

Regular meeting
10.28.21

Called to order with all listed above in attendance. 7:53pm.

Minutes and Treasurer's report accepted and approved.
Director's report: Attached.

President's report: Jeanne discussed trustee training. Susan will share a link to handbook training she attended which "counts." There will be other opportunities. Mandatory in 2023.

Facilities maintenance: Continued discussion on doors. Susan and Bob are still gathering prices and info on possible contractors, but we agreed to replace three with money from the Building Fund; Susan and Bob will get back to us first with the final cost.

Fundraising: Gina will be stuffing 225 letters November 6 and asked for volunteers to assist.

Joint November/December meeting Thursday, December 2. Snacks, and refreshments.

Sharon Springs Free Library Profit & Loss YTD Comparison October 1 - 26, 2021

	Oct 1 - 26, 21	Jan 1 - Oct 26, 21
Ordinary Income/Expense		
Income		
0001 · Tax Revenue	0.00	43,860.00
1004 · Fines	49.90	399.74
1005 · Copies/fax/printer	59.30	582.20
43300 · Grants		
43301 · Stewarts	0.00	800.00
43302 · Dream and Do	0.00	-590.19
43303 · Walmart	0.00	-900.00
43304 · MVLS Advocacy Grant	0.00	2,500.00
43490 · Pam (Gazebo Project)	0.00	200.00
44530 · Local Government Grants		
44531 · Town of Sharon Springs	0.00	750.00
Total 44530 · Local Government Grants	<u>0.00</u>	<u>750.00</u>
Total 43300 · Grants	0.00	2,759.81
43400 · Donations		
1003 · Lobby Books	0.00	10.90
43401 · Donations - Other	18.28	18.28
46431 · Fundraising Letter	0.00	430.00
43400 · Donations - Other	410.80	1,967.31
Total 43400 · Donations	<u>429.08</u>	<u>2,426.49</u>
45000 · Investments		
45030 · Interest-Savings, Short-term CD	2.07	18.35
Total 45000 · Investments	2.07	18.35
46422 · LLSA (Local Lib. Services Aid)	0.00	2,890.88
47500 · Rental Income	0.00	900.00
Total Income	<u>540.35</u>	<u>53,837.47</u>
Gross Profit	540.35	53,837.47
Expense		
62110 · Accounting Fees	615.00	1,391.50
62151 · Programs Adult	0.00	209.64
62152 · Programs/Youth	0.00	-16.71
62800 · Facilities		
62100 · Contract Services		
62101 · Fyr Fighter	0.00	1,253.00
62801 · Janitorial Services	0.00	1,368.00
62100 · Contract Services - Other	0.00	210.00
Total 62100 · Contract Services	0.00	2,831.00
62870 · Property Insurance	3,964.79	5,944.79
62891 · Fuel	593.95	2,142.26
62892 · Electric	92.44	1,396.62
62893 · Water/Sewer	153.27	241.84
62800 · Facilities - Other	0.00	165.95
Total 62800 · Facilities	<u>4,804.45</u>	<u>12,722.46</u>
65010 · Books, Subscriptions, Reference		
65011 · Print Books	138.13	1,395.29
65013 · DVDs	103.68	370.73
65015 · Debit Card Balance	0.00	-14.99
65010 · Books, Subscriptions, Reference - Other	130.48	233.39
Total 65010 · Books, Subscriptions, Reference	<u>372.29</u>	<u>1,984.42</u>
65020 · Postage, Mailing Service	0.00	232.00
65040 · Office Supplies	324.38	1,304.65
65050 · Telephone, Telecommunications	75.61	641.39
65060 · Automation		
65061 · MVLS Automation	236.43	2,159.89
65062 · Spectrum	99.99	1,041.24
65060 · Automation - Other	0.00	310.37

