

DIRECTOR'S REPORT

July 2021

Newish Hire – Amy del Aguila will be taking over storyhour from Christine Fiore beginning in October.

Patron Computers – We now have six patron computers back up.

Scanner – The Friends Group has offered to purchase a scanner for the library to work on digitizing our records. \$800

Inventory – We have begun to inventory the adult fiction section.

Grant – I am considering putting in for a grant for BINGO supplies. What are your thoughts?

Programs Update –

Virtual Storyhour – Story Hour to Go has 25 children enrolled. It will continue through the end of July.

Birds of Prey – Saturday, June 25 at the West Hurley Firehouse – 20 adults, 10 children.

Census Workshop – July 9 and 16 – 6 people each time

Storycrafters – Tuesday, July 13th 11am at Opus40 – 15 adult, 5 child.

Upcoming:

Two by Two Zoo – Saturday, August 7 at 11am at Dughill Park

Book Discussion Group – Monday, August 9th from 6:30-7:30pm

Virtual Tea with Laurie King – Monday, July 26th at 6:30pm.

BUILDING REPORT

Parking Lot – We now have two estimates for the parking lot. \$4200 and \$4600. I contacted two other contractors, one of which came, but never was able to get a third estimate.

The Friends Group has offered to pay the \$4200 for the parking lot. They would also like to contract to have an asphalt sidewalk between the parking lot and the book barn.

Outside Estimate from Big Al Landscaping:

Stain Two Decks (Customer Providing Materials) - \$200

Paint Bike Rack - \$100

Power Wash Benches and Teak Oil - \$150

Gutter Work - \$150 to \$200 (will see when up there)

Cement Work in Back and Paint Cellar Door (Customer Provide Materials) - \$375

Energy Audit – Our Green Jobs New York energy study came back. If anyone is interested in seeing the entire audit, I can provide it. Here is a summary:

* Roof Insulation – We already have R38 level insulation above the ceiling in the library, so it doesn't make sense to add any more insulation. This puts us out of the running for a NYS Construction Grant.

*Replace HVAC System with Ground Source Heat Pump – Although the ground source heat pump is more efficient, the project is estimated to cost \$49,500 and would take fifty years to payback.

*Exterior lighting retrofit – There are a few High Intensity Discharge light fixtures on the exterior of the building. It is recommended that these be replaced with LED fixtures. The estimated cost would be \$726 and the payback would be 5.8 years.

*Improve temperature controls – Reprogram the thermostats to use a setback of 55 degrees for heating. The estimate includes the cost of new thermostats at \$400. The payback estimate is 0.8 years.

*Solar Analysis – Estimated costs to implement \$38,588. Estimated payback is 26 years.

ELECTION COMMITTEE REPORT

Board Election – We will have three openings on the board. We have two board members up for election this year – Maria Granda and Joseph Letendre. Petitions are available at the library and must be returned to the library – signed by at least 25 qualified voters of the district – no later than 5 pm, on August 13, 2021.

West Hurley Public Library
Profit & Loss Budget Performance
 June 2021

	Jun 21	Jan - Jun 21	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
DEPARTMENTAL INCOME	278.39	1,337.34	1,250.00	106.99%
INTEREST INCOME	2.60	30.70	100.00	30.7%
LOCAL PUBLIC FUNDS	0.00	0.00	3,300.00	0.0%
LOCAL SOURCES	300.00	3,832.09	1,800.00	212.89%
REAL PROPERTY TAXES	0.00	221,954.00	221,954.00	100.0%
STATE AID	277.00	388.00	0.00	0.0%
Total Income	857.99	227,542.13	228,404.00	99.62%
Gross Profit	857.99	227,542.13	228,404.00	
Expense				
BUILDING CONTRACTUAL	1,075.20	8,695.28	24,105.00	36.07%
COLLECTION ACQUISITIONS	679.84	8,531.22	31,814.00	26.82%
GRANT EXPENDITURES	14.99	-486.32		
LIBRARY OPERATIONS	1,499.13	8,983.56	28,640.00	31.37%
PAYROLL EXPENSES	7,887.96	55,399.46	141,445.00	39.17%
PERSONNEL-OTHER	1,618.00	1,687.00	2,400.00	70.29%
Total Expense	12,775.12	82,810.20	228,404.00	36.26%
Net Ordinary Income	-11,917.13	144,731.93		
Other Income/Expense				
Other Income				
Other Interest Income	0.25	3.83		
Total Other Income	0.25	3.83		
Net Other Income	0.25	3.83		
Net Income	-11,916.88	144,735.76		

