



**Mooers Free Library
Board of Trustees Meeting
Tuesday, May 17, 2022 – 5:30 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/Committee Reports
8. Old Business
 - a. Town Wide Garage Sale
 - b. Adirondack Foundation Grant
 - c. Art Donation Curation/Auction-Sale
 - d. Policies – Continued
 - e. Trees/Grounds
 - f. Other Old Business
9. New Business
 - a. Adirondack Foundation Grant
 - b. Other New Business
10. Period for Public Expression (5 Minute Limit)
11. Dates of Future Meetings – May 17, 2022
12. Adjournment

M I N U T E S

Mooers Free Library Board of Trustees Meeting

Tuesday, May 17, 2022 @ 5:30 PM

Mooers Free Library, 25 School Street, Mooers NY 12958

President Tim Gonyo called the meeting to order at 5:33 p.m. following with the pledge of allegiance. Present were Tim Gonyo, Art Menard, Marilyn Willette, Patty Gaudreau, Irving Breyette, Jenn McIntyre and co-directors - Norma Menard, Lisa DeLong and Stacie Brooks. Excused Gerald LaValley.

Adoption of Agenda

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

Secretary's Report

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

Correspondence

Treasurer's Report

See attached

Director's Report

See Attached

Old Business

- a. Town Wide Yard Sale- We will set up on Friday at 3:00. The co-directors will accept usable donations as they come in. Art Menard and Patty Gaudreau have offered to store yard sale items in their garages.
- b. Art Donation Curation/Auction Sale - Tim Gonyo has gathered ideas from Carl DeLong concerning the display of donated art. Tim has also spoken to Thom Hallock from Mountain Lake PBS and he has offered to advertise about the pieces that will be auctioned. We are hoping to have the auction in September.
- c. Policies - Stacie Brooks and Tim Gonyo continue to look at updating our policies, as well as adding new policies.
- d. Trees/Grounds- Five fir trees were donated by Mike Magee and have been planted. Dan Dumas graciously moved the rock in front of the building. Art Menard spoke with Jeff Menard and he will have the big tree limbs moved which have fallen in the back of the property.

New Business

- a. **Lake Placid Educational Foundation Grant** - This is a new grant which is available. Tim Gonyo and Stacie Brooks submitted some computer related purchase thoughts to the board. We are looking to update our main library computer, purchase iPads(2) and cases, Kindle Fire(2) and cases, as well as books about computers and technology for all ages. Application is due June 1. Norma Menard and Stacie Brooks will complete the application and apply for the grant.
- b. Minimum Standards - Stacie Brooks said we need to meet minimum standards. Bylaws, policies, annual reports and tech training for staff are some of the standards which need to be met.
- c. Trivia Night- Tim Gonyo suggested having a trivia night would be a nice way to get our community involved in something fun!

Public Discussion

No community members present

Dates of future meetings

June 21 at 5:30 pm.

