

Myers Memorial Library Board of Trustees
Agenda
March 18, 2025
6:30 pm

1. Call to order
2. Secretary's report and correspondence
3. Treasurer
 - a. Report
 - b. Motion to pay customary bills
4. Director's report
5. Building and Grounds
6. Unfinished Business
7. New Business
 - Town of Carroll Bicentennial June 19-22
 - Library financing public vote May 19

Next meeting:
May 20, 6:30pm

MYERS MEMORIAL LIBRARY
BOARD OF TRUSTEES MEETING

Tuesday, January 21, 2025

Present: Jason Bussman, Jim Hale, Mel Feather, Paul Bell, Iza Nowak, Rhonda Haick, Toni Stone, Sue Richards, Janelle Grey, Bob Piede and Roxy Gray.

The meeting was called to order at 6:35PM by Mel Feather, Board President.

The secretary's minutes from the November 2024 board meeting were approved as read.
Motion from Paul Bell and seconded by Toni Stone. Carried.

Treasurer Report: (Please see attached.)

Over the past week, \$10,000 was withdrawn from the Alliance Fund in order to meet our monetary obligations. Hopefully, this will tie us over until the Town of Carroll monies are received.

Investments have increased 3.18% from 2023.

A motion to pay customary bills was made by Jim Hale and seconded by Sue Richards.
Carried.

Director Report:

Iza said, "The Christmas parade was fun!" She says we need a larger wagon next year.

The cookie decorating and Elf Day were successful.

Plans are already in progress for the summer reading programs at the Town Park.

The Guilders Knitters Group donated a karaoke machine to our library.

Building/Grounds:

Paul happily reported everything is currently repaired!!

Election of Officers:

Slate of Officers are as follows: Melvin Feather-President

Bob Piede-Vice President

Roxy Gray-Secretary

Toni Stone-Treasurer

Paul Bell motioned to “Unanimously reelect these officers for 2025.” Sue Richards seconded. Carried.

Unfinished Business:

A sustainable funding presentation was presented at the school board meeting by Iza, Jim, Jason and Jan Dekoff from CCLS.

It was their consensus that the presentation went well.

Petitions were given to board trustees to gather 10 community members’ signatures each, to be presented to the board at the February school board meeting. The school board will determine if the vote will be held at the high school or the library.

Bob Piede made a motion to enter an Executive Session. Paul Bell seconded.

7:22PM Executive Session began with the purpose of discussing employee salaries. A motion was made by Jason to end the session. Second by Sue Richards.

7:45PM Executive Session ended.

Budget for 2025:

A clarification of the budget has been amended to reflect an increase in disability cost of \$77.

Jim motioned to amend the 2025 budget to show the disability change. Seconded by Paul Bell.
Carried.

The meeting was adjourned at 7:46PM.

Respectfully Submitted,

Roxy Gray, Secretary

TREASURER'S REPORT

Myers Library
Statement as of 2/28/25

How are we doing on our budget: See attached

Lake Shore Checking – operating:

12/31/2024	8,923.01	
Deposits	43,511.82	Includes: 10,000 from Inv. 884.13 from Desig. Acct
Investment Deposits	3,116.00	
<u>Withdrawals</u>	<u>18,917.56</u>	
Balance on 2/28/25	\$36,633.27	Bal 33,326.64 on 3/14/25

Lake Shore Saving Accounts: As of 2/28/25

Capital Savings acct	1,656.31
Capital Grant Checking 08	500.00
Amazon Smile	6,042.48
Petty Cash	<u>28.92</u>
Lake Shore Savings Total	\$8,227.71

Investments: As of 2/28/25

Park Ave Securities:	33,210.30	
American Funds:	321,099.74	*For breakdown see Investment Report
<u>UBS</u>	<u>190,794.52</u>	
Total Investments	\$545,104.56	(2.43% Increase since Last Meeting & 2.43% Increase since 12/31/24)

12/31/2024	\$532,174.57
10/31/2024	\$548,081.13
8/31/2024	\$558,417.14
6/30/2024	\$537,375.54
4/30/2024	\$519,757.18
2/29/2024	\$516,365.57
12/31/2023	\$515,762.24
10/31/2023	\$467,541.22
8/31/2023	\$496,459.86

***** In 2025 We borrowed

\$3,116	from Regular Invest. Draws
\$0	from Cap. Accounts
\$10,000	from Additional Inv. Draws
<u>\$13,116</u>	Total Additional Funds to make budget/ bills

Total Assets:

