



**Moers Free Library
Board of Trustees Meeting
Tuesday, October 18, 2022 – 5:30 PM
Moers Free Library, 25 School Street, Moers, 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. Policies – Continued
 - b. Meeting Frequency Discussion
 - c. Annual Meeting/Report to the Community Preparation
 - d. Community Survey Formulation
 - e. Grant Project – Shed/Rework Gazebo to Pavilion
 - f. Other Old Business
9. New Business
 - a. School Children – Wade Bush
 - b. Northern NY Genealogy Membership - \$35
 - c. Other New Business
10. Period for Public Expression (5 Minute Limit)
11. Dates of Future Meetings – November 15, 2022 – ANNUAL MEETING
12. Adjournment

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Mooers Free Library Board of Trustees Meeting

Tuesday, October 18, 2022 @ 5:30 PM

Mooers Free Library, 25 School Street, Mooers NY 12958

President Tim Gonyo called the meeting to order at 5:33 p.m. following with the pledge of allegiance. Present were Tim Gonyo, Art Menard, Marilyn Willette, Patty Gaudreau, Jenn McIntyre, and co-directors - Norma Menard, Lisa DeLong and Stacie Brooks.

Excused: Gerald LaValley

Absent: Irving Breyette

Adoption of Agenda

Art Menard made the motion to adopt the agenda. Seconded by Jenn McIntyre . Motion passed.

Secretary's Report

Jenn McIntyre made the motion to adopt the report. Seconded by Marillyn Willette. Motion passed.

Correspondence

Treasurer's Report

See attached

Director's Report

See Attached

Old Business

- a. Policies - Continued— Tim Gonyo and Stacie Brooks continue to work on updating, as well as adding new policies. Once policies are finished, copies of all will be sent to board members for review.
- b. Meeting Frequency Discussion— The library is only required to have 6 meetings a year. We discussed not meeting every month. We plan to schedule our yearly meetings at our annual meeting in November.
- c. Annual Meeting/Report to the Community Preparation—Discussion was held to include grants received this year in the annual report to the community. Tim Gonyo continues to work on the format. The board will vote on what will be included in the report at the annual meeting.
- d. Community Survey Formulation—This will be included in the annual report to the community. Tim Gonyo and Jenn McIntyre are continuing to work on the survey formulation and will present ideas to the board for approval at our annual meeting.
- e. Grant Project-Shed/Rework Gazebo to Pavilion—The grant has been approved.

New Business

- a. School Children - Wade Bush— Wade Bush (Mooers Elementary Principal) contacted Patty Gaudreau to see if the library was interested in having the elementary students

visit. The librarians are interested in this. Stacie Brooks will email Wade to coordinate and set up visits to the library.

- b. Northern NY American Genealogy Membership-\$35–Tim Gonyo would like the board to be a member. Jenn McIntyre made the motion for the library to become a member of the Northern NY American Genealogy Society at a cost of \$35. Seconded by Art Mendard. Motion passed.
- c. Board Member Terms– Irving Breyette and Marilyn Willette’s terms are up in December. Marilyn Willette expressed she is interested in remaining on the board. Tim Gonyo will be contacting Irving Breyette.

