



**Moers Free Library
Board of Trustees Meeting
Tuesday, April 19, 2022 – 5:30 PM
Moers Free Library, 25 School Street, Moers, 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. Senior Grant
 - b. Fund Raising – 10 Week Club \$1,030
 - c. Art Donation Curation/Auction-Sale
 - d. Town Wide Garage Sale
 - e. Senior Planet
 - f. Other Old Business
9. New Business
 - a. Policies – Children
 - b. 1st Amendment Audits
 - c. Other New Business
10. Period for Public Expression (5 Minute Limit)
11. Dates of Future Meetings – May 17, 2022
12. Adjournment

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Mooers Free Library Board of Trustees Meeting

Tuesday, April 19, 2022 @ 5:30 PM

Mooers Free Library, 25 School Street, Mooers NY 12958

***Meeting held via Zoom

President Tim Gonyo called the meeting to order at 5:35 p.m. Present were Tim Gonyo, Art Menard, Marilyn Willette, Patty Gaudreau, Irving Breyette, and co-directors - Norma Menard, and Stacie Brooks. Absent were Jenn McIntyre, Gerald LaValley and Lisa DeLong

Adoption of Agenda

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

Secretary's Report

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

Correspondence

- a. Norma Menard reported that our Senior Grant through the Office For The Aging for \$1625.00 was approved.
- b. Norma Menard also reported the library received a letter from Meg Backus from the North Country Library System confirming our grant for the Senior Planet Chrome Essentials Course and what the monies awarded could be used for.

Treasurer's Report

See attached

Director's Report

See Attached

Old Business

- a. Senior Grant - covered in correspondence
- b. Fundraising- 10 Week Club was successful. All tickets were sold and we raised \$1030. Art Menard will distribute money to the winners this week. Tim Gonyo suggested we consider having two fundraisers a year. We will revisit this in the Fall.
- c. Art Donation Curation/Auction Sale - Tim Gonyo has collected information from board members concerning which art work to keep and display in the library. We need to start getting the community room ready for the Senior Planet Chrome Course so we would like to sort the art (which is in the community room) we are keeping and begin to get the art hung before the Senior Planet Chrome Essentials Course begins.
- d. Town Wide Garage Sale - We are participating on June 11. Tim Gonyo suggested we sell the large "boat" table in the community room as it is quite cumbersome. We have another large table in the community room which can be used. We will try to sell it on FB Marketplace.
- e. Senior Planet - Norma Menard reported she has 12 registrants for the Chrome Essentials Course beginning May 10. This is a 5 week course, meeting every Tuesday/Thursday @ 10:00.
- f. Lecture on May 3 @ 10:00 - Protecting Information Online - will be held in the community room with Norma and Art Menard presenting.

New Business

- a. Policies - Children - Norma Menard asked if we have a policy for which ages children can attend the library alone. Tim Gonyo suggested we form a policy revamp committee to look at all our

policies and update/change/add policies as needed. The Policy Revamp Committee members will include; Tim Gonyo, Patty Gaudreau, Marilyn Willette, Stacie Brooks and Norma Menard.

- b. 1st Amendment Audits - 1st Amendment Audits are happening in the North Country. It is recommended directors and board members register for an informational webinar on April 26 @ 1:00 - 2:30 pm. Norma Menard will email us more information on this and how to sign up for the webinar.

Public Discussion

No community members present

Dates of future meetings

May 17 at 5:30 pm.