West Hurley Public Library
Profit & Loss Budget Performance
 June 2021

	Jun 21	Jan - Jun 21	Annual Budget	% of Budget
Ordinary Income/Expense				
Income				
DEPARTMENTAL INCOME				
Book Bag	10.00	10.00		
Copies				
Minolta	0.00	71.85		
Printer/SAM	0.00	81.45	900.00	9.05%
Remote	0.00	5.25		
Total Copies	0.00	158.55	900.00	17.62%
Fax Machine	0.00	34.60	150.00	23.07%
Fines	50.14	184.55		
Lost Books	0.00	37.99	200.00	19.0%
Misc.	0.00	19.45		
Progam Events	200.00	820.00		
SCAN	0.00	9.00		
Used Books	18.25	63.20		
Total DEPARTMENTAL INCOME	278.39	1,337.34	1,250.00	106.99%
INTEREST INCOME				
M&T Bank Checking	0.24	2.32		
M&T Bank Operating Fund	2.36	28.38	100.00	28.38%
Total INTEREST INCOME	2.60	30.70	100.00	30.7%
LOCAL PUBLIC FUNDS				
Onteora Central Schools	0.00	0.00	3,300.00	0.0%
Total LOCAL PUBLIC FUNDS	0.00	0.00	3,300.00	0.0%
LOCAL SOURCES				
Friends Donations	80.00	131.17		
Gifts & Donations	120.00	3,600.92	800.00	450.12%
Grants	100.00	100.00	1,000.00	10.0%
Total LOCAL SOURCES	300.00	3,832.09	1,800.00	212.89%
REAL PROPERTY TAXES				
Town of Hurley	0.00	221,954.00	221,954.00	100.0%
Total REAL PROPERTY TAXES	0.00	221,954.00	221,954.00	100.0%

West Hurley Public Library
Profit & Loss Budget Performance
June 2021

	Jun 21	Jan - Jun 21	Annual Budget	% of Budget
STATE AID				
LLSA	277.00	388.00	0.00	100.0%
Total STATE AID	277.00	388.00	0.00	100.0%
Total Income	857.99	227,542.13	228,404.00	101.8%
Gross Profit	857.99	227,542.13		
Expense				
BUILDING CONTRACTUAL				
Alarm System	87.50	87.50	700.00	12.5%
Building Insurance	0.00	0.00	4,200.00	0.0%
Building Repair & Maint.	46.77	2,077.30	4,300.00	48.31%
Custodial Supplies	0.00	0.00	380.00	0.0%
Electric	310.64	1,487.40	4,200.00	35.41%
Fuel Oil	71.54	2,046.53	3,300.00	62.02%
Grounds Maintenance	240.00	690.00	2,300.00	30.0%
Janitorial	300.00	2,075.00	3,900.00	53.21%
Trash Removal	0.00	160.30	600.00	26.72%
Water Cooler	18.75	71.25	225.00	31.67%
Total BUILDING CONTRACTUAL	1,075.20	8,695.28	24,105.00	89.85%
COLLECTION ACQUISITIONS				
Audiobooks	0.00	207.95	4,200.00	9.9%
Book Binding	0.00	125.78	1,014.00	24.81%
Books	606.88	3,873.72	14,500.00	48.7%
Databases	0.00	245.00	1,500.00	32.67%
Magazines	60.00	490.05	900.00	100.0%
MHLS Delivery	0.00	3,053.16	5,700.00	107.13%
Video	12.96	535.56	4,000.00	26.78%
Total COLLECTION ACQUISITIONS	679.84	8,531.22	31,814.00	26.82%
GRANT EXPENDITURES				
Grant - Computers	14.99	-733.62		
Grant - Special Programs	0.00	247.30		
Total GRANT EXPENDITURES	14.99	-486.32		
LIBRARY OPERATIONS				

