

Mooers Free Library Board of Trustees Meeting

Tuesday, July 20, 2021 @ 5:00 PM

Mooers Free Library, 25 School Street, Mooers NY 12958

President Tim Gonyo called the meeting to order at 5:15p.m. following with the pledge of allegiance. Present were Tim Gonyo, Art Menard, Marilyn Willette, Gerald LaValley and Library Director Jenny Lavigne. Absent were Patty Gaudreau, Jenn McIntyre, and Irving Breyette
Adoption of Agenda

Art Menard made the motion to adopt the agenda. Seconded by Gerald LaValley. Motion passed.

Secretary's Report

Marilyn Willette made the motion to adopt the report. Seconded by Gerald LaValley. Motion passed.

Correspondence

- CEFLS is putting photo galleries on their website for each library. They want pictures of the outside and inside of the building and anything special we want to feature
- Juliette at CEF has signed the system up for The Great Giveback which is an event to highlight community service at our libraries across the state. It will be October 16th
- New York State is now going to require all library board members to complete 2 hours of training per year. CEF believes that the mandatory Sexual Harassment Prevention training can count towards those hours.
- Bobby Vogan stopped in at the library to take photos of the newly framed pictures

Personnel Actions Report

Library subs have been acquired for August 6th-7th. Edie Morelock has volunteered to cover Friday from 11-6 and Marilyn Willette has volunteered to cover Saturday 9-1.

Director's Report

See Attached

Treasurer's Report

See attached

Old Business

- a. Porch Posts- Quote from Samples for \$785.28. Gerald will price check with Lowes. We will hold off on this to see if the price of materials will continue to drop.
- b. Library Grant/Storage Shed- motion to approve assurances made by Art Menard seconded by Gerald LaValley. Motion passed unanimously.

New Business

- a. Water Filters- Jenny will order a set of 4 of each filter from Amazon for \$72
- b. Term Limits Ended- Term limit for president, treasurer and secretary ended in December. Gerald LaValley motioned to retroactively renew for another term seconded by Marilyn Willette. The motion passed unanimously.

Public Discussion

No community members present

Dates of future meetings

August 17, 2021 @ 5:00 p.m.

Adjournment

Tim Gonyo made the motion to adjourn at 6:08. Seconded by Art Menard.

Minutes by Jenny Lavigne - Library Director

Moors Free Library
Financial Statements
 July 20, 2021

Public support & Rev.	2020 Actual	2021 Budget	Since Last Mtg	2021 Year to Date	58%
1. Town of Moors	\$ 15,000.00	\$ 15,000		15,000.00	100%
2. NCCS	\$ 10,500.00	\$ 10,500			0%
3. Gifts and Donations	\$ 1,980.53	\$ 800	\$ 58.47	577.34	72%
4. Local Library Service	\$ 995.17	\$ 1,110			0%
5. Copier Usage		\$ 15			0%
6. Library Charges		\$ 15			0%
7. Sale of Books		\$ 59			0%
8. Fundraisers	\$ -	\$ 500			0%
8a. Other Income, Reimbursement					
9. Bank Interest	\$ 1.65	\$ 1	\$ 0.32	1.24	124%
10. Total Revenue	\$ 28,477.35	\$ 28,000	\$ 58.79	15,578.58	56%

Expenses	2020 Actual	2021 Budget	Since Last Mtg	2021 Year to Date	58%
11. Librarian's Salary	\$ 16,900.00	\$ 17,550.00	\$ 1,351.80	\$ 9,445.93	54%
12. Payroll Taxes (FICA, etc)	\$ 1,292.98	\$ 1,343.00	\$ 137.52	\$ 923.21	38% 69%
13. Substitute Staff	\$ -	\$ 100.00			0%
14 Accounting Fees	\$ 660.96	\$ 540.00	\$ 48.60	\$ 340.20	63%
15. Book Purchases	\$ 70.00	\$ 1,000.00			0%
16. Automation Contract	\$ 919.37	\$ 900.00		\$ 891.83	99%
17. ICICILL-ICEPEC License		\$ 150.00		\$ 70.00	47%
18 Movie Licensing	\$ -	\$ 100.00	\$ 145.00	\$ 145.00	145%
19. Postage		\$ 10.00			0%
20 Serial Purchases					
21. Equipment/Computers	\$ 669.99	\$ 300.00	\$ 87.46	\$ 87.46	29%
22. Fuel	\$ 1,431.79	\$ 1,600.00		\$ 861.43	54%
23. Electricity	\$ 715.73	\$ 750.00	\$ 66.20	\$ 377.14	50%
24 Building Repairs		\$ 232.00			
25. Program Supplies, Misc.	\$ 125.81	\$ 700.00		\$ 56.60	8%
26. Telephone/Internet/Web	\$ 362.15	\$ 400.00	\$ 29.88	\$ 443.09	103%
27. POB Rental	\$ 120.00	\$ 125.00		\$ 122.00	98%
28. Insurance D&O/WorkComp/DB	\$ 1,861.27	\$ 1,900.00	\$ 938.32	\$ 1,328.32	70%
29. Trash Removal	\$ 150.00	\$ 300.00		\$ 210.00	70%
29a. Snow Removal					
30. Funds set aside for Reserve					
31. Total Expenses	\$ 25,280.05	28,000	\$ 2,804.78	\$ 15,302.21	55%
32. Excess or Deficit	\$ 3,197.30	\$ -	\$ (2,745.99)	\$ 276.37	

Checkbook balance as of 7/20/21	\$ 17,480.60
Balance, Construction Acct.	\$ 8,513.47
Friends of the Library acct.	\$ 956.64
Total	26,950.71

Director's Report July 20, 2021

Programs:

Making Music with River Jack Z had low attendance 4 adults and 2 kids but they all had a great time writing their own original song and loved the recording I emailed to them.

No one showed up for the Tie Dye face mask event (the day was overcast) or for the woven turtle story time. I did a Facebook live of the story time part but no one came to pick up a craft kit.

I had 5 people show up for our first outdoor movie (Ratatouille).

I had 8 people show up for the frozen dinosaur egg story time (4kids 4adults). The kids loved it and were excited to "hatch" their dinosaurs.

I'm doing a paint with bubbles event on Saturday and another outdoor movie on Tuesday.

We are scheduled to receive the library system gnome on the 26th and will be placed outside the library for a week. Some of the other library's had their board members take pictures with it if you're interested in doing that but it is not necessary.

I've had 2 children complete the reading bingo cards I set out and I also put out a reading challenge for adults supplied by Plattsburgh Public Library and challenged patrons to try and out read me this summer but haven't had any takers.

Library System Updates:

The DVD rotating collection from CEF started up again at the beginning of the month so all the rotating collections we had circulating before the pandemic are back in action for our patrons.

CEF got some wonder books to add to the collection. They are books that will read to the children and then can be switched to learning mode to talk more about the books and ask them questions to make learning fun. They also are in the process of getting Launchpad's that will be preloaded with early literacy content for kids.

Our Annual Report had a few issues that need to be addressed. One of the issues was hours of operation because of Covid so I got that fixed the other is about the board positions which I made a bullet point for under new business.

Miscellaneous:

The bricks for Peter Webb and Merle Garrand have been completed and are now up on the wall. There is going to be a memorial brick dedication for Merle on August 2nd at 11:30

Patty donated some books and corresponding stuffed animals to display on the library shelves. There is frog and toad, Skippy Jon Jones, and The Cat in the Hat. The books are still in cataloging but I've put the stuffed animals out.