

Agenda: Board Meeting

Welcome Guests

Approval of Minutes

Financial Reports

Approval of Warrant List (September) - \$ 6302.42

Approval of Financial Reports

Director's Report (attached)

Board vote to approve story hour person

Building Committee

Community Relations

Technology Committee

Finance Committee

Personnel Committee

By-Laws/Policies

Strategic Planning

Election Committee

Budget for 2026 Passed 24 to 1

Rachel Scott, Margaret Smith, and David Thomas elected to board

Calendar

New Business & Public Comment

- **Board Members**
 - Sign Warrant List at the library.
 - Library Board Trustee elections/budget vote on first Thursday in Sept. from 4-8PM.
 - File election results with Town of Hurley clerk (331-7474).
 - Elect officers to take over in October

DIRECTOR'S REPORT

September 15, 2025

Landscape Tiles – We have five spaces left for Landscape Tiles. I have begun a push to see if we can sell the last few and finish the project.

Website – I have begun to estimate the pros/cons of moving over to the MHLS managed website. One of the questions that has arisen is board emails. Currently, I distribute a library email and use a forward. For example, I use president@westhurleylibrary.org and forward to Peg Smith's address. Should I continue that practice?



MHLS Advocacy – The **MHLS Advocacy**

Ambassadors program asks that at least one currently sitting member library board member identify as the Advocacy Ambassador. Advocacy Ambassadors will receive custom training to help them stay on top of current issues and calls to action and are asked to help keep their peers on the library board and Friends Group apprised of what is going on and the most impactful way to help over the course of the year.

Friends Raffle – The Friends Group is raffling off a Samsung 85-inch Crystal UHD TV (Model UN85DU8000F). Tickets are \$5 each. Only 200 tickets will be sold. Even if you can't use the TV, please consider buying/selling tickets. We have a couple of other locations that can use the TV.

Friends Donation – The Friends approved an \$1800 donation for additional activities for the children's area.

Humanware VictorReader Stream – The West Hurley Library was awarded two of these in a previous grant. I couldn't get them to work as loanable devices. The Elting Memorial Library took them to use with their patrons.

Programs Update –

Beginner Level Yoga – Tuesdays at 2:15pm – Fee of \$6 per class – Aug 5 (7 people), Aug 12 (5 people), Aug 26 (8 people)

Book Discussion – September 15th – 8 people

Upcoming Events –

LEGO Club – TBA

Knitting Group – Tuesdays at 6pm

Mixed Level Yoga – September 23 and 30

PreSchool Storyhour – Fridays from 10am to 11am starting 9/19/25

West Hurley Public Library
Election & Budget Vote Results

September 4, 2025
4pm to 8pm

BUDGET FOR 2026: \$268,165				
	Approved	Disapproved	Abstained	Total
Number of Votes At Election	11	0		11
Verified Absentee Ballots	13	1		14
Totals	24	1		25

Candidates			
Names of Candidates (same order as on ballot)	Number of Votes At Election	Verified Absentee Ballots	Total
Rachel Scott	11	13	24
Margaret Smith	11	14	25
David Thomas	9	13	22
Stephanie Rice	1		1

If any provisional ballots are issued, the election chair will verify them the day after the election with the Ulster County Board of Elections. He/she will then modify the tallies above and initial the changes.

① Valid Votes Cast <u>11</u>	② Verified Absentee Ballots <u>14</u>
③ Rejected Votes <u>0</u> (found in box but invalidated)	④ Rejected Absentee Ballots <u>0</u> (submitted but couldn't be verified)
⑤ Provisional Votes <u>0</u> (will be verified by Election Chair)	
(A) Total Votes ① + ② + ③ + ④ + ⑤ = <u>25</u>	(B) Total Ballots Issued + Total Absentee Ballots = <u>25</u>

(A Must Equal B)

Please print/sign your names below

Karen Shultis

Karen Shultis (Election Chair)

Patricia Lindtveit

Patricia Lindtveit (Election Inspector)

