Saugerties Public Library
Agenda
August 11, 2022
6pm (5:30 social time)

Public Comment

Secretary's report – Julie Misiano
Treasurer's report – Brian Collins
Pay Bills

Old Business: Board petitions/write ins

New Business: The budget vote, schedule for September and October

Director's Report:

Committee Reports:
Finance – Brian Collins, no meeting
Policy – Jouette Bassler (Tim Scott presided)
Personnel – Julie Misiano
Outreach – Tim Scott
Facilities – Doug Wilson
Friends – no meeting

Next meeting – September 8, 2022

Saugerties Public Library
Regular Board Meeting
July 14, 2022

Present: *Trustees* Clark, Cokinos, Collins, Herscher, Hurst, Scott, Wilson

Director: Russell

Public: Ian Byrne

Excused: Bassler, Misiano, Schmidbaur, Van Benschoten

Meeting called to order at 6:05 by President Cokinos

Public Comment:

- Ian Byrne introduced himself. He is a young Saugerties resident interested in learning more about the inner workings of local institutions.

Secretary's Report:

Motion to approve: Collins
Second: Hurst
Motion passes with six in favor and one abstention (Scott)

Treasurer's Report:

Motion by Wilson and *Second* by Wilson to pay bills in the amount of $41,100.00.
Motion passes unanimously.

Old Business: None

New Business:

1. Tax Cap Resolution *motion* offered by Collins

"Whereas, the adoption of this 2023 budget for the Saugerties Public Library requires a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and

Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it

Resolved, that the Board of Trustees of the Saugerties Public Library voted and approved to exceed the tax levy limit for 2023 by at least the sixty percent of the board of trustees as required by state law on July 14, 2022."

Second: Hurst
Motion passes unanimously

2. To adopt a proposed 2023 Budget in the amount of $661,350.00

(The proposed budget will go before voters on September 1.)

Motion by Collins and *Second* by Hurst
Motion passes unanimously

3. Board Elections
    - Three seats are open with one trustee (Schmidbaur), actively running for election.
    - Andrew Zink is also running
    - We are actively seeking a third person to run
    - If no one steps up before the August 4 petitioning deadline, a write-in line will have to be added to the ballot.
    - It's also a possibility that the Board will need to appoint a trustee as has been done in the past.

Director's Report: Please see the Meeting Packet

Finance: Meeting occurred 6/22 (See Finance Minutes)
- Recommends that trustees watch a video on investment strategy. It can be found on treasurydirect.gov
- There will not be a meeting in July

Facilities: Meeting occurred 7/5 (See Facilities Minutes)
- A Bulletin Board may be placed on library property. Currently, there is a small one attached to the shed but is out of the way. Katie Cokinos talked to Eyal Saad (Village Code Enforcement Officer), who said that any proposed structure would have to be 30 feet away from the road. This limits our options.
- Kingston Glass will be called to fix a broken window in the vestibule.

- A person was found sleeping in a little nook out back. It's possible that a security camera may either be added or moved to keep a closer eye out.

Personnel: Meeting occurred 6/16 (See Personnel Minutes)
- Four candidates for the custodial position will have their interviews scheduled.
- An organizational chart was created in order to comply with the upcoming audit.
- Full time staff who don't work on Mondays will be offered a "floating holiday" for Monday holidays. This change will take effect January 2023.
- The library's accountant sent Jen a spreadsheet which should make it easier to track hours, personal time, sick time, and vacation time.

Policy: No meeting

Friend's: Annual Picnic held in the Library Garden on June 20
- Jen Kavanagh and Ray Rebholz were re-elected as Co-Presidents
- John Forsythe was re-elected as 1st VP
- Rosemarie LaTourette was re-elected as Treasurer
- Barbara Hammerstone was re-elected as Secretary
- Sally Colclough stepped down as 2nd VP and Jo Cicale was elected to that position
- Jen Kavanagh mentioned that a few of the Little Free Libraries are in need of some repairs. She will look at a list of stewards and contact them to see if they want to continue or if their assigned library will be passed on to someone else's care.
- Next meeting will September 19

After Committee Reports, S. Clark (who is not running for a full term), expressed her desire to continue being of service to the library in some way post-Trustee Election.

Motion to adjourn at 6:56 made by Cokinos
Second by Scott
Motion passes unanimously

Next meeting will be August 11 at 6pm.

