



**Moors Free Library
Board of Trustees Meeting
Tuesday, May 21, 2024 – 4:00 PM
Moors Free Library, 25 School Street, Moors, 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
 - b. Construction Grant
 - c. Summer Series – Food & Music
 - d. Fundraising - Tickets
 - e. Board Training Report
 - f. Other Old Business
9. New Business
 - a. Other New Business
10. Period for Public Expression (5-Minute Limit)
11. Dates of Future Meetings – June 18, 2024 at 4PM
12. Adjournment

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Mooers Free Library Board of Trustees Meeting

Tuesday, May 21, 2024 @ 4:00 PM

Mooers Free Library, 25 School Street, Mooers NY 12958

President Tim Gonyo called the meeting to order at 4:05 p.m. following with the pledge of allegiance. Present were Tim Gonyo, Art Menard, Patty Gaudreau, Jenn McIntyre, Marilyn Willette, Rachel Mancuso, and co-directors - Norma Menard, Lisa DeLong, and Stacie Brooks.

Absent: Irving Breyette

Pledge of Allegiance

Adoption of Agenda

Jenn McIntyre made the motion to adopt the agenda. Seconded by Rachel Mancuso. Motion passed.

Secretary's Report

Jenn McIntyre made the motion to adopt the report. Seconded by Marilyn Willette. Motion passed.

Correspondence

- a. CEFLS requested to have their July 22 board meeting at our library.

Treasurer's Report

See attached

Director's Report

See attached

Old Business

- a. Policies - Tabled
- b. Construction Grant- We are looking for moving forward ideas for new grants. Discussed and agreed to apply for grants for a pavilion and outside story wall.
- c. Summer Series- Food & Music- We just need to fill in one food spot for the summer. Summer series starts today.
- d. Fundraising- Tickets- Border Press will print the tickets. Friends of the Library will help sell tickets for the fundraiser. The fundraiser will be similar to the 50/50 Club fundraiser we held in 2022 with cash prizes.
- e. Board Training Report - Art Menard, Norma Menard, Marilyn Willette and Patty Gaudreau attended the CEFLS Community Workshop on May 2, 2024. Board recruitment and development, and fundraising ideas were discussed.
- f. Other Old Business - Wear library shirts at the next board meeting so we can get a picture of the new board.

New Business

- a. Form 990 Easy - We hired an accountant to complete this form.

Dates of future meetings

June 18, 2024 @ 4:00 *please note change in the time*

Adjournment

Art Menard made the motion to adjourn at 5:04 pm. Seconded by Jenn McIntyre.

Minutes by Patty Gaudreau

**MOOERS FREE LIBRARY
FINANCIAL STATEMENTS
May 14, 2024**

Public support & Rev.	2023 Actual	2024 Budget	Since Last Mtg	2024 Year to Date	42%
1. Town of Mooers	\$ 15,000.00	\$ 15,000.00	\$ -	\$ 15,000.00	100%
2. NCCS	\$ 11,000.00	\$ 11,000.00	\$ -	\$ -	0%
3. Grants	\$ 39,004.32	\$ 12,000.00	\$ 10,500.00	\$ 10,500.00	88%
4. Gifts & Donations	\$ 1,267.60	\$ 500.00	\$ 50.00	\$ 77.96	16%
5. Local Library Service Aid (State thru CEFLS)	\$ 1,589.23	\$ 1,700.00	\$ 143.69	\$ 143.69	8%
6. Reserve Funds	\$ -	\$ 1,000.00	\$ -	\$ -	0%
7. Fundraiser/Friends	\$ 559.26	\$ 3,000.00	\$ -	\$ -	0%
8. Bank Interest	\$ 3.30	\$ 3.00	\$ 1.16	\$ 1.83	61%
9. Reimbursements	\$ -	\$ -	\$ -		
10. Misc Other Income	\$ 1,292.32	\$ 47.00	\$ 25.00	\$ 25.00	53%
11. Total Revenue	\$ 69,716.03	\$ 44,250.00	\$ 10,719.85	\$ 25,748.48	58%
Expenses	2023 Actual	2024 Budget	Since Last Mtg	2024 Year to Date	42%
12. Librarian Salary	\$ 23,628.47	\$ 23,600.00	\$ 6,754.50	\$ 12,745.25	54%
13. Payrol Taxes (FICA, Medicare, etc.)	\$ 2,403.81	\$ 2,620.00	\$ 687.16	\$ 1,296.62	49%
14. Substitute Staff	\$ -	\$ 80.00	\$ -	\$ -	0%
15. Accounting Fees (Gusto)	\$ 741.96	\$ 775.00	\$ 187.92	\$ 313.20	40%
16. Staff Training	\$ -	\$ 525.00	\$ -	\$ -	0%
17. Insurance (D&O, Wrks Comp, DBL	\$ 1,769.25	\$ 2,000.00	\$ 1,599.48	\$ 1,857.48	93%
18. Book/Media Purchases	\$ 1,484.30	\$ 3,500.00	\$ 626.83	\$ 1,243.25	36%
19. Automation Contract (CEFLS)	\$ 983.24	\$ 1,000.00	\$ 1,032.40	\$ 1,032.40	103%
20. ICICILL/ICEPAC license (ILLs)	\$ 70.00	\$ 100.00	\$ -	\$ -	0%
21. Movie Licensing	\$ -	\$ 375.00	\$ -	\$ -	0%
22. Postage Expense	\$ 63.00	\$ 100.00	\$ -	\$ -	0%
23. Equipment/Computers	\$ 1,191.74	\$ 1,500.00	\$ -	\$ -	0%
24. Fuel	\$ 1,256.43	\$ 1,500.00	\$ 678.04	\$ 678.04	45%
25. Electricity	\$ 763.58	\$ 875.00	\$ 167.98	\$ 356.45	41%
26. Building Repairs	\$ 99.00	\$ 300.00	\$ -	\$ -	0%
27. Program/Supplies/Misc.	\$ 10,711.31	\$ 2,100.00	\$ 892.63	\$ 1,291.19	61%
28. Miscellaneous	\$ 625.78	\$ 250.00	\$ -	\$ -	0%
29. Telephone, Internet & Website	\$ 2,006.68	\$ 1,800.00	\$ 202.92	\$ 406.10	23%
30. P.O.Box Rental	\$ 146.00	\$ 150.00	\$ 154.00	\$ 154.00	103%
31. Trash/Snow Removal	\$ -	\$ 100.00	\$ -	\$ -	0%
32. Grant Purchase Expenses	\$ -	\$ -	\$ 1,171.38	\$ 5,570.77	
33. Fund Raising Payout	\$ 329.81	\$ 1,000.00	\$ -	\$ -	0%
34. Funds Set Aside For Reserve	\$ -	\$ -	\$ -	\$ -	
35. Total Expense	\$ 48,274.36	\$ 44,250.00	\$ 14,155.24	\$ 26,944.75	61%
35. Excess or Deficit	\$ 21,441.67	\$ -	\$ (3,435.39)	\$ (1,196.27)	