Adjournment

Irving Breyette made the motion to adjourn at 6:52 pm. Seconded by Jenn McIntyre

Minutes by Patty Gaudreau

**MOOERS FREE LIBRARY
FINANCIAL STATEMENTS
May 17, 2022**

Public support & Rev.	2021 Actual	2022 Budget	Since Last Mtg	2022 Year to Date	42%
1. Town of Mooers	\$ 15,000.00	\$ 15,000	\$ -	15,000.00	100%
2. NCCS	\$ 10,500.00	\$ 10,500	\$ -	-	0%
3. Grants		\$ 500	\$ 5,000.00	5,250.00	1050%
4. Gifts and Donations	\$ 1,264.97	\$ 1,000		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		1,950.00	85%
11. Other Income, Reimbursement	\$ -	\$ -		50.00	0%
12. Bank Interest	\$ 1.88	\$ 2	\$ 0.24	1.00	50%
13. Total Revenue	\$ 28,260.68	\$ 31,500	\$ 5,000.24	22,470.82	71%
Expenses					
	2021 Actual	2022 Budget	Since Last Mtg	2022 Year to Date	42%
14. Librarian's Salary	\$ 18,112.86	\$ 18,550.00	\$ 1,435.46	\$ 6,822.32	37%
15. Payroll Taxes (FICA, etc)	\$ 1,842.68	\$ 1,750.00	\$ 146.03	\$ 694.05	40%
16. Substitute Staff	\$ -	\$ 100.00		\$ 50.00	50%
17 Accounting Fees	\$ 589.68	\$ 685.00	\$ 61.56	\$ 314.28	46%
18. Insurance D&O/WorkComp/DBL	\$ 1,872.72	\$ 2,000.00	\$ 1,258.21	\$ -	0%
19. Book/Media Purchases	\$ 33.90	\$ 2,000.00	\$ 170.00	\$ 294.62	15%
20. Automation Contract	\$ 891.83	\$ 940.00	\$ 936.43	\$ 936.43	100%
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	\$ 160.16	\$ 160.16	53%
25. Fuel	\$ 1,106.88	\$ 1,335.00		\$ 1,115.07	84%
26. Electricity	\$ 770.56	\$ 850.00	\$ 117.97	\$ 435.87	51%
27 Building Repairs	\$ -	\$ 200.00	\$ -	\$ -	0%
28. Program Supplies, Misc.	\$ 388.33	\$ 600.00		\$ 36.85	6%
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	\$ 900.00	\$ 900.00	90%
34. Funds set aside for Reserve	\$ -	\$ 10.00	\$ -	\$ -	0%
35.Total Expenses	\$ 27,090.27	31,500	\$ 5,379.70	\$ 12,337.55	39%
36. Excess or Deficit	\$ 1,170.41	\$ -	\$ (379.46)	\$ 10,133.27	

Checkbook balance as of 5/17/22	\$ 27,203.19
Balance, Construction Acct.	\$ 8,918.52
Friends of the Library acct.	\$ 956.64
Total	\$ 37,078.35

5/17/2022 Co-Directors' Report

Stacie Brooks, Lisa DeLong, and Norma Menard

On April 26th, Patty, Art, and Norma attended the Empire State Library Network (ESLN) webinar on First Amendment Audits. Important takeaways: New York allows for public library policies that limit recording so long as they are rationally related to the library's purpose. Patron privacy, safety, and supporting routine operations are valid reasons to limit and restrict recording so long as they are uniformly applied. Clear signage and a posted, easily recited policy summary will help enforce the policy. A recording of the webinar will hopefully become available soon.

In Senior Planet news: We received a total of \$5,000 for our participation in the Senior Planet Digital Inclusion Initiative. Art and Norma attended the nation-wide Licensing Quarterly Zoom meeting on 5/2/2022. They then gave a lecture (Protecting Your Personal Information Online) on 05/03/2022 in which 11 adults participated. On 5/10/2022, the Chrome Essentials 5-week course began (attendance at classes has ranged from 5-8 each session). Both Tim and Stacie have begun the new Train the Trainer series running 5/16/2022 -06/17/2022 in hopes of strengthening our commitment to Senior Planet programming.

Lisa ran the "Planting Seeds" event on 5/14/2022 (with Stacie along to support and Tim there to document). 14 attendees learned about how seeds grow, saw seeds at different stages, and had the chance to plant seeds of their own.

Lisa has begun a Supercharged Story Time training course, while Stacie attended both a Zoom STEAM (Science, Technology, Engineering, Art, and Math) workshop on 5/6/2022 and a presentation on juvenile non-fiction collection management on 5/16/2022. Information learned will help us create a great Summer Reading Program for the library beginning in July.

On Facebook, we asked for donations of LEGOS in good condition to prep for a LEGO program in the fall; we have received 3 donations so far (thanks to our generous community)!

Library usage for late April/early May 2022:

April 2022 showed an 88% increase in visits compared to April 2021 (179 in April 2022, only 95 in 2021).

There have been over one hundred visits to the library in the first two weeks of May 2022.

42 books have been added to the collection in the past month, approximately 60% juvenile fiction (multiple age ranges/style of book), 14% adult fiction, 14% adult non-fiction, and 12% juvenile non-fiction. 11 of these titles (about 25%) are in graphic novel format.