



**Mooers Free Library
Board of Trustees Meeting
ANNUAL MEETING
Wednesday, March 22, 2023 – 5:15 PM
Mooers Free Library, 25 School Street, Mooers, NY 12958**

M I N U T E S

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. Grant Project
 - d. CTG Equipment
 - e. Other Old Business
9. New Business
 - a. Vacuum
 - b. Other New Business
10. Period for Public Expression (5-Minute Limit)
11. Dates of Future Meetings – May 16, 2023
12. Adjournment

Mooers Free Library Board of Trustees Meeting

Wednesday, March 22, 2023 @ 5:15 PM

Mooers Free Library, 25 School Street, Mooers NY 12958

President Tim Gonyo called the meeting to order at 5:16 p.m. following with the pledge of allegiance. Present were Tim Gonyo, Art Menard, Marilyn Willette, Patty Gaudreau, Gerald LaValley, and co-directors - Norma Menard, and Stacie Brooks. Excused: Irving Breyette and Lisa Delong. Absent: Jenn McIntyre

Pledge of Allegiance

Adoption of Agenda

Gerald LaValley made the motion to adopt the agenda. Seconded by Marilyn Willette . Motion passed.

Secretary's Report

Art Menard made the motion to adopt the report. Seconded by Gerald LaValley. Motion passed.

Correspondence

No correspondence to report.

Treasurer's Report

See attached

Director's Report

See Attached

Old Business

- a. Policies - Continued— Tabled
- b. Report to the Community – The report is completed. Discussion was held to include it with the Fire Department's annual letter. Norma Menard will contact Kendra Hawksby to see if this is possible and how many copies are needed. We will print our own copies and Art Menard will check with Border Press on prices.
- c. Grant Project—See Directors's report
- d. CTG equipment— Marilyn Willette made the motion to purchase high speed internet equipment at a cost of \$1034.80 (equipment quote is added to the minutes). Seconded by Gerald LaValley. Motion passed.
- e. Annual Report- Gerald LaValley made the motion to approve the Annual Report for 2022. Seconded by Patty Gaudreau. Motion passed.
- f. Insurance- Insurance quotes were received from local agencies for comprehensive library insurance. Eastern Insuring Agency continues to have the best rate, so we will remain with them.

New Business

- a. Vacuum - The library is in need of a new vacuum. It was agreed to purchase a new one.

- b. Art Collection - An art collection committee was formed. Members include; Tim Gonyo, Patty Gaudreau, Marilyn Willette and Art Menard. Tim will contact Rainbow Banquet Hall and report to the committee concerning prices and available dates.

Public Discussion

No community members present

Dates of future meetings

May 16, 2023 @ 5:15

Adjournment

Marilyn Willette made the motion to adjourn at 6:22 pm. Seconded by Patty Gaudreau.

