Hurley Library Board of Trustees Meeting  
12/2/2023

**Present:** Ashley Davidock, Mary Curcio, Kathy Longendyke, Sue Dugan, Tracy Priest, Suzanne Campise, Diane Cline and Joan Hess(staff)

**Excused:** Arlene Ryan

The meeting was called to order at 6:32 PM.

Motion to pass minutes from the meeting held on 11/2/2023, Mary made the motion to accept minutes, Ashley seconded it, and the motion passed.

**Treasurer’s Report:** Treasurer’s Report – 11/30  
Submitted by Heather Blakely

Vouchers were sent to Ulster Financial at Ulster for payment on 11/9 & 11/22  
Ulster Financial has completed (as of today) October’s reports.  
I reviewed the payroll for 11/15 & 11/30 after Tracy processed it to GTM. It was acceptable & correct.

The transition to WZ Accountants has begun. Rose compiled a list of documents needed from previous years. Tracy has uploaded these to their portal. Rose is requesting online access to our bank accounts to download statements & make transfers (voted on by the board). Our former bookkeeper (Denise Kinns) performed these tasks. I have no reservations about giving Rose access.

Board action requested:  
Transfer of the following funds of $75,000 from savings to checking for 2024 funding until the tax check is received in March. The reserve amount budgeted is higher for 2024 due to increased expenses & salaries. The checking account has approximately $20,000 available for expenses & payroll for December.  
Requesting the transfer now in case it takes time to get Rose access from the Bank of Greene County.

Yearly total expense as of October is 77.1%

**Diana made a motion to accept the Treasurer’s Report, Mary seconded it, motion passed unanimously.**  
**Motion made to accept the Financial Report by Ashley, seconded by Kathy, motion unanimously passed.**
The motion made by Sue to accept the Warrant List, seconded by Mary, motion passed unanimously. 
Ashley made a motion to allow WZ Accountants to access online bank accounts, Suzanne seconded it, motion passed unanimously.

**Director’s Report:** Tracy is going to purchase new Trustee Handbooks using the continuing education fund.

Discussion of having seasonal hours for Tuesdays and Thursdays closing at 6:00 PM instead of 7:00 PM beginning at the start of the new year, January 2, 2024.

**Diana made a motion to change library closing hours on Tuesdays and Thursdays from 7:00 to 6:00, starting 1/1/24, Suzanne seconded it, motion passed unanimously.**

The board will revisit changing other hours after the start of the new year.

Peter Buffet of the NoVo Foundation, contacted the library looking to have a meeting in the new year with the town of Hurley residents to inform them about what is happening with the building located across from Stewart’s in the town. He runs the funding group NOVO, which is an organization that provides grant funding for the HV Farm Hub.

NOVO of Kingston is a separate entity from NOVO in Hurley. The consensus of the library board is that the discussion group would best be held on a Saturday or Sunday afternoon potentially using the Reformed church as a location to accommodate the large number of residents that may potentially attend. Tracy will reply to Peter Buffet with things the board has said and find a time frame to plan a date.

A custodial position is proposed for odd jobs (gutter cleaning, light handyman work, shoveling and salting the sidewalks)

**A motion was made by Diana to hire Terry for the position, Mary seconded it, motion passed unanimously.**

Big Al responded that he would like to continue to do the landscaping but not the snow shoveling.

**Kathy made a motion to accept Ashley’s resignation from the board of trustees, Diana seconded it, motion passed.**
The board decided to have a small get-together for the library staff on 12/15/23 at 11:30 am. Board members will decide and bring some snacks and goodies.

**Oaths of office were given to: Sue Dugan**  
Mary Curcio  
Suzanne Campise  
Kathey Longendyke  
Diana Cline

**Oaths were signed and notarized by Diana Cline**

Kathy is going to take over Ashley Davidock’s vacated position of Financial Officer.

The Board needs a Vice President, President, and secretary.

Tracy would like to move the January meeting to later in the month to be able to have all financials available for the meeting. The meeting will be moved from the 1/4/23 to 1/25/23 at 6:00 PM.

Motion to adjourn the meeting made by Diana, seconded by Kathy, motion passed unanimously,

Adjourned at 7:29 PM