Checking Account	\$36,633.27
Lake Shore Accounts	\$8,227.71
<u>Investments</u>	<u>\$545,104.56</u>
Total Assets	\$589,965.54

Checking Withdrawals (Jan-Feb)

#1 Payrolls	\$9,944.60
#2 Books/Videos/Programs	\$4,352.81
#3 Building Repairs/maintenance	\$1,606.74
#4 Utilities	\$1,192.62
#5 Designated purchases	\$1,156.61
#6 Bookkeeping	\$302.89
#7 Office Supplies	\$228.09
#8 Supplies	\$133.20
Total	\$18,917.56

Respectfully submitted by: Rhonda Haick, Bookkeeper
Date: 3/14/25

Income:	Actual	Original Budget	Rollovers/New Additions	Difference	In Income Red is Bad
					Black is Good!
Donations:					
Appeal	585.00	7,500.00		(6,915.00)	
Campbell Trust	0.00	1,000.00		(1,000.00)	\$1,146 Expected
Cummins	0.00	100.00		(100.00)	
Diane Crandall Myers Memorial Library Fund	0.00	400.00		(400.00)	\$574 Expected
FCS	0.00	6,500.00		(6,500.00)	
CHQ (Give Gab)	0.00	450.00		(450.00)	
Memorials	200.00	500.00		(300.00)	
Misc. -	800.00	1,000.00		(200.00)	
Town of Carroll	30,000.00	30,000.00		0.00	
Warn Fund		400.00		(400.00)	\$446 Expected
Fundraising					
June Sales		1,000.00		(1,000.00)	
Misc. Fundraising		300.00		(300.00)	
General Income					
Association Dues	10.00	10.00		0.00	
Book Sales	25.00	100.00		(75.00)	
CCLS Materials Plan		3,300.00		(3,300.00)	
CCLS State Aid & Cash Grant		250.00		(250.00)	
Copier	155.00	550.00		(395.00)	
Fines/ILL	83.74	200.00		(116.26)	
Interest	0.96	5.00		(4.04)	
LLSA	149.30	1,000.00		(850.70)	
Miscellaneous		25.00		(25.00)	
Grants:					
Designated:					
Augusto	618.69				
CRCF Printer Grant					
Designated Programs					
Misc.Designated	0.00				
Total Received Income	32,627.69	54,590.00		(21,962.31)	
Investment Draws	3,116.00	18,696.00		(15,580.00)	
Total Income	35,743.69	73,286.00		(37,542.31)	

Expenses	Actual	Original Budget	Additions	Difference	In Expenses Red is Good
Appeal		1,000.00		(1,000.00)	Black is Bad
Building Maintenance:					
Building Maint & Supplies	548.74	1,100.00		(551.26)	JMI Heat Repair 548.74
Elevator	658.00	1,300.00		(642.00)	
Custodian	400.00	2,700.00		(2,300.00)	
Heating & Air Maintenance		800.00		(800.00)	
Misc Bldg Repairs		300.00		(300.00)	
Trash/Lawn/Snow		1,820.00		(1,820.00)	
Fundraising		500.00		(500.00)	
Insurances (Building)		5,300.00		(5,300.00)	
Misc:					
Gifts/Honorariums:					
-Auditor		125.00		(125.00)	
Other		100.00		(100.00)	
Outside Bookkeeping	302.89	1,500.00		(1,197.11)	
Workshops		60.00		(60.00)	
Payroll				0.00	
Salaries & Wages	8,722.32	56,300.00		(47,577.68)	
Social Security & Medicare	670.24	4,307.00		(3,636.76)	
Workers Comp Insurance		500.00		(500.00)	
Disability Insurance	552.04	552.00		0.04	
Supplies:					
Books/Periodicals	3,789.46	15,000.00		(11,210.54)	
Equipment/Software		500.00		(500.00)	
Computer Upgrade		5,000.00			
General (Cleaning, Paper Cups & towels/water/TP)	39.81	325.00		(285.19)	
ILL		10.00		(10.00)	
Library (Bookmarks, Labels)	34.99	300.00		(265.01)	
Office	228.09	1,000.00		(771.91)	
Overdrive		1,000.00		(1,000.00)	
Postage	58.40	50.00		8.40	
PO Box		332.00		(332.00)	
Programs	460.55	3,000.00		(2,539.45)	
Videos	102.80	1,000.00		(897.20)	
Utilities:					
Electric	490.00	3,000.00		(2,510.00)	
Gas	211.00	2,300.00		(2,089.00)	
Taxes	191.68	180.00		11.68	
Telephone/Internet	239.94	2,400.00		(2,160.06)	
Water	60.00	240.00		(180.00)	
Designated:					
Other Designated					
Designated Program	531.29				
Augusto	625.32				
Total Expenses	18,917.56	113,901.00		(94,983.44)	
Income	35,743.69	54,590.00		(18,846.31)	
Expenses	18,917.56	113,901.00		(94,983.44)	
Projected Income or (Loss)	16,826.13	(59,311.00)		76,137.13	
Opening Balance in Checking	8,923.01				
In from Petty Cash	0.00				
Add Total Income or (Loss)	35,743.69	54,590.00		-18,846.31	
Transfers in from Investments	10,000.00				
Transfers in from Amazon (Desig. Account)	884.13				
To Amazon Smile Account					
To Petty Cash	0.00				
Transfers out					
Paid out of petty cash	0.00				
Total Income Available	55,550.83	54,590.00			
Less Total Expenses	18,917.56	113,901.00		(94,983.44)	
Ending Balance in Checking	36,633.27			76,137.13	

