



**Mooers Free Library
Board of Trustees Meeting
Wednesday, May 16, 2023 – 5:15 PM
Mooers Free Library, 25 School Street, Mooers, 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
 - a. Community Room Policy
 - b. Construction Grant Project
 - c. Art Fundraiser
 - d. Other Old Business
9. New Business
 - a. LTC (Libraries Transforming Communities) Grant
 - b. Digital Equity Focus Group for Older Adults
 - c. Book Sale/Townwide Garage Sale
 - d. T-Shirts
 - e. Bookcases
 - f. Door Locks
 - g. Folding metal chairs (used) for \$1 each from St. Ann's Church
 - h. Other New Business
10. Period for Public Expression (5-Minute Limit)
11. Dates of Future Meetings – June 20, 2023
12. Adjournment

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Mooers Free Library Board of Trustees Meeting

Wednesday, May 16, 2023 @ 5:15 PM

Mooers Free Library, 25 School Street, Mooers NY 12958

President Tim Gonyo called the meeting to order at 5:15 p.m. following with the pledge of allegiance. Present were Tim Gonyo, Art Menard, Marilyn Willette, Patty Gaudreau, Gerald LaValley, Irving Breyette, Jenn McIntyre and co-directors - Norma Menard, Lisa Delong and Stacie Brooks.

Pledge of Allegiance

Adoption of Agenda

Jenn McIntyre made the motion to adopt the agenda. Seconded by Irving Breyette. Motion passed.

Secretary's Report

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

Correspondence

Norma Menard reported that the library was asked to host a Digital Equity Focus Group on June 5 at 11:00 a.m. See more information on this under New Business.

Treasurer's Report

See attached

Director's Report

See attached

Old Business

- a. Policies - Community Room Policy- It was agreed the community room will be free of charge for those using it for nonprofit activities. Private parties/clubs will be charged.
- b. Construction Grant Project- Art Menard spoke with Ron Buskey in regards to the location of the shed purchased with grant money. The shed is going behind the library and we need to be sure it doesn't interfere with the septic system.
- c. Art Fundraiser- Tim Gonyo contacted Brannon Sample at Rainbow Banquet Hall and is waiting to hear back from him. We may be interested in having the auction for Linda Gonyo Horne's art collection there.
- d. Other Old Business- Patty Gaudreau will ask Mike Menard to help change the water filters.

New Business

- a. LTC (Libraries Transforming Communities) Grant - Norma Menard and Tim Gonyo worked on this. Tim Gonyo has signed the papers for this \$20,000 grant. Before monies can be spent, guidelines need to be established. It was suggested to have a focus meeting to determine community needs before the final project is submitted.
- b. Digital Equity Focus Group for Older Adults - The library will host this. Feedback from attendants for this 90 minute focus group will help New York State improve access to high quality and affordable internet services, devices, skills training, and digital support. After the meeting lunch will be served.
- c. Book Sale/Town Wide Garage Sale - The library will participate in this again this year. Patty Gaudreau, Jenn McIntyre, Marilyn Willette, Lisa DeLong, Tim Gonyo and Stacie Brooks will help on the day of the sale. Art Menard, Norma Menard, Stacie Brooks, Jenn McIntyre and Patty Gaudreau will help set up on Friday June 9.
- d. T-Shirts - More t-shirts with the library logo need to be ordered.
- e. Bookcases- Library directors expressed a need for more bookcases for the library. They will contact Woodworks (Roger Bodine) to get current prices.
- f. Door Locks- New locks are needed for the interior doors in the foyer for the library and community room. The locks are not working properly. Art Menard will contact Ron Buskey about purchasing and installing new ones.
- g. Folding Metal Chairs (used) for \$1 each from St. Ann's Church - The library will purchase 25 and Art Menard will pick them up. The Library Directors would also like to purchase tables for the community room which aren't as cumbersome as what we currently have. It's difficult to move the large table when needed for events in the community room.
- h. Other New Business - Marilyn Willette asked about getting The Friends Of The Library Group together again. Tim Gonyo supported this and suggested having a public get together for those interested in participating in the group.

Public Discussion

No community members present

Dates of future meetings

June 20, 2023 @ 5:15

Adjournment

Marilyn Willette made the motion to adjourn at 6:31 pm. Seconded by Art Menard.

