

**Mooers Free Library
Board of Trustees Meeting
Wednesday, November 16th, 2016 – 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
 - a. 2017 Budget
 - b. Fund Transfer
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. Other Old Business
10. New Business
 - a. By-law Changes
 - b. Other New Business
11. Period for Public Expression (5 Minute Limit)
12. Dates of Future Meetings
13. Adjournment

Mooers Free Library
Board of Trustees Annual Meeting
Wednesday, November 16th, 2016
Mooers Free Library, 2430 Route 11, Mooers, NY 12958

Minutes

The annual meeting of the Mooers Free Library Board of Trustees was called to order at 5:22 p.m. by President Tim Gonyo. The Pledge of Allegiance was said.

Board members present were Tim Gonyo, President, Patricia Gaudreau, Vice President, Art Menard, Treasurer, Joyce Roberts, Secretary and Tracey Ducharme, Library Director. Others present were Norma Menard and Gloria Lafountain.

Adoption of Agenda

A motion was made by Art Menard to adopt the agenda. This was seconded by Joyce Roberts. Motion passed.

Secretary's Report

A motion to adopt the minutes of the previous meeting was made by Patricia Gaudreau and seconded by Art Menard. Motion passed.

Correspondence

The only correspondence was the usual bills.

Treasurer's Report

Main Operating Account

Balance brought forward:	\$3,221.04
Deposits:	\$12,890.38
Interest:	\$0.05
Total Deposits:	\$12,890.43
Total Withdrawals:	\$2,690.68
Ending Balance:	\$13,420.74

Construction Account:

Previous Balance:	\$19,369.00
Deposits:	\$1,300.00
(Checks from Brick project)	
Ending Balance	\$20,669.00

Friends of the Library Account:

\$667.83 (no change)

A motion to enter the report in the minutes was made by Joyce Roberts and seconded by Patricia Gaudreau. Motion Passed.

a. 2017 Budget

Anticipated Revenue	Amount
Town of Mooers	\$13,000.00
NCCS	\$10,000.00
Gifts and Donations	\$1,000.00
Local Library Service	\$1,350.00
Copier Usage	\$150.00
Library Charges	\$50.00
Sale of Books	\$250.00
Fundraiser	\$1,000.00
Book Interest	\$5.00
Total Anticipated Revenue	\$26,805.00

Anticipated Expenses	Amount
Librarian's Salary	\$13,650.00
FICA, Medicare, etc	\$1,000.00
Workman's Comp, etc/	\$400.00
NYS Unemployment	\$1,000.00
Substitute Staff	\$500.00
GUSTO Services	\$540.00
Book Purchases	1,200.00
Automation Contract (CEFLS)	\$700.00
ICICILL/ICEPAC license (CEFLS)	\$100.00

Movie Licensing	\$200.00
Postage Expense	\$150.00
Serial Purchases	\$300.00
Equipment/Computers	\$250.00
Fuel (both buildings)	\$2,000.00
Electricity (both buildings)	\$1,000.00
Building Repairs	\$250.00
Program/Supplies/Miscellaneous	\$1,000.00
Telephone and Internet	\$600.00
P.O. Box Rental	\$130.00
Trash Removal	\$450.00
Funds set aside for reserve	\$1,485.00
Total Anticipated Expenses	\$26,805.00

The budget for 2017 was reviewed line by line. Joyce Roberts made a motion to adopt the budget for 2017 and Patricia Gaudreau seconded this motion. Motion passed unanimously.

b. Fund Transfer

The board feels that we have the funds to operate through the end of March of 2017 so we would like to transfer \$5,000 from the general operating account to the construction account. This would be the total of unrestricted grants of \$2,500 from Betty Little given in 2015 and again in 2016. This would give us more funds to work with now and if we do not need to use it we can transfer it back to the general operating account. Patricia Gaudreau made the motion to do this transfer and Art Menard seconded the motion. Motion passed.

Director's Report

Mrs. Ducharme said that anyone wanting to mail the "brick" postcards to out of town people can do so by putting the address on it and a first class stamp over the printed stamp on the card or give the address to her and she will take care of it.

Tracey is still having issues with delays in getting on the internet and Tim will call Donna at Primelink and see what can be done to resolve this problem.

At the present time there is not enough light outside the library after dark. There are light fixtures outside so hopefully they are able to function and solve the problem.

A local author, M.J. Rossi, has offered our library three of his Adirondack Mystery books at a discounted price. Tracey will consider this offer and make a decision.

Old Business

A. New building updates

It appears that the heating system is done or nearly done. Work is being done on grading the lawn. We would like to have the septic system put in before winter so that we can continue working in the building throughout the winter. We are thankful to Danny Dumas for donating a septic tank.

a. & b. Bricks Fundraiser and Friends of the Library Group

As we move into the Bricks Fundraiser we would like to get the Friends Group reactivated. We will need the help of our Library Friends as we canvas the area and get donations. A meeting will be held in the future to get this going.

d. No new programs.

New Business

a. By-law Changes

We will all get a copy of the by-laws and are asked to review them and see if there are things we should change.

b. Other New Business

The following motion was made by Art Menard. The Library Board reserves the right to accept or reject artwork and text that will be displayed in the library. This motion was seconded by Patricia Gaudreau. Motion passed.

Date of Future Meeting

Our next meeting will be Tuesday, February 28, 2017 at 5:15 p.m.

Motion to adjourn made by Patricia Gaudreau and seconded by Art Menard.

Meeting adjourned at 7:20 p.m.

Minutes by Joyce Roberts, Secretary