

Sharon Springs Free Library
Trustee Meeting
October 23, 2025

Present: Bob Fucci, Margaret Kindling, Kate Walrath, Patsy Nicosia, Kerry Parsons, Helen Kommer, Jeanne Irwin, Cindy Dixon, Belinda Feris

Staff: JoAnn Fralick, Megan Keaney

Guest: none

Absent: none

Call to Order: The regular meeting of the Sharon Springs Free Library for October 23, 2025 was called to order at 7:39pm by Jeanne.

Approval of minutes –

- Minutes of September 25, 2025 board meeting reviewed and approved. (Helen/Bob).
- **Treasurer's Report: (Attached) reviewed and accepted**
 - Fenimore is open to more than literary finance- facility upkeep, etc. We should keep a construction grant in sight for window replacement. Helen Thomas and Susan need to be removed from the credit card, while adding Helen Kommer. Possibly looking at a business CC for the library.
- **President's Report: (Attached)**
 - Performance review of Director- Jeanne will email a copy to all. Jeanne commented we are overall very happy with Meg's work.
 - Trustee training requirements- Jeanne checked in with trustees that all are up to date with required hours. Training certificates should be Emailed to Belinda for filing. Trustee training is 2 hours.
 - November/ December meeting will be December 4th (Thursday).

Director's Report: (Attached)

Programming

- Adult Book Discussion: The Heaven & Earth Grocery Store by James McBride (10/17/25)
Number of Participants: 4 attended (including Meg)
- Next Month's Book: "The Great Bookish Wrap-up" November 21st at 6:00 p.m.
- No Book Discussion in December
- S.C.H.O.O.L Presentations in Community Room:

- “Digital Literacy with Mary Carrier- Word Basics”: Monday, October 20th, 3:30-5:00 p.m.
- Trunk or Treat
 - 10/31/25: Sponsored by PTO- from 5-7 p.m. in the school’s front driveway
 - Theme- “The Day the Crayons Quit by Drew Daywalt”
 - Donations of pre-packaged candy are greatly appreciated

Miscellaneous

- Thank you to Jeanne, Margaret, Kerry, and Patsy for representing SHS at the MVLS Annual Meeting and for accepting our award!
- Closures for November: Tuesday, November 11th for Veteran’s Day.
- Closing @ 6 p.m. on Wednesday, November 26th for Thanksgiving.
- Thursday, November 27th for Thanksgiving.
- Waiting to purchase a new screen and projector (Dream & Do + Fenimore Grant) until our credit card is updated.

Grants/Funds

- Parsons Grant: \$8,562.67
- Stewart’s Grant: \$1,576.86

Privilege of the Floor –None

● Committee Reports

- Administration – Director position being interviewed on Saturday.
- Budget and Finance – none
- Joint Facility – See facility maintenance below.
- Facility maintenance – Estimate on trees removals- \$1500 (2 big and 1 little one) \$1500, 1500, \$1000 for all. One tree is on another property. Owner stated they would be willing to pay for one tree. Jeanne would like to approach the town and village to assume responsibility for the tree removal as well. Motioned made and accepted for tree removal (Patsy/Kerry).
- Fundraising – Fundraising letters are prepared and ready to fold/ send out.
- Executive - none
- Nominating – none
- Ad Hoc – none
- Grants- none

New Business –Winter hours- drop motion made / approved to start November 1st and continue winter hours continuously. Jeanne/Kerry. New hours will go out in the fundraising inserts.

Old Business – none

- The meeting adjourned at 8:25pm. Next meeting is December 4, 2025.

Balance Sheet for Monthly Meeting

Sharon Springs Free Library

As of October 23, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
1000 NBT Bank - Money Market - 2344	24,950.20
1001 NBT Bank - Operating Fund - 3504	610.90
1002 NBT Bank - Building Fund - 4008	10,499.82
Cash Holding	68.00
Total for Bank Accounts	\$36,128.92
Accounts Receivable	
Other Current Assets	
Total for Current Assets	\$36,128.92
Fixed Assets	\$227,478.84
Other Assets	
Total for Assets	\$263,607.76
Liabilities and Equity	
Liabilities	
Current Liabilities	
Accounts Payable	
Credit Cards	
Other Current Liabilities	
Payroll Liabilities	-\$234.55
FICA/Federal	-477.69
State Withholding	-251.12
Total for Payroll Liabilities	-\$963.36
Total for Other Current Liabilities	-\$963.36
Total for Current Liabilities	-\$963.36
Long-term Liabilities	
Total for Liabilities	-\$963.36
Equity	
30000 Opening Balance Equity	280,779.22
32000 Unrestricted Net Assets	-13,308.76
Net Income	-2,899.34
Total for Equity	\$264,571.12
Total for Liabilities and Equity	\$263,607.76

