



**Moors Free Library
Board of Trustees Meeting
Tuesday, March 15, 2022 – 5:30 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/Committee Reports
8. Old Business
 - a. Masking/COVID Restrictions
 - b. Community Room
 - c. State Grant Update
 - d. Senior Grant
 - e. Fund Raising – 10 Week Club
 - f. Art Donation Curation/Auction-Sale
 - g. Town Wide Garage Sale
 - h. Other Old Business
9. New Business
 - a. Senior Planet Acceleration & Update
 - b. Library Hours
 - c. Reception and Dedication – Linda Gonyo-Horne Art
 - d. Other New Business
10. Period for Public Expression (5 Minute Limit)
11. Dates of Future Meetings
12. Adjournment

**M
I
N
U
T
E
S**

Mooers Free Library Board of Trustees Meeting

Tuesday, March 14, 2022 @ 5:30 PM

Mooers Free Library, 25 School Street, Mooers NY 12958

Present were Tim Gonyo, Art Menard, Marilyn Willette, Jenn McIntyre, Irving Breyette, and co-directors - Norma Menard, Lisa DeLong, and Stacie Brooks

Absent: Patty Gaudreau, Gerald LaValley,

President Tim Gonyo called the meeting to order at 5:32 p.m. following with the pledge of allegiance.

Adoption of Agenda

Jenn McIntyre made the motion to adopt the agenda. Seconded by Marilyn Willette. Motion passed.

Secretary's Report

Jenn McIntyre made the motion to adopt the report. Seconded by Art Menard. Motion passed.

Correspondence

a. Art Menard read a letter received from Edith Morelock thanking the new co-directors for what they have done with the library so far.

Treasurer's Report

See attached

Director's Report

See Attached

Old Business

- a. Due to the covid that the Clinton County Health department has made masking optional, the library will update its policy to reflect these changes.
- b. Fundraising-The 50/50 Club fundraiser is continuing and the goal is to sell 200 tickets @\$10/ticket. Prizes are as follows: 1 - \$500, 1 - \$250 1 - \$100 3 - \$50 winners. . The drawing for prize money will be held at the library on April 16, 2022, at noon.
- c. Senior Planet-is moving forward and is going to be offered to people 60 and over. The goal is for these workshops to start in May and be offered at 10:00 on Tuesday and Thursday. Supplies will be provided by Senior Planet for the multi-week courses on computer technology.
- d. Website Upgrades-Senior Planet has offered to offset the cost of installing Spectrum. These upgrades should be installed on Thursday, March 17, 2022, at a cost of \$123.97 per month. When Champlain Technology Group has the ability to provide updated internet. the library board will revisit their service.
- e. Art Donation Curation-Tim has emailed all board members and co-directors pictures of the donated art. He is asking everyone to submit to him their top 20 picks to be displayed in the library by Friday, March 18, 2022.
- F. Garage sale-It was decided for the library to participate only on the Saturday of the Town Wide Garage sale. We will submit a letter to Kendra Hawksby by the end of March.
- G. Grant-Wordage had to be changed in the grant for the gazebo from a crushed stone foundation, to a poured pad so it can be considered a permanent structure. Electricity was also added. Ron Buskey was asked to provide the library with an updated estimate for these changes. Art corrected the grant and resubmitted it to the state.
- E. It was decided that the Community Room can start being rented out again, but to no more than 30 people at one time.

New Business

- a. Library Hours- Tim Gonyo presented the new library hours. The will change start at the beginning of April to accommodate the Senior Planet hours and also provide later hours to the patrons. A motion was made by Irving Breyette. Seconded by Marilyn Willette. Motion passed.

See attached new hours

- b. Reception and Dedication-Tim Gonyo discussed the idea of having a painting made of Linda Gonyo-Horn in her honor for the donation of the art. The dedication would take place in late July. This will be revisited at the April meeting.

Public Discussion

No community members present

Dates of future meetings

Tuesday, April, 15, at 5:30 pm.

Adjournment

Jenn McIntyre made the motion to adjourn at 6:33 pm. Seconded by Irving Breyette.

