



**Moors Free Library
Board of Trustees Meeting
Tuesday, January 16, 2024 – 5:15 PM
Moors Free Library, 25 School Street, Moors, 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. Treasurer's Report
7. Director's Report
8. Old Business
 - a. Policies – Continued
 - b. Report to the Community
 - c. Bookcases
 - d. Other Old Business
9. New Business
 - a. Other New Business
10. Period for Public Expression (5-Minute Limit)
11. Dates of Future Meetings – March 19, 2024
12. Adjournment

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Mooers Free Library Board of Trustees Meeting

Tuesday, January 16, 2024 @ 5:15 PM

Mooers Free Library, 25 School Street, Mooers NY 12958

President Tim Gonyo called the meeting to order at 5:18 p.m. following with the pledge of allegiance. Present were Tim Gonyo, Art Menard, Patty Gaudreau, Irving Breyette, Marilyn Willette, Rachel Mancuso, and co-directors - Norma Menard, and Stacie Brooks.
Excused: Jenn McIntyre, Lisa DeLong

Pledge of Allegiance

Adoption of Agenda

Art Menard made the motion to adopt the agenda. Seconded by Marilyn Willette. Motion passed.

Secretary's Report

Marilyn Willette made the motion to adopt the report. Seconded by Art Menard. Motion passed.

Correspondence

Chapel Hill Foundation awarded the library grants for \$1,500 for Toddler Time Tuesdays and \$1,500 for Senior Planet Computer classes.

Treasurer's Report

See attached

Director's Report

See attached

Old Business

- a. Policies - Tabled
- b. Report to the Community- Norma Menard presented a draft of the Community Report (see attached). The librarians and Tim Gonyo will meet to finalize the draft.
- c. Bookcases - Gerald LaValley built a tall bookcase for the library. We are interested in having him build 4 moveable bookcases in the future.
- d. Other Old Business- Electronics (tv, computers, etc) for the William Watson Memorial Senior Housing will be paid for through the American Library Association "Libraries Transforming Communities" (ALA LTC) grant. Norma Menard asked Tim Gonyo for assistance with purchasing a smart tv, DVD player and computers. She is also looking for exercise equipment for the senior housing. Tim has an elliptical to donate if they can use it.

New Business

- a. Future Grants - Tim Gonyo questioned if we should be looking ahead to the next grant cycle and deciding which grants we are interested in. Norma Menard suggested we look at our strategic plan and use that as guidance for grants.

- b. Movie License- Stacie Brooks said a movie license is needed as we will probably be showing movies at the library and senior housing. Art Menard made the motion to purchase a movie license for the library. Seconded by Patty Gaudreau. Motion passed.
- c. Co-Directors Salary - Irving Breyette suggested we raise the co-directors wages to \$16.00/hour as the state minimum wage was just increased to \$15.00/hour. Irving Breyette made the motion to increase the co-directors hourly pay to \$16.00/hour as of this current pay period and to increase the 2024 budget by \$2250.00 to include salary increase and movie license. Seconded by Patty Gaudreau. 4 in favor, 0 opposed. 2 Abstentions- Tim Gonyo and Art Menard.

Public Discussion

No community members present

Dates of future meetings

March 19, 2024 @ 5:15

Adjournment

Patty Gaudreau made the motion to adjourn at 6:35 pm. Seconded by Rachel Mancuso.

