



**Moers Free Library
Board of Trustees Meeting
Tuesday, June 18, 2024 – 4:00 PM
Moers Free Library, 25 School Street, Moers, NY 12958**

Agenda

M I N U T E S

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. Other Old Business
9. New Business
 - a. Irving Breyette Resignation
 - b. Volunteers Needed
 - c. Other New Business
10. Period for Public Expression (5-Minute Limit)
11. Dates of Future Meetings – August 20, 2024 at 4 PM
12. Adjournment

Mooers Free Library Board of Trustees Meeting

Tuesday, June 18, 2024 @ 4:00 PM

Mooers Free Library, 25 School Street, Mooers, NY 12958

President Tim Gonyo called the meeting to order at 4:00 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 and Stacie Brooks.

Excused: Irving Breyette and Lisa DeLong

Pledge of Allegiance

Adoption of Agenda

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

Secretary's Report

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

Correspondence

- a. Stacie Brooks said we will host the CEFLS board meeting on July 22. They are requesting a brief report about our library at the meeting.

Treasurer's Report

See attached

Director's Report

See attached

Old Business

- a. Policies - Tabled
- b. Construction Grant- The *Construction Grant Intent to Apply* was submitted for a Pavilion and Story Wall. We will have to pay 25% of the cost.
- c. Summer Series - Food & Music- This will be continuing through September.
 - July 16- Food- Lightning Lardy
Music- Beartracks
 - August 20- Food- Cousins Maine Lobster
Music-Sara Mitchell
 - September 17 - Food- Lightning Lardy
Music- to be determined
- d. Fundraising - tickets- Tickets are printed. The drawing for cash prizes will be August 20.

New Business

- a. Irving Breyette—With regrets, Jenn McIntyre moved to accept Irving's resignation from the board. Patty Gaudreau seconded. The motion passed.
 - Marilyn Willette motioned to nominate Rob Guay to complete Irving Breyette's unexpired term on the board, effective June 18, 2024. Seconded by Jenn McIntyre. Motion passed
- b. Volunteers are needed for the Summer Reading Program and food pickup/delivery for the Summer Meals Program. Lisa DeLong has requested help with the older children (teens) who may be attending the summer reading program beginning July 1 and help

with picking up food and/or delivering on Mondays starting July 8. Stacie will provide the names of the board members who expressed interest in helping with this to Lisa.

- c. Other New Business—Rachel Mancuso motioned for Art Menard to put \$5000.00 in a CD at Community Bank for a 7-month term. Seconded by Jenn McIntyre, the Motion passed.

Dates of future meetings

August 20, 2024, @ 4:00. Please *note the change in the time*

Adjournment

Art Menard made the motion to adjourn at 4:55 pm. Seconded by Patty Gaudreau.

Minutes by Patty Gaudreau

**MOOERS FREE LIBRARY
FINANCIAL STATEMENTS
June 18, 2024**

Public support & Rev.	2023 Actual	2024 Budget	Since Last Mtg	2024 Year to Date	50%
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	\$ 2,560.84	\$ 13,060.84	109%
4. Gifts & Donations	\$ 1,267.60	\$ 500.00	\$ 124.96	\$ 202.92	41%
5. Local Library Service Aid (State thru CEFLS)	\$ 1,589.23	\$ 1,700.00		\$ 143.69	8%
6. Reserve Funds	\$ -	\$ 1,000.00	\$ -	\$ -	0%
7. Fundraiser/Friends	\$ 559.26	\$ 3,000.00	\$ 200.00	\$ 200.00	7%
8. Bank Interest	\$ 3.30	\$ 3.00	\$ 0.37	\$ 2.20	73%
9. Reimbursements	\$ -	\$ -	\$ -		
10. Misc Other Income	\$ 1,292.32	\$ 47.00		\$ 25.00	53%
11. Total Revenue	\$ 69,716.03	\$ 44,250.00	\$ 2,886.17	\$ 28,634.65	65%
Expenses	2023 Actual	2024 Budget	Since Last Mtg	2024 Year to Date	50%
12. Librarian Salary	\$ 23,628.47	\$ 23,600.00	\$ 2,822.22	\$ 15,567.47	66%
13. Payrol Taxes (FICA, Medicare, etc.)	\$ 2,403.81	\$ 2,620.00	\$ 287.12	\$ 1,583.74	60%
14. Substitute Staff	\$ -	\$ 80.00	\$ -	\$ -	0%
15. Accounting Fees (Gusto)	\$ 741.96	\$ 775.00	\$ 62.64	\$ 375.84	48%
16. Staff Training	\$ -	\$ 525.00	\$ -	\$ -	0%
17. Insurance (D&O, Wrks Comp, DBL	\$ 1,769.25	\$ 2,000.00		\$ 1,857.48	93%
18. Book/Media Purchases	\$ 1,484.30	\$ 3,500.00	\$ 455.68	\$ 1,698.93	49%
19. Automation Contract (CEFLS)	\$ 983.24	\$ 1,000.00		\$ 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	45%
25. Electricity	\$ 763.58	\$ 875.00	\$ 65.28	\$ 421.73	48%
26. Building Repairs	\$ 99.00	\$ 300.00	\$ -	\$ -	0%
27. Program/Supplies/Misc.	\$ 10,711.31	\$ 2,100.00	\$ 252.78	\$ 1,543.97	74%
28. Miscellaneous	\$ 625.78	\$ 250.00	\$ -	\$ -	0%
29. Telephone, Internet & Website	\$ 2,006.68	\$ 1,800.00	\$ 202.66	\$ 608.76	34%
30. P.O.Box Rental	\$ 146.00	\$ 150.00		\$ 154.00	103%
31. Trash/Snow Removal	\$ -	\$ 100.00	\$ -	\$ -	0%
32. Grant Purchase Expenses	\$ -	\$ -	\$ 2,938.55	\$ 8,509.32	
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	\$ 7,086.93	\$ 34,031.68	77%
35. Excess or Deficit	\$ 21,441.67	\$ -	\$ (4,200.76)	\$ (5,397.03)	