Profit and Loss YTD Comparison - For Monthly Meet

Sharon Springs Free Library

January 1-October 23, 2025

DISTRIBUTION ACCOUNT		TOTAL
	JAN 1 - OCT 23 2025	JAN 1 - OCT 23 2024 (PY YTD)
Income		
0001 Tax Revenue	53,150.00	51,500.00
1005 Copies/fax/printer	973.95	567.60
1018 Lost Book and DVD	16.95	8.99
43300 Grants	\$443.43	
43301 Stewarts	819.83	900.00
43490 Pam (Gazebo Project)	-6,850.50	
44530 Local Government Grants	\$1,376.00	
44531 Town of Sharon Springs		3,300.00
Total for 44530 Local Government Grants	\$1,376.00	\$3,300.00
43303 Walmart		2,000.00
Total for 43300 Grants	-\$4,211.24	\$6,200.00
43400 Donations	\$3,671.52	\$1,873.20
43401 Donations - Other	800.00	1,108.73
43402 Great Book Giveaway	755.40	820.00
43404 Clothing Shed	568.06	584.50
43450 Individ, Business Contributions	250.00	14,750.00
46431 Fundraising Letter	1,045.00	1,300.00
Total for 43400 Donations	\$7,089.98	\$20,436.43
45000 Investments		
45030 Interest-Savings, Short-term CD	674.19	4.33
Total for 45000 Investments	\$674.19	\$4.33
46422 LLSA (Local Lib. Services Aid)	649.30	1,487.40
47500 Rental Income	\$3,000.00	\$6,334.56
47501 Community Room	45.00	60.00
Total for 47500 Rental Income	\$3,045.00	\$6,394.56
Services	73.12	
Uncategorized Income	2,508.67	
Total for Income	\$63,969.92	\$86,599.31
Cost of Goods Sold		
Gross Profit	\$63,969.92	\$86,599.31
Expenses		
62110 Accounting Fees	\$4,834.44	\$3,387.25
62111 Banking Fees	430.64	105.00
Total for 62110 Accounting Fees	\$5,265.08	\$3,492.25
62151 Programs Adult	60.00	100.00
62152 Programs/Youth	268.25	600.47

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Sharon Springs Free Library

January 1-October 23, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	JAN 1 - OCT 23 2025	JAN 1 - OCT 23 2024 (PY YTD)
62800 Facilities	\$752.50	
62100 Contract Services	\$5,010.00	\$1,695.86
62101 Fyr Fighter	370.00	973.00
62801 Janitorial Services	1,081.00	1,848.00
Total for 62100 Contract Services	\$6,461.00	\$4,516.86
62851 Cleaning Supplies	143.25	
62870 Property Insurance	1,990.27	4,836.88
62891 Fuel	1,412.98	2,759.66
62892 Electric	2,978.29	2,185.24
62893 Water/Sewer	250.94	510.23
Total for 62800 Facilities	\$13,989.23	\$14,808.87
65010 Books, Subscriptions, Reference	\$1,065.54	\$700.22
65011 Print Books	879.95	2,619.11
65013 DVDs	46.11	270.03
65015 Debit Card Balance	480.00	
65016 Subscriptions - Mags, Newspaper		50.00
Total for 65010 Books, Subscriptions, Reference	\$2,471.60	\$3,639.36
65020 Postage, Mailing Service	154.00	454.81
65040 Office Supplies	636.61	1,880.62
65050 Telephone, Telecommunications	1,372.72	814.96
65060 Automation		\$273.38
65061 MVLS Automation	2,540.44	2,460.42
65062 Spectrum	299.97	999.90
Total for 65060 Automation	\$2,840.41	\$3,733.70
65100 Other Types of Expenses	-\$1,500.00	
65150 Memberships and Dues	80.00	544.60
65170 Staff Development		
68300 Travel and Meetings		
68310 Conference, Convention, Meeting	28.00	
Total for 68300 Travel and Meetings	\$28.00	
Total for 65170 Staff Development	\$28.00	
65110 Advertising Expenses		777.28
80001.1 Lost Book and DVD Fee		5.00
Total for 65100 Other Types of Expenses	-\$1,392.00	\$1,326.88
66000 Payroll Expenses	\$13,259.06	
66001 Taxes, Disability, Unemployment	4,747.59	
Total for 66000 Payroll Expenses	\$18,006.65	

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	JAN 1 - OCT 23 2025	JAN 1 - OCT 23 2024 (PY YTD)
80003 Machines		
80004 Computers	2,186.00	
Total for 80003 Machines	\$2,186.00	
Payroll Expenses	\$4,988.00	
FICA/Mcare	89.67	2,622.57
FUTA	2,460.54	99.66
Gross Wages	10,377.98	27,741.60
Payroll Adjustments	921.77	
PFML Insurance	-4.55	-101.12
SDI Disability Insurance	-1.20	175.09
SUTA	24.62	719.59
Total for Payroll Expenses	\$18,856.83	\$31,257.39
Uncategorized Expense	2,153.88	
Total for Expenses	\$66,869.26	\$62,109.31
Net Operating Income	-\$2,899.34	\$24,490.00
Other Income		
Other Expenses		
Net Other Income		
Net Income	-\$2,899.34	\$24,490.00

Director's Report

October 2025

Programming

Adult Book Discussion: The Heaven & Earth Grocery Store by James McBride (10/17/25)

Number of Participants: 4 attended (including Meg)

Next Month's Book: "The Great Bookish Wrap-up"

November 21st at 6:00 p.m.

Read something great in 2025? Bring your favorite book of the year—book club or not—and join us for tea, cookies, and a fun game of Book Bingo as we celebrate Meg's final book discussion.

No Book Discussion in December

S.C.H.O.O.L Presentations in Community Room:

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