Alice Rice

Alice Rice (Election Inspector)

Margaret Smith

Margaret Smith (Board President)

West Hurley Public Library
Profit & Loss Budget Performance
August 2025

	Aug 25	Jan - Aug 25	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
DEPARTMENTAL INCOME	36.55	4,121.58	200.00	2,060.79%
INTEREST INCOME	349.37	2,364.61	1,000.00	236.46%
LOCAL PUBLIC FUNDS	0.00	3,300.00	3,300.00	100.0%
LOCAL SOURCES	0.00	16,863.39	1,800.00	936.86%
REAL PROPERTY TAXES	0.00	250,844.00	250,844.00	100.0%
STATE AID	0.00	0.00	1,200.00	0.0%
Total Income	385.92	277,493.58	258,344.00	107.41%
Expense				
BUILDING CONTRACTUAL	8,939.80	27,643.63	30,280.00	91.29%
COLLECTION ACQUISITIONS	794.06	20,683.86	32,966.00	62.74%
GRANT EXPENDITURES	0.00	-292.47		
LIBRARY OPERATIONS	1,138.27	20,020.13	27,240.00	73.5%
PAYROLL EXPENSES	14,037.18	93,473.69	165,458.00	56.49%
PERSONNEL-OTHER	0.00	0.00	2,400.00	0.0%
Total Expense	24,909.31	161,528.84	258,344.00	62.52%
Net Ordinary Income	-24,523.39	115,964.74		
Other Income/Expense				
Other Income				
Other Interest Income	49.86	314.24		
Total Other Income	49.86	314.24		
Net Other Income	49.86	314.24		
Net Income	-24,473.53	116,278.98		

West Hurley Public Library
Profit & Loss Budget Performance
August 2025

	Aug 25	Jan - Aug 25	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
DEPARTMENTAL INCOME				
Card Replacement	0.00	56.00		
Copies				
Canon	0.90	263.21		
Printer/SAM	0.00	388.47		
Remote	12.75	43.55		
Total Copies	13.65	695.23		
Ear Buds	0.00	4.50		
Fax Machine	0.00	34.00		
Fines	10.40	164.61		
Lost Books	0.00	146.09	200.00	73.05%
Misc.	0.00	15.00		
Program Events	0.00	2,946.75		
Scan	0.00	29.25		
Used Books	12.50	30.15		
Total DEPARTMENTAL INCOME	36.55	4,121.58	200.00	2,060.79%
INTEREST INCOME				
M&T Bank Checking	23.07	825.43		
M&T Bank Operating Fund	326.30	1,539.18	1,000.00	153.92%
Total INTEREST INCOME	349.37	2,364.61	1,000.00	236.46%
LOCAL PUBLIC FUNDS				
Onteora Central Schools	0.00	3,300.00	3,300.00	100.0%
Total LOCAL PUBLIC FUNDS	0.00	3,300.00	3,300.00	100.0%
LOCAL SOURCES				
Friends Donations	0.00	2,416.00		
Gifts & Donations	0.00	13,347.39	800.00	1,668.42%
Grants	0.00	1,100.00	1,000.00	110.0%
Total LOCAL SOURCES	0.00	16,863.39	1,800.00	936.86%

