

# Mooers Free Library

## Board of Trustees Meeting

Monday, March 11, 2019 @ 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, Jennifer McIntyre, Art Menard, Irving Breyette, Erin Streiff, Gerald LaValley, Patty Gaudreau and Library Director Jenny Lavigne.

### Adoption of Agenda

Jenn McIntyre made the motion to adopt the agenda, seconded by Art Menard.

### Secretary's Report

Jenn McIntyre made the motion to accept the report, seconded by Erin Streiff

### Correspondence

Received a check for \$500 from Solar Wind Farm.

### Director's Report

Attached.

### Treasurer's Report

Report attached.

### Old Business

#### A. Discussion of grant purchases -

##### 1. Chazy High School and NCCS will build the new bookcases

Irving said Ace Hardware will donate the polyurethane for the bookcases.

##### 2. Tim will contact Harry McManus concerning the tobacco grant

#### B. Patty will get in touch with JP signs concerning our new sign

C. Patty will get prices for different sizes of storage sheds from Adirondack Storage Barns. She will get prices for varying sizes and construction materials.

D. Erin discussed the National Library Medicine of Grants - was decided to defer pursuing it until we decide exactly what we want for the library.

E. Grant committee will meet on 3/12/19 @ 4:30 pm to discuss items for purchase.

**New Business**

- A. Garbage collection - Discussed and decided to pay bills online
- B. Future Meetings - April - June meetings need to be changed due to Tim's work schedule. Changes are noted below.

**Public Discussion**

No community members present

**Dates of future meetings**

It was agreed to have future meetings the second Monday of each month on the following dates: changes are bold-faced ....**4/16/19, 5/21/19, 6/18/19**, 7/8/19, 8/12/19, 9/9/19, 10/14/19, 11/11/19, and 12/9/19

**Adjournment**

Motion to adjourn at 6:29 by Jenn McIntyre. Seconded by Patty Gaudreau

Minutes by Patty Gaudreau - secretary



**Mooers Free Library  
Financial Statements  
March 11, 2019**

<b>Public support &amp; Rev.</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>Since Last Mtg</b>	<b>2019 Year to Date</b>	<b>17%</b>
1. Town of Mooers	\$ 15,000.00	\$ 15,000	\$ 15,000.00	15,000.00	100%
2. NCCS	\$ 10,000.00	\$ 10,000			0%
3. Gifts and Donations	\$ 4,106.00	\$ 1,000			0%
4. Local Library Service	\$ 1,668.16	\$ 1,675			0%
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		\$ 3.00	3.00	
9. Bank Interest	\$ 1.08	\$ 1	\$ 0.09	0.17	17%
<b>10. Total Revenue</b>	<b>\$ 32,178.59</b>	<b>\$ 29,051</b>	<b>\$ 15,003.09</b>	<b>15,003.17</b>	<b>52%</b>

<b>Expenses</b>	<b>2018 Actual</b>	<b>2019 Budget</b>	<b>Since Last Mtg</b>	<b>2019 Year to Date</b>	<b>17%</b>
11. Librarian's Salary	\$ 15,105.56	\$ 16,250.00	\$ 1,064.36	\$ 2,660.89	16%
12. Payroll Taxes (FICA, etc)	\$ 3,809.71	\$ 2,000.00	\$ 297.62	\$ 743.25	37%
13. Substitute Staff	\$ -	\$ 500.00			0%
14 Accounting Fees	\$ 570.00	\$ 600.00	\$ 48.60	\$ 144.60	24%
15. Book Purchases	\$ 148.58	\$ 1,000.00			0%
16. Automation Contract	\$ 770.40	\$ 800.00			0%
17. ICICILL-ICEPEC License	\$ 140.00	\$ 150.00	\$ 140.00	\$ 140.00	93%
18 Movie Licensing					
19. Postage	\$ 19.60	\$ 30.00			0%
20 Serial Purchases					
21. Equipment/Computers	\$ 177.81	\$ -			
22. Fuel	\$ 1,506.98	\$ 2,000.00	\$ 573.21	\$ 573.21	29%
23. Electricity	\$ 777.20	\$ 1,000.00	\$ 249.58	\$ 249.58	25%
24 Building Repairs					
25. Program Supplies, Misc.	\$ 742.16	\$ 1,000.00	\$ 35.00	\$ 45.78	5%
26. Telephone/Internet/Web	\$ 343.33	\$ 350.00	\$ 28.06	\$ 85.71	24%
27. POB Rental	\$ 116.00	\$ 120.00			0%
28, Insurance D&O/WorkComp/DB	\$ 1,682.89	\$ 1,750.00		\$ 150.25	9%
29, Trash Removal	\$ 338.00	\$ 320.00			0%
29a. Snow Removal					
30. Funds set aside for Reserve	\$ 5,930.37	\$ 1,181.00			0%
<b>31.Total Expenses</b>	<b>\$ 32,178.59</b>	<b>29,051</b>	<b>\$ 2,436.43</b>	<b>\$ 4,793.27</b>	<b>16%</b>
<b>32. Excess or Deficit</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 12,566.66</b>	<b>\$ 10,209.90</b>	

Checkbook balance as of 3/11/19	\$ 22,147.86
Balance, Construction Acct.	\$ 41,752.38
Friends of the Library acct.	\$ 669.83
<b>Total</b>	<b>64,570.07</b>

# Director's Report 3/11/2019

## Programs/Events

Blind Date with a book had 5 participants with 6 books from the display being checked out. A lot of people remarked that they thought it was a cool idea and feedback was positive. If I do the event again in the future, I might try and include more juvenile books.

I have a story time scheduled for March 23<sup>rd</sup>. I want to try and host these more frequently, since several patrons have asked me about them.

## Library use

Daily activity seems to be going up. The Girl Scouts continue to use the library for their meetings and often utilize the computers or check out books. We also have a parent who brings her son into the library to meet with a therapist on Tuesday afternoons.

## Community Room

A patron rented the community room on March 9<sup>th</sup> from 11-1 ~~11-2pm~~. It was a bit chaotic and we might need to outline the amenities available with the rental of the room. (number of tables, no stove etc.)

## Grant

The circulation desk has been built. Set up was fairly easy, I just needed a spare set of hands to hold pieces in place, which I got my parents to volunteer to do. I wanted to make sure of its placement before transferring everything over. We also need to determine what we want to do with the old desk.

## Miscellaneous

The bench was delivered from NCCS and has been placed under the bricks.

I applied for the library to be a member of National Network of Libraries of Medicine that Erin had suggested last meeting. We need to be a member in order to apply for the grants.

I also applied to the American Graphics Institute library partner program which Art told me about. I haven't heard anything back but once we are approved the library will have access to e-books and video tutorials pertaining to Digital Design, Video and Animation, Web Development, and Microsoft Office. This training content would be beneficial to our patrons.

Summer Reading Program- I am attending the Universe of Stories summer reading program workshop on Thursday March 14<sup>th</sup> from 10-3 at CEFLS.