for "funding for projects related to health, nutrition, and physical activity" It appears that we do not personally need to fill out a report for this money, that as a system we are eligible. I sent the email on to everyone and will return with more details.

I was able to get the flyers printed for our event Saturday by CEFLS and the posters by Studley printing at a great price. Some posters still remain if anyone would like to take a few.

We have a rental for our community room on September 16th. I will try and get some pictures to put up on the Facebook page after the birthday party is done.

We have received donations via the solar farms referral program, and we have new cards to hand out if anyone is interested in taking any.

A big thank you to everyone for their hard work in bringing everything together for the Grand reopening. Being on the Library Board is a true gift to your local library and community. The repeated donations of your time and effort make this Library great! I am lucky to have such an active board to work with here and I see what a difference you have made and continue to make.

**Mooers Free Library
Financial Statements
September 11, 2018**

Public support & Rev.	2017 Actual	2018 Budget	Since Last Mtg	2018 Year to Date	75%
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	\$ 300.00	925.00	93%
4. Local Library Service	\$ 1,604.17	\$ 1,625		1,326.34	82%
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%
8a. Other Income, Reimbursement			\$ 12.48	1,009.44	
9. Bank Interest	\$ 0.70	\$ 10		0.62	6%
10. Total Revenue	\$ 27,794.52	\$ 29,035	\$ 312.48	18,261.40	63%

Expenses	2017 Actual	2018 Budget	Since Last Mtg	2018 Year to Date	75%
11. Librarian's Salary	\$ 12,463.14	\$ 14,700.00	\$ 1,001.45	\$ 9,844.20	67%
12. Payroll Taxes (FICA, etc)	\$ 4,410.84	\$ 3,000.00	\$ 196.80	\$ 2,634.03	88%
13. Substitute Staff	\$ 376.00	\$ 500.00			0%
14 Accounting Fees	\$ 552.00	\$ 610.00	\$ 45.00	\$ 429.00	70%
15. Book Purchases	\$ 678.96	\$ 1,000.00		\$ 88.29	9%
16. Automation Contract	\$ 733.71	\$ 750.00		\$ 770.40	103%
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			\$ 177.81	
22. Fuel	\$ 2,171.75	\$ 2,000.00		\$ 979.83	49%
23. Electricity	\$ 630.13	\$ 1,000.00	\$ 39.56	\$ 590.50	59%
24 Building Repairs	\$ 184.00				
25. Program Supplies, Misc.	\$ 1,056.74	\$ 1,000.00	\$ 364.96	\$ 455.97	46%
26. Telephone/Internet/Web	\$ 1,079.44	\$ 500.00	\$ 27.82	\$ 257.61	52%
27. POB Rental	\$ 116.00	\$ 130.00		\$ 116.00	89%
28, Insurance D&O/WorkComp	\$ 1,552.46	\$ 1,600.00	\$ 406.00	\$ 1,648.89	103%
29, Trash Removal	\$ 312.00	\$ 320.00	\$ 26.00	\$ 234.00	73%
29a. Snow Removal				\$ 212.50	
30. Funds set aside for Reserve	\$ 1,084.87	\$ 1,655.00			0%
31.Total Expenses	\$ 27,794.52	29,035	\$ 2,107.59	\$ 18,598.63	64%
32. Excess or Deficit	\$ -	\$ -	\$ (1,795.11)	\$ (337.23)	

Checkbook Balance as of 9/10/18	\$ 6,247.55
Balance, Construction Acct.	\$ 45,586.83
Friends of the Library acct.	\$ 669.83
Total	52,504.21

PAYPAL - \$2593.19