Minutes by Jennifer McIntyre

**Mooers Free Library
Financial Statements
March 15, 2022**

Public support & Rev.	2021 Actual	2022 Budget	Since Last Mtg	2022 Year to Date	25%
1. Town of Mooers	\$ 15,000.00	\$ 15,000	\$ 15,000.00	15,000.00	100%
2. NCCS	\$ 10,500.00	\$ 10,500			0%
3. Gifts and Donations	\$ 1,264.97	\$ 800	\$ 46.64	46.64	6%
4. Local Library Service	\$ 1,443.83	\$ 1,110	\$ 138.20	138.20	12%
5. Copier Usage		\$ 15			0%
6. Library Charges	\$ 50.00	\$ 15			0%
7. Sale of Books		\$ 59			0%
8. Fundraisers	\$ -	\$ 500	\$ 240.00	240.00	48%
8a. Other Income, Reimbursement			\$ 250.00	250.00	
9. Bank Interest	\$ 1.88	\$ 1	\$ 0.36	0.53	53%
10. Total Revenue	\$ 28,260.68	\$ 28,000	\$ 15,675.20	15,675.37	56%

Expenses	2021 Actual	2022 Budget	Since Last Mtg	2022 Year to Date	25%
11. Librarian's Salary	\$ 18,112.86	\$ 17,550.00	\$ 1,346.66	\$ 3,366.58	19%
12. Payroll Taxes (FICA, etc)	\$ 1,842.68	\$ 1,665.00	\$ 137.00	\$ 342.49	12%
13. Substitute Staff	\$ -	\$ 100.00			0%
14 Accounting Fees	\$ 589.68	\$ 625.00	\$ 61.56	\$ 191.16	31%
15. Book Purchases	\$ 33.90	\$ 675.00			0%
16. Automation Contract	\$ 891.83	\$ 940.00			0%
17. ICICILL-ICEPEC License	\$ 70.00	\$ 150.00	\$ 70.00	\$ 70.00	47%
18 Movie Licensing	\$ 145.00	\$ 150.00			0%
19. Postage		\$ 50.00			0%
20 Serial Purchases					
21. Equipment/Computers	\$ 127.46	\$ 300.00			0%
22. Fuel	\$ 1,106.88	\$ 1,545.00			0%
23. Electricity	\$ 770.56	\$ 725.00	\$ 62.65	\$ 121.48	17%
24 Building Repairs		\$ 200.00			
25. Program Supplies, Misc.	\$ 388.33	\$ 500.00		\$ 36.85	7%
26. Telephone/Internet/Web	\$ 626.37	\$ 500.00	\$ 95.00	\$ 124.02	25%
27. POB Rental	\$ 122.00	\$ 125.00	\$ 130.00	\$ 130.00	104%
28, Insurance D&O/WorkComp/DB	\$ 1,872.72	\$ 1,900.00			86%
29, Trash Removal	\$ 390.00	\$ 300.00		\$ 60.00	20%
29a. Snow Removal					
30. Funds set aside for Reserve					
31. Total Expenses	\$ 27,090.27	28,000	\$ 1,902.87	\$ 4,442.58	16%
32. Excess or Deficit	\$ 1,170.41	\$ -	\$ 13,772.33	\$ 11,232.79	

<i>Checkbook balance as of 3/15/22</i>	\$ 28,492.13
<i>Balance, Construction Acct.</i>	\$ 8,918.52
<i>Friends of the Library acct.</i>	\$ 956.64
Total	38,367.29

MFL Codirectors Report

Stacie Brooks, Lisa Delong, Norma Menard

March 15, 2022

1. Despite three snow day closures, February 2022 marked more activity than February 2021 with **73** last year and **126** this year - an increase of **53** or **73%**.
2. Our Annual Report was submitted to CEFLS on March 1st.
3. Thanks to Lisa - two boxes of *COVID* test kits were delivered to town offices. Another two boxes were distributed through patrons and local churches.
4. Ten new books have been added to our collection.
5. There have been requests to use the Community Room for group functions.
6. To those interested in learning a new language or in brushing up on skills, visit our website and learn for FREE through the MANGO Language Program!

Upcoming Programs

April

7. Stacie will facilitate a Writing Workshop beginning Saturday, April 2 at 10:00. She is signed up for training for the *Summer Reading Program* and *STEM (Science, Technology, Engineering and Math)*.
8. Lisa is signed up for *Supercharged Storytimes* training.
9. *Easter Fun Time* (see flyer) is scheduled for Saturday, April 16, 11:00-Noon. Our 50-50 drawing is scheduled on the same day. Ticket sales are going well. Let us know if you can sell more!