Minutes by Patty Gaudreau

**MOOERS FREE LIBRARY
FINANCIAL STATEMENTS
December 31, 2023**

Public support & Rev.	2022 Actual	2023 Budget	Since Last Mtg	2023 Year to Date	100%
1. Town of Mooers	\$ 15,000.00	\$ 15,000		15,000.00	100%
2. NCCS	\$ 10,750.00	\$ 10,750	\$ 11,000.00	11,000.00	102%
3. Grants	\$ 14,379.94	\$ 5,000	\$ 3,000.00	39,004.32	780%
4. Gifts and Donations	\$ 501.56	\$ 400	\$ 197.29	1,267.60	317%
5. Local Library Service Aid (CEFLS)	\$ 1,776.92	\$ 1,200		1,589.23	132%
6. Copier Usage		\$ 10	\$ -	-	0%
7. Library Charges		\$ 8	\$ -	-	0%
8. Sale of Books	\$ 75.00	\$ 100	\$ -	-	0%
9. Reserve Funds	\$ -	\$ 1,000	\$ -	-	0%
10. Fundraisers	\$ 2,772.86	\$ 2,500		559.26	22%
11. Other Income, Reimbursement	\$ 54.16	\$ 30		1,292.32	376%
12. Bank Interest	\$ 2.17	\$ 2	\$ 0.30	3.30	165%
13. Total Revenue	\$ 45,312.61	\$ 36,000	\$ 14,197.59	69,716.03	194%
Expenses					
	2022 Actual	2023 Budget	Since Last Mtg	2023 Year to Date	100%
14. Librarian's Salary	\$ 19,195.81	\$ 20,300.00	\$ 2,885.50	\$ 23,628.47	116%
15. Payroll Taxes (FICA, etc)	\$ 1,952.86	\$ 1,920.00	\$ 293.55	\$ 2,403.81	125%
16. Substitute Staff	\$ 50.00	\$ 50.00	\$ -		0%
17 Accounting Fees	\$ 745.20	\$ 745.00	\$ 62.64	\$ 741.96	100%
18. Insurance D&O/WorkComp/DBL	\$ 1,935.60	\$ 2,000.00	\$ 52.00	\$ 1,769.25	88%
19. Book/Media Purchases	\$ 739.67	\$ 2,000.00	\$ 452.25	\$ 1,484.30	74%
20. Automation Contract	\$ 936.43	\$ 940.00		\$ 983.24	105%
21. ICICILL-ICEPEC License	\$ 70.00	\$ 150.00		\$ 70.00	47%
22 Movie Licensing	\$ 356.00	\$ 360.00	\$ -		0%
23. Postage	\$ -	\$ 250.00		\$ 63.00	25%
24. Equipment/Computers	\$ 4,747.05	\$ 500.00		\$ 1,191.74	238%
25. Fuel	\$ 1,634.94	\$ 1,400.00		\$ 1,256.43	90%
26. Electricity	\$ 1,051.14	\$ 865.00	\$ 81.93	\$ 763.58	73%
27 Building Repairs	\$ 248.88	\$ 300.00		\$ 99.00	33%
28. Program Supplies	\$ 2,208.49	\$ 1,000.00	\$ 2,165.75	\$ 10,711.31	1071%
29. Miscellaneous	\$ 1,382.69	\$ 100.00	\$ 600.00	\$ 625.78	626%
30. Telephone/Internet/Web	\$ 1,688.37	\$ 1,680.00	\$ 203.14	\$ 2,006.68	119%
31. POB Rental	\$ 130.00	\$ 140.00		\$ 146.00	104%
32. Trash/Snow Removal	\$ 60.00	\$ 50.00	\$ -		0%
33. Fund Raising Payout	\$ 900.00	\$ 1,250.00		\$ 329.81	26%
34. Funds set aside for Reserve	\$ -		\$ -	\$ -	
35.Total Expenses	\$ 40,033.13	36,000	\$ 6,796.76	\$ 48,274.36	134%
36. Excess or Deficit	\$ 5,279.48	\$ -	\$ 7,400.83	\$ 21,441.67	

Checkbook balance as of 12/31/23	\$ 45,112.77
Balance, Construction Acct.	\$ 6,718.43
Total	\$ 51,831.20

Co-directors Report 1/16/2024 Stacie Brooks, Lisa DeLong, and Norma Menard

All our normal programs for a variety of age ranges are still on-going and well-received. Here's one recent highlight:

On 1/11/24, our Library Hangout enjoyed a presentation from Point Au Roche State Park Nature Center about Forest Forensics. We hope to have them visit again in the future to provide additional entertaining and educational programs.

Coming up in our offerings:

A new weekly gentle exercise using Senior Planet Zoom programming, geared towards seniors but open to all, slated to begin Monday 1/29/2024 at 10am.

From 2/12/2024 until 2/24/2024, we will be the Clinton County library site for a traveling exhibit from the National Library of Medicine entitled "Opening Doors: Contemporary African American Academic Surgeons". We also hope to partner with both Hudson Headwaters Health Network and the Cancer Services Program of Northeastern NY to visit us and provide health related information at points during the exhibit's run.

In other recent news:

Lisa is working to finalize another grant contract with the Clinton County Youth Bureau (from 2024 New York State Office of Children and Family Services Youth Development Funds) for the amount of \$3,000 to continue to support our kids' programs.

Another generous community donation has added many newer board books for children to our collection, with some other interactive children's books still to come.

All co-directors are spending time taking advantage of training when it is offered, whether through American Library Association "Libraries Transforming Communities" (ALA LTC) videos, or Zoom programs through CEFLS on how to better use Horizon software. We are also busy preparing for both our New York State Annual Report and our annual report to our community.

Communications are ongoing with the William Watson Memorial Senior Housing here in Mooers as we hammer out details from our ALA LTC grant. So far, internet and phone services are up and running, and a new bookcase (with a few donated books) is ready at the site.

A few collection statistics:

Items currently out to patrons = 128 Items added to collection since last meeting 11/21/2023 = 149