Submitted by: Tim Scott, Jr. (Standing in for Secretary Misiano)

Saugerties Public Library
General Fund Budget vs. Actual
January through July 2022

	Jan - Jul 22	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
1001 · Real Property Taxes	617,796.00	617,796.00	0.00	100.0%
2082 · Fines	4,821.93	6,500.00	-1,678.07	74.18%
2401 · Interest	102.14	500.00	-397.86	20.43%
2705 · Gifts & Donations				
2705.4 · Friends	4,700.01	4,000.00	700.01	117.5%
2705.2 · General	3,657.51	1,000.00	2,657.51	365.75%
2705.3 · In-Kind	0.00	0.00	0.00	0.0%
Total 2705 · Gifts & Donations	8,357.52	5,000.00	3,357.52	167.15%
2760 · Mid Hudson Library System Aid	0.00	0.00	0.00	0.0%
3840 · New York State Aid	556.50	5,000.00	-4,443.50	11.13%
3999 · Appropriated Fund Balance	0.00	46,954.00	-46,954.00	0.0%
Total Income	631,634.09	681,750.00	-50,115.91	92.65%
Expense				
7410.1 · Salaries	189,346.10	377,100.00	-187,753.90	50.21%
7410.4 · Contractual Expenses				
.4.1 · Library Material				
.4.1.8 · Music	0.00	200.00	-200.00	0.0%
.4.1.7 · Streaming	3,543.18	4,000.00	-456.82	88.58%
.4.1.1 · DVD	1,637.62	2,500.00	-862.38	65.51%
.4.1.2 · Books				
4.1.2A · Adult Books	5,279.69	16,000.00	-10,720.31	33.0%
4.1.2J · Children's Books	4,459.35	12,000.00	-7,540.65	37.16%
Total .4.1.2 · Books	9,739.04	28,000.00	-18,260.96	34.78%
.4.1.3 · Subscriptions	637.97	1,900.00	-1,262.03	33.58%
.4.1.4 · Newspapers	1,474.42	1,500.00	-25.58	98.3%
.4.1.5 · Digital Materials	1,149.80	3,500.00	-2,350.20	32.85%
.4.1.6 · Audio Books	385.81	2,600.00	-2,214.19	14.84%
Total .4.1 · Library Material	18,567.84	44,200.00	-25,632.16	42.01%
.4.2 · Programs, Publicity, History				
.4.2.1 · Programs	8,822.69	5,000.00	3,822.69	176.45%
.4.2.3 · Newsletter & Public Relations	3,144.82	2,000.00	1,144.82	157.24%
.4.2 · Programs, Publicity, History - Other	0.00	0.00	0.00	0.0%
Total .4.2 · Programs, Publicity, History	11,967.51	7,000.00	4,967.51	170.96%
.4.3 · Operation of Building				
.4.3.1 · Utilities	17,141.50	25,000.00	-7,858.50	68.57%
.4.3.2 · Telephone	2,281.15	3,000.00	-718.85	76.04%
.4.3.3 · Insurance	8,801.40	20,000.00	-11,198.60	44.01%
.4.3.4 · Maintenance Service & Supplies	2,022.44	2,400.00	-377.56	84.27%
.4.3.5 · Lawn & Grounds	1,261.00	4,500.00	-3,239.00	28.02%
.4.3.6 · Building R&M	73,673.57	10,000.00	63,673.57	736.74%
.4.3.7 · Snow Removal	3,420.00	3,000.00	420.00	114.0%
.4.3.8 · Elevator	5,179.16	3,250.00	1,929.16	159.36%

Saugerties Public Library
General Fund Budget vs. Actual
January through July 2022