Minutes by Patty Gaudreau

MOOERS FREE LIBRARY
FINANCIAL STATEMENTS
March 22, 2023

| Public support & Rev. | 2022 Actual | 2023 Budget | Since Last Mtg | 2023 Year to Date | 25% |
|--------------------------------------|---------------------|--------------------|-----------------------|--------------------------|------------|
| 1. Town of Mooers | \$ 15,000.00 | \$ 15,000 | \$ 15,000.00 | 15,000.00 | 100% |
| 2. NCCS | \$ 10,750.00 | \$ 10,750 | \$ - | - | 0% |
| 3. Grants | \$ 14,379.94 | \$ 5,000 | \$ 1,395.06 | 1,395.06 | 28% |
| 4. Gifts and Donations | \$ 501.56 | \$ 400 | \$ 50.00 | 50.00 | 13% |
| 5. Local Library Service Aid (CEFLS) | \$ 1,776.92 | \$ 1,200 | | | 0% |
| 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 | | | 0% |
| 11. Other Income, Reimbursement | \$ 54.16 | \$ 30 | | | 0% |
| 12. Bank Interest | \$ 2.17 | \$ 2 | \$ 0.41 | 0.59 | 30% |
| 13. Total Revenue | \$ 45,312.61 | \$ 36,000 | \$ 16,445.47 | 16,445.65 | 46% |
| | | | | | |
| Expenses | 2022 Actual | 2023 Budget | Since Last Mtg | 2023 Year to Date | 25% |
| 14. Librarian's Salary | \$ 19,195.81 | \$ 20,300.00 | \$ 3,563.32 | \$ 4,343.84 | 21% |
| 15. Payroll Taxes (FICA, etc) | \$ 1,952.86 | \$ 1,920.00 | \$ 362.51 | \$ 441.92 | 23% |
| 16. Substitute Staff | \$ 50.00 | \$ 50.00 | \$ - | | 0% |
| 17 Accounting Fees | \$ 745.20 | \$ 745.00 | \$ 123.12 | \$ 184.68 | 25% |
| 18. Insurance D&O/WorkComp/DBL | \$ 1,935.60 | \$ 2,000.00 | | | 0% |
| 19. Book/Media Purchases | \$ 739.67 | \$ 2,000.00 | | | 0% |
| 20. Automation Contract | \$ 936.43 | \$ 940.00 | \$ - | | 0% |
| 21. ICICILL-ICEPEC License | \$ 70.00 | \$ 150.00 | \$ 70.00 | \$ 70.00 | 47% |
| 22 Movie Licensing | \$ 356.00 | \$ 360.00 | \$ - | | 0% |
| 23. Postage | \$ - | \$ 250.00 | \$ - | \$ - | 0% |
| 24. Equipment/Computers | \$ 4,747.05 | \$ 500.00 | | | 0% |
| 25. Fuel | \$ 1,634.94 | \$ 1,400.00 | \$ 840.43 | \$ 840.43 | 60% |
| 26. Electricity | \$ 1,051.14 | \$ 865.00 | \$ 177.52 | \$ 177.52 | 21% |
| 27 Building Repairs | \$ 248.88 | \$ 300.00 | | | 0% |
| 28. Program Supplies | \$ 2,208.49 | \$ 1,000.00 | \$ 262.22 | \$ 312.70 | 31% |
| 29. Miscellaneous | \$ 1,382.69 | \$ 100.00 | | | 0% |
| 30. Telephone/Internet/Web | \$ 1,688.37 | \$ 1,680.00 | \$ 319.73 | \$ 437.70 | 26% |
| 31. POB Rental | \$ 130.00 | \$ 140.00 | \$ 146.00 | \$ 146.00 | 104% |
| 32. Trash/Snow Removal | \$ 60.00 | \$ 50.00 | \$ - | | 0% |
| 33. Fund Raising Payout | \$ 900.00 | \$ 1,250.00 | \$ - | | 0% |
| 34. Funds set aside for Reserve | \$ - | | \$ - | \$ - | |
| 35.Total Expenses | \$ 40,033.13 | 36,000 | \$ 5,864.85 | \$ 6,954.79 | 19% |
| | | | | | |
| 36. Excess or Deficit | \$ 5,279.48 | \$ - | \$ 10,580.62 | \$ 9,490.86 | |

| | |
|--|---------------------|
| Checkbook Balance as of 3/14/23 | \$ 33,161.96 |
| Balance, Construction Acct. | \$ 13,925.75 |
| Friends of the Library acct. | \$ 956.64 |
| Total | \$ 48,044.35 |

Co-Directors' Report

Stacie Brooks, Lisa DeLong, Norma Menard

01/01/2023—03/22/23

Programs

Children:

Storytime Tuesdays (changed from "Toddler Time"; held weekly) and LEGO Time (held on the second Saturday of every month) are both still on-going

Both second grade classes from Mooers Elementary visited the library on 03/06/23

Adults:

Five Senior Planet lectures on different topics held during the years' first quarter

"We Love Games" game time held on 02/14/23

Many more programs for a range of ages are already scheduled or in the developmental stages. All co-directors continue to do the research, training, documentation, outreach, and co-ordination to help make our programs successful.

Resource Development

Grants applied for and results:

National: Random House grant—we were not selected

ALA Libraries Transforming Communities grant—waiting to hear back

Local: Stewart's Holiday Match grant—\$400 awarded

Clinton County Youth Bureau grant—contract in progress for \$3,768 focusing on children's programming

Publicity & Partnerships

A 3-minute video featuring our library's Senior Planet program is posted on the Senior Planet website

Cornell Cooperative Extension is presenting a program at MFL on 04/20/23 ("Rewilding & Biodiversity")

Programs are in development with the Alzheimer's Disease Caregiver Initiative Office for caregiver wellness

Due to participate in "Library Crawl" event organized by Champlain Memorial Library on 06/03/23

Library Collection & Statistics

New York State Annual Report (yearly) and Federal Economic Census (every five years) both completed and submitted on time

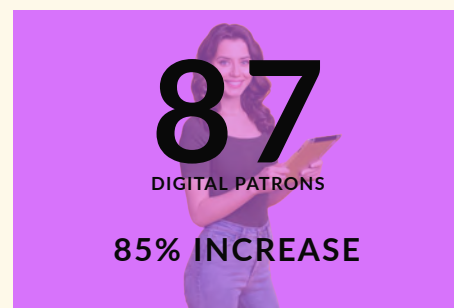
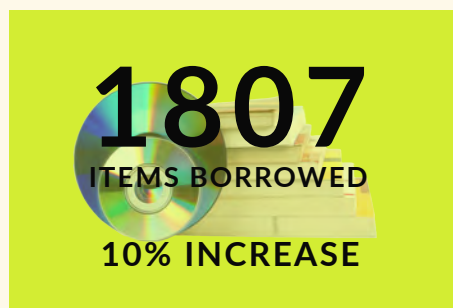
Currently working on weeding, developing, and displaying our collection to its full potential, with a special focus on the childrens' section in anticipation of our Summer Reading Program.