West Hurley Public Library
Profit & Loss Budget Performance
August 2025

	Aug 25	Jan - Aug 25	Annual Budget	% of Budget
REAL PROPERTY TAXES				
Town of Hurley	0.00	250,844.00	250,844.00	100.0%
Total REAL PROPERTY TAXES	0.00	250,844.00	250,844.00	100.0%
STATE AID				
LLSA	0.00	0.00	1,200.00	0.0%
Total STATE AID	0.00	0.00	1,200.00	0.0%
Total Income	385.92	277,493.58	258,344.00	107.41%
Expense				
BUILDING CONTRACTUAL				
Alarm System	0.00	525.00	800.00	65.63%
Building Insurance	1,466.00	1,562.00	6,100.00	25.61%
Building Repair & Maint.	6,178.00	12,523.00	4,000.00	313.08%
Custodial Supplies	0.00	64.60	480.00	13.46%
Electric	895.80	3,630.33	5,300.00	68.5%
Fuel Oil	0.00	3,412.96	5,000.00	68.26%
Grounds Maintenance	0.00	1,805.95	2,600.00	69.46%
Janitorial	400.00	3,400.00	4,800.00	70.83%
Trash Removal	0.00	428.14	850.00	50.37%
Water Cooler	0.00	291.65	350.00	83.33%
Total BUILDING CONTRACTUAL	8,939.80	27,643.63	30,280.00	91.29%
COLLECTION ACQUISITIONS				
Audiobooks	0.00	541.43	4,000.00	13.54%
Book Binding	0.00	0.00	924.00	0.0%
Books	702.51	10,340.13	14,500.00	71.31%
Databases	0.00	1,500.00	1,500.00	100.0%
Magazines	91.55	438.10	900.00	48.68%
MHLS Delivery	0.00	5,988.30	7,142.00	83.85%
Video	0.00	1,875.90	4,000.00	46.9%
Total COLLECTION ACQUISITIONS	794.06	20,683.86	32,966.00	62.74%
GRANT EXPENDITURES				

West Hurley Public Library
Profit & Loss Budget Performance
August 2025

	Aug 25	Jan - Aug 25	Annual Budget	% of Budget
Grant - Computers	0.00	696.43		
Grant - Special Programs	0.00	-988.90		
Total GRANT EXPENDITURES	0.00	-292.47		
LIBRARY OPERATIONS				
Accounting	200.00	1,906.69	5,000.00	38.13%
Computer Supplies	0.00	1,010.51	500.00	202.1%
Computers	0.00	2,935.77	3,500.00	83.88%
Copier	0.00	1,247.42	1,800.00	69.3%
Dues	0.00	665.00	600.00	110.83%
Elections	300.96	339.14	290.00	116.94%
Electronic Access	159.98	1,249.03	2,800.00	44.61%
Flash Drives	-5.00	-25.00		
Miscellaneous	0.00	-83.34	2,000.00	-4.17%
Office Software	0.00	479.15	1,200.00	39.93%
Office Supplies	24.86	1,677.78	1,200.00	139.82%
Patron Software	73.79	235.79	1,300.00	18.14%
Postage & Freight	0.00	457.78	500.00	91.56%
Publicity & Printing	45.90	91.88	500.00	18.38%
Recognition	0.00	0.00	500.00	0.0%
Special Programs	185.41	5,016.37	1,400.00	358.31%
Square Fees	1.98	42.72		
Tech Service MHLS	0.00	1,657.00	2,300.00	72.04%
Telephone	150.39	1,116.24	1,850.00	60.34%
LIBRARY OPERATIONS - Other	0.00	0.20		
Total LIBRARY OPERATIONS	1,138.27	20,020.13	27,240.00	73.5%
PAYROLL EXPENSES				
Direct Deposit Expense	65.00	570.00	350.00	162.86%
Disability Insurance	-14.43	10.98	200.00	5.49%
FICA - Employer	626.60	4,848.67	7,100.00	68.29%
Medical Insurance	3,146.04	9,670.00	13,500.00	71.63%