	Jan - Jul 22	Budget	$ Over Budget	% of Budget
.4.3.9 · Geothermal	2,113.50	5,500.00	-3,386.50	38.43%
.4.3.10 · Custodial Service	1,290.00	0.00	1,290.00	100.0%
.4.3.12 · Internet	1,845.60	2,770.00	-924.40	66.63%
.4.3 · Operation of Building - Other	0.00	0.00	0.00	0.0%
Total .4.3 · Operation of Building	119,029.32	79,420.00	39,609.32	149.87%
.4.4 · Equipment R&M, Supplies				
.4.4.1 · Copier	2,352.42	3,000.00	-647.58	78.41%
.4.4.2 · Office Supplies	1,233.45	2,500.00	-1,266.55	49.34%
.4.4.4 · Postage	319.51	1,500.00	-1,180.49	21.3%
.4.4.6 · Equipment Purchases	8,179.63	2,000.00	6,179.63	408.98%
.4.4.7 · Equipment R&M	401.25	200.00	201.25	200.63%
.4.4 · Equipment R&M, Supplies - Other	0.00	0.00	0.00	0.0%
Total .4.4 · Equipment R&M, Supplies	12,486.26	9,200.00	3,286.26	135.72%
.4.5 · Automation, System Fees				
.4.5.1 · Automation & Online Services	1,312.58	3,500.00	-2,187.42	37.5%
.4.5.2 · MHLS Assessment Fees	13,061.94	17,500.00	-4,438.06	74.64%
Total .4.5 · Automation, System Fees	14,374.52	21,000.00	-6,625.48	68.45%
.4.6 · Professional Services				
.4.6.8 · Professional Memberships	300.00	500.00	-200.00	60.0%
.4.6.7 · Payroll Service Fees	1,191.15	1,520.00	-328.85	78.37%
.4.6.1 · Accounting	3,350.00	5,500.00	-2,150.00	60.91%
.4.6.2 · Audit	0.00	10,000.00	-10,000.00	0.0%
.4.6.3 · Board Expenses	712.70	0.00	712.70	100.0%
.4.6.4 · Consulting & Legal Services	1,500.00	2,000.00	-500.00	75.0%
.4.6.5 · IT Maintenance Consultant	1,561.00			
.4.6.6 · Staff Development	499.00	500.00	-1.00	99.8%
.4.6 · Professional Services - Other	0.00	0.00	0.00	0.0%
Total .4.6 · Professional Services	9,113.85	20,020.00	-10,906.15	45.52%
.4.7 · Election Expenses				
.4.7.1 · Election Inspectors	0.00	450.00	-450.00	0.0%
.4.7.2 · Election Expenses	0.00	50.00	-50.00	0.0%
.4.7 · Election Expenses - Other	0.00	0.00	0.00	0.0%
Total .4.7 · Election Expenses	0.00	500.00	-500.00	0.0%
Total 7410.4 · Contractual Expenses	185,539.30	181,340.00	4,199.30	102.32%
9010 · Employee Benefits				
.1 · Retirement	0.00	35,000.00	-35,000.00	0.0%
.2 · Social Security & Medicare	13,997.41	28,000.00	-14,002.59	49.99%
.3 · Workers Compensation	4,111.00	4,000.00	111.00	102.78%
.4 · Disability	-130.97	650.00	-780.97	-20.15%
.5 · Medical & Dental Benefits	30,456.08	55,400.00	-24,943.92	54.98%
.6 · Life Insurance	150.29	260.00	-109.71	57.8%
9010 · Employee Benefits - Other	0.00	0.00	0.00	0.0%
Total 9010 · Employee Benefits	48,583.81	123,310.00	-74,726.19	39.4%
Total Expense	423,469.21	681,750.00	-258,280.79	62.12%

Saugerties Public Library
General Fund Budget vs. Actual
January through July 2022

	Jan - Jul 22	Budget	$ Over Budget	% of Budget
Net Ordinary Income	208,164.88	0.00	208,164.88	100.0%
Net Income	**208,164.88**	**0.00**	**208,164.88**	**100.0%**

Saugerties Public Library
General Fund Revenue and Expenditure Report

	Jan - Jul 22	Jan - Jul 21
Ordinary Income/Expense		
Income		
1001 · Real Property Taxes	617,796.00	617,796.00
2082 · Fines	4,821.93	3,294.04
2401 · Interest	102.14	290.34
2705 · Gifts & Donations		
2705.4 · Friends	4,700.01	0.00
2705.1 · Restricted	0.00	1,375.00
2705.2 · General	3,657.51	3,940.29
Total 2705 · Gifts & Donations	8,357.52	5,315.29
3840 · New York State Aid	556.50	1,557.00
Total Income	631,634.09	628,252.67
Expense		
7410.1 · Salaries	189,346.10	174,998.49
7410.4 · Contractual Expenses		
.4.1 · Library Material		
.4.1.7 · Streaming	3,543.18	0.00
.4.1.1 · DVD	1,637.62	3,715.72
.4.1.2 · Books		
4.1.2A · Adult Books	5,279.69	6,182.86
4.1.2J · Children's Books	4,459.35	2,119.19
.4.1.2 · Books - Other	0.00	134.81
Total .4.1.2 · Books	9,739.04	8,436.86
.4.1.3 · Subscriptions	637.97	3,715.99
.4.1.4 · Newspapers	1,474.42	1,186.99
.4.1.5 · Digital Materials	1,149.80	1,341.39
.4.1.6 · Audio Books	385.81	0.00
Total .4.1 · Library Material	18,567.84	18,396.95
.4.2 · Programs, Publicity, History		
.4.2.1 · Programs	8,822.69	841.28
.4.2.3 · Newsletter & Public Relations	3,144.82	1,968.00
Total .4.2 · Programs, Publicity, History	11,967.51	2,809.28
.4.3 · Operation of Building		
.4.3.1 · Utilities	17,141.50	11,511.69
.4.3.2 · Telephone	2,281.15	1,399.65
.4.3.3 · Insurance	8,801.40	6,493.75
.4.3.4 · Maintenance Service & Supplies	2,022.44	1,399.36
.4.3.5 · Lawn & Grounds	1,261.00	2,354.60
.4.3.6 · Building R&M	73,673.57	8,922.82
.4.3.7 · Snow Removal	3,420.00	2,325.00
.4.3.8 · Elevator	5,179.16	2,516.92
.4.3.9 · Geothermal	2,113.50	2,113.50
.4.3.10 · Custodial Service	1,290.00	1,005.00
.4.3.12 · Internet	1,845.60	834.93

