

UCLA Meeting Sign In

Date: 1/19/2021

<input checked="" type="checkbox"/> Elting Memorial Library, New Paltz	John Giralico
<input checked="" type="checkbox"/> Hurley Library	Kristen Campbell
<input checked="" type="checkbox"/> Marlboro Public Library	Christina Jennerich
<input checked="" type="checkbox"/> Olive Free Library Association	Chrissy Lawlor
<input checked="" type="checkbox"/> Plattekill Public Library	Darren Lanspery
<input checked="" type="checkbox"/> Sarah Hull Hallock Free Lib, Milton	Lois Skelly
<input checked="" type="checkbox"/> Stone Ridge Public Library	Jody Ford
<input type="checkbox"/> Town of Ulster Public Library	Tracy Priest
<input checked="" type="checkbox"/> Woodstock Public Library	Jessica Kerr
<input checked="" type="checkbox"/> Highland Public Library	Julie Kelsall-Dempsey
<input checked="" type="checkbox"/> Kingston Library	Margie Menard
<input checked="" type="checkbox"/> Morton Memorial Library, Pine Hill	Gisi Vella
<input checked="" type="checkbox"/> Phoenicia Library	Liz Potter
<input checked="" type="checkbox"/> Rosendale Library	Katie Scott-Childress
<input checked="" type="checkbox"/> Saugerties Public Library	Jennifer Russell
<input checked="" type="checkbox"/> Town of Esopus Lib, Port Ewen	Brooke Dittmar
<input checked="" type="checkbox"/> West Hurley Public Library	Kara Lustiber
<input type="checkbox"/> Cragmoor Free Library	Nancy Krom
<input checked="" type="checkbox"/> Ellenville Public Library	Susan Mangan
<input checked="" type="checkbox"/> Gardiner Library	Nicole Lane
<input type="checkbox"/> Wallkill Public Library	Lisa Palmer
<input type="checkbox"/> UCLA Board Member	Lynne Ridgeway
Guests: Kenneth Goldberg	
Mary Collins	
Rebekkah Smith Aldrich	

The meeting of the Ulster County Library Association was called to order by Margie Menard at 10:04 virtually via Go-to-Meeting.

Minutes: John Giralico made a motion to accept the December Minutes. 2 Julie Kelsall-Dempsey. All in favor. Approved.

Treasures Report
Please see attached.

Kara proposed three motions:

1st motion to move the Ulster County Library Association funds from M&T Bank to Ulster Savings bank with a creation of a bank account at Ulster Savings.

2nd motion proposed was the use of debit card by the treasure for bills needed to be paid by credit card. Current payment is being handled by the West Hurley Library. The bills being paid by UCLA debit card would be listed monthly on the warrant list and any expenses over \$250 would be submitted to the association for approval before expense.

3rd motion was the creation of a paypal account for Ulster County Library Association.

Discussion:

Katie Scott-Childress asked about MHLS taking over UCLA webhosting so the association could pay by check.

Katie Scott-Childress if the same rules that applied to Special District libraries having to use commercial banks applied to UCLA and the legislative funds. Discussion around this question is that to our knowledge these rules did not apply to UCLA. Rebekkah Smith-Aldrich also commented that she has not seen anywhere in writing that these rules would apply to UCLA.

Moving forward the executive committee will put together a policy to be reviewed at the February meeting for the UCLA debit card.

Julie Kelsall-Dempsey was the motioned to accept the proposed motions and Christina Jennerich 2nd. All-in-favor. Approved.

Jessica Kerr made a motion to accept the treasurer's report as presented. Julie Kelsall-Dempsey second. All in favor. Approved.

Committee Assignments

- Katie Scott-Childress is replacing John Giralico on Central Library Committee
- Jessica Kerr will be replacing Katie Scott-Childress on Resource Sharing Committee.

New Business

Darren Lanspery proposed the creation of a sub-committee to collaborate virtual programming throughout the county.

Next UCLA Meeting is Tuesday February 16, at 10:00 AM via Go-to-meeting.

Julie Kelsall-Dempsey made a motion to close.

