



**Moors Free Library
Board of Trustees Meeting
ANNUAL MEETING
Tuesday, November 21, 2023 – 5:15 PM
Moors Free Library, 25 School Street, Moors, 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
8. Old Business
 - a. Policies – Continued
 - b. 2024 Meeting Dates
 - c. Report to the Community
 - d. Other Old Business
9. New Business
 - a. Board Elections – 2 Seats (Lavalley/McIntyre)
 - b. Breyette Resignation
 - c. 2024 Budget Approval
 - d. Christmas Dinner
 - e. Other New Business
10. Period for Public Expression (5 Minute Limit)
11. Dates of Future Meetings – January 16, 2024
12. Adjournment

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Mooers Free Library Board of Trustees Meeting
ANNUAL MEETING

Tuesday, November 21, 2023 @ 5:15 PM
Mooers Free Library, 25 School Street, Mooers NY 12958

President Tim Gonyo called the meeting to order at 5:16 p.m. following with the pledge of allegiance. Present were Tim Gonyo, Art Menard, Marilyn Willette, Patty Gaudreau, Jenn McIntyre, Gerald LaValley, Irving Breyette, and co-directors - Norma Menard, Lisa DeLong and Stacie Brooks.

Adoption of Agenda

Jenn McIntyre made the motion to adopt the amended agenda. Seconded by Marilyn Willette . Motion passed.

Secretary's Report

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

Correspondence

Treasurer's Report

See attached

Director's Report

See Attached

Old Business

- a. Policies - Continued— Tabled
- b. 2024 Meeting Dates— Meeting dates for 2024 are as follows: January 16, March 19, May 21, June 18, August 20, October 15, Annual Meeting November 19.
- c. Report to the Community Preparation— The report will be completed within the first quarter of 2024. Tim Gonyo continues to work on the report.
- d. Other Old Business - No other old business to report

New Business

- a. Board Election—2 Seats(LaValley/McIntyre) Nominations were presented by president, Tim Gonyo. Gerald LaValley asked not to be nominated for a new term. Art Menard made the motion to add Rachel Mancuso as a Member at Large. Seconded by Irving Breyette. Three times President Tim Gonyo asked if there were any other nominations. Secretary Patty Gaudreau cast 1 ballot for the nominations as presented. The results of trustee 5 year term elections are: Current officer - Jennifer McIntyre
New Member at Large - Rachel Mancuso
- b. President Tim Gonyo thanked Gerald LaValley for his years of service as a board trustee, as well as his many volunteer hours of expert construction and maintenance projects for the library. Irving Breyette resignation- Tabled

- c. 2024 Budget Approval—Jenn McIntyre made the motion to increase the co-directors hourly pay to \$15/hr with hours increased to 1475. Seconded by Marilyn Willette. Motion passed. Tim Gonyo and Art Menard abstained. Jenn McIntyre made the motion to accept the 2024 proposed budget as amended and to add a grant output expense line. Seconded by Patty Gaudreau. Motion passed.
- d. Christmas Dinner—We are planning the Trustee holiday dinner for December 13 at 6:00 at Ristorante Casa Capitano.
- e. Other New Business - No other business to report

Public Discussion

No community members present

Dates of future meetings

January 16 @ 5:15

Adjournment

Irving Breyette made the motion to adjourn at 6:30 pm. Seconded by Gerald LaValley