Saugerties Public Library
General Fund Revenue and Expenditure Report

	Jan - Jul 22	Jan - Jul 21
Total .4.3 · Operation of Building	119,029.32	40,877.22
.4.4 · Equipment R&M, Supplies		
.4.4.1 · Copier	2,352.42	1,819.57
.4.4.2 · Office Supplies	1,233.45	3,201.55
.4.4.4 · Postage	319.51	943.60
.4.4.5 · Payroll Service Fees	0.00	539.34
.4.4.6 · Equipment Purchases	8,179.63	7,258.50
.4.4.7 · Equipment R&M	401.25	87.00
Total .4.4 · Equipment R&M, Supplies	12,486.26	13,849.56
.4.5 · Automation, System Fees		
.4.5.1 · Automation & Online Services	1,312.58	11,490.64
.4.5.2 · MHLS Assessment Fees	13,061.94	1,746.50
Total .4.5 · Automation, System Fees	14,374.52	13,237.14
.4.6 · Professional Services		
.4.6.8 · Professional Memberships	300.00	0.00
.4.6.7 · Payroll Service Fees	1,191.15	0.00
.4.6.1 · Accounting	3,350.00	4,210.00
.4.6.3 · Board Expenses	712.70	25.00
.4.6.4 · Consulting & Legal Services	1,500.00	1,500.00
.4.6.5 · IT Maintenance Consultant	1,561.00	1,530.00
.4.6.6 · Staff Development	499.00	751.72
Total .4.6 · Professional Services	9,113.85	8,016.72
Total 7410.4 · Contractual Expenses	185,539.30	97,186.87
9010 · Employee Benefits		
.2 · Social Security & Medicare	13,997.41	13,062.56
.3 · Workers Compensation	4,111.00	3,680.00
.4 · Disability	-130.97	-213.14
.5 · Medical & Dental Benefits	30,456.08	35,379.32
.6 · Life Insurance	150.29	257.64
Total 9010 · Employee Benefits	48,583.81	52,166.38
Total Expense	423,469.21	324,351.74
Net Ordinary Income	208,164.88	303,900.93
Net Income	**208,164.88**	**303,900.93**

Saugerties Public Library
Abstract
July 2022

	Num	Name	Memo	Amount
Ordinary Income/Expense				
Expense				
7410.1 · Salaries				
	7-14-22 PR			12,630.25
	7-28-22 PR			13,354.46
Total 7410.1 · Salaries				25,984.71
7410.4 · Contractual Expenses				
.4.1 · Library Material				
.4.1.1 · DVD				
	10669	Midwest Tape		247.90
Total .4.1.1 · DVD				247.90
.4.1.2 · Books				
4.1.2A · Adult Books				
	10672	Baker & Taylor		605.11
	10676	Kingston Area Library		44.90
	10682	Gale/Cengage Learning		30.39
	10684	SYNCB/ Amazon		25.98
Total 4.1.2A · Adult Books				706.38
4.1.2J · Children's Books				
	10672	Baker & Taylor		306.06
Total 4.1.2J · Children's Books				306.06
Total .4.1.2 · Books				1,012.44
.4.1.5 · Digital Materials				
	10684	SYNCB/ Amazon		56.96
	10691	OverDrive Inc		384.89
Total .4.1.5 · Digital Materials				441.85
.4.1.6 · Audio Books				
	10669	Midwest Tape		78.98
Total .4.1.6 · Audio Books				78.98
Total .4.1 · Library Material				1,781.17
.4.2 · Programs, Publicity, History				
.4.2.1 · Programs				
	10668	Reptile Encounters	reptile program	250.00
	10674	Business Credit Card		63.97
Total .4.2.1 · Programs				313.97
.4.2.3 · Newsletter & Public Relations				
	10694	Graphic Image		1,004.82
Total .4.2.3 · Newsletter & Public Relations				1,004.82
Total .4.2 · Programs, Publicity, History				1,318.79
.4.3 · Operation of Building				
.4.3.1 · Utilities				
	10689	Central Hudson	6/16/22 - 7/20/22	1,642.98
Total .4.3.1 · Utilities				1,642.98
.4.3.2 · Telephone				
	EFT	Time Warner Cable	8/2/22 - 9/1/22	243.41