Minutes by Patty Gaudreau

**MOOERS FREE LIBRARY
FINANCIAL STATEMENTS
May 16, 2023**

Public support & Rev.	2022 Actual	2023 Budget	Since Last Mtg	2023 Year to Date	43%
1. Town of Mooers	\$ 15,000.00	\$ 15,000		15,000.00	100%
2. NCCS	\$ 10,750.00	\$ 10,750	\$ -	-	0%
3. Grants	\$ 14,379.94	\$ 5,000		1,395.06	28%
4. Gifts and Donations	\$ 501.56	\$ 400	\$ 134.98	184.98	46%
5. Local Library Service Aid (CEFLS)	\$ 1,776.92	\$ 1,200	\$ 143.39	143.39	12%
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	\$ 0.49	1.08	54%
13. Total Revenue	\$ 45,312.61	\$ 36,000	\$ 278.86	16,724.51	46%
Expenses					
	2022 Actual	2023 Budget	Since Last Mtg	2023 Year to Date	43%
14. Librarian's Salary	\$ 19,195.81	\$ 20,300.00	\$ 4,139.78	\$ 8,483.63	42%
15. Payroll Taxes (FICA, etc)	\$ 1,952.86	\$ 1,920.00	\$ 421.16	\$ 863.07	45%
16. Substitute Staff	\$ 50.00	\$ 50.00	\$ -		0%
17 Accounting Fees	\$ 745.20	\$ 745.00	\$ 123.12	\$ 307.80	41%
18. Insurance D&O/WorkComp/DBL	\$ 1,935.60	\$ 2,000.00	\$ 1,431.25	\$ 1,431.25	72%
19. Book/Media Purchases	\$ 739.67	\$ 2,000.00	\$ 169.05	\$ 169.05	8%
20. Automation Contract	\$ 936.43	\$ 940.00	\$ 983.24	\$ 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	\$ -	\$ -	0%
24. Equipment/Computers	\$ 4,747.05	\$ 500.00	\$ 156.94	\$ 156.94	31%
25. Fuel	\$ 1,634.94	\$ 1,400.00		\$ 840.43	60%
26. Electricity	\$ 1,051.14	\$ 865.00	\$ 145.98	\$ 323.50	21%
27 Building Repairs	\$ 248.88	\$ 300.00			0%
28. Program Supplies	\$ 2,208.49	\$ 1,000.00	\$ 145.78	\$ 458.48	46%
29. Miscellaneous	\$ 1,382.69	\$ 100.00			0%
30. Telephone/Internet/Web	\$ 1,688.37	\$ 1,680.00	\$ 552.92	\$ 990.62	59%
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	\$ -		0%
34. Funds set aside for Reserve	\$ -		\$ -	\$ -	
35.Total Expenses	\$ 40,033.13	36,000	\$ 8,269.22	\$ 15,224.01	42%
36. Excess or Deficit	\$ 5,279.48	\$ -	\$ (7,990.36)	\$ 1,500.50	

Checkbook Balance as of 5/16/23	\$ 25,171.60
Balance, Construction Acct.	\$ 13,925.75
Friends of the Library acct.	\$ 956.64
Total	\$ 40,053.99

May 16, 2023 Co-Directors' Report—Stacie Brooks, Lisa DeLong, & Norma Menard

PROGRAMS

Partnered with Senior Planet—

- a. Chrome Essentials 5-week course with 10 participants taught by Art & Norma began on 5/9/23

Partnered with Alzheimer's Caregiver Support Initiative—

- a. Memory Café (held at 1 PM on 2nd Wednesday of the month):
4/12/23 Wooden Craft—8 attended; 5/3/23 Music with Mitch—18 attended
- b. Pop-Up Wellness Event (held at 9 AM on 3rd Monday of the month):
4/17/23—Meditation—10 attended
- c. Game Club (held at 1 PM on 1st Wednesday of the month):
5/3/23—16 attended

Walking Club (held 9 AM most Mondays):

Began on 4/24/23—from 6-7 attendees each time

LEGO Time (held 2nd Saturday of each month 10 AM-11 AM) and Storytime Tuesdays (held every Tuesday 10 AM-11 AM) are still running with turnout between 6-16 attendees each time. Extra support for these programs for part of this year has been gained (thanks to Lisa & Norma's efforts) by a grant from the Clinton County Youth Bureau.

Multiple programs of general interest:

Springtime Fun, Remember the Maine with Mark Barie; Rewilding and Biodiversity (presented by Cornell Cooperative Extension); and Grafting with Gordon, all seeing from 2-15 attendees.

Upcoming: Food Truck (every 3rd Monday of the month from 5 PM- 7 PM, rotating vendors)

Library Crawl on 6/3/23 from 9 AM- 1 PM (partnering with libraries across the north country and northern Vermont)

Garage Sale on 6/10/2023 (part of Mooers town wide garage sale)

Summer Reading (events TBD) with theme of "All Together Now"

Grant awarded to us from American Library Association: Libraries Transforming Communities (program development in process)

LIBRARY STATISTICS

Items added to collection since 01/01/2023 = 124

Library cards created since 01/01/2023 = 25

Library in-person usage: 1/2021 to 4/2021 = 336, 1/2022 to 4/2022 = 602, 1/2023 to 4/2023 = 1,123