

**Mooers Free Library  
Board of Trustees Annual Meeting  
Wednesday, December 12, 2017 – 5:15 PM  
Mooers Free Library, 25 School Street, 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 Items
  - b. Bricks Fundraiser Update
  - d. Friends of the Library Group
  - e. Other Old Business
10. New Business
  - a. 2018 Budget
  - 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  
Tuesday, December 12, 2017  
25 School Street, Mooers, NY 12958**

**Minutes**

The meeting was called to order by President Tim Gonyo at 5:25 p.m. and the pledge of allegiance was said. Members present were Tim Gonyo, Art Menard, Patricia Gaudreau, Joyce Roberts, Mary Myatt and Jennifer McIntyre. Also present were Norma Menard and Irving Breyette.

**Adoption of Agenda**

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

**Secretary's Report-Adoption of Previous Minutes**

A motion to adopt the previous minutes was made by Mary Myatt and seconded by Patricia Gaudreau. Motion carried.

**Correspondence**

This was just bills.

**Treasurer's Report**

Art Menard gave a detailed review and explanation of the financial statement that included the previous months of October through December and the 2017 year to date. He stated that we actually have \$7,926.29 in the checkbook balance to run the library to the end of the year since two payments were made after this financial statement was printed. Along with discussion of the financial statements there was much conversation about the grant proposal, what is in it and what exactly can we hope for it to cover should we get it. Grants appear to be complicated and the board reviewed it often and in detail to be clear on it.

**Directors Report**

Director Neverett told us that almost all collections have been shelved and the new computers are set up and ready for public use. There is more traffic in this library and there have been only positive things said about it.

Plans for the library for the upcoming year include tech classes for seniors, coffee and crafts Saturdays, movie nights, book clubs, blood pressure clinic/blood drive, a summer reading program and community garden.

Alyssa attended the first training on the History Pin project which focuses on bringing people in the community together to share their life experiences and rich local history. She is also brainstorming for our grand opening. More on that in the coming months.

### **Old Business**

We are so pleased to be in the new library building. It was noted that everything was removed from the old building.

The Bricks Fundraiser is still ongoing and we hope to see some activity in the new year with the Friends of the Library Group.

There was discussion about the community room in our library building-who will be responsible for it and what rules should be made for it. This room is separate from the library and is for community events. Irving Breyette researched on line on how other libraries handle it and what rules they have. All this will be followed up on.

### **New Business**

The 2018 budget proposal was reviewed line by line by Art Menard and we have no excess in it. It was noted that we will need to increase our funds as the librarian wages will exceed our revenues in the future with the future wage increase.

Patricia Gaudreau made a motion to accept the budget proposal and Jennifer McIntyre seconded that motion. Motion passed.

Tim Gonyo and Art Menard plan to meet soon with the Champlain and Rouses Point library boards to discuss the possibility of requesting increased funding for our libraries.

Patricia Gaudreau is looking into applying for a grant of \$3,000 to \$4,000, available in the spring from Lowe's, for landscaping. She is also searching for other grants.

### **Date of Future Meeting**

Our next meeting will be on Tuesday January 09, 2018 at 5:15 p.m. at 25 School Street, Mooers, NY 12958

Patricia Gaudreau made a motion to adjourn and this was seconded by Jennifer McIntyre. Motion passed.

Meeting adjourned at 7:22 p.m.

Minutes by Joyce Roberts

**Mooers Free Library  
2018 Proposed Budget**

Public support & Rev.	2017 Budget
1. Town of Mooers	\$ 13,000
2. NCCS	\$ 10,000
3. Gifts and Donations	\$ 1,000
4. Local Library Service	\$ 1,350
5. Copier Usage	\$ 150
6. Library Charges	\$ 50
7. Sale of Books	\$ 250
8. Fundraisers	\$ 1,000
9. Bank Interest	\$ 5
<b>10. Total Revenue</b>	<b>\$ 26,805</b>

2017 Year to Date	2018 Proposed	change
15,000.00	15,000.00	2,000.00
10,000.00	10,000.00	-
1,157.00	1,000.00	-
1,604.17	1,625.00	275.00
21.65	100.00	(50.00)
11.00	50.00	-
	250.00	-
	1,000.00	-
0.64	10.00	5.00
<b>27,794.46</b>	<b>29,035.00</b>	<b>2,230.00</b>

Expenses	2017 Budget
11. Librarian's Salary	\$ 13,650.00
12. Payroll Taxes (FICA, etc)	\$ 2,400.00
13. Substitute Staff	\$ 500.00
14 Accounting Fees	\$ 540.00
15. Book Purchases	\$ 1,200.00
16. Automation Contract	\$ 700.00
17. ICICILL-ICEPEC License	\$ 100.00
18 Movie Licensing	\$ 200.00
19. Postage	\$ 150.00
20 Serial Purchases	\$ 300.00
21. Equipment/Computers	\$ 250.00
22. Fuel	\$ 2,000.00
23. Electricity	\$ 1,000.00
24 Building Repairs	\$ 250.00
25. Program Supplies, Misc.	\$ 1,000.00
26. Telephone/Internet/Web	\$ 600.00
27. POB Rental	\$ 130.00
28. Insurance D&O/WorkComp	
29. Trash Removal	\$ 350.00
30. Funds set aside for Reserve	\$ 1,485.00
<b>31.Total Expenses</b>	<b>26,805</b>
<b>32. Excess or Deficit</b>	<b>\$ -</b>

2017 Year to Date		
\$ 11,371.46	\$ * 14,700.00	\$ 1,050.00
\$ 4,023.00	\$ 3,000.00	\$ 600.00
\$ 376.00	\$ 500.00	\$ -
\$ 552.00	\$ 610.00	\$ 70.00
\$ 588.20	\$ 1,000.00	\$ (200.00)
\$ 733.71	\$ 750.00	\$ 50.00
\$ 120.00	\$ 120.00	\$ 20.00
	\$ -	\$ (200.00)
\$ 183.24	\$ 150.00	\$ -
	\$ -	\$ (300.00)
\$ 89.24	\$ -	\$ (250.00)
\$ 2,171.75	\$ 2,000.00	\$ -
\$ 630.13	\$ 1,000.00	\$ -
\$ 184.00	\$ -	\$ (250.00)
\$ 914.69	\$ 1,000.00	\$ -
\$ 812.26	\$ 500.00	\$ (100.00)
\$ 116.00	\$ 130.00	\$ -
\$ 1,552.46	\$ 1,600.00	\$ 1,600.00
\$ 312.00	\$ 320.00	\$ (30.00)
	\$ 1,655.00	\$ 170.00
<b>\$ 24,730.14</b>	<b>\$ 29,035.00</b>	<b>\$ 2,230.00</b>
<b>\$ 3,064.32</b>	<b>\$ -</b>	



Alyssa

Eileen

salary  
\$11 X 25 hours X 52 wks = 14300  
11 X 4 X 10

14300  
+ 400  

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14700