Saugerties Public Library
Abstract
July 2022

	Num	Name	Memo	Amount
Total .4.3.2 · Telephone				243.41
.4.3.4 · Maintenance Service & Supplies				
	10673	Culligan of Newburgh		54.75
	10683	Welsh Sanitation	August	93.89
	10687	Quill Corp.		235.92
Total .4.3.4 · Maintenance Service & Supplies				384.56
.4.3.5 · Lawn & Grounds				
	10680	Brian K Millard	April - July	1,261.00
Total .4.3.5 · Lawn & Grounds				1,261.00
.4.3.6 · Building R&M				
	10678	Inc.	August	45.00
	10690	Uniforms USA, Inc.	July	42.00
Total .4.3.6 · Building R&M				87.00
.4.3.10 · Custodial Service				
	10611	Olga Torres		600.00
Total .4.3.10 · Custodial Service				600.00
.4.3.12 · Internet				
	10670	Time Warner Cable	8/1/22 - 8/31/22	230.80
Total .4.3.12 · Internet				230.80
Total .4.3 · Operation of Building				4,449.75
.4.4 · Equipment R&M, Supplies				
.4.4.1 · Copier				
	10671	Technologies		137.07
	10674	Business Credit Card		21.59
	10679	National Business Leasing a Program of	July	164.00
Total .4.4.1 · Copier				322.66
.4.4.2 · Office Supplies				
	10675	P.C. Smith & Son Inc		10.77
	10677	ID Label, Inc.		171.60
Total .4.4.2 · Office Supplies				182.37
Total .4.4 · Equipment R&M, Supplies				505.03
.4.5 · Automation, System Fees				
.4.5.1 · Automation & Online Services				
	10674	Business Credit Card		96.76
Total .4.5.1 · Automation & Online Services				96.76
.4.5.2 · MHLS Assessment Fees				
	10692	System	MHLS Assessment Fee	4,353.98
Total .4.5.2 · MHLS Assessment Fees				4,353.98
Total .4.5 · Automation, System Fees				4,450.74
.4.6 · Professional Services				
.4.6.7 · Payroll Service Fees				
	EFT	Paychex		137.02
Total .4.6.7 · Payroll Service Fees				137.02

Saugerties Public Library
Abstract
July 2022

	Num	Name	Memo	Amount
.4.6.1 · Accounting				
	10681	CPA	July	500.00
Total .4.6.1 · Accounting				500.00
.4.6.3 · Board Expenses				
	10688	SENYLRC	Membership dues and	400.00
Total .4.6.3 · Board Expenses				400.00
.4.6.4 · Consulting & Legal Services				
	10686	Hanna	3rd qrt installment	500.00
Total .4.6.4 · Consulting & Legal Services				500.00
Total .4.6 · Professional Services				1,537.02
Total 7410.4 · Contractual Expenses				14,042.50
9010 · Employee Benefits				
.2 · Social Security & Medicare				
	7-14-22 PR			933.71
	7-28-22 PR			989.12
Total .2 · Social Security & Medicare				1,922.83
.4 · Disability				
	7-14-22 PR			-14.25
	7-28-22 PR			-16.01
Total .4 · Disability				-30.26
.5 · Medical & Dental Benefits				
	7-14-22 PR			-424.96
	7-28-22 PR			-424.96
	10685	CDPHP	August	4,603.81
Total .5 · Medical & Dental Benefits				3,753.89
.6 · Life Insurance				
	10693	Insurance Companies	Life insurance	21.47
Total .6 · Life Insurance				21.47
Total 9010 · Employee Benefits				5,667.93
Total Expense				45,695.14
Net Ordinary Income				-45,695.14
Net Income				**-45,695.14**

