

**Mooers Free Library
Board of Trustees Meeting
Wednesday, October 19, 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
 - a. Building Sale
 - b. Building Progress
 - c. Grant
 - b. Bricks Fundraiser Update
 - d. Friends of the Library Group
 - e. Other Old Business
10. New Business
 - a. Move Dates
 - b. 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
Thursday, October 19, 2017**

Minutes

The meeting was called to order at 5:50 p.m. The pledge of allegiance was said. Board members present were Tim Gonyo, Arthur Menard, Joyce Roberts, and Mary Myatt. Patricia Gaudreau and Jennifer McIntyre were absent. Library Director Alyssa Neverett was present.

Adoption of Agenda

Art Menard moved to adopt the agenda and Mary Myatt seconded. Motion passed.

Adoption of Minutes of previous meetings of September 5th, 21st and 28th.

Mary Myatt made the motion to adopt the minutes and this was seconded by Art Menard. Motion passed.

Correspondence - Letter from Community Bank.

Personnel Action report- None

Treasurer Report

The financial report was reviewed . Our expenses are just where we expect them to be at this time of year. We will soon be getting the \$10,000 from Northeastern Clinton Central School. We hope to change the columns in our future financial statements so as to make them easier to understand. We are learning as we go.

Update: This report was done on October 17 and withdrawals brought the new checkbook balance of October 19th to \$1, 972.22. Deposits after October 17 brought the construction account balance to \$18,008.87 as of October 19th.

Directors Report

Alyssa Neverett says that she and Eileen Cody work extremely well together. Books are being sorted and old records have been found. Alyssa has many ideas for future programs and is looking forward to getting into the new building to start them. There will be a Halloween craft show and story hour at 10 a.m. on Saturday, October 28th.

Old Business

Our flooring is here and will be put in soon. The lighting should be done first. We must have the parking lot in before we can move into the building.

The grant was submitted on October 4th. It is not quite \$80,000.

Brick Fundraiser

We will keep moving forward on this. Art Menard and Eileen Cody attended a strategic planning and budgeting meeting. This is good for future planning and we should hear more on this at future meeting.

New Business

If all goes well the tentative date to move into the new building is November 18th, 2017. We will need to be closed on November 16th, 17th and 18th and will need volunteers to help pack and move the books. It is expected that we will actually move the books on Saturday, November 18 and will need volunteers with pickup trucks for that day.

Date of Future Meeting

The Annual meeting will be Thursday, November 16th at 5:15 p.m.

Motion to adjourn by Joyce Roberts, seconded by Mary Myatt.

Meeting adjourned at 6:50 p.m.

Minutes by Joyce Roberts

**Moers Free Library
Financial Statements
October 19, 2017**

Public support & Rev.	2016 Actual	2017 Budget	2017 Sept/Oct	2017 Year to Date	75%
1. Town of Moers		\$ 13,000		15,000.00	115%
2. NCCS		\$ 10,000			0%
3. Gifts and Donations		\$ 1,000	\$ 1,000.00	1,157.00	116%
4. Local Library Service		\$ 1,350	\$ 200.00	1,463.75	108%
5. Copier Usage		\$ 150	\$ 21.65	21.65	14%
6. Library Charges		\$ 50	\$ 11.00	11.00	22%
7. Sale of Books		\$ 250			0%
8. Fundraisers		\$ 1,000			0%
9. Bank Interest		\$ 5	\$ 0.06	0.62	12%
10. Total Revenue		\$ 26,805	\$ 1,232.71	17,654.02	66%

Expenses	2016 Actual	2017 Budget	2017 Sept/Oct	2017 Year to Date	75%
11. Librarian's Salary		\$ 13,650.00	\$ 1,168.84	\$ 8,937.46	65%
12. Payroll Taxes (FICA, etc)		\$ 2,400.00	\$ 465.24	\$ 3,291.20	137%
13. Substitute Staff		\$ 500.00	\$ 40.00	\$ 376.00	75%
14 Accounting Fees		\$ 540.00	\$ 45.00	\$ 450.00	83%
15. Book Purchases		\$ 1,200.00	\$ 30.89	\$ 534.25	45%
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	\$ -	\$ 183.24	122%
20 Serial Purchases		\$ 300.00			0%
21. Equipment/Computers		\$ 250.00		\$ 89.24	36%
22. Fuel		\$ 2,000.00		\$ 2,171.75	109%
23. Electricity		\$ 1,000.00	\$ -	\$ 400.43	40%
24 Building Repairs		\$ 250.00		\$ 184.00	74%
25. Program Supplies, Misc.		\$ 1,000.00	\$ 109.73	\$ 862.13	86%
26. Telephone/Internet/Web		\$ 600.00	\$ 33.11	\$ 557.07	93%
27. POB Rental		\$ 130.00		\$ 116.00	89%
28. Insurance D&O/WorkComp			\$ 91.38	\$ 1,552.46	#DIV/0!
29. Trash Removal		\$ 350.00	\$ 26.00	\$ 260.00	74%
30. Funds set aside for Reserve		\$ 1,485.00			0%
31. Total Expenses		26,805	\$ 2,010.19	\$ 20,818.94	78%
32. Excess or Deficit		\$ -	\$ (777.48)	\$ (3,164.92)	

Checkbook Balance as of 10/17/17	\$ 2,744.38
Balance, Construction Acct.	\$ 17,758.87
Friends of the Library acct.	\$ 668.83
Total	21,172.08

10/19/2017 \$ 1,972.22
10/19/2017 \$ 18,008.87