

Brunswick Community Library Annual Meeting of Members

January 18, 2022

Attendees: Dan Casale, Laurel Colasurdo, Maureen Cox, Alix Duggan, Marthe Ann Gabey, Sara Hopkins, Grace Kosinski, Kevin Mainello, Matt Perfetti, Anne Poletto, Jennifer Shatz, Kelley Triscari

Excused: Tom Mahoney, Jen Mainello

Call to order 6:01 PM

Approval of Minutes of January 19, 2021 -- Motion to accept by Laurel Colasurdo; seconded by Alix Duggan; all in favor; motion carried.

President's Report – See Exhibit 1

Nominating Committee Report – Laurel Colasurdo nominated Jenn Shatz and Matt Perfetti to their second three-year term. Seconded by Dan Casale; all in favor; motion carried.

Treasurer's Report – Maureen Cox reported that we closed the year on solid ground and paid off the mortgage. Kelley Triscari gave the highlights for the Annual Appeal/Fundraising committee, noting that it was the most successful year yet for the appeal. See Exhibit 2 for the full report.

Library Director's Report – Sara Hopkins noted that the annual report isn't due yet to be filed and she hasn't received the yearly numbers. She said that there was an uptick in use of the study room in December. We have received a number of book donations, so there will be a \$5 a bag book sale on Valentine's Day (2/14). On 3/18, there will be Celtic Music and Stories. Sara said how she was pleasantly surprised at the success of the gift tree. A wide range of items were donated and some even came gift-wrapped.

Closing Remarks – Marthe Ann Gabey commented that the Board works well together and it gets better every year.

Adjournment -- meeting adjourned at 6:14 PM, motioned by Maureen Cox; seconded by Jenn Shatz; all in favor, motion carried.

Respectfully submitted,

Anne G Poletto

Exhibit 1

2021 President's Report

Brunswick Community Library had a productive and successful year although being colored by COVID-19. We started the year having zoom meetings with the library closed to the public with online and curbside pick up only. We transitioned to appointment browsing in March 2021 and headcount entry May 2021. In June 2021 the headcount was dropped, clubs restarted and BCL started to see visits that compared to 2019.

In June, the Nominating Committee of Laurel Colasurdo and Dan Casale presented Grace Kosinski for membership. Grace joined us that month.

In November, the board adopted a new Long Range Plan. This plan was adopted for 3 years with the option to extend it to a full 5 years.

In June, The Friends of the Library dissolved and their fundraising endeavors were taken over by the Annual Appeal Committee. Therefore, the Annual Appeal Committee was expanded to Annual Appeal/Fundraising Committee. The members of the committee absorbed this new responsibility without missing a beat. With Laurel Colasurdo and Kelley Triscari as co-chairs, the committee successfully coordinated Garden Day on June 5 with Pig Pit BBQ dinner, Fall Fest in September, and the Annual Appeal. At this point, over \$23,000 has been raised by the library in 2021.

The physical structure of the library also changed in 2021. The Buildings and Grounds Committee chaired by Alix Duggan and Tom Mahoney saw a new ramp installed on the shed, the sidewalk fixed, and the installation of a second bathroom. Of note, our construction grant covered 75% or \$11,625 of the expense. Because we had some grant money left over, the committee is investigating upgrading the ventilation system.

Lastly, a new committee was formed. The Technology Committee led by Alix Duggan was formed to guide the library through the ever-changing world of computer software and hardware.

In conclusion, I believe our board is smart, cohesive and we work well as a team. Every member of our board contributes whether up front or behind the scenes. I look forward to an equally successful 2022.

Marthe Gabey

Brunswick Community Library Treasurer's Report for 2021

Our library remained functional during the ongoing COVID pandemic and closed the year on solid financial ground. Our income remains similar to prior years with the majority of our money coming from the Town of Brunswick. We received \$121,200 from the Town of Brunswick, \$35,000 from the Brittonkill School District and \$7,030 from Rensselaer County. The Town of Brunswick increased their contribution by 2% from the 2020 amount of \$118,912. Our income is augmented by donations from the library patrons, from the Friends of the Brunswick Library, grants and miscellaneous other donations. (Of note- the Friends dissolved in May and donated the balance of their funds) .

Appeal Letter Response/ Fundraising

The annual appeal letter was sent out twice this year once in June to 1,500 previous donors and again in

November to 3,000 previous donors and Library card holders. These mailings had a \$21,899 response (\$7,193 + \$14,706). We also receive contributions throughout the year. We added a donate button on our webpage using paypal and solicited donations through facebook. We received \$2,180 from our web page donate button and \$450 from our facebook page. This year's annual appeals total was \$28,266 , our best year yet! These donations are for the library's annual operating expenses and capital expenditures. The mailings were done with inhouse . printing and stuffing. This \$28,266 compares to \$23,142 raised in 2020, \$19,597 raised in 2019 , \$18,649 raised

in 2018, \$20,884 raised in 2017, \$10,630 raised in 2016, \$10,736 raised in 2015, \$10,625 raised in 2014, \$10,370 raised in 2013, \$8,260 raised in 2012, and \$7,445 raised in 2011.

With the dissolution of the Friends we took on some fundraising activities and raised \$4,901- town concert 50/50 \$1,425 ; Garden Day \$2,460; Fall Fest \$578; Holiday Lights \$450 and Recovery Room dinner \$168. .

Mortgage Change and Capital Improvements

As of December of 2021 we have paid off our ten year \$100,000 mortgage that we borrowed in late 2011. It is a private mortgage, the loan being made to us by Dr. Edmond Brown. (In late 2011 we paid off our prior mortgage - the principal paid to Dr. Zimmerman was \$191,591.05. We paid Dr. Zimmerman with the \$100,000 loaned by Dr. Brown and with \$91,592.05 from the First Niagara money market account.)

We applied and received 2021 construction grant funds for a second bathroom project in the amount of \$15,000 from UHLS. Work continues on this grant with \$2,500 left to spend.

Savings Account Totals

	12/31/17	12/31/18	12/31/18	12/31/20	12/31/20
Key Bank Money Market	\$1,744	\$6,356	\$92	\$505	\$3
Key Bank Checking	1,211	closed	Closed	Closed	closed
SEFCU Building Fund	49,105	116,784	154,919	\$112,335	148,577
SEFCU Savings Unrestricted	68,493	closed	closed	closed	closed
Total	\$111,949	\$123,140	\$155,011	\$112,840	\$148,580

Anticipated Spending from Building Accounts

We anticipate spending \$2,500 to close out the 2021 construction grant.

Conclusion

Our financial successes continue. We are fortunate to have had another positive year punctuated by donations made in response to the annual appeal. Our Balance Sheet ended the year very healthy.

Maureen A. Cox

1/18/2022