

**Sharon Springs Free Library Board of Trustees**  
**Meeting Minutes**  
**6/22/23**

**Present**

Trustees: Jeanne Irwin, Tonja Law, Belinda Feris, Bob Fucci, Kate Walrath, Patsy Nicosia, Kerry Parsons

Staff: Helen Thomas, JoAnn Fralick

**Absent**

Trustees: Gina Gilbert, Susan Rorick

**Call to Order**

The regular meeting of the Sharon Springs Free Library Board of Trustees was called to order at 7:01 p.m. on 6/22/23 by President Jeanne Irwin.

**Approval of Minutes**

Minutes of the 5/25/2023 Board Meeting were reviewed and

ON A MOTION MADE AND SECONDED the minutes of the 5/25/2023 Board Meeting were accepted as presented (Jeanne/Patsy)

**Treasurer's Report (attached)**

- Accepted as submitted.

**President's Report**

- Printer still giving error report, troubleshooting with the manufacturer.

**Director's Report (attached)**

- SSCS decided to partner with Summer Rec.
- SRP – In a reversal of what was previously understood, MVLS has said the it's OK to count Story Time as SRP
- Tonja signed Spectrum contracts. They are working with Chris at JA.
- Spent \$29 Dream and Do and \$78 2021 Make a Wish funds on books related to SRP theme.
- Would like to order revised brochures to update SHS and MVLS websites. Funds for this have not been expended.
- Helen requested a new batch of ice cream cone coupons from Stewart's.

**Privilege of the Floor**

- None

**Committee Reports**

- Joint Facility - None
- Facility Maintenance – none
- AdHoc/Ballot Committee – none
- Publicity committee- none

- Audit Committee – None

**Old Business-** Helen visited the Everything Shoppe and will bring their excess clothing to our drop box for donations.

**New Business**

- none

**Adjournment**

Meeting was adjourned at 7:33 p.m. The next meeting of the Board of Trustees will be held on Thursday, July 27<sup>th</sup> at 7:00 p.m.

# Sharon Springs Free Library

## Profit and Loss YTD Comparison

May 26 - June 22, 2023

	TOTAL	
	MAY 26 - JUN 22, 2023	JAN 1 - JUN 22, 2023 (YTD)
<b>Income</b>		
0001 Tax Revenue	0.00	43,860.00
1005 Copies/fax/printer	51.95	152.00
1018 Lost Book and DVD	0.00	70.89
43300 Grants	0.00	0.00
43301 Stewarts	0.00	900.00
43303 Walmart	0.00	1,900.00
43305 MVLS Summer Programming	350.00	350.00
<b>Total 43300 Grants</b>	<b>350.00</b>	<b>3,150.00</b>
43400 Donations	300.00	488.95
43401 Donations - Other	20.55	21.55
43402 Great Book Giveaway	0.00	616.71
43404 Clothing Shed	0.00	245.87
46431 Fundraising Letter	0.00	700.00
<b>Total 43400 Donations</b>	<b>320.55</b>	<b>2,073.08</b>
45000 Investments	0.00	0.00
45030 Interest-Savings, Short-term CD	3.39	5.71
<b>Total 45000 Investments</b>	<b>3.39</b>	<b>-5.71</b>
46422 LLSA (Local Lib. Services Aid)	0.00	143.40
47500 Rental Income	0.00	750.00
50000 Carryover	0.00	-506.02
<b>Total Income</b>	<b>\$725.89</b>	<b>\$49,699.06</b>
<b>GROSS PROFIT</b>	<b>\$725.89</b>	<b>\$49,699.06</b>
<b>Expenses</b>		
62110 Accounting Fees	0.00	491.70
62111 Banking Fees	0.00	32.00
<b>Total 62110 Accounting Fees</b>	<b>0.00</b>	<b>523.70</b>
62152 Programs/Youth	100.00	255.99
62800 Facilities	0.00	16,018.84
62100 Contract Services	0.00	1,312.05
62101 Fyr Fighter	0.00	227.00
62801 Janitorial Services	168.00	912.00
<b>Total 62100 Contract Services</b>	<b>168.00</b>	<b>2,451.05</b>
62870 Property Insurance	0.00	24.10
62891 Fuel	0.00	2,212.69
62892 Electric	104.04	709.51
62893 Water/Sewer	172.32	210.63
<b>Total 62800 Facilities</b>	<b>444.36</b>	<b>21,626.82</b>