Saugerties Public Library
Abstract Check Register

	Type	Date	Num	Name	Memo	Amount
M&T General Fund Checking 6455						
	Check	07/07/2022		Nationwide		-138.63
	Check	07/08/2022	EFT	NYS Emp Retire System		-505.51
	Check	07/31/2022	10668	Reptile Encounters		-250.00
	Check	07/31/2022	EFT	Time Warner Cable		-243.41
	Check	07/31/2022	10669	Midwest Tape		-326.88
	Check	07/31/2022	10670	Time Warner Cable		-230.80
	Check	07/31/2022	10671	National Business Technologies		-137.07
	Check	07/31/2022	10672	Baker & Taylor		-911.17
	Check	07/31/2022	10673	Culligan of Newburgh		-54.75
	Check	07/31/2022	10674	Business Credit Card		-182.32
	Check	07/31/2022	EFT	Paychex		-137.02
	Check	07/31/2022	10675	P.C. Smith & Son Inc		-10.77
	Check	07/31/2022	10676	Kingston Area Library		-44.90
	Check	07/31/2022	10677	ID Label, Inc.		-171.60
	Check	07/31/2022	10678	SAFECO Alarm Systems, Inc.		-45.00
	Check	07/31/2022	10679	National Business Leasing a Program of		-164.00
	Check	07/31/2022	10680	Brian K Millard		-1,261.00
	Check	07/31/2022	10681	Christopher J. O'Connor, CPA		-500.00
	Check	07/31/2022	10682	Gale/Cengage Learning		-30.39
	Check	07/31/2022	10683	Welsh Sanitation		-93.89
	Check	07/31/2022	10684	SYNCB/ Amazon		-82.94
	Check	07/31/2022	10685	CDPHP		-4,603.81
	Check	07/31/2022	10686	Whiteman Osterman & Hanna	Inv #571126	-500.00
	Check	07/31/2022	10687	Quill Corp.		-235.92
	Check	07/31/2022	10688	SENYLRC		-400.00
	Check	07/31/2022	10689	Central Hudson		-1,642.98
	Check	07/31/2022	10690	Uniforms USA, Inc.	July	-42.00
	Check	07/31/2022	10691	OverDrive Inc		-384.89
	Check	07/31/2022	10692	Mid Hudson Library System		-4,353.98
	Check	07/31/2022	10693	Metropolitan Life Insurance Companies		-21.47
	Check	07/31/2022	10694	Graphic Image		-1,004.82
	Check	07/31/2022	10611	Olga Torres		-600.00
Total M&T General Fund Checking 6455						-19,311.92
M&T Capital Fund Checking 6430						
Total M&T Capital Fund Checking 6430						
TOTAL						**-19,311.92**

Saugerties Public Library
YTD Comparison
July 2022

	Jul 22	Jan - Jul 22
Ordinary Income/Expense		
Income		
1001 · Real Property Taxes	0.00	617,796.00
2082 · Fines	1,040.95	4,821.93
2401 · Interest	14.22	102.14
2705 · Gifts & Donations		
2705.4 · Friends	0.00	4,700.01
2705.2 · General	2,522.51	3,657.51
Total 2705 · Gifts & Donations	2,522.51	8,357.52
3840 · New York State Aid	0.00	556.50
Total Income	3,577.68	631,634.09
Expense		
7410.1 · Salaries	25,984.71	189,346.10
7410.4 · Contractual Expenses		
.4.1 · Library Material		
.4.1.7 · Streaming	0.00	3,543.18
.4.1.1 · DVD	247.90	1,637.62
.4.1.2 · Books		
4.1.2A · Adult Books	706.38	5,279.69
4.1.2J · Children's Books	306.06	4,459.35
Total .4.1.2 · Books	1,012.44	9,739.04
.4.1.3 · Subscriptions	0.00	637.97
.4.1.4 · Newspapers	0.00	1,474.42
.4.1.5 · Digital Materials	441.85	1,149.80
.4.1.6 · Audio Books	78.98	385.81
Total .4.1 · Library Material	1,781.17	18,567.84
.4.2 · Programs, Publicity, History		
.4.2.1 · Programs	313.97	8,822.69
.4.2.3 · Newsletter & Public Relations	1,004.82	3,144.82
Total .4.2 · Programs, Publicity, History	1,318.79	11,967.51
.4.3 · Operation of Building		
.4.3.1 · Utilities	1,642.98	17,141.50
.4.3.2 · Telephone	243.41	2,281.15
.4.3.3 · Insurance	0.00	8,801.40
.4.3.4 · Maintenance Service & Supplies	384.56	2,022.44
.4.3.5 · Lawn & Grounds	1,261.00	1,261.00
.4.3.6 · Building R&M	87.00	73,673.57
.4.3.7 · Snow Removal	0.00	3,420.00
.4.3.8 · Elevator	0.00	5,179.16
.4.3.9 · Geothermal	0.00	2,113.50
.4.3.10 · Custodial Service	600.00	1,290.00
.4.3.12 · Internet	230.80	1,845.60
Total .4.3 · Operation of Building	4,449.75	119,029.32
.4.4 · Equipment R&M, Supplies		

