

Mooers Free Library

Board of Trustees Meeting

Tuesday, October 16, 2019 @ 5:15 PM

Mooers Free Library, 25 School Street, Mooers NY 12958

President Tim Gonyo called the meeting to order at 5:16p.m. following with the pledge of allegiance. Present were Tim Gonyo, Erin Streiff, Gerald LaValley, Irving Breyette, Art Menard, Jenn McIntyre, Patty Gaudreau and Library Director Jenny Lavigne.

Adoption of Agenda

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

Secretary's Report:

Erin Streiff made the motion to accept the report. Seconded by Jenn McIntyre.

Correspondence

*Solar Farm check

*Brick purchase

*Tobacco reimbursement

*No Betty Little Grant - no allocation for library this year

Director's Report

See attached

Treasurer's Report

See attached

*Motion made by Erin Streiff to purchase movie licensing, seconded by Jenn McIntyre

Old Business

- a. Grant Purchases.. Need to make another amendment to change construction of shelving from local schools to Woodworks. Jenny will make the necessary changes.
- b. New Sign - Patty Gaudreau followed up with JP signs - they are still waiting for materials before they can begin construction of sign.
- c. Library visitors - Patty Gaudreau and Jenn McIntyre will organize Mooers Elementary students visiting the library in January.
- d. Cory Ross is working on completing the donation bricks

- e. Landscaping - Art contacted Larry Rabideau concerning holes in the back of the property. Larry delivered a load of dirt and Art filled the holes.
- f. Jenn McIntyre, Jenny LaVigne and Patty Gaudreau will look for appropriate kids table and chairs for library, as well as chairs for meeting table.
- g. Dick Boulerice will make the posts for the porch this winter.

New Business

- a. Art Menard made the motion to adopt new non-smoking sign(s) for the exterior of the library. Seconded by Erin Streiff. Jenny will order the sign(s) to be posted outside.
- b. Shelving has been ordered from Rodger Bodine in Chazy and Patty Gaudreau will contact him concerning delivery and stain color.
- c. Annual (budget) meeting is November 19, 2019
- d. Patty Gaudreau will check with a Champlain Library Board Member about shelving we would like to donate.

Public Discussion

No community members present

Dates of future meetings

Next meetings are on the following dates: 11/19/19, 12/17/19

Adjournment

Motion to adjourn at 6:15 by Patty Gaudreau. Seconded by Jenn McIntyre.

Minutes by Patty Gaudreau - secretary

**Mooers Free Library
Financial Statements
October 14, 2019**

Public support & Rev.	2018 Actual	2019 Budget	Since Last Mtg	2019 Year to Date	83%
1. Town of Mooers	\$ 15,000.00	\$ 15,000		15,000.00	100%
2. NCCS	\$ 10,000.00	\$ 10,000	\$ 10,000.00	10,000.00	100%
3. Gifts and Donations	\$ 4,106.00	\$ 1,000		700.00	70%
4. Local Library Service	\$ 1,668.16	\$ 1,675	\$ 200.00	1,477.10	88%
5. Copier Usage		\$ 100			0%
6. Library Charges		\$ 75			0%
7. Sale of Books	\$ 5.00	\$ 200			0%
8. Fundraisers	\$ -	\$ 1,000			0%
8a. Other Income, Reimbursement	\$ 1,398.35			64.28	
9. Bank Interest	\$ 1.08	\$ 1	\$ 0.21	1.23	123%
10. Total Revenue	\$ 32,178.59	\$ 29,051	\$ 10,200.21	27,242.61	94%

Expenses	2018 Actual	2019 Budget	Since Last Mtg	2019 Year to Date	83%
11. Librarian's Salary	\$ 15,105.56	\$ 16,250.00	\$ 2,128.71	\$ 10,643.55	65%
12. Payroll Taxes (FICA, etc)	\$ 3,809.71	\$ 2,000.00	\$ 566.14	\$ 2,909.56	145%
13. Substitute Staff	\$ -	\$ 500.00			0%
14 Accounting Fees	\$ 570.00	\$ 600.00	\$ 110.16	\$ 497.76	83%
15. Book Purchases	\$ 148.58	\$ 1,000.00			0%
16. Automation Contract	\$ 770.40	\$ 800.00		\$ 808.92	101%
17. ICICILL-ICEPEC License	\$ 140.00	\$ 150.00		\$ 140.00	93%
18 Movie Licensing					
19. Postage	\$ 19.60	\$ 30.00			0%
20 Serial Purchases					
21. Equipment/Computers	\$ 177.81	\$ -		\$ 46.00	
22. Fuel	\$ 1,506.98	\$ 2,000.00		\$ 860.40	43%
23. Electricity	\$ 777.20	\$ 1,000.00	\$ 126.12	\$ 709.65	71%
24 Building Repairs					
25. Program Supplies, Misc.	\$ 742.16	\$ 1,000.00		\$ 374.74	37%
26. Telephone/Internet/Web	\$ 343.33	\$ 350.00	\$ 62.45	\$ 555.38	159%
27. POB Rental	\$ 116.00	\$ 120.00		\$ 120.00	100%
28. Insurance D&O/WorkComp/DB	\$ 1,682.89	\$ 1,750.00		\$ 1,768.66	101%
29. Trash Removal	\$ 338.00	\$ 320.00		\$ 280.00	88%
29a. Snow Removal					
30. Funds set aside for Reserve	\$ 5,930.37	\$ 1,181.00			0%
31. Total Expenses	\$ 32,178.59	29,051	\$ 2,993.58	\$ 19,714.62	68%
32. Excess or Deficit	\$ -	\$ -	\$ 7,206.63	\$ 7,527.99	

Checkbook balance as of 10/14/19	\$ 19,490.95
Balance, Construction Acct.	\$ 23,999.83
Friends of the Library acct.	\$ 956.64
Total	44,447.42

Directors Report October 15, 2019

We can now request marketing material from CEFLS, this could be materials on ebooks, Mango Languages, library of thinks kits and more. We can request bookmarks, brochures or flyers or PDFs. There is also an option to create new marketing materials specifically for our library. I was given some materials when I went to the early literacy training.

CEFLS got some grant money to allocate towards movie licensing which would provide coverage for: Walt Disney, Touchstone, Hollywood Pics, Columbia Pics, Tri-Star, Paramount Pics, MGM, United Artists, Miramax, Warner Bros, NBC Universal, Sony, Lionsgate, Summit , New line Cinema, Focus Features, Warner Independent, Fine Line Features, Paramount Vantage, and Screen Gems licensed for "Home Use Only". I told them we were interested to get pricing. The group rate would be \$313 with the grant covering \$184. So if we choose to participate it would cost the library \$129 for the year beginning at the end of April 2020. We would be required to show 4 movies during the year.

The library has been added as a meeting site for health insurance application assistance. Patrons can set up appointments to meet with a navigator at the library instead of having to drive to their Plattsburgh office.

I have a patron that is interested in using the Community Room for meditation and yoga classes. I wasn't sure how this would work if she wanted to do it outside of library hours or what the library's liability would be if someone got hurt.

I was able to drop off a box of books at the Plattsburgh library. They were taking book donations this morning from 9-11 but had restrictions on what they would accept. I've also been looking into ways to repurpose old books thinking that maybe I could do a program and have patrons come do a craft.

Events/Programs

I held the Voter Registration Drive in September, I did have no person fill out the registration form but it turned out that they had already registered.

Girl Scouts are going to start having their meetings at the library again on Mondays

I have 2 events coming up, Halloween Bingo and a Halloween Story time. The event pages of Facebook are getting a lot of interests so hopefully it will be a good turnout.