# Sharon Springs Free Library

## Profit and Loss YTD Comparison

May 26 - June 22, 2023

	TOTAL	
	MAY 26 - JUN 22, 2023	JAN 1 - JUN 22, 2023 (YTD)
65010 Books, Subscriptions, Reference	0.00	0.00
65011 Print Books	344.80	861.04
65013 DVDs	0.00	20.99
65015 Debit Card Balance	500.00	1,457.53
65016 Subscriptions - Mags, Newspaper	0.00	50.00
<b>Total 65010 Books, Subscriptions, Reference</b>	<b>844.80</b>	<b>2,389.56</b>
65020 Postage, Mailing Service	0.00	209.00
65040 Office Supplies	0.00	561.93
65050 Telephone, Telecommunications	0.00	253.26
65060 Automation	0.00	0.00
65061 MVLS Automation	293.59	1,467.95
65062 Spectrum	99.99	599.94
<b>Total 65060 Automation</b>	<b>393.58</b>	<b>2,067.89</b>
65100 Other Types of Expenses	0.00	0.00
65110 Advertising Expenses	0.00	398.93
65150 Memberships and Dues	0.00	405.60
<b>Total 65100 Other Types of Expenses</b>	<b>0.00</b>	<b>804.53</b>
66000 Payroll Expenses	2,226.33	12,027.94
66001 Taxes, Disability, Unemployment	301.85	2,720.86
<b>Total 66000 Payroll Expenses</b>	<b>2,528.18</b>	<b>14,748.80</b>
<b>Total Expenses</b>	<b>\$4,310.92</b>	<b>\$43,441.48</b>
<b>NET OPERATING INCOME</b>	<b>\$-3,585.03</b>	<b>\$6,257.58</b>
<b>NET INCOME</b>	<b>\$-3,585.03</b>	<b>\$6,257.58</b>

# Sharon Springs Free Library

## Balance Sheet

As of June 19, 2023

	TOTAL
<hr/>	
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 SSFL Money Market	41,029.89
1001 Operating Fund	28,391.14
1002 SSFL Building Fund	2,799.82
<b>Total Bank Accounts</b>	<b>\$72,220.85</b>
Other Current Assets	
12000 Undeposited Funds	0.00
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$72,220.85</b>
<b>TOTAL ASSETS</b>	<b>\$72,220.85</b>
<hr/>	
<b>LIABILITIES AND EQUITY</b>	<b>\$72,220.85</b>
<hr/>	



## Sharon Springs Free Library Director's Report, June 22, 2023

### Programming

6/16/23 Book Discussion – “A Long Petal of the Sea” by Isabel Allende – 5 attended

### Miscellaneous

- SSCS decided to partner with Summer Rec.
- SRP – In a reversal of what was previously understood, MVLS has said the it's OK to count Story Time as SRP. JoAnn is planning that and coordinating with what will be an adult DIY SRP in which SRP Sacks will be picked up at the library each week. Each bag will have theme-appropriate reading lists, family activities and surprises.
- The MVLS libraries have coordinated on a Passport as part of SRP. People can get stamps at all 14 libraries and then will be eligible for a grand prize drawing.
- I've requested a new batch of ice cream cone coupons from Stewart's.
- Directors' Council met 5/31
  - Fax machines a good option but use a separate line
  - \$100 Block limit not good for most prefer \$50
  - “In Demand” a lease type program but not a lease but purchase at great discounts – a \$15 book would be \$10. MVLS to purchase numbers of books that have long holds lists. Be sure to place a hold on popular books even if you know it will take a while
- The library was closed June 19 for Juneteenth
- Tonja signed Spectrum contracts. They are working with Chris at JA.
- Beth Rienti, the new Public Services Consultant at MVLS, stopped in to discuss Youth Services and Outreach. I asked her about outreach related to referendum and she deferred to Wade.
- Spent \$29 Dream and Do and \$78 2021 Make a Wish funds on books related to SRP theme.
- Would like to order revised brochures to update SHS and MVLS websites. Funds for this have not been expended. Any other changes?

**Collection Development: March balance \$9263.47 minus \$99.48 for puzzles (\$9163.99).**

### Grant Funds

MVLS SRP (minus 51.08)	\$298.92
WalMart grant \$1900 for bookshelves minus \$398	1502
Advocacy grant for brochures (\$1260 received) NC	777.
Stewarts Make-A-Wish grant for 2022 NC	900
Stewarts Make-A-Wish grant for 2023	900
MVLS Advocacy grant \$2500 for School Budget vote support 2022 minus \$105 for block ad for Book Giveaway	2395

**Balance in Grant Accounts \$6772.92**