West Hurley Public Library
Profit & Loss Budget Performance
June 2021

	Jun 21	Jan - Jun 21	Annual Budget	% of Budget
Accounting	243.75	1,899.87	5,600.00	33.93%
Computer Supplies	0.00	81.31	500.00	16.26%
Computers	0.00	0.00	2,400.00	0.0%
Copier	185.08	1,051.31	2,400.00	43.8%
Dues	0.00	83.28	600.00	13.88%
Elections	0.00	0.00	250.00	0.0%
Electronic Access	124.97	1,272.67	2,160.00	58.92%
Miscellaneous	0.00	0.00	2,000.00	0.0%
Office Software	0.00	199.48	1,300.00	15.34%
Office Supplies	224.29	698.27	1,000.00	69.83%
Patron Software	19.00	87.90	1,350.00	6.51%
Postage & Freight	110.00	220.00	1,400.00	15.71%
Publicity & Printing	30.59	-26.34	1,300.00	-2.03%
Recognition	0.00	0.00	500.00	0.0%
Special Programs	399.20	2,509.18	1,500.00	167.28%
Square Fees	1.19	42.64		
Tech Service MHLS	0.00	0.00	2,300.00	0.0%
Telephone	161.06	863.99	2,080.00	41.54%
Total LIBRARY OPERATIONS	1,499.13	8,983.56	28,640.00	31.37%
PAYROLL EXPENSES				
Direct Deposit Expense	17.50	119.00	400.00	29.75%
Disability Insurance	43.82	120.77	300.00	40.26%
FICA - Employer	484.23	2,964.70	6,894.00	43.0%
Medical Insurance	0.00	4,249.25	10,369.00	40.98%
Medicare - Employer	113.26	693.37	1,612.00	43.01%
NYS Retirement	0.00	0.00	10,500.00	0.0%
Paid Family Leave	60.98	76.60		
Salary-Administration	4,984.62	29,907.72	64,800.00	46.15%
Salary-Clerk	2,497.50	15,510.00	38,818.00	39.96%
Salary-Page	0.00	0.00	2,124.00	0.0%
Salary-Storyhour Clerk	328.00	2,400.00	4,128.00	58.14%
State Unemployment Insurance	0.00	0.00		

West Hurley Public Library
Profit & Loss Budget Performance
 June 2021

	Jun 21	Jan - Jun 21	Annual Budget	% of Budget
Workers Compensation Ins.	-641.95	-641.95	1,500.00	-42.8%
Total PAYROLL EXPENSES	7,887.96	55,399.46	141,445.00	39.17%
PERSONNEL-OTHER				
Personnel Contractual Expend				
Education	1,618.00	1,687.00	1,800.00	93.72%
Travel	0.00	0.00	600.00	0.0%
Total Personnel Contractual Expend	1,618.00	1,687.00	2,400.00	70.29%
Total PERSONNEL-OTHER	1,618.00	1,687.00	2,400.00	70.29%
Total Expense	12,775.12	82,810.20	228,404.00	36.26%
Net Ordinary Income	-11,917.13	144,731.93		
Other Income/Expense				
Other Income				
Other Interest Income				
M & T Bank - Capital Fund	0.25	3.83		
Total Other Interest Income	0.25	3.83		
Total Other Income	0.25	3.83		
Net Other Income	0.25	3.83		
Net Income	-11,916.88	144,735.76		

West Hurley Public Library
Balance Sheet
As of June 30, 2021

	Jun 30, 21
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	24,674.56
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Total M&T Bank - Checking 7168	25,694.56
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Total M&T Bank	25,694.56
M&T Bank - Operating Fund 8589	
HVOEC	2,500.00
M&T Bank - Operating Fund 8589 - Ot...	280,140.53
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Total M&T Bank - Operating Fund 8589	282,640.53
Petty Cash	
	200.00
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Total CASH	308,535.09
CASH CAPITAL FUNDS ACCOUNTS	
M&T Bank - Capital Funds 8597	30,610.28
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Total CASH CAPITAL FUNDS ACCOUNTS	30,610.28
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Total Checking/Savings	339,145.37
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Total Current Assets	339,145.37
Fixed Assets	
Buildings	92,475.66
Equipment	3,562.82
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Total Fixed Assets	96,038.48
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TOTAL ASSETS	435,183.85
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LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	3,325.03
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Total Accounts Payable	3,325.03
Other Current Liabilities	
Liability-Payroll	2,353.40
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Total Other Current Liabilities	2,353.40
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Total Current Liabilities	5,678.43
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Total Liabilities	5,678.43