Adjournment

Art Menard made the motion to adjourn at 6:37 pm. Seconded by Marilyn Willette

Minutes by Patty Gaudreau

**MOOERS FREE LIBRARY
FINANCIAL STATEMENTS
April 19,2022**

Public support & Rev.	2021 Actual	2022 Budget	Since Last Mtg	2022 Year to Date	33%
1. Town of Mooers	\$ 15,000.00	\$ 15,000	\$ -	15,000.00	100%
2. NCCS	\$ 10,500.00	\$ 10,500	\$ -	-	0%
3. Grants		\$ 500	\$ -	250.00	50%
4. Gifts and Donations	\$ 1,264.97	\$ 1,000	\$ 34.98	81.62	8%
5. Local Library Service Aid (CEFLS)	\$ 1,443.83	\$ 1,110		138.20	12%
6. Copier Usage		\$ 14	\$ -	-	0%
7. Library Charges	\$ 50.00	\$ 14	\$ -	-	0%
8. Sale of Books		\$ 60	\$ -	-	0%
9. Reserve Funds		\$ 1,000	\$ -	-	0%
10. Fundraisers	\$ -	\$ 2,300	\$ 1,710.00	1,950.00	85%
11. Other Income, Reimbursement	\$ -	\$ -	\$ 50.00	50.00	0%
12. Bank Interest	\$ 1.88	\$ 2	\$ 0.23	0.76	38%
13. Total Revenue	\$ 28,260.68	\$ 31,500	\$ 1,795.21	17,470.58	55%
Expenses					
	2021 Actual	2022 Budget	Since Last Mtg	2022 Year to Date	33%
14. Librarian's Salary	\$ 18,112.86	\$ 18,550.00	\$ 2,020.28	\$ 5,386.86	29%
15. Payroll Taxes (FICA, etc)	\$ 1,842.68	\$ 1,750.00	\$ 205.53	\$ 548.02	31%
16. Substitute Staff	\$ -	\$ 100.00	\$ -	\$ -	0%
17 Accounting Fees	\$ 589.68	\$ 685.00	\$ 61.56	\$ 252.72	37%
18. Insurance D&O/WorkComp/DBL	\$ 1,872.72	\$ 2,000.00	\$ -	\$ -	0%
19. Book/Media Purchases	\$ 33.90	\$ 2,000.00	\$ 124.62	\$ 124.62	6%
20. Automation Contract	\$ 891.83	\$ 940.00	\$ -	\$ -	0%
21. ICICILL-ICEPEC License	\$ 70.00	\$ 150.00		\$ 70.00	47%
22 Movie Licensing	\$ 145.00	\$ 150.00	\$ -	\$ -	0%
23. Postage	\$ -	\$ 50.00	\$ -	\$ -	0%
24. Equipment/Computers	\$ 127.46	\$ 300.00	\$ -	\$ -	0%
25. Fuel	\$ 1,106.88	\$ 1,335.00	\$ 1,115.07	\$ 1,115.07	84%
26. Electricity	\$ 770.56	\$ 850.00	\$ 66.84	\$ 188.32	22%
27 Building Repairs	\$ -	\$ 200.00	\$ -	\$ -	0%
28. Program Supplies, Misc.	\$ 388.33	\$ 600.00	\$ 50.00	\$ 86.85	14%
30. Telephone/Internet/Web	\$ 626.37	\$ 600.00	\$ 193.88	\$ 317.90	53%
31. POB Rental	\$ 122.00	\$ 130.00		\$ 130.00	100%
32, Trash/Snow Removal	\$ 390.00	\$ 100.00	\$ -	\$ 60.00	60%
33. Fund Raising Payout	\$ -	\$ 1,000.00	\$ -	\$ -	0%
34. Funds set aside for Reserve	\$ -	\$ 10.00	\$ -	\$ -	0%
35.Total Expenses	\$ 27,090.27	31,500	\$ 3,837.78	\$ 8,280.36	26%
36. Excess or Deficit	\$ 1,170.41	\$ -	\$ (2,042.57)	\$ 9,190.22	

Checkbook balance as of 4/19/22	\$ 27,564.86
Balance, Construction Acct.	\$ 8,918.52
Friends of the Library acct.	\$ 956.64
Total	\$ 37,440.02

4/18/2022 Co-Directors Report

Stacie Brooks, Lisa Delong, and Norma Menard

Library hours were changed on 4/6/22 per decision at last month's board meeting.

Wi-Fi speed was upgraded significantly on 3/22/22. Around the same time, Tim updated all computers to the best of his ability; in doing so, noticed that many are on the way to technological obsolescence and will have issues being updated in the future. He also set up our new phone/answering machine.

Senior Planet lecture (5/3/22) and 5-week course (5/4/22-6/9/22) are both on track and have scheduled attendees.

We have a "Planting Seeds" event scheduled 5/14/22 at 11 AM, hopefully the first event in a Second Saturday Series of programs.

Our Co-Directors' "Meeting of the Minds" was suspended early April due to unforeseen circumstances, but we expect to resume our planning meetings soon.

In other highlights:

Lisa has continued to post story time videos on our Facebook and You Tube pages.

Stacie attended CEFLS' Summer Reading Workshop on 3/23/22 and is in the midst of planning for an all-ages Summer Reading Program.

Norma submitted a grant request to The Office for the Aging on 3/14/22. Local legislator Francis Peryea stopped by on 4/7/22 to let us know the Clinton County Legislature approved her Technology, Coffee, and Conversations grant request and awarded \$1,625.

On 3/28/22, CEFLS director Steve Kenworthy visited the library and met with all directors to hear our opinions regarding future CEFLS programs and support.

Our Easter Event was held 4/16/22. We had over 40 adults and kids in attendance. Both Lisa and Stacie prepped/decorated/led the event with the gracious help of board members Jennifer and Marilyn. (Thanks to Patty as well for yard clean-up beforehand.) Our fundraising raffle was also a success. Recap of the day was documented and posted on Facebook by Tim.

Library usage for late March/early April 2022:

March 2022 showed a 102% increase in visits compared to March 2021 (186 in March 2022, only 88 in 2021).

We had over a hundred visits by patrons to the library in the first three weeks of April 2022

Multiple directors helped patrons both find/request books and use our computers (for tasks such as personal document creation, signing into programs, and filling out forms).

At least 25 books were added to our collection in the past month, approximately 50% juvenile fiction (multiple age ranges), 30% adult fiction, and 20% adult non-fiction.