



**Mooers Free Library
Board of Trustees Meeting
Tuesday, August 16, 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. 501c3 Application
 - b. Art Donation – Installation and Ceremony
 - c. Senior Planet
 - d. Policies – Continued
 - e. Strategic Plan Evaluation – Constant Contact
 - f. Food Truck Evening
 - g. Other Old Business
9. New Business
 - a. Other New Business
10. Period for Public Expression (5 Minute Limit)
11. Dates of Future Meetings – September 20, 2022
12. Adjournment

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Mooers Free Library Board of Trustees Meeting

Tuesday August 16, 2022 @ 5:30 PM

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

President Tim Gonyo called the meeting to order at 5:30 PM, following with the pledge of allegiance. Present were Irving Breyette, Tim Gonyo, Gerald LaValley, Art Menard, Marilyn Willette, and co-directors Stacie Brooks, Lisa DeLong, and Norma Menard. Excused: Patty Gaudreau and Jenn McIntyre.

Adoption of Agenda

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

Secretary's Report

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

Correspondence

Art Menard read a note from a former board member expressing positive remarks re: library's progress and community programs (i.e. Senior Planet lectures/courses); he also mentioned other positive notes and continued donations in memory of Robert Rabideau.

Treasurer's Report

See attached, but also:

Motion made to amend budget from \$31,500 to \$32,000 (see 2022 Budget lines 3, 13, 29 & 35). Irving Breyette moved, seconded by Gerald LaValley. Motion passed.

Motion made to give one T-shirt (recently created with library logo) each to all board members and co-directors (total \$65.00) by Art Menard. Seconded by Marilyn Willette. Motion passed.

Directors' Report/Committee Reports

See attached

Old Business

- a. 501c3 Application --- Tim Gonyo stated that we have had no update on the status of our recently completed application and further noted that the IRS website mentions they are still processing applications from 2021.
- b. Art Donation-Installation and Ceremony--- previously covered by Directors' Report
- c. Senior Planet---previously covered by Directors' Report
- d. Policies-Continued--- remains a work in progress. Once policies are finished, copies of all will be sent to board members for review.
- e. Strategic Plan Evaluation-Constant Contact--- a Constant Contact account has been created to help the library communicate with both our patrons and the community at large through media sources.

- f. Food Truck Evening---previously covered during Directors' Report. Tim Gonyo added that many people who stopped by brought home food for others not in attendance. Plans in the works to have another event in autumn; discussion occurred as to whether or not to try to tie our food event to either a school or sporting event—pros and cons raised.
- g. Other Old Business--- No news yet on the status of our construction grant (no updates yet statewide, per Art Menard). Currently, thoughts are to switch from planned small gazebo to a larger pavilion which would allow for more varied use. Also, no news on the status of our Lake Placid Educational Foundation grant application.

New Business

- a. Other New Business---
 - 1. Programming notes: scheduled genealogy lecture by Dick Lynch at 6PM on 8/30/22 (light food offered pre-event at 5:15) will hopefully be first of a series.
 - 2. Library website now has a calendar of events. Library also now has an Instagram account. (Both set up by Tim Gonyo).
 - 3. Norma Menard applying for ice cream from Stewart's for our 9/20/22 potluck event.
 - 4. Senior Planet programming for our fourth quarter is upcoming; at least one course will be scheduled, with a few extra lectures on new topics. Art Menard, Norma Menard, Tim Gonyo, and Stacie Brooks should meet soon to make final choices.
 - 5. Our bylaws require six yearly meetings; we often hold eleven in a year. Tim Gonyo suggested skipping a month in summer or winter when it is harder to have a quorum; the board will decide particulars at a future meeting.

Public Discussion

No community members present

Dates of Future Meetings

September 20, 2022 at 5:30 PM

Adjournment

Irving Breyette made a motion to adjourn at 6:30 PM. Seconded by Art Menard. Motion passed.

Minutes by Stacie Brooks (as Patty Gaudreau was not in attendance).