Saugerties Public Library
YTD Comparison
July 2022

	Jul 22	Jan - Jul 22
.4.4.1 · Copier	322.66	2,352.42
.4.4.2 · Office Supplies	182.37	1,233.45
.4.4.4 · Postage	0.00	319.51
.4.4.6 · Equipment Purchases	0.00	8,179.63
.4.4.7 · Equipment R&M	0.00	401.25
Total .4.4 · Equipment R&M, Supplies	505.03	12,486.26
.4.5 · Automation, System Fees		
.4.5.1 · Automation & Online Services	96.76	1,312.58
.4.5.2 · MHLS Assessment Fees	4,353.98	13,061.94
Total .4.5 · Automation, System Fees	4,450.74	14,374.52
.4.6 · Professional Services		
.4.6.8 · Professional Memberships	0.00	300.00
.4.6.7 · Payroll Service Fees	137.02	1,191.15
.4.6.1 · Accounting	500.00	3,350.00
.4.6.3 · Board Expenses	400.00	712.70
.4.6.4 · Consulting & Legal Services	500.00	1,500.00
.4.6.5 · IT Maintenance Consultant	0.00	1,561.00
.4.6.6 · Staff Development	0.00	499.00
Total .4.6 · Professional Services	1,537.02	9,113.85
Total 7410.4 · Contractual Expenses	14,042.50	185,539.30
9010 · Employee Benefits		
.2 · Social Security & Medicare	1,922.83	13,997.41
.3 · Workers Compensation	0.00	4,111.00
.4 · Disability	-30.26	-130.97
.5 · Medical & Dental Benefits	3,753.89	30,456.08
.6 · Life Insurance	21.47	150.29
Total 9010 · Employee Benefits	5,667.93	48,583.81
Total Expense	45,695.14	423,469.21
Net Ordinary Income	-42,117.46	208,164.88
Net Income	**-42,117.46**	**208,164.88**

Recreation for the Mind: discover, connect, grow.
SAUGERTIES PUBLIC LIBRARY
91 Washington Avenue, Saugerties, NY 12477 Ph.: 845-246-4317 Fax: 845-246-0858
www.saugertiespubliclibrary.org

August 4, 2022

July Director's Report

Annual Letter to the Community: This year's newsletter has been sent to the printing house, Graphic Image, who we used last year. Because we heard feedback that some residents did not get their letter last year, we paid to have each individual resident's name and address printed on each newsletter instead of relying on the postal service to follow protocol in putting an unaddressed newsletter in each mailbox. The newsletter should drop on August 22nd.

Outreach: Nina Schmidbaur and Sina Clark have spearheaded having a library booth at the Farmer's Market. Various trustees have sat at the table to share information and fliers about library events with the public. It has been a great success.

Personnel: We had a staff meeting on July 19th. Buster, the parakeet, has taken up temporary residence in the processing room. Tiffany reports that his presence is good for staff morale.

Health Insurance: The CDPHP and Delta Dental Insurances has been renewed for 2022-2023. The costs for the health insurance increased 1% and the dental costs remained the same.

Marshall & Sterling Insurance: The general insurance for the library has been renewed. The Cyber insurance has risen over doubled in price, and that level of increase wasn't anticipated for the 2023 budget. The Finance committee will consider whether to renew that policy

Incidents: We have had two incidents of youth breaking the Patron Code of Conduct on library property. One person was intimidating another youth, and ended up ripping that person's shirt. Another group of youth were in

the Reading Room with a pipe that they were going to light and smoke with. A staff member interrupted them and sent them out of the library. Both incidents were captured with our security cameras.

Summer Reading Program: The Summer Reading Program is in full gear! Check out the monitors as you walk into the library to see images of children dressed up as pirates and in the lower level, there is a mural of deep sea creatures! Reading logs are being filled, and prizes are being given out.

Tent: Because the tent was not being used as much as anticipated, I contacted Events Unlimited to see if we could return it for a refund for the remaining time on our agreement. They agreed, and took the tent on August 1st.

Meetings:

MHLS New Director's meeting – in person at the Poughkeepsie location

discover, connect, grow.

Policy Committee Minutes
7/20/22

Location: Saugerties Public Library
Time: 6 pm

Present: C. Herscher, T. Scott, P. Van Benschoten, J. Russell (Director)

Excused: J. Bassler (Chair)

1. Collection Development Policy
    - We completed our review and suggested additions/changes to various language throughout. These will be reflected in a draft to be included in the August Board Packet.

2. Reconsideration of Library Materials form
    - A review of (and minor changes to gender-neutral language), was made.

3. No changes under “Gifted Materials,” “Challenge of Library Materials,” or the “Library Bill of Rights.”

Next Meeting: August 17 at 6 pm.