West Hurley Public Library
Profit & Loss Budget Performance
August 2025

	Aug 25	Jan - Aug 25	Annual Budget	% of Budget
Medicare - Employer	146.55	1,133.97	1,877.00	60.41%
NYS Retirement	0.00	-103.54	12,175.00	-0.85%
Paid Family Leave	-39.20	-75.76		
Salary-Administration	5,584.62	47,469.27	72,600.00	65.38%
Salary-Clerk	3,458.00	27,497.75	48,906.00	56.23%
Salary-Page	1,064.00	1,717.60	2,790.00	61.56%
Salary-Storyhour Clerk	0.00	1,520.00	5,160.00	29.46%
State Unemployment Insurance	0.00	0.00		
Workers Compensation Ins.	0.00	-785.25	800.00	-98.16%
Total PAYROLL EXPENSES	14,037.18	93,473.69	165,458.00	56.49%
PERSONNEL-OTHER				
Personnel Contractual Expend				
Education	0.00	0.00	1,800.00	0.0%
Travel	0.00	0.00	600.00	0.0%
Total Personnel Contractual Expend	0.00	0.00	2,400.00	0.0%
Total PERSONNEL-OTHER	0.00	0.00	2,400.00	0.0%
Total Expense	24,909.31	161,528.84	258,344.00	62.52%
Net Ordinary Income	-24,523.39	115,964.74		
Other Income/Expense				
Other Income				
Other Interest Income				
M & T Bank - Capital Fund	49.86	314.24		
Total Other Interest Income	49.86	314.24		
Total Other Income	49.86	314.24		
Net Other Income	49.86	314.24		
Net Income	-24,473.53	116,278.98		

West Hurley Public Library

Balance Sheet

As of August 31, 2025

	Aug 31, 25
ASSETS	
Current Assets	
Checking/Savings	
CASH	
M&T Bank	
M&T Bank - Checking 7168	
Gates Reserve - 2010	1,020.00
M&T Bank - Checking 7168 - Other	22,391.15
Total M&T Bank - Checking 7168	23,411.15
Total M&T Bank	23,411.15
M&T Bank - Operating Fund 8589	
HVOEC	2,500.00
M&T Bank - Operating Fund 8589 - Other	224,254.88
Total M&T Bank - Operating Fund 8589	226,754.88
Petty Cash	200.00
Total CASH	250,366.03
CASH CAPITAL FUNDS ACCOUNTS	
M&T Bank - Capital Funds 8597	36,715.37
Total CASH CAPITAL FUNDS ACCOUNTS	36,715.37
Total Checking/Savings	287,081.40
Total Current Assets	287,081.40
Fixed Assets	
Buildings	92,475.66
Equipment	3,562.82
Total Fixed Assets	96,038.48
TOTAL ASSETS	383,119.88
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,876.30
Total Accounts Payable	3,876.30
Other Current Liabilities	
Liability-Payroll	2,764.32
Total Other Current Liabilities	2,764.32
Total Current Liabilities	6,640.62
Total Liabilities	6,640.62
Equity	
Equity	147,885.07
Opening Bal Equity	23,040.12
Retained Earnings	89,275.09
Net Income	116,278.98
Total Equity	376,479.26
TOTAL LIABILITIES & EQUITY	383,119.88

Restricted Funds - West Hurley Public Library
Balance Sheet
As of August 31, 2025

	<u>Aug 31, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
Dumond - Child Bks Bal (\$20000)	
0719 - \$10,000.00 - 01/07/19	11,867.52
1409 - \$10,000.00 - 2/05/18	11,355.56
	<hr/>
Total Dumond - Child Bks Bal (\$20000)	23,223.08
Krembs - AdTech Bal (\$25000.00)	
0557 - \$9500.00 - 12/5/17	11,894.55
1030 - \$15,500.00 - 2/05/18	20,729.31
	<hr/>
Total Krembs - AdTech Bal (\$25000.00)	32,623.86
Krembs - Audio Bal (\$27000.00)	
0514 - \$10,000.00 - 03/28/18	11,923.40
0700 - \$17,000.00 - 01/07/19	20,174.81
	<hr/>
Total Krembs - Audio Bal (\$27000.00)	32,098.21
	<hr/>
Total Checking/Savings	87,945.15
	<hr/>
Total Current Assets	87,945.15
	<hr/>
TOTAL ASSETS	87,945.15
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LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	76,094.39
Unrestricted Net Assets	8,513.14
Net Income	3,337.62
	<hr/>
Total Equity	87,945.15
	<hr/>
TOTAL LIABILITIES & EQUITY	87,945.15
	<hr/> <hr/>