Checkbook Balance as of 5/14/24	\$ 43,916.50
Balance, Construction Acct.	\$ 3,218.43
Total	\$ 47,134.93

MFL Co-directors Report

Stacie Brooks, Lisa DeLong, Norma Menard, May 2024

Collection & General Programs: Thus far in 2024, we welcomed 23 new cardholders and added 216 items to our collection.

Partnerships/Linkages/Publicity: On March 22, Tim, Art, Stacie and Norma did a Zoom presentation as part of the CEFLS training on our experience with construction grants. CEFLS Director, Steven Kenworthy, visited with the co directors on April 29. On April 10th & 17th Lisa attended a Zoom presentation given by Cody Bloomfield from Hunger Solutions New York regarding the possibility of MFL becoming a site to offer a summer lunch program to area children. A follow up Zoom meeting with both Lisa and Cody as well as Julie Holbrook from CVES BOCES took place on May 8th. They have agreed to be our sponsor and have submitted an application on our behalf to the State asking for us to be designated as a rural non-congregate site. We distributed all of our three hundred (300) solar eclipse viewing glasses, and could have used more. Our community report was included in the May 2024 Mooers Fire Dept. newsletter, and our LTC program was mentioned in two blogs by the American Library Association partner agency, Knology. The final LTC report is due on June 30. Norma gave a LTC update at the May 14 Mooers Town Board meeting.

Training: Patty, Art, Marilyn and Norma attended the CEFLS Board Training by Andy Robinson at Plattsburgh Library on April 2.

For Children and Youth: Our children programs continue to grow in popularity with 77 unique participants spanning over 31 programs already this year. Total attendance of 707! Parents, grandparents and great grandparents are actively donating their time and talents while building relationships with both the children and their peers. We are leaping into the summer with great enthusiasm as we are planning to provide summer reading programs built around both "The Adventure Starts Here" theme and Smokey Bear's 80th birthday! We hope to continue our partnership with Kristin Collins at the Point Au Roche Nature Center as well as using our new Empire Pass for a day at the Beach! Mooers Elementary School has contacted Stacie once again with plans to bring children over for a field trip in the next few weeks. We will welcome new youth Assistants in June for the summer months as well as honoring our teens by having an appreciation pizza party for all of their hard work in July. Stacie continues to build our children's non fiction section with wonderful books filled with up to date information. Programs for children are sponsored by OCFS, Chapel Hill Foundation and Lake Placid Education Fund. Programs for older adults are sponsored by LTC, Chapel Hill Foundation, and Senior Planet. Our large print fiction collection has grown thanks to our initial ALA LTC grant.

For Adults: From January to date, 95 adults participated in 58 adult programs, with a total attendance of 642 - an average of 11 per program. A CEFLS consultant and chair of the Sustainable Libraries Initiative, Anne Jobin-Picard, was among the attendees at our event by the Ormstown (Quebec, Canada) Butterflyway Project. Yoga, craft, game club, and music events are well attended. We will celebrate the end of our LTC Program Year, and recognize eleven participants who completed the iPad Essentials course with a Senior Celebration Potluck on May 23, 2024.

All ages: 22 Children, teens and adults participated in our Earth Day Clean Up; two flowering shrubs were planted.

Library Visits Jan - April 2021- 336; 2022 - 602; 2023 - 1,123; 2024 - 2,189

Upcoming Calendar of Events

Mondays	Senior Yoga at 10
Tuesdays	Storytime at 10
2nd & 4th Wednesdays	Mat Yoga at 5:30
June 5 (First Wednesdays)	Game Club at 1:00
June 6	Friends of the Library at 10
June 8	Sale of used books, plants, and baked goods at 8-12 (In conjunction with the Town-Wide Garage Sale)
June 12 (2nd Wednesdays)	Memory Cafe craft at 1:00 (Call to reserve a spot)
June 18	Food and Music
June 22	Library Hangout & D&D
June 21	Caregiver Support Initiative Book Club at 11
June 20 (3rd Thursdays)	Memory Cafe Craft by Zoom at 2:00 (Call to reserve a spot)