

## **Mooers Free Library Board of Trustees Meeting**

Tuesday, March 16, 2021 @ 5:00 PM

Mooers Free Library, 25 School Street, Mooers NY 12958

*\*Due to Covid-19 members met remotely via Zoom*

**President Tim Gonyo called the meeting to order at 5:10 p.m. following with the pledge of allegiance. Present were Tim Gonyo, Art Menard, Patty Gaudreau, Irving Breyette, Marilyn Willette, and Library Director Jenny Lavigne. Absent: Gerald LaValley, Jenn McIntyre**

### **Adoption of Agenda**

Patty Gaudreau made the motion to adopt the agenda. Seconded by Marilyn Willette. Motion passed.

### **Secretary's Report:**

Irving Breyette made the motion to adopt the report. Seconded by Art Menard. Motion passed.

### **Correspondence**

No correspondence to report

### **Director's Report**

See attached

### **Treasurer's Report**

See attached

### **Old Business**

- a. Shelving - All new shelving has been delivered. Jenny Lavigne continues to work on sorting and organizing the children's section. She will contact local libraries to see if there is an interest in some of the old shelving.
- b. Porch posts - Art Menard will contact Dick Boulerice concerning building posts for the library porch.
- c. Pictures - Patty Gaudreau and Marilyn Willette will meet next week to hang up pictures in the library. Patty will also contact Jenn McIntyre to see if she is interested in helping.
- d. Paving - Art Menard and Irving Breyette reported that the paving of the grassy area in the parking lot will be paved this summer when the town completes work on School Street.
- e. Shed - There is still interest in having an outdoor shed for storage and the Library Board has agreed to wait for future grant funding.
- f. Fallen tree- Jeff Menard has offered to help remove the fallen tree in the backyard of the library this Spring.

### **New Business**

- a. Library Services - Library Director, Jenny Lavigne discussed new ideas for library services which are included in her Director's Report.

### **Public Discussion**

No community members present

### **Dates of future meetings**

April 20, 2021 @ 5:00 p.m.

### **Adjournment**

Irving Breyette made the motion to adjourn at 5:50 . Seconded by Art Menard.

Minutes by Patty Gaudreau - secretary

**Mooers Free Library  
Financial Statements  
March 16, 2021**

<b>Public support &amp; Rev.</b>	<b>2020 Actual</b>	<b>2021 Budget</b>	<b>Since Last Mtg</b>	<b>2021 Year to Date</b>	<b>25%</b>
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	\$ 1,980.53	\$ 800	\$ 46.77	46.77	6%
4. Local Library Service	\$ 995.17	\$ 1,110			0%
5. Copier Usage		\$ 15			0%
6. Library Charges		\$ 15			0%
7. Sale of Books		\$ 59			0%
8. Fundraisers	\$ -	\$ 500			0%
8a. Other Income, Reimbursement					
9. Bank Interest	\$ 1.65	\$ 1	\$ 0.34	0.49	49%
<b>10. Total Revenue</b>	<b>\$ 28,477.35</b>	<b>\$ 28,000</b>	<b>\$ 15,047.11</b>	<b>15,047.26</b>	<b>54%</b>

<b>Expenses</b>	<b>2020 Actual</b>	<b>2021 Budget</b>	<b>Since Last Mtg</b>	<b>2021 Year to Date</b>	<b>25%</b>
11. Librarian's Salary	\$ 16,900.00	\$ 17,550.00	\$ 2,720.00	\$ 3,375.00	19%
12. Payroll Taxes (FICA, etc)	\$ 1,292.98	\$ 1,343.00	\$ 214.16	\$ 265.48	20%
13. Substitute Staff	\$ -	\$ 100.00			0%
14 Accounting Fees	\$ 660.96	\$ 540.00	\$ 97.20	\$ 145.80	27%
15. Book Purchases	\$ 70.00	\$ 1,000.00			0%
16. Automation Contract	\$ 919.37	\$ 900.00			0%
17. ICICILL-ICEPEC License		\$ 150.00	\$ 70.00	\$ 70.00	47%
18 Movie Licensing	\$ -	\$ 100.00			0%
19. Postage		\$ 10.00			0%
20 Serial Purchases					
21. Equipment/Computers	\$ 669.99	\$ 300.00			0%
22. Fuel	\$ 1,431.79	\$ 1,600.00	\$ 314.27	\$ 314.27	20%
23. Electricity	\$ 715.73	\$ 750.00	\$ 124.88	\$ 124.88	17%
24 Building Repairs		\$ 232.00			
25. Program Supplies, Misc.	\$ 125.81	\$ 700.00		\$ 12.60	2%
26. Telephone/Internet/Web	\$ 362.15	\$ 400.00	\$ 59.68	\$ 89.76	22%
27. POB Rental	\$ 120.00	\$ 125.00	\$ 122.00	\$ 122.00	98%
28, Insurance D&O/WorkComp/DB	\$ 1,861.27	\$ 1,900.00			0%
29. Trash Removal	\$ 150.00	\$ 300.00	\$ 90.00	\$ 90.00	30%
29a. Snow Removal					
30. Funds set aside for Reserve					
<b>31.Total Expenses</b>	<b>\$ 25,280.05</b>	<b>28,000</b>	<b>\$ 3,812.19</b>	<b>\$ 4,609.79</b>	<b>16%</b>
<b>32. Excess or Deficit</b>	<b>\$ 3,197.30</b>	<b>\$ -</b>	<b>\$ 11,234.92</b>	<b>\$ 10,437.47</b>	

Checkbook balance as of 3/15/21	\$ 27,641.70
Balance, Construction Acct.	\$ 8,473.47
Friends of the Library acct.	\$ 956.64
<b>Total</b>	<b>37,071.81</b>



## **Director's Report March 16, 2021**

Annual Report submitted early February for CEFLS review so far I haven't heard of any needed changes

### **Preparations for the system migration:**

I've volunteered to be part of the library system migration steering committee. It consists of about 10 libraries and we will help make some of the decisions for the library system as we move forward.

I've started weeding books from the collection. I've removed more than 200 so far including things marked as missing or damaged.

I've also started looking at duplicate borrowers, these are people with more than one library card in the system before the migration we need to try and delete some of the duplicate records.

### **Programming/Services:**

CEFLS will be holding a virtual summer reading workshop March 23<sup>rd</sup>. They also have sent us some materials to make 2 sock puppets to use in programming and will eventually send us materials to create a puppet theatre to give away or keep in the library for children's section in the future.

CEFLS also got funding to send us paper bag puppet kits. We received 5 and I am going to use them as take and make kits to hand out for our summer reading program.

We did the Facebook live cross posting event of Resurrection Lily with NNLM I was able to count attendance for this at 78 and we even had some patrons comment and ask questions.

I volunteered the library to be a drop off site for We Are Instrumental. It is a program that seeks instrument donations to redistribute to schools in the community to support band and music programs.

I attended a webinar on Virtual and In-Person programming for Infants which I can use to help craft ideas for our summer reading program this year.

### **Book Donations:**

We received a donated copy of George Brendler's new book "My Childhood Years in World War II Hungary" to add to the library collection.

Tim donated a book called All Together Now by Alan Doyle this will also be added to the collection.

### **Miscellaneous:**

I've got the new shelving up and moved over the children's books and I was able to shift things around a bit to get rid of the last spinner that still has some paperbacks on it.

CEF is keeping track of services each library has available on the homepage and in a spreadsheet so we can see what the other libraries are doing.