Checkbook Balance as of 6/16/24	\$ 39,715.74
Balance, Construction Acct.	\$ 3,333.43
Total	\$ 43,049.17

MFL Co-directors Report
Stacie Brooks, Lisa DeLong, Norma Menard
June 18 2024

Collection & General Programs: Thus far in 2024, we welcomed 26 new cardholders and added 254 items to our collection. 114 items are currently loaned to patrons.

Resource Development: The *Construction Grant Intent to Apply* was submitted for a Pavilion and Story Wall. The grant is due 08/23/2024. The *LPEF* Grant application was submitted towards accommodation items for neurodiverse children. \$2,560.84 were received for *Senior Planet* programming. Half of our raffle tickets have been distributed to some staff, Friends, and Board members.

For Children and Youth- From January to date (June) 132 children plus 43 adults participated in 41 programs, with a total attendance of 904.

- **Moors Elementary:** Fifty-three 2nd graders and nine teachers visited in three groups on 6/13 for a library presentation and storytime.
- **Summer Meals program** - MFL was approved as a rural non-congregate meal site for 2024 Summer Lunch Program. This means that 40 children will enjoy summer breakfast & lunch x 5 days a week for 5 weeks at no cost to their families. We will need volunteers to help transport the food from Momont Elementary on Monday mornings and to possibly distribute the food.
- **Summer Reading Program-**"The Adventure Starts Here" will commence on July 1st. We need volunteers to help run activities on Tuesday Mornings for the older children. Highlighted in this program is a visit from Belle from Beauty and the Beast on August 20th at 10 am followed by a "Make Your Own Sundae" party on August 27th!

For Adults: From January to date, 101 adults participated in 68 programs, with a total attendance of 732.

- Thirty seniors enjoyed a potluck lunch and music to celebrate the end of the LTC1 Program, and to recognize eleven seniors who completed the iPad course at the Senior Housing.
- Senior Yoga, Memory Cafe, and Caregiver Support programs are well attended. Programs for older adults are sponsored by LTC, Chapel Hill Foundation, and Senior Planet. The LTC1 Final Report is due June 30. LTC2 Interim Report is due in September.

For all ages:

- Summer Fest Food Truck/Music is scheduled on 3rd Tuesdays at 4:30 from May to September.
- The Friends of the Library sale of plants, baked goods, used books and raffle in conjunction with the Town-wide Garage Sale net \$420.
- We will take part in the CEFLS Community Care Project to distribute personal care/hygiene items - toothbrushes, toothpaste, etc. No proof of need is required. We plan to coordinate with the Food Pantry for distribution.

Library Visits January - May 2021- 448; 2022 - 855; 2023 - 1652; 2024 - 2,709

Upcoming Events

Mondays	Senior Yoga at 10
Tuesdays	Storytime at 10
July 1, 2024	Summer Reading Program begins
July 3 (First Wednesdays)	Game Club at 1:00
July 8 (Monday)	First Breakfast/Lunch Pickup and distribution
July 10 (2nd Wednesdays)	Memory Cafe at 1:00 (Music with Mitch)
July 13 (Lego)	2nd Saturday Lego Club
July 16 (3rd Tuesdays)	Summer Fest - Food and Music
July 18 (3rd Thursdays)	Memory Cafe by Zoom at 2:00 (Wooden Craft, reservation requested}
July 22nd (3rd Saturdays)	Library Hangout Club - Art Activities, Open Play and D&D 11-3