

lib minutes 2.25.2021

From: Patsy Nicosia (patsynicosia@gmail.com)

To: jeannemarieirwin@gmail.com; patsynicosia@gmail.com; tonja510@yahoo.com;  
susan\_rorick@yahoo.com; suefinkalta@icloud.com; blferis@netzero.net; fucci181@gmail.com;  
hthomas1@mvls.info; jfralick@mvls.info; jslater@mvls.info; ginabeana55@yahoo.com

Date: Thursday, March 18, 2021, 8:32 AM EDT

## **Library minutes**

**2.25.2021**

**Called to order** 7:04 pm with board members Jeanne Irwin, Patsy Nicosia, Gina Gilbert, Susan Rorick, Bob Fucci and Belinda Feris; staff Helen Thomas, Joanne Fralick, and Joyce Slater; and MVLS guest Eric Trahan

**Minutes** for 1.28.2021 approved: Susan/Bob.

**Treasurer's report:** Accepted. Tonja is now on the bank account and treasurer.

### **President's report/new business**

Eric was on hand to present Gina with her 2020 Volunteer of the Year Award, delayed because of COVID.

He also explained some of our options for increasing funding through the town or school ballot.

We're on the **town** ballot now; they just "collect" our funding for us. (This would also be the case with the school; neither has any say in what we do.)

There are deadlines for increasing our funding. Realistically, we're too late to do this for November, so we'd be looking at 2022 ballot.

Getting on the **school** ballot instead would allow us to tap into a larger population—people in the school district who don't live in the Town of Sharon.

That extra population would increase the funding we raise through taxes from \$43,860 (I believe) to \$52,890 **without increasing taxes**.

We agreed to reach out to Tony DiPace at SSCS once we've discussed this more.

### **Director's report**

Attached.

Update on Library Advocacy Day.

Helen is applying for a \$3,000 grant from Assoc. of Small and Rural Communities "Can We Talk?" about race, with Cobleskill and Cherry Valley Libraries and Jen Field at SSCS, and a program beginning in July/August.

Updates on our other grants; Patsy suggested Helen do a workshop on grant-writing sometime for board members and possibly public. We could even suggest a "donation."

We agreed to offer free food from food bank/Rotary in lobby.

### **Committees**

-- Stinson Lock has fixed the door.

--No new checks from fundraising letter.

--Shed: Still stands there, taunting us.

--Patsy and Jeanne flipped extinguishers.

--Approved policies for library computers and copyright; Susan will provide a better suggested for investments at March meeting.

--Catskill Center for Independence and Rotary want to present at March meeting.