**MOOERS FREE LIBRARY
FINANCIAL STATEMENTS
August 16, 2022**

Public support & Rev.	2021 Actual	2022 Budget	Since Last Mtg	2022 Year to Date	67%
1. Town of Mooers	\$ 15,000.00	\$ 15,000	\$ -	15,000.00	100%
2. NCCS	\$ 10,500.00	\$ 10,500	\$ -	-	0%
3. Grants		\$ 1,000	\$ -	7,250.00	725%
4. Gifts and Donations	\$ 1,264.97	\$ 1,000	\$ -	166.60	17%
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	\$ -	2,403.35	104%
11. Other Income, Reimbursement	\$ -	\$ -	\$ -	50.00	0%
12. Bank Interest	\$ 1.88	\$ 2	\$ 0.20	1.62	81%
13. Total Revenue	\$ 28,260.68	\$ 32,000	\$ 0.20	25,009.77	78%
Expenses					
	2021 Actual	2022 Budget	Since Last Mtg	2022 Year to Date	67%
14. Librarian's Salary	\$ 18,112.86	\$ 18,550.00	\$ 1,465.78	\$ 11,458.27	62%
15. Payroll Taxes (FICA, etc)	\$ 1,842.68	\$ 1,750.00	\$ 149.12	\$ 1,165.69	67%
16. Substitute Staff	\$ -	\$ 100.00	\$ -	\$ 50.00	50%
17 Accounting Fees	\$ 589.68	\$ 685.00	\$ 61.56	\$ 498.96	73%
18. Insurance D&O/WorkComp/DBL	\$ 1,872.72	\$ 2,000.00	\$ 24.67	\$ 1,282.88	64%
19. Book/Media Purchases	\$ 33.90	\$ 2,000.00	\$ -	\$ 561.32	28%
20. Automation Contract	\$ 891.83	\$ 940.00	\$ -	\$ 936.43	100%
21. ICICILL-ICEPEC License	\$ 70.00	\$ 150.00	\$ -	\$ 70.00	47%
22 Movie Licensing	\$ 145.00	\$ 150.00	\$ -	\$ 356.00	237%
23. Postage	\$ -	\$ 50.00	\$ -	\$ -	0%
24. Equipment/Computers	\$ 127.46	\$ 300.00	\$ -	\$ 993.69	331%
25. Fuel	\$ 1,106.88	\$ 1,335.00	\$ -	\$ 1,115.07	84%
26. Electricity	\$ 770.56	\$ 850.00	\$ 77.56	\$ 551.95	65%
27 Building Repairs	\$ -	\$ 200.00	\$ -	\$ 193.88	97%
28. Program Supplies	\$ 388.33	\$ 600.00	\$ 539.70	\$ 934.88	156%
29. Miscellaneous	\$ -	\$ 500.00	\$ 0.63	\$ 600.63	120%
30. Telephone/Internet/Web	\$ 626.37	\$ 600.00	\$ 42.50	\$ 795.34	133%
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	90%
34. Funds set aside for Reserve	\$ -	\$ 10.00	\$ -	\$ -	0%
35.Total Expenses	\$ 27,090.27	\$ 32,000	\$ 2,361.52	\$ 22,654.99	71%
36. Excess or Deficit	\$ 1,170.41	\$ -	\$ (2,361.32)	\$ 2,354.78	

Checkbook balance as of 3/15/22	\$ 20,647.94
Balance, Construction Acct.	\$ 9,218.54
Friends of the Library acct.	\$ 956.64
Total	\$ 30,823.12

CoDirectors Report

Stacie Brooks, Lisa Delong, Norma Menard

August 16, 2022

The art installation in the library and community room was dedicated on 8/12/22 at 6PM with 25 in attendance including Calvin Castine filming for Hometown Cable, Thom Hallock for Mountain Lake Journal on WCFE PBS, and Talia Perrea reporting for The Sun. Watercolor painting of Linda Gonyo-Horne done by Pamela Vogan Lynch was unveiled. Linda's family generously donated the art collection. Both Linda's son Rob Gonyo & brother Tim Gonyo gave presentations. Thanks to Patty, Marilyn, and Tim for the hard work of cleaning and hanging artwork. Tim created and attached tags describing each piece.

The Food Truck Event with *Tammy's Lunchbox* held 4-7 PM on 8/8/22 was successful. Community members came by throughout the duration of the event, with a few even venturing inside the library itself. There were 62 for the entire day's attendance, with at least 50 for the food truck. A Story Walk on loan from CEFLS was set up in our yard as well during the event. A few people checked out the children's book displayed, *Hello Lighthouse*, by Sophie Blackall.

Summer Reading Program: The same story walk was out for our Lighthouses & Ships event on 8/6/22; however, we had no attendees at our 11 AM program. It was an 87-degree sunny day! The Aquariums & Ocean Cams event on 7/23/22 had 3 attendees. There have been 4 separate *Make & Take Craft Kits*; 62 kits picked up so far.

Since 7/21/22--88 books were added to our holdings, and 7 new library cards were issued. This brings our 2022 totals to 305 books and 37 cards.

Senior Planet: Tim and Stacie have facilitated 7 of 10 scheduled lectures and workshops. A photo article featured Art and Norma in the July 27 *People We Love* section of *seniorplanet.org*. Also, the August 3 issue of Press-Republican *After 50* section had a full-page photo article of our program. Our SP trainers - Stacie, Tim, Art and Norma - attended the Quarter 3 Licensing Quarterly Zoom meeting. Another meeting specific to the Northern New York Library Network cohort is scheduled for August 24th. A Senior Potluck is planned for September 20th to celebrate the end of our summer programming.

Library usage in July increased **69%** when compared with July 2021. January to July 2022 increased **100%** compared with January to July 2021 (1,345 in 2022, 672 in 2021).

Community Relations/Publicity: Thanks to Tim, our website now features an easy to find calendar of upcoming events on the front page. Art continues to faithfully attend Town Board meetings to inform the community of our programs. The Fire Department has been notified that we will take part in the Labor Day Parade. Thanks to Lisa for getting us the supplies; people have come in specifically for COVID test kits. We have only a few left.

Donations in memory of Robert Rabideau total \$550 to date.

More LEGO donations have come in as we get ready for the *LEGO program* on Saturday, September 10th. We also look forward to starting *Toddler-time* on Tuesday, October 11th.