

Mooers Free Library

Board of Trustees Meeting

Tuesday, November 19, 2019 @ 5:15 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, Erin Streiff, Gerald LaValley, Irving Breyette, Art Menard, Jenn McIntyre, Patty Gaudreau and Library Director Jenny Lavigne.

Adoption of Agenda

Erin Streiff made the motion to adopt the agenda. Seconded by Irving Breyette.

Secretary's Report:

Erin Streiff made the motion to accept the report. Seconded by Irving Breyette.

Correspondence

*Library received a new binder from CFLS concerning Horizon updated procedures

* Library also received binders from Bull Run Wind Energy with information about the wind energy project

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. Yoga - currently at a standstill . Looking for instructor and community members interested in attending
- b. Discussed large fallen limb in back of library property -hoping to find someone to cut it up and take it for firewood.

New Business

- a. Annual Budget - Erin Streiff made the motion to accept the library ^{budget}udget for 2020. Seconded by Patty Gaudreau. Budget is attached with Treasurer's Report.

- b. Bookcases - some have been delivered and need to be secured to the library walls .
- c. Future furniture purchases - Jenny, Jen and Patty will order the children's table and chairs this week. Chairs were looked at for the meeting table and Jenny will order.
- d. Decision was made to purchase 50 chairs from Rainbow Tavern at a cost of \$350 for the community room
- e. Erin spoke about social isolation - discussed coordinating activities to engage community in. Members expressed excitement about this once new furniture is in and library is all set up. Discussed organizing varied monthly or bi-monthly activities .

Public Discussion

No community members present

Dates of future meetings

Next meetings are on the following dates: 12/17/2019, 01/21/20

Adjournment

Motion to adjourn at 6:45 by Art Menared. Seconded by Irving Breyette .

Minutes by Patty Gaudreau - secretary

**Mooers Free Library
Financial Statements
November 19, 2019**

Public support & Rev.	2018 Actual	2019 Budget	Since Last Mtg	2019 Year to Date	92%
1. Town of Mooers	\$ 15,000.00	\$ 15,000		15,000.00	100%
2. NCCS	\$ 10,000.00	\$ 10,000		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		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	\$ 0.16	1.39	139%
10. Total Revenue	\$ 32,178.59	\$ 29,051	\$ 0.16	27,242.77	94%

Expenses	2018 Actual	2019 Budget	Since Last Mtg	2019 Year to Date	92%
11. Librarian's Salary	\$ 15,105.56	\$ 16,250.00	\$ 1,596.53	\$ 12,240.08	75%
12. Payroll Taxes (FICA, etc)	\$ 3,809.71	\$ 2,000.00	\$ 418.31	\$ 3,327.87	166%
13. Substitute Staff	\$ -	\$ 500.00			0%
14 Accounting Fees	\$ 570.00	\$ 600.00	\$ 55.08	\$ 552.84	92%
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	\$ 56.86	\$ 766.51	77%
24 Building Repairs					
25. Program Supplies, Misc.	\$ 742.16	\$ 1,000.00		\$ 374.74	37%
26. Telephone/Internet/Web	\$ 343.33	\$ 350.00	\$ 29.25	\$ 584.63	167%
27. POB Rental	\$ 116.00	\$ 120.00		\$ 120.00	100%
28. Insurance D&O/WorkComp/DB	\$ 1,682.89	\$ 1,750.00	\$ 23.00	\$ 1,791.66	102%
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	\$ 2,179.03	\$ 21,893.65	75%
32. Excess or Deficit	\$ -	\$ -	\$ (2,178.87)	\$ 5,349.12	

Checkbook balance as of 11/19/19	\$ 17,312.08
Balance, Construction Acct.	\$ 24,199.83
Friends of the Library acct.	\$ 956.64
Total	42,468.55

Mooers Free Library
Preliminary Budget for 2020

Anticipated Revenue

Amount

Town of Mooers	\$15,000.00
NCCS	\$10,000.00
Gifts & Donations	\$2,000.00
Local Library Service Aid (State thru CEFLS)	\$1,749.00
Copier Usage	\$100.00
Library Charges	\$50.00
Sale of Books	\$100.00
Fundraiser	\$2,000.00
Bank Interest	<u>\$1.00</u>

total of anticipated revenue

\$31,000.00

Anticipated Expenses

Librarian Salary	Rate/hr	\$13.00	Hours	1300	\$16,900.00	25 hrs/wk, 52 wks
FICA, Medicare (all staff)					\$4,475.00	
Insurances					\$1,800.00	
Substitute Staff					\$300.00	
Accounting Fees (Gusto)					\$600.00 665	
Book Purchases					\$1,000.00	
Automation Contract (CEFLS)					\$825.00	
ICICILL/ICEPAC license (ILLs)					\$150.00	
Movie Licensing					\$150.00	
Postage Expense					\$25.00	
Equipment/Computers					\$150.00	
Fuel					\$1,800.00	
Electricity					\$1,000.00	
Building Repairs					\$250.00	
Program/Supplies/Misc.					\$750.00	
Telephone & Internet					\$400.00 335	
P.O.Box Rental					\$125.00	
Trash Removal					<u>\$300.00</u>	

total of anticipated Expenses

\$31,000.00

Difference between anticipated rev & exp.

\$0.00

Directors report November 19, 2019

Events

Halloween BINGO went well I had 7 kids and 6 adults attend and we played for about an hour and half with winners getting stickers or pencils from the Dollar Tree. I had a story time the next day and had 1 kid and 2 adults.

This Friday I have an even to make paper beads and Saturday I have a story time planned.

Grants

CEFLS participated in a grant opportunity to support early literacy with Too Small to Fail and First Book. They were able to get enough books to offer each library in the system 36 books. These are to be given away to patrons at events or as prizes. The majority of the books need to be distributed by December 31st. We should receive them in our next delivery.

The ALA was taking applications for a Library Census Equity Fund mini-grant. It's a long shot but I applied for it so we can try and use the funds to create a dedicated work station for the census.

A new strip was put up for bricks. Doc Evans request is up but not Julie's or the most recent request for the Ashline's.

Miscellaneous

On November 1st Macmillan Publishers changed their policy to only allow libraries to purchase one copy of each new eBook title for the first eight weeks after the release, which restricts patrons access to popular releases. The ALA started a petition to stop this more info can be found at eBooksforall.org. CEF provided us with some brochures on the matter that I've put on the desk for patrons.

With the holiday and snowstorm last week our van deliver got pushed to Thursday. The driver slipped on some ice in front of the library, she is okay but dropped her keys and was unable to find one of them. So, I've been keeping an eye out for it. There was also a tree down in the back of our property.

The library system newsletter is looking for your news about recent and upcoming events, photos, or anything else that we might want like to share with peers and funders deadline Dec.