**Adjourned:** 9pm.

**Sharon Springs Free Library  
 Profit & Loss Budget Performance  
 January 28 through February 28, 2021**

	Jan 28 - Feb 28, 21	Budget	Jan - Feb 21	YTD Budget	Annual Budget
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
0001 · Tax Revenue	43,860.00	5,659.30	43,860.00	43,859.60	43,859.60
1004 · Fines	37.80	103.23	83.80	800.00	800.00
1005 · Copies/fax/printer	62.00	64.52	108.25	500.00	500.00
<b>43300 · Grants</b>					
43301 · Stewarts	0.00	96.77	0.00	750.00	750.00
43302 · Dream and Do	-150.00	64.52	-150.00	500.00	500.00
434402 · Trustee Award	0.00	25.81	0.00	200.00	200.00
43490 · Pam (Gazebo Project)	150.00	374.84	200.00	2,905.00	2,905.00
44530 · Local Government Grants					
44531 · Town of Sharon Springs	750.00	103.23	750.00	800.00	800.00
<b>Total 44530 · Local Government Grants</b>	<b>750.00</b>	<b>103.23</b>	<b>750.00</b>	<b>800.00</b>	<b>800.00</b>
<b>Total 43300 · Grants</b>	<b>750.00</b>	<b>665.17</b>	<b>800.00</b>	<b>5,155.00</b>	<b>5,155.00</b>
<b>43400 · Donations</b>					
43401 · Donations - Other	0.00	219.35	0.00	1,700.00	1,700.00
43402 · Great Book Giveaway	0.00	38.71	0.00	300.00	300.00
43403 · Donation - State Education Dep.	0.00	51.61	0.00	400.00	400.00
46431 · Fundraising Letter	0.00	516.13	430.00	4,000.00	4,000.00
<b>Total 43400 · Donations</b>	<b>6.20</b>	<b>825.80</b>	<b>460.95</b>	<b>6,400.00</b>	<b>6,400.00</b>
<b>45000 · Investments</b>					
45030 · Interest-Savings, Short-term CD	2.20	3.23	2.20	25.00	25.00
<b>Total 45000 · Investments</b>	<b>2.20</b>	<b>3.23</b>	<b>2.20</b>	<b>25.00</b>	<b>25.00</b>
46422 · LLSA (Local Lib. Services Aid)	0.00	180.65	0.00	1,400.00	1,400.00
<b>47500 · Rental Income</b>					
47501 · Community Room	0.00	38.71	0.00	300.00	300.00
<b>Total 47500 · Rental Income</b>	<b>900.00</b>	<b>38.71</b>	<b>900.00</b>	<b>300.00</b>	<b>300.00</b>
50000 · Carryover	0.00	480.70	0.00	3,725.40	3,725.40
<b>Total Income</b>	<b>45,618.20</b>	<b>8,021.31</b>	<b>46,215.20</b>	<b>62,165.00</b>	<b>62,165.00</b>
<b>Gross Profit</b>	<b>45,618.20</b>	<b>8,021.31</b>	<b>46,215.20</b>	<b>62,165.00</b>	<b>62,165.00</b>
<b>Expense</b>					
<b>60300 · Awards and Grants</b>					
60320 · Youth Scholarship	0.00	6.45	0.00	50.00	50.00
<b>Total 60300 · Awards and Grants</b>	<b>0.00</b>	<b>6.45</b>	<b>0.00</b>	<b>50.00</b>	<b>50.00</b>
<b>62110 · Accounting Fees</b>					
62151 · Programs Adult	0.00	206.45	402.50	1,600.00	1,600.00
62152 · Programs/Youth	0.00	51.61	0.00	400.00	400.00
62800 · Facilities	0.00	103.23	0.00	800.00	800.00
<b>62100 · Contract Services</b>					
62101 · Fyr Fighter	0.00	116.13	668.00	900.00	900.00
62801 · Janitorial Services	144.00	245.16	288.00	1,900.00	1,900.00
<b>Total 62100 · Contract Services</b>	<b>144.00</b>	<b>361.29</b>	<b>956.00</b>	<b>2,800.00</b>	<b>2,800.00</b>
62851 · Cleaning Supplies	0.00	12.90	0.00	100.00	100.00
62870 · Property Insurance	325.00	516.13	650.00	4,000.00	4,000.00
62891 · Fuel	346.69	348.39	721.06	2,700.00	2,700.00
62892 · Electric	198.31	167.74	378.61	1,300.00	1,300.00
62893 · Water/Sewer	170.30	90.32	93.96	700.00	700.00
62800 · Facilities - Other	120.00	38.71	120.00	300.00	300.00
<b>Total 62800 · Facilities</b>	<b>1,304.30</b>	<b>1,535.48</b>	<b>2,919.63</b>	<b>11,900.00</b>	<b>11,900.00</b>
<b>65010 · Books, Subscriptions, Reference</b>					
65011 · Print Books	145.70	361.29	145.70	2,800.00	2,800.00
65012 · E books	0.00	103.23	0.00	800.00	800.00
65013 · DVDs	0.00	83.87	0.00	650.00	650.00
65016 · Subscriptions - Mags, Newspaper	0.00	7.74	0.00	60.00	60.00
<b>Total 65010 · Books, Subscriptions, Reference</b>	<b>130.71</b>	<b>556.13</b>	<b>130.71</b>	<b>4,310.00</b>	<b>4,310.00</b>
65020 · Postage, Mailing Service	0.00	77.42	0.00	600.00	600.00
65040 · Office Supplies	0.00	129.03	516.92	1,000.00	1,000.00
65050 · Telephone, Telecommunications	62.96	109.68	133.10	850.00	850.00
<b>65060 · Automation</b>					
65061 · MVLS Automation	0.00	374.19	236.43	2,900.00	2,900.00
65062 · Spectrum	91.34	129.03	271.32	1,000.00	1,000.00
<b>Total 65060 · Automation</b>	<b>91.34</b>	<b>503.22</b>	<b>507.75</b>	<b>3,900.00</b>	<b>3,900.00</b>
<b>65100 · Other Types of Expenses</b>					
65101 · Fundraising Expenses	0.00	6.45	0.00	50.00	50.00
65110 · Advertising Expenses	0.00	64.52	0.00	500.00	500.00
65150 · Memberships and Dues	14.99	38.71	14.99	300.00	300.00
65170 · Staff Development					
68300 · Travel and Meetings					
68310 · Conference, Convention, Meeting	0.00	6.45	0.00	50.00	50.00
68320 · Travel	0.00	6.45	0.00	50.00	50.00
<b>Total 68300 · Travel and Meetings</b>	<b>0.00</b>	<b>12.90</b>	<b>0.00</b>	<b>100.00</b>	<b>100.00</b>
<b>Total 65170 · Staff Development</b>	<b>0.00</b>	<b>12.90</b>	<b>0.00</b>	<b>100.00</b>	<b>100.00</b>