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Accrual Basis

West Hurley Public Library

Balance Sheet

As of June 30, 2021

	Jun 30, 21
Equity	
Equity	147,885.07
Opening Bal Equity	23,040.12
Retained Earnings	113,844.47
Net Income	144,735.76
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Total Equity	429,505.42
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TOTAL LIABILITIES & EQUITY	435,183.85
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Restricted Funds - West Hurley Public Library
Balance Sheet
As of June 30, 2021

	<u>Jun 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Dumond - Child Bks Bal (\$20000)	
0719 - \$10,000.00 - 01/07/19	11,241.34
1049 - \$10,000.00 - 2/05/18	<u>10,654.36</u>
Total Dumond - Child Bks Bal (\$200...	21,895.70
Krembs - AdTech Bal (\$25000.00)	
0557 - \$9500.00 - 12/5/17	11,250.86
1030 - \$15,500.00 - 2/05/18	<u>19,449.30</u>
Total Krembs - AdTech Bal (\$25000...	30,700.16
Krembs - Audio Bal (\$27000.00)	
051-4 - \$10,000.00 - 03/28/18	10,901.27
0700 - \$17,000.00 - 01/07/19	<u>19,110.29</u>
Total Krembs - Audio Bal (\$27000.00)	<u>30,011.56</u>
Total Checking/Savings	<u>82,607.42</u>
Total Current Assets	<u>82,607.42</u>
TOTAL ASSETS	<u><u>82,607.42</u></u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	76,094.39
Unrestricted Net Assets	5,687.58
Net Income	<u>825.45</u>
Total Equity	<u>82,607.42</u>
TOTAL LIABILITIES & EQUITY	<u><u>82,607.42</u></u>

West Hurley Public Library
A/P Aging Summary
As of July 19, 2021

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
+ American Printing & Office Supplies	0.00	219.27	0.00	0.00	0.00	219.27
+ Big Al Landscaping	0.00	240.00	0.00	0.00	0.00	240.00
+ Brodart Co.	0.00	117.95	402.27	0.00	0.00	520.22
+ County Waste	0.00	167.65	0.00	0.00	0.00	167.65
+ Culligan of Newburgh	0.00	18.75	0.00	0.00	0.00	18.75
+ De Lage Landen Financial Services, I...	0.00	0.00	149.36	0.00	0.00	149.36
+ Kingston Fire Equipment	0.00	179.50	0.00	0.00	0.00	179.50
+ KoscoHeritage	0.00	0.00	1,266.06	0.00	0.00	1,266.06
+ Lorelei Voelker	0.00	243.75	0.00	0.00	0.00	243.75
+ Mid-Hudson Library System	0.00	1,552.72	0.00	0.00	0.00	1,552.72
+ My Benefit Advisor	0.00	1,699.70	0.00	0.00	0.00	1,699.70
+ National Business Technologies	0.00	69.21	0.00	0.00	0.00	69.21
+ Storm King Art Center	0.00	125.00	0.00	0.00	0.00	125.00
+ The Green Janitor, Inc	0.00	300.00	0.00	0.00	0.00	300.00
+ The Hartford	0.00	181.81	0.00	0.00	0.00	181.81
+ The Storycrafters	0.00	390.00	0.00	0.00	0.00	390.00
+ Verizon	0.00	35.56	0.00	0.00	0.00	35.56
+ Verizon Wireless	0.00	52.74	62.75	0.00	0.00	115.49
+ VISA	0.00	1,109.40	0.00	0.00	0.00	1,109.40
TOTAL	0.00	6,703.01	1,880.44	0.00	0.00	8,583.45

RQF 7/21/21
M 7/21/21
JH 7/21/21
RS 7/21/21
[Signature] 7/21/21