Public Discussion

No community members present

Dates of future meetings

****Please note the time change. November 15 @ **5:15** - Annual Meeting

Adjournment

Art Menard made the motion to adjourn at 6:52 pm. Seconded by Marilyn Willette

Minutes by Patty Gaudreau

**MOOERS FREE LIBRARY
FINANCIAL STATEMENTS
October 18, 2022**

Public support & Rev.	2021 Actual	2022 Budget	Since Last Mtg	2022 Year to Date	83%
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		11,250.00	1125%
4. Gifts and Donations	\$ 1,264.97	\$ 1,000	\$ 34.98	201.58	20%
5. Local Library Service Aid (CEFLS)	\$ 1,443.83	\$ 1,110		1,428.58	129%
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	\$ -	\$ -	\$ 4.16	54.16	0%
12. Bank Interest	\$ 1.88	\$ 2	\$ 0.15	1.94	97%
13. Total Revenue	\$ 28,260.68	\$ 32,000	\$ 39.29	30,339.61	95%
Expenses					
	2021 Actual	2022 Budget	Since Last Mtg	2022 Year to Date	83%
14. Librarian's Salary	\$ 18,112.86	\$ 18,550.00	\$ 2,179.52	\$ 15,116.60	81%
15. Payroll Taxes (FICA, etc)	\$ 1,842.68	\$ 1,750.00	\$ 221.73	\$ 1,537.87	88%
16. Substitute Staff	\$ -	\$ 100.00	\$ -	\$ 50.00	50%
17 Accounting Fees	\$ 589.68	\$ 685.00	\$ 61.56	\$ 622.08	91%
18. Insurance D&O/WorkComp/DBL	\$ 1,872.72	\$ 2,000.00		\$ 1,606.88	80%
19. Book/Media Purchases	\$ 33.90	\$ 2,000.00	\$ 188.35	\$ 739.67	37%
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		\$ 4,747.05	1582%
25. Fuel	\$ 1,106.88	\$ 1,335.00	\$ 512.19	\$ 1,627.26	122%
26. Electricity	\$ 770.56	\$ 850.00	\$ 121.82	\$ 750.47	88%
27 Building Repairs	\$ -	\$ 200.00	\$ 55.00	\$ 248.88	124%
28. Program Supplies	\$ 388.33	\$ 600.00	\$ 130.37	\$ 1,238.49	206%
29. Miscellaneous	\$ -	\$ 500.00		\$ 600.63	120%
30. Telephone/Internet/Web	\$ 626.37	\$ 600.00	\$ 159.76	\$ 1,325.08	221%
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	\$ 3,630.30	\$ 32,663.39	102%
36. Excess or Deficit	\$ 1,170.41	\$ -	\$ (3,591.01)	\$ (2,323.78)	

Checkbook balance as of 10/18/22	\$ 15,976.36
Balance, Construction Acct.	\$ 10,512.75
Friends of the Library acct.	\$ 956.64
Total	\$ 27,445.75

Mooers Free Library Codirectors Report

Stacie Brooks, Lisa Delong, Norma Menard

October 2022

Fourteen adults are enrolled in our **Senior Planet** 5-Week Course, *Introduction to Digital Culture* that started on October 6 with Art and Norma as trainers, and Tim and Stacie as tech resources. Tea and coffee are available. One participant is from Plattsburgh. Two have come for extra practice.

Norma was a presenter at the **Community Conversations** luncheon in Plattsburgh on September 26 sponsored by the Clinton County Office for the Aging. Art was among the 30-35 participants from various agencies who discussed issues that older adults face - housing, transportation, nutrition, social participation, civic engagement, and caregiver support. Norma was also invited to join the **Southern Adirondack Library Network** Zoom meeting with the Senior Planet licensing team on September 29.

LEGO Time was held again on 10/8/22, run by Stacie and with help from Tim, with 4 participants. Our first **Toddler Time** on 10/11/22, run by Lisa, had 4 participants. Norma helped to welcome an ESOL (English for Speakers of Other Languages) mother and child. As Toddler Time is a weekly event, Lisa plans for the weeks ahead while she also readies for our next LEGO event in November.

Book donations from the community continue to come, which we process for suitability for our growing collection. We also have bought books, some to fulfill patron requests. The directors grow and organize our collection, while maintaining a clean and welcoming atmosphere. We help patrons to find or request items, print labels, or identify local resources, and participate as part of the larger library system.

Ten attendees enjoyed a presentation on September 22 by award-winning local author, Mark Barie, on **The Amazing Role of Women in America's Earliest Wars**.

We are one of nine North Country libraries who are partnering with the Tsi ietsehntha Plattsburgh Art Project to present a series of events from September through November, through a grant from the Lake Placid Education Foundation. The **Mohawk Women Singers** will perform at 1:00 on October 22. The **Food Truck - Tammy's Lunch Box** from 12-3 will add interest and festive atmosphere to the cultural presentation.

Spark Book Fair (on-line event) began on 10/7/22, ending 10/20/22. Stacie promotes to patrons in the library; Tim uses Constant Contact email list and Facebook to spread word. Norma and Lisa use Facebook to boost. To date, we have 17 orders and \$277.70 raised.

Patty, Gerald, Art and Norma attended by Zoom the CEFLS **Sexual Harassment Training** on October 5. Patty has been in to wash windows and do lawn work. She and Gerald hung our vinyl banner.

A meeting with other North Country library directors to share ideas and network is scheduled on October 29.

Since the last Board meeting, **7 new cards** have been issued; **75 items** have been added, and **116 items** are currently out with patrons. Library use in September 2022 increased **173%** compared with September 2021. Usage in September of 2021 was 84 compared to 229 in 2022. January to September increased **123%** compared with January to August 2021.