MYERS MEMORIAL LIBRARY						
INVESTMENT PORTFOLIO						
2/28/2025						
FUND	CURRENT BALANCE \$	PREVIOUS QUARTER \$	QUARTER DIFFERENCE \$	NOTES	(2024) YEAR AGO END \$ 1	(2023) YEARS AGO END \$ 2
Park Ave. Securities:						
Franklin Income Fund	15,540.28	16,864.23	-1,323.95		16,864.23	25,559.45
American Funds (Augusto Endowment)	16,288.42	15,679.40	609.02		15,679.40	15,106.20
Augusto Earnings -Dryfus Deposit	1,381.60	1,380.38	1.22		1,380.38	1,174.89
American Funds:						
American Balanced	114,175.52	110,875.52	3,300.00		110,875.52	96,455.86
Income Fund of America	105,145.42	101,745.42	3,400.00		101,745.42	91,797.02
Washington Mutual	101,778.80	98,478.80	3,300.00		98,478.80	88,246.84
UBS:	190,794.52	187,150.82	3,643.70		187,150.82	197,421.98
TOTALS	545,104.56	532,174.57	12,929.99	2.43	532,174.57	515,762.24
				Overall Per Cent Increase		
			Change from 2024 Year End (%)			2.43
R. Haick						
Bookkeeper						
3/14/2025						

Myers Memorial Library
January/February 2025
Director's report

2025	ADULT					JUVENILE						
	Fiction	Non Fiction	Movies	Mag	Other	Fiction	Non Fiction	Movies	Mag	Other	E-books	Total
Jan	426	68	44	1	51	765	156	26	0	49	229	1815
Feb	397	80	70	2	40	755	133	50	0	44	192	1763
Total	823	148	114	3	91	1520	289	76	0	93	421	3578

Other – audiobooks, puzzles, activity kits

Circulation

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
2025	1815	1763										
2024	1873	1763	1967	2170	1817	1879	2410	2379	1784	2032	1694	1415
2023	2060	1821	2342	1690	1806	2362	2336	2263	1888	1678	1745	1441
2022	1521**	1462**	2070**	1626**	1966**	1118**	2257	2385	1892	1794	1723	1656
2021	1840	2024	2157	2060	2001	2388	2337	2275	1944	2266	1243**	1269**
2020	2036	1977	1641	173	162	1011*	2008	2005	1933	2172	1889	1916
2019	1754	1695	1804	1907	1991	1455	2160	2199	1575	1617	1423	1500
2018	1565	1372	1550	1613	1458	1353	1514	1852	1512	1459	1375	1356
2017	1085	1192	1485	1282	1382	1507	1750	1989	1445	1252	1440	1393
2016	1086	1166	1289	1339	1154	1054	1381	1038	1149	1003	922	913

Attendance

	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sep	Oct	Nov	Dec
2025	852	878										
2024	818	853	879	1101	980	942	1446	1116	803	1162	971	762
2023	916	1001	1004	816	943	1022	1013	1164	767	852	909	733
2022	454**	550**	760**	593**	662**	505**	1305	1392	790	976	785	813
2021	426	519	659	608	591	641	761	1005	631	793	245**	515**
2020	969	933	606	-	-	70*	469	418	477	632	535	531
2019	877	797	935	967	1009	985	1252	1289	887	910	806	744
2018	803	854	943	1043	1024	902	1072	969	810	892	703	744
2017	740	684	820	685	885	1018	1117	1384	834	827	793	802
2016	618	571	729	668	630	765	733	573	656	681	589	604

*pick up service, **renovation