Minutes by Patty Gaudreau

**MOOERS FREE LIBRARY
FINANCIAL STATEMENTS
November 21, 2023**

Public support & Rev.	2022 Actual	2023 Budget	Since Last Mtg	2023 Year to Date	92%
1. Town of Mooers	\$ 15,000.00	\$ 15,000		15,000.00	100%
2. NCCS	\$ 10,750.00	\$ 10,750	\$ -	-	0%
3. Grants	\$ 14,379.94	\$ 5,000		36,029.32	721%
4. Gifts and Donations	\$ 501.56	\$ 400		1,070.31	268%
5. Local Library Service Aid (CEFLS)	\$ 1,776.92	\$ 1,200		1,564.23	130%
6. Copier Usage		\$ 10	\$ -	-	0%
7. Library Charges		\$ 8	\$ -	-	0%
8. Sale of Books	\$ 75.00	\$ 100	\$ -	-	0%
9. Reserve Funds	\$ -	\$ 1,000	\$ -	-	0%
10. Fundraisers	\$ 2,772.86	\$ 2,500		559.26	22%
11. Other Income, Reimbursement	\$ 54.16	\$ 30	\$ 9.00	1,292.32	376%
12. Bank Interest	\$ 2.17	\$ 2	\$ 0.66	3.00	150%
13. Total Revenue	\$ 45,312.61	\$ 36,000	\$ 9.66	55,518.44	154%
Expenses					
	2022 Actual	2023 Budget	Since Last Mtg	2023 Year to Date	92%
14. Librarian's Salary	\$ 19,195.81	\$ 20,300.00	\$ 2,947.12	\$ 20,742.97	102%
15. Payroll Taxes (FICA, etc)	\$ 1,952.86	\$ 1,920.00	\$ 299.82	\$ 2,110.26	110%
16. Substitute Staff	\$ 50.00	\$ 50.00	\$ -		0%
17 Accounting Fees	\$ 745.20	\$ 745.00	\$ 62.64	\$ 679.32	91%
18. Insurance D&O/WorkComp/DBL	\$ 1,935.60	\$ 2,000.00		\$ 1,717.25	86%
19. Book/Media Purchases	\$ 739.67	\$ 2,000.00	\$ 339.70	\$ 1,032.05	52%
20. Automation Contract	\$ 936.43	\$ 940.00		\$ 983.24	105%
21. ICICILL-ICEPEC License	\$ 70.00	\$ 150.00		\$ 70.00	47%
22 Movie Licensing	\$ 356.00	\$ 360.00	\$ -		0%
23. Postage	\$ -	\$ 250.00		\$ 63.00	25%
24. Equipment/Computers	\$ 4,747.05	\$ 500.00		\$ 1,191.74	238%
25. Fuel	\$ 1,634.94	\$ 1,400.00		\$ 1,256.43	90%
26. Electricity	\$ 1,051.14	\$ 865.00	\$ 52.71	\$ 681.65	73%
27 Building Repairs	\$ 248.88	\$ 300.00		\$ 99.00	33%
28. Program Supplies	\$ 2,208.49	\$ 1,000.00	\$ 289.35	\$ 8,545.56	855%
29. Miscellaneous	\$ 1,382.69	\$ 100.00	\$ 25.78	\$ 25.78	26%
30. Telephone/Internet/Web	\$ 1,688.37	\$ 1,680.00	\$ 134.71	\$ 1,803.54	107%
31. POB Rental	\$ 130.00	\$ 140.00		\$ 146.00	104%
32. Trash/Snow Removal	\$ 60.00	\$ 50.00	\$ -		0%
33. Fund Raising Payout	\$ 900.00	\$ 1,250.00		\$ 329.81	26%
34. Funds set aside for Reserve	\$ -		\$ -	\$ -	
35.Total Expenses	\$ 40,033.13	36,000	\$ 4,151.83	\$ 41,477.60	115%
36. Excess or Deficit	\$ 5,279.48	\$ -	\$ (4,142.17)	\$ 14,040.84	

Checkbook balance as of 11/14/23	\$ 37,711.94
Balance, Construction Acct.	\$ 6,718.43
Total	\$ 44,430.37

Mooers Free Library Co-directors Report
Stacie Brooks, Lisa DeLong, Norma Menard
Annual Meeting, November 21, 2023

Year 2023 is our second full year as co-directors. While continuing to learn the ropes of running traditional library services, we use our respective strengths and interests to initiate new programs, and to reach out to other organizations to collaborate. Ours is now a library that serves patrons from age zero to 100+, literally.