Sharon Springs Free Library
Profit & Loss YTD Comparison
 October 1 - 26, 2021

	Oct 1 - 26, 21	Jan 1 - Oct 26, 21
Total 65060 · Automation	336.42	3,511.50
65100 · Other Types of Expenses		
65110 · Advertising Expenses	0.00	480.00
65150 · Memberships and Dues	0.00	133.99
80001 · Misc	0.00	205.54
Total 65100 · Other Types of Expenses	0.00	819.53
66000 · Payroll Expenses		
66001 · Taxes, Disability, Unemployment	438.66	5,962.08
66000 · Payroll Expenses - Other	1,938.84	19,988.01
Total 66000 · Payroll Expenses	2,377.50	25,950.09
80003 · Machines		
80004 · Computers	0.00	964.37
Total 80003 · Machines	0.00	964.37
Total Expense	8,905.65	49,714.84
Net Ordinary Income	-8,365.30	4,122.63
Net Income	-8,365.30	4,122.63

Sharon Springs Free Library
Balance Sheet
As of October 28, 2021

	<u>Oct 28, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · SSFL Money Market	50,469.20
1001 · Operating Fund	6,934.60
1002 · SSFL Building Fund	<u>19,919.82</u>
Total Checking/Savings	77,323.62
Total Current Assets	<u>77,323.62</u>
TOTAL ASSETS	<u>77,323.62</u>
LIABILITIES & EQUITY	<u>77,323.62</u>

Sharon Springs Free Library - Director's Report for October, 2021 (10/28/21)

Directors' Council met on October 7. Pandemic issues were discussed. Some libraries have abridged hours, some have closed temporarily, some require masks (SCP per the county others by library policy) . If a library has a policy it can be enforced. Some patrons are objecting to masks and getting very creative or belligerent about their arguments.

Audio and DVD usage is down. Sharon will share stats.

E-Resource bills will go out soon. Can be paid in 2021 or 2022.

NYXCA programs have been undersubscribed. A meeting is being planned to discuss this.

Focus groups are being held re MVLS Plan of Service.

Decision to review children's books for diversity awareness was received well by all.

MVLS Board met 10/21

Financial audits and projections were reviewed.

Summer Reading Final report was submitted – active at 21 MVLS sites.

The Gov has signed the requirement for trustees to have 2 hours of training per year as of 2023.

The Foundation for MVLS is holding a Stay t Home & READ virtual fundraiser Friday, Nov. 12.

Miscellany

Audio book and DVD use has declined dramatically, both for our regular collection and for the MVLS rotating collections(\$125 per year each). Possibly due to streaming and changes in car equipment
Year and circ.

SHS Collection

2014-851, 2015-1121, 2016-808, 2017-901, 2018-343, 2019-358, 2020-142, 2021-129 so far.

MVLS Rotating to SHS

2014-5040, 2015-5387, 2016-4475, 2017-4518, 2018-4000, 2019-3355, 2020-1771, 2021-1604 so far.

The question is whether we want to continue getting rotating collections. My thought is that we need another year of data to see if numbers go up. Most libraries agree that patron participation remains low due to Covid.

We started the Great Book Giveaway on October 2 and have kept it open since then. It will need to be cleaned up before the November 2 General Election.

We had a Poetry Festival Workshop and a NYSCA Short Story Writing Workshop on Oct 16. The workshop was well received and we have another scheduled 11/20. We got a thank you note from Denise.

October Grant Balances/Activity

In SHS Operating ACCOUNT

2020 MVLS Dream and Do grant \$500 furniture (No Change from August)	184.38
Advocacy grant for brochures \$1400 total (\$1260 remainder later) (NC)	1260.
Stewarts Make-A-Wish grant for 2021 (NC)	700
MVLS Advocacy grant for School Budget vote support	2500

Balance in SHS Operating	<u>\$4644.38</u>
IN DEBIT CARD ACCOUNT	
Walmart – Cybergrants 2021 (NC from June)	2500.
Wells Fargo via Blackbaud \$150 minus CD players	100.06
ALA LTC (Sept balance less ads transfer- All must be spent by 10/31)	<u>60.</u>
Balance in Grant Debit Card account	<u>2660.06</u>
Total Grant Balance	\$7306.44