Respectfully Submitted, Kristen Campbell

Secretary

**Ulster County Library Association
December 30, 2020
Treasurer's Report**

2020 Ulster County Funding

Total Received for 2020	0.00
Estimated Funds from Reserve	76,050.00
Total Budget for 2020	76,050.00

2021 Reserve

Cahill Funds (still in checking)	8,691.00
Reserve Funds at MHLS	23,413.24
Total Reserve for 2021	32,104.24

Checking Accounts

Current Balance	17,321.76
Cahill Database Funds	-8,691.00
Owed to Database for Tutor	-1,878.10
Remaining Funds	6,752.66

<u>Outstanding Databases:</u>	<u>Encumbered</u>	<u>Spent</u>	<u>Not Spent</u>
Ancestry	13,000.00	13,389.99	-389.99
Foundation Center	2,500.00		2,500.00
Kanopy	21,000.00		21,000.00
Library Aware	2,000.00	1,975.00	25.00
Mango	3,500.00	3,434.11	65.89
Miscellaneous			0.00
Overdrive	10,850.00	6,000.00	4,850.00
PR-Marketing	3,000.00		3,000.00
Niche Academy	4,200.00	4,200.00	0.00
Recorded Books - RBDigital	9,500.00	7,158.08	2,341.92
Recorded Books - Zinio	4,000.00	3,381.28	618.72
Tumblebooks	2,500.00		2,500.00
TOTAL	76,050.00	39,538.46	36,511.54

Note: Invoices for Tutor.com will go out this month

Warrant List

Activity Since Last Treasurer's Report for Databases

Date	Description	Amount
11/19/2020	Recorded Books	\$322.92

Activity Since Last Treasurer's Report for M&T Bank Checking Account

Date	Description	Amount		Amount
10/22/2020				13553.31
10/26/20	Tutor.com	-11,071.90	\$	2,481.41
10/28/20	West Hurley Library for Website	-219.65	\$	2,261.76
12/07/20	Tutor.com: Town of Esopus, Morton, Plattekill and 2021 Dues: Morton, Cragmoor, Plattekill, Gardiner	1,639.28	\$	3,901.04
12/07/20	Tutor.com: Ellenville, Highland, Stone Ridge, Ulster, Sarah Hull, Elting, Hurley and 2021 Dues: Highland, Ulster, Sarah Hull, Hurley	4,786.16	\$	8,687.20
12/07/20	Tutor.com: Marlboro, West Hurley, Saugerties, Olive, Kingston, Rosendale, Phoenicia and 2021 Dues: Marlboro, West Hurley, Saugerties, Olive, Rosendale, Phoenicia	5,834.58	\$	14,521.78
12/29/20	West Hurley Library for Overdrive	-119.88	\$	14,401.90
12/30/20	Ulster County Savings Bank to Establish New Account	-50.00	\$	14,351.90

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Activity Since Last Treasurer's Report for Ulster Savings Local Checking Account

Date	Description	Amount	
12/29/2020	Dues for Esopus, Wallkill; Tutor for Woodstock, Wallkill; New Paltz eBook Donation	1716.25	1716.25
12/29/20	Dues for Stone Ridge, Ellenville; Kanopy for West Hurley, Woodstock, Stone Ridge	1,253.61	\$ 2,969.86

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The checking account numbers are accurate to the bank statements, but there are some missing invoices from our legislative funds.

Ulster Savings Bank

I would like the association to approve the creation of two checking accounts with the Ulster County Savings Bank. One of these will be used for local funds. The other will hold legislative funds.

I would like the association to approve the use of a debit card by the treasurer. All expenses will be listed on the warrant list. Expenses over \$250 will be preapproved.

I would like the association to approve the creation of a PayPal account to be used in conjunction with the debit card.

Procedures

I have included a warrant list in the Treasurer's Report for approval.

The President has been given the bank statements with supporting documentation for review.

Bookkeeper

I have given the bookkeeper at Ulster Savings Account permission to access the records at Ulster Savings Bank. There is one outstanding check from the M&T Bank (for Kanopy shocker). As soon as that check clears, we can close the account.

Status of Invoices

	2021 Dues	Tutor	Kanopy
Elting	Paid	Paid	Paid
Hurley	Paid	Paid	Paid
Marlboro	Paid	Paid	Paid
Olive Free	Paid	Paid	
Plattekill	Paid	Paid	
Sarah Hull	Paid	Paid	Paid
Stone Ridge	Paid	Paid	Paid
Town of Ulster	Paid	Paid	Paid
Woodstock	Paid	Paid	Paid
Highland	Paid	Paid	
Kingston		Paid	
Morton	Paid	Paid	
Phoenicia		Paid	
Rosendale	Paid	Paid	
Saugerties	Paid	Paid	
Town of Esopus	Paid	Paid	Paid
West Hurley	Paid	Paid	Paid
Cragmoor	Paid	x	Paid
Ellenville	Paid	Paid	
Gardiner	Paid	x	
Wallkill	Paid	Paid	Paid