Under Stacie's hands, we expanded our collection by 450 items, and increased our number of cardholders by 104. Opening communication lines with Mooers Elementary gained numerous young library users. Multiple groups of grade school children visited with their teachers during the year. We keep informed of library happenings at the regional level through our participation in the CEFLS network activities.

We are a busy center for 'learning through books and play' that many times fill the community room to near capacity, thanks to Lisa's initiative for children and youth. With funding boosts from the Office of Child and Family Services and Chapel Hill Foundation, Teen Time, Storytime, Legotime, and Hangout Club saw 98 unique children ages 0-18. These have become multi-generational family programs for children, parents, grandparents, and great grandparents. The program enjoyed field trips to our Mooers Train Station Museum and a visit to the Mooers Senior Housing.

With Norma coordinating, older adults engage in life-long learning and develop friendships, through both Senior Planet offerings and also creative activities in cooperation with the Alzheimer's Disease Caregiver Support Initiative (ADCSI). From January through October, we tracked 569 engagements from 79 unique older adults who have participated in one or more of 59 sessions in technology, games, music, and craft. Older adults formed the core that reactivated our *Friends of the Library*.

We held 29 general interest sessions: Morning Walk, Food Trucks, author presentations, Earth Day Clean Up, Garden Series, Town-wide Garage Sale, Music at the Gazebo, and Trick or Treat.

We are excited to have our new gazebo that will hopefully bring on more outdoor activities. The year ahead will see the implementation of our LTC accessibility initiative especially at the Mooers Senior Housing.

Grants supported our programs - Stewart's (\$400), Chapel Hill Foundation (\$2,500), Lake Placid Education Foundation (\$4,000), Office of Child and Family Services (\$3,768), Senior Planet (\$6,841) and Libraries Transforming Communities (LTC) (\$20,000) - a total of \$37,509.

Patron activity increased dramatically compared to the past two years: January 1 - October 30:
2021 - 981; 2022 - 2,298; 2023 - 4,480



2024 MEETING DATES

All Meetings start at 5:15 PM

January 16, 2024

March 19, 2024

May 21, 2024

June 18, 2024

August 20, 2024

October 15, 2024

Annual Meeting

November 19, 2024

Mooers Free Library

2024 BUDGET - ADOPTED

Anticipated Revenue

Amount

1. Town of Mooers	\$15,000.00
2. NCCS	\$10,750.00
3. Grants	\$10,000.00
4. Gifts & Donations	\$500.00
5. Local Library Service Aid (State thru CEFLS)	\$1,700.00
6. Reserve Funds	\$1,000.00
7. Fundraiser/Friends	\$3,000.00
8. Bank Interest	\$3.00
9. Misc Other Income	\$47.00

10. Total of anticipated revenue

\$42,000.00

Anticipated Expenses

Amount

11. Librarian Salary	Rate/hr	\$15.00	Hours	1475	\$22,125.00
12. Payrol Taxes (FICA, Medicare, etc.)					\$2,450.00
13. Substitute Staff					\$100.00
14. Accounting Fees (Gusto)					\$775.00
15. Staff Training					\$450.00
16. Insurance (D&O, Wrks Comp, DBL)					\$2,000.00
17. Book/Media Purchases					\$3,500.00
18. Automation Contract (CEFLS)					\$1,000.00
19. ICICILL/ICEPAC license (ILLs)					\$100.00
20. Movie Licensing					\$0.00
21. Postage Expense					\$100.00
22. Equipment/Computers					\$1,500.00
23. Fuel					\$1,500.00
24. Electricity					\$850.00
25. Building Repairs					\$300.00
26. Program/Supplies/Misc.					\$2,000.00
27. Miscellaneous					\$200.00
28. Telephone, Internet & Website					\$1,800.00
29. P.O.Box Rental					\$150.00
30. Trash/Snow Removal					\$100.00
31. Grant Purchase Expenses					\$0.00
32. Fund Raising Payout					\$1,000.00
33. Funds Set Aside For Reserve					\$0.00

34. Total of anticipated Expenses

\$42,000.00

Difference between anticipated rev & exp.

\$0.00