May

10. After nine Zoom sessions and online coursework, Norma and Art are completing the Senior Planet *Train the Trainer*. A lecture and a 5-week course, *Chromebook Essentials*, will be offered to older adults starting May 4th. Promotional materials will be sent out soon. We will request grant monies for Wifi upgrade from the Digital Inclusion program once we have more information.

SCHEDULE FOR MOOERS FREE LIBRARY
PROPOSAL C

	9:00	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	
	10:00	11:00	12:00	1:00	2:00	3:00	4:00	5:00	6:00	
Mon			Stacie	Stacie	Stacie	Stacie	Stacie	Stacie	Lisa	7.00
Tues	9:30	Norma	Norma			Stacie	Stacie	Stacie	Stacie	6.50
Weds	closed									
Thurs	9:30	Norma	Norma	Norma	Norma	Norma	Norma	Norma		7.50
Fri	closed									
Sat	Lisa	Lisa	Lisa	Lisa						4.00
										25.00

PROPOSED CHANGES

Morning, afternoon, evening & weekend hours needed to comply with Minimum Library Standards

March 2022

My Programs

Displaying records 1 - 6

Number of records ▼

Program Subject	Site	Type of Program	# of Registered Participants	Start Date	Start Time	Quarter
NNYLN-STAYING SAFE ONLINE-Q2-22	Cape Vincent Community Library	Workshop	0	4/27/2022	2:00pm	2022-Q2
NNYLN-PROTECTING YOUR PERSONAL INFORMATION ONLINE-Q2-22	Mooers Free Library	Lecture	0	5/3/2022	10:00am	2022-Q2
NNYLN-CHROME ESSENTIALS-Q2-22	Mooers Free Library	5-Week Course	0	5/10/2022	10:00am	2022-Q2
NNYLN-IPAD ESSENTIALS-Q2-22	Potsdam Public Library	5-Week Course	0	4/11/2022	12:00pm	2022-Q2
NNYLN-HOW TO SPOT FAKE NEWS-Q2-22	Potsdam Public Library	Workshop	0	4/14/2022	12:00pm	2022-Q2
NNYLN-HOW TO SPOT FAKE NEWS-Q2-22	Potsdam Public Library	Workshop	0	5/12/2022	12:00pm	2022-Q2

Copyright © 2000-2022 salesforce.com, inc. All rights reserved.

Senior Planet

- 3/16 - 9th & last Trainer of Trainer class
- only CEFLS member scheduled for Q2. Potsdam (1 course, 2 workshops), Cape Vincent (1 lecture)
- We start with a lecture to allow time for Wifi upgrade which is necessary for courses.
 -
- Other CEFLS participants are Rouses Point, Champlain, Chazy, and Willsboro
- The Digital Inclusion will help us with our upgrade from monies that need to be used by June.
- Courses, Lectures, and Workshops last 75 minutes

Next Steps

recruitment/publicity materials from SP

CEFLS

FB, website

Posters, flyers

Organizations

Town newsletter

Personal invitations

Board members age 60&

Ladies of St Ann, Ladies, Aux, KC,

Senior Housing

9:45 Coffee

10:00-11:15 Lecture

Courses

Chromebooks/ provided by CEF

1. Chrome Essentials 5 week course, meet 2X a week for 5 weeks
2. Computer EssentialsI
3. Ipad Essentials
4. Chrome Basics - 10 week course meet 2X a week for 10 weeks
5. Ipad Basics
6. Computer Basics

Lectures

7. All Things Zoom
8. Benefits of Connecting to the Internet
9. Cloud Storage
10. Ebay & PayPal
11. Google Workspace
12. How to Choose a New Computer
13. How to Spot Fake News
14. Online Health Resources
15. Protecting your Personal Information online
16. Smartphone Photography
17. Smartphones
18. Telemedicine
19. Video Chat

Workshops

20. Finding Information Online -
21. How to Spot Fake News
22. Online Health Resources
23. Staying Safe Online
24. Video Chat with Zoom

Other courses by zoom

Morning Stretches, chair yoga, Tai Chi, Stronger Bones