Library in-person attendance has once again increased from last year at this time.

Library cards created this year : 14

Items added to collection : 63

YEAR IN REVIEW





Mooers Free Library Co-Directors Report 2022

Stacie Brooks, Lisa Delong, and Norma Menard

These activities highlight accomplishments in programming, resource development and community partnerships.

PROGRAM Patron activity in 2022 (2,766) increased by 1,585 or 134% compared with 2021(1,181).

Children: As COVID-19 restrictions eased, we cautiously transitioned from online to in-person programs.

- SPRING- *Easter Fun Time* and *Planting Seeds* events
- SUMMER - *Oceans of Possibilities* summer reading program, *Grooming Around* event
- FALL - *LEGO Time* launched in September (2nd Saturdays) and *Toddler Time* (Tuesdays) in October
- WINTER - maintained and infused fall programs with holiday and special interest themes

Older Adults: Licensed in March, we were the first in our library system to deliver *Senior Planet* (SP) curriculum.

- MAY- DECEMBER - served 35 adults who signed up for at least one or all of two SP 5-week courses and 13 stand-alone lectures (with at least 350 engagements or sign ins).
- *Technology, Coffee & Conversations* project included lectures on *Genealogy* and *Who Takes Care of the Caregivers*; Tech Lunch & Learn, holiday *Sing-alongs*, *Gametime*, and two potlucks.
- One-on-one assistance to patrons who had issues with technology and online forms.

Community at large: Events, resources and services for all ages

- 52 new library cards were issued
- New computers/laptops, iPads, Kindles, and security cameras were purchased and waiting to be installed
- Dedication of the installation of art collection donated by the family of Linda Gonyo-Horne
- *Reading Joe Sherlock* presentation by professional voice actor, Rob Gonyo
- Presentation on *The Amazing Role of Women in America's Earliest Wars* by Mark Barrie, award-winning author
- Stories and songs by the *Akwesasne Women Singers*, held at the library grounds on a beautiful October day
- Free high speed Wifi and COVID-19 home test kits
- Tammy's Lunch Box

RESOURCE DEVELOPMENT

- 494 books/dvds were added to our collection. Family passes for local museums (*The Wild Center*, *Echo Leahy Center for Lake Champlain*, and *Fort Ticonderoga*) were made available.
- Professional development activities for co-directors included Senior Planet Train the Trainer, Supercharged Storytime, Summer Reading Program and various other training accessed by Zoom or online.
- Over \$15,000 in grants were received from Senior planet, Office for the Aging, Lake Placid Education Foundation, Chapel Hill Foundation, and Summer Reading Program. These grants allowed for program staff time and supplies, Wi-Fi upgrade, and purchase of new equipment.
- Funds were raised through raffle, virtual book fair, and Town Wide Garage Sale
- A donation of an art collection is on display in the library and community room for patrons to enjoy.
- Numerous donations of books, LEGO pieces, and garage sale items were received from the community!

COMMUNITY PARTNERSHIPS, CONNECTIONS, PUBLICITY

Partnerships and publicity kept the public informed of programs and opened new avenues to serve the community.

- Presence at Town Board meetings, Mooers Labor Day Parade and participating in the Town-Wide Garage Sale
- Sing-along (and dancing too!) at the Senior Housing, with potluck coordinated by the K of C Ladies Auxiliary
- Participating in the CEF Library System and the Northern New York Library Network (NNYLN) meetings
- Press-Republican and The Sun feature articles of events and programs
- Presenting at the Office for the Aging and Southern Adirondack Library Network meetings, referrals to Literacy Volunteers, speaker from the Alzheimer's Office, COVID tests from Hudson Headwaters
- Features in the Senior Planet website: *People We Love* (article) and *Aging with Attitude and Gratitude* (video)
- Facebook presence and informative website.
- Local organizations such as the Mooers K of C, the Ladies Auxiliary (use of community room) and Kiwanis

Among our biggest 2022 accomplishments spearheaded by our Board of Trustees are our 501(C)3 designation and Construction Grant of \$28,076 with a NYS match of \$25,268. On to another year of service!