3:15 PM  
 02/25/21  
 Accrual Basis

**Sharon Springs Free Library**  
**Profit & Loss Budget Performance**  
 January 28 through February 28, 2021

	<u>Jan 28 - Feb 28, 21</u>	<u>Budget</u>	<u>Jan - Feb 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
<b>Total 65100 · Other Types of Expenses</b>	14.99	122.58	14.99	950.00	950.00
<b>66000 · Payroll Expenses</b>					
66001 · Taxes, Disability, Unemployment	633.21	1,277.42	1,065.81	9,900.00	9,900.00
66000 · Payroll Expenses - Other	1,869.69	2,980.65	3,747.74	23,100.00	23,100.00
<b>Total 66000 · Payroll Expenses</b>	2,502.90	4,258.07	4,813.55	33,000.00	33,000.00
<b>80003 · Machines</b>					
80004 · Computers	0.00	193.55	0.00	1,500.00	1,500.00
<b>Total 80003 · Machines</b>	0.00	193.55	0.00	1,500.00	1,500.00
<b>Total Expense</b>	4,107.20	7,852.90	9,439.15	60,860.00	60,860.00
<b>Net Ordinary Income</b>	41,511.00	168.41	36,776.05	1,305.00	1,305.00
<b>Net Income</b>	<u>41,511.00</u>	<u>168.41</u>	<u>36,776.05</u>	<u>1,305.00</u>	<u>1,305.00</u>

Sharon Springs Free Library  
**Balance Sheet**  
As of February 25, 2021

	<u>Feb 25, 21</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
1000 · SSFL Money Market	48,443.24
1001 · Operating Fund	42,570.21
1002 · SSFL Building Fund	19,919.82
Total Checking/Savings	<u>110,933.27</u>
Total Current Assets	<u>110,933.27</u>
<b>TOTAL ASSETS</b>	<b><u>110,933.27</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
30000 · Opening Balance Equity	42,287.22
32000 · Unrestricted Net Assets	31,870.00
Net Income	36,776.05
Total Equity	<u>110,933.27</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>110,933.27</u></b>



## Director's Report for February 2021

MVLS Directors' Council met 2/4/21 and discussed the Pandemic Response Plan due 4/1/21, a requirement for public libraries. E-magazines have been unavailable while price negotiations were ongoing. They are back. Schenectady will be back in business as the vaccination site is moving to a community college at the end of the month.

As of Monday, March 1, 2021, the 96-hour quarantine requirement for books and materials is being downgraded to a 48-hour quarantine.

Gina is now well-versed in the non-financial aspects of the annual report. With very little input from me, she has completed our section of it and run the status check. Some things are challenging to report in any year and were extremely difficult this year. We don't have a good system to track that in person program attendance and virtual programs are virtually impossible to track. Other programs (book giveaway, sled dogs) require estimating. I will try to include some in the monthly director's report. There are some hard numbers. As of this year, we have 4984 adult books, 3403 children's books, 623 audio books and 1708 DVDs. We have 616 registered resident borrowers and 176 registered non-resident borrowers. (Implications for fundraising?)

Joyce had an encounter with a homeless person who came in trying to get to Cleveland. She called the sheriff for assistance and fed the man some peanuts which was all we had on hand. Though the incident was unsettling, she handled it extremely well.

Zoom Met with Senator Oberacker on Library Advocacy Day Tuesday 2/23 along with Eric & Wade from MVLS, Kimberly and Janice from Cobleskill and Debbie Paden from Schoharie. Wade mentioned our appreciation that last years 20% cut to libraries has been restored in the budget. He also encouraged expansion of the construction amount (held at 14M) and encouraged the senator to do what he could to get librarians in the eligible for vaccine category. The senator expressed his strong support for libraries and for broadband access (mentioning that he didn't have it at his own house.) He is the ranking member of the Technology Committee. Kimberly spoke about their library as a social service. I said ours was the primary source of educational and entertainment materials in our community noting our lack of regular public transport and limited access to internet. Wade invited him to our 3/6 sled dog presentation.

### **Book club attendance**

January - 4, February - 6,

### **Grants Update**

Applying for \$3000 Association of Small and Rural Libraries grant "Can We Talk?" about race. The Community Library in Cobleskill, the Cherry Valley Memorial Library and Jenn Field at the Sharon Springs High School are partnering on this proposal and we have additional letters of support from community

groups. Movies featuring BIPOC and themes related to race issues will be shown at Sharon Springs and checked out at partner libraries. Each week in July and the first two weeks of August each partner library will feature the same movie. Patrons will be given free popcorn and a sheet of four questions about the movie that they can choose to fill out on site or mail in. On the third Friday of August, our regular book group will meet to discuss "White Fragility: Why It's So Hard for White People to Talk About Racism." This discussion will also be co-facilitated by a program scholar and a mediator. The proposal is under pre-submission review and I seek a vote of confidence from our board.

Spent \$150 on sled dogs (from Stewart's 2020 Children's programming)

Spent \$1000 for two chairs (900 Walmart and \$100 MVLS 2021 Dream and Do.)

Pending – Stewarts Make a Wish 2021

Grant Fund Balances

Walmart – 0

2020 MVLS Dream and Do programming \$150

2021 MVLS Dream and Do furniture \$400

2021 Advocacy \$1400 (only partially received)