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
08/26	08/25	PAYMENT - THANK YOU	23815300000000511640774	- 493.41
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$493.41

KEENE, KARA

Account Number: 1284

Purchases and Other Charges				
08/07	08/06	HANNAFORD #8444 WEST HURLEY NY	24692165218101870000096	6.99 ✓
08/11	08/08	HANNAFORD #8340 KINGSTON NY	24692165220103659004667	42.10 ✓
08/11	08/09	IONOS Inc. 8774612631 PA	24906415221235853455814	9.00 ✓
08/15	08/15	AMAZON MKTPL*4M6WV2PV3 Amzn.com/bill WA	24692165227109340001957	24.00 ✓
08/19	08/18	eBay O*15-13459-79375 800-4563229 CA	24204295230004059638092	17.28 ✓
08/20	08/19	AMAZON MKTPL*A30770253 Amzn.com/bill WA	24692165231103426106107	24.45 ✓
08/25	08/22	Mailchimp 678-9990141 GA	24793385234000705457079	45.90 ✓
08/28	08/27	IN *DANBY BARCODING, LLC 770-4169844 NC	24692165239100966976214	109.02 ✓
08/28	08/28	DMI* DELL BUS ONLINE 800-456-3355 TX	24430995240458547154873	35.90 ✓
08/29	08/28	TECHSOUP 4156339300 CA	24116415240714345652801	320.00 ✓
09/02	09/01	RINGCENTRAL INC. 888-898-4591 CA	24692165244105639488870	73.04 ✓
09/03	09/02	TECHSOUP 4156339300 CA	24116415245712067816567	60.00 ✓
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$767.68

Finance Charge Calculation

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	9.99%	\$0.00	\$0.00
CASH	23.49% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

Important Messages

We want to remind you of a few things you can do to help avoid late fees and finance charges:

- Schedule automatic payments to your corporate account, so they're not late.
- Create alerts to let you know when your payments are due or posted to your corporate account, and have them delivered to your phone or email.

Turn on automatic payments and alerts through **Business Advantage 360** at Bankofamerica.com/SmallBusiness or our mobile app.

8:44 PM
09/14/25

West Hurley Public Library
A/P Aging Summary
As of September 14, 2025

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Baker & Taylor	0.00	0.00	20.82	0.00	0.00	20.82
Brodart Co.	0.00	186.47	0.00	0.00	0.00	186.47
Canon Financial Service, Inc	0.00	0.00	246.81	0.00	0.00	246.81
Central Hudson	0.00	401.11	0.00	0.00	0.00	401.11
Kathryn Carey-Ackerman	0.00	180.00	0.00	0.00	0.00	180.00
Kingston Fire Equipment	0.00	102.50	0.00	0.00	0.00	102.50
Lorelei Cleroux	0.00	200.00	0.00	0.00	0.00	200.00
MG Lawn Care, LLC	0.00	281.25	0.00	0.00	0.00	281.25
Plattekill Public Library	0.00	0.00	10.40	0.00	0.00	10.40
Rest Assured Alarm System, Inc.	0.00	0.00	375.00	0.00	0.00	375.00
Spectrum	159.98	0.00	0.00	0.00	0.00	159.98
The Green Janitor, Inc	0.00	400.00	0.00	0.00	0.00	400.00
Tom Ernst	0.00	0.00	354.00	0.00	0.00	354.00
Trionfo Solutions, LLC	1,073.02	0.00	0.00	0.00	0.00	1,073.02
Utica National Insurance Comp...	0.00	1,466.00	0.00	0.00	0.00	1,466.00
Verizon	0.00	35.69	0.00	0.00	0.00	35.69
Verizon Wireless	0.00	41.69	0.00	0.00	0.00	41.69
VISA	0.00	767.68	0.00	0.00	0.00	767.68
TOTAL	<u>1,233.00</u>	<u>4,062.39</u>	<u>1,007.03</u>	<u>0.00</u>	<u>0.00</u>	<u>6,302.42</u>