

Mooers Free Library Board of Trustees Meeting

Tuesday, August 17, 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

Marilyn Willette 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 Gerald LaValley. Motion passed.

Correspondence

Personnel Actions Report

Director's Report

See Attached

Treasurer's Report

See attached

Old Business

- a. Porch Posts- Prices for materials are still going down so Gerald will check again in the fall. He doesn't think he'll be able to do it alone.
- b. Other old business- Bruce Bulriss who mows the lawn for the town filled in the hole in the back for us. If school street gets paved we will try to have them finish paving the library parking lot.

New Business

- a. Requiring masks again- Franklin and Essex County are both at high or substantial risk so the library will require masks again since the spread is starting to get bad again.
- b. Grant-adding shelving for closet-we are going to apply for metal bracket shelves that can be adjusted to install on 2 walls in the storage closet for \$1,072.80
- c. Community Room Donations/Linda Gonyo Horne- Linda had a substantial collection of local art that her husband and son would like to donate to the library for display in the community room. We could create a gallery wall in her memory and have a dedication ceremony. This could be a great draw for the community and we will need to consider how it might raise insurance costs. Art motioned to proceed with the donation and look into the value seconded by Gerald. Motion passed unanimously. Linda also had some foldable racks on wheels that could be of use as well as some books that are newer titles.
- d. The Woodsman-Chapter voted to purchase a \$500 brick for Linda Gonyo Horne so we will need to install a new row for the large bricks.
-Jenny will look into making labels and signs to help patrons find the different sections in the library. We also will look into framing our key for the cat painting and see if we can find a picture of Pam painting the pieces.

Public Discussion

No community members present

Dates of future meetings

September 21, 2021 @ 5:00 p.m.

Adjournment

Gerald LaValley made the motion to adjourn at 6:00. Seconded by Marilyn Willette.

Minutes by Jenny Lavigne - Library Director

**Mooers Free Library
Financial Statements
August 17, 2021**

Public support & Rev.	2020 Actual	2021 Budget	Since Last Mtg	2021 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. Gifts and Donations	\$ 1,980.53	\$ 800		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	\$ 0.14	1.38	138%
10. Total Revenue	\$ 28,477.35	\$ 28,000	\$ 0.14	15,578.72	56%

Expenses	2020 Actual	2021 Budget	Since Last Mtg	2021 Year to Date	67%
11. Librarian's Salary	\$ 16,900.00	\$ 17,550.00	\$ 1,342.65	\$ 10,788.58	61%
12. Payroll Taxes (FICA, etc)	\$ 1,292.98	\$ 1,343.00	\$ 136.59	\$ 1,059.80	69%
13. Substitute Staff	\$ -	\$ 100.00			0%
14 Accounting Fees	\$ 660.96	\$ 540.00	\$ 48.60	\$ 388.80	72%
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%
19. Postage		\$ 10.00			0%
20 Serial Purchases					
21. Equipment/Computers	\$ 669.99	\$ 300.00		\$ 87.46	29%
22. Fuel	\$ 1,431.79	\$ 1,600.00		\$ 861.43	54%
23. Electricity	\$ 715.73	\$ 750.00	\$ 71.04	\$ 448.18	60%
24 Building Repairs		\$ 232.00			
25. Program Supplies, Misc.	\$ 125.81	\$ 700.00	\$ 126.58	\$ 183.18	26%
26. Telephone/Internet/Web	\$ 362.15	\$ 400.00	\$ 31.72	\$ 474.81	103%
27. POB Rental	\$ 120.00	\$ 125.00		\$ 122.00	98%
28. Insurance D&O/WorkComp/DB	\$ 1,861.27	\$ 1,900.00		\$ 1,328.32	70%
29. Trash Removal	\$ 150.00	\$ 300.00	\$ 60.00	\$ 270.00	90%
29a. Snow Removal					
30. Funds set aside for Reserve					
31. Total Expenses	\$ 25,280.05	28,000	\$ 1,817.18	\$ 17,119.39	61%
32. Excess or Deficit	\$ 3,197.30	\$ -	\$ (1,817.04)	\$ (1,540.67)	

Checkbook balance as of 8/17/21	\$ 15,663.56
Balance, Construction Acct.	\$ 8,863.47
Friends of the Library acct.	\$ 956.64
Total	25,483.67

Director's Report August 17, 2021

Automation fees for next 3 years:

Library	FTE 2020	Annual fee 2021	When billed	Annual fee 2022		Annual fee 2023		Annual fee 2024
Mooers	1.00	891.83	04.April	936.42		983.24		1032.40

For Gnoming Around we had a few patrons participate unfortunately the rain that week prevented some people from taking photos. Next year CEF is looking into making more gnomes so we can have them for longer.

Painting with bubbles had an excellent turn out and the children had a lot of fun with it. I think this could be a good activity to do again next year.

The rest of the movie nights I had scheduled received no attendance. I had to reschedule one due to rain so I think people forgot about it.

No one showed up for the fish story time I scheduled but it was also one of the first days for the fair so that is likely why. I read the stories over Facebook live and we had 45 views.

The memorial brick dedication for Merle Garrand was on August 2nd. They stayed for a while and shared storied about Merle and took pictures of the brick.

Our eBook usage is down from 8 at this time last year to just 1. I think this trend makes sense since people are able to come into the library now to select books.

CEF sent out their annual survey forms to see what services we value and what new areas we could use support. I filled it out with my thoughts but if you have anything you want to add or suggests I can add them in.

I signed up for a webinar at the end of the month on Data Literacy for Youth: Using Census Data in Public Library Programming

I forwarded you all the email from CEF about the Trustee Handbook informative series. I think they are going to operate kind of like a book club and they will count towards the 2 training hours for trustees.

I had a parent come in with her teenager hoping she could volunteer at the library. She is homeschooled so they are looking for ways to help her improve her communication skills. So, she will probably start coming in for a few hours here and there.

G&E extinguishers stopped in to do our yearly fire extinguisher inspection.