Submitted by: T. Scott (on behalf of J, Bassler)

Recreation for the Mind: discover, connect, grow.

SAUGERTIES PUBLIC LIBRARY

Collection Development Policy

The purpose of this Policy is to position the Library to assure its community, and relevant oversight authorities, that the Library's collection management practices meet the needs of the community served by the Library, uphold the Library's mission.

The mission of the Saugerties Public Library is to serve as a multi-cultural, inclusive institution dedicated to enhancing the life of every member of the Saugerties community by providing free access to a balanced collection of educational, cultural, informational and recreational materials and experiences in a welcoming, safe and comfortable environment.

The responsibility for the collection rests with the Library Board. The responsibility for selection of materials rests with the Director, who may delegate this task to qualified staff.

1. Standard reviewing sources such as Library Journal, School Library Journal, Publisher's Weekly, and the New York Times Book Review are used to make informed selection decisions. Suggestions from patrons are welcome and will be evaluated using the same standards used for selection. Consideration of the collections of the Mid-Hudson Library System member libraries may influence selection decisions. All selections are considered in light of monies available for development of the collection.
2. The selection of library materials should be influenced by a comprehensive knowledge of the nature and special characteristics of the local community. as informed by the Long-Range Plan approved by the Trustees
3. The collection should include subjects of permanent value and current general interest on international, national and local levels.
4. The library will provide a wide selection of print, non-print, and electronic resources in order to serve a broad spectrum of users. Innovative formats will be acquired and made assessable, as they are relevant to the collection and the community if the budget allows. Some materials may be acquired primarily on the basis of their artistic merit, scholarship or value to humanity, while others are selected to satisfy the informational, recreational or educational interests of the community.
5. Materials for individuals of varying ages, educational levels and interest should be acquired.

6. The library acquires a wide range of materials in a variety of formats according to their suitability for public library use and their cost effectiveness. Each type of material is considered in terms of its own merit and its intended audience.
7. The collection is routinely evaluated to ensure the Collection meets community needs by retaining or replacing essential materials and removing, on a systematic and continuous basis, those works that are worn, outdated, damaged or no longer in demand. Discarded materials may be sold to the public, given away at no charge or recycled. Disposition of library materials will be at the discretion of the Library Director.
8. No library materials shall be excluded solely on the basis of expressions concerning race, religion, sexuality or gender, nationality, or political or social views.
9. This Board has adopted and declared that it will adhere to and support: *The Library Bill of Rights* and *The Freedom to Read Statement* adopted by the American Library Association. These documents follow this selection policy.
10. Patron choice of library materials is a purely an individual matter. Responsibility for the reading/viewing/listening material of children and adolescents rests with their parent or legal guardian. The library does not stand in loco parentis. This policy defends the principles of freedom to read, view or hear, and no material shall be removed from the collection save under the procedures for "Reconsideration of Library Materials" adopted by the Board of Trustees.
11. The purchase of controversial library materials in no way represents the Library's endorsement of any theory, idea or policy contained in the material.
12. This policy is determined by the Library Board of Trustees and is subject to periodic review and/or revision at the discretion of the Board. Appeals may be submitted to the Board in writing.

Gifted materials:

Gift Materials are accepted by the Saugerties Public Library and are judged by the same standards that apply to purchased materials. All items must be recent and in good physical condition, with the exception of gifts to the local history collection. If materials are not added to the collection, they will be sold through the Friends of the Saugerties Public Library's ongoing Book Sale or will be discarded.

Challenge of Library Materials

Should any patron of the Saugerties Public Library raise a question about any materials provided by the Library being in any way objectionable, the complainant must file a written complaint with the Library Director on the ***Reconsideration of Library Resources Form***. The complainant must be properly identified before the request is considered. The Director will address the complaint by identifying the reasons that the questioned material was added to the collection. The complainant will be given a response in writing within 30 days of the complaint. The Director shall provide the Board with copies of this written response.

If the complainant is not satisfied with the finding of the Director, they may submit their complaint to the Board of Trustees.

The Board of Trustees shall:
a. examine the challenged material
b. consider the specific objections to the material voiced by the complainant
c. weigh the values and faults of the material as a whole
d. the Board will, where appropriate, solicit advice or opinion from other library Directors, the Mid-Hudson Library System, the American Library Association Office for Intellectual Freedom and the New York State Intellectual Freedom Committee.
e. The Board shall issue a report within ninety days to the Director containing its recommendations concerning any complaint.
The Director shall review the report of the Board and notify the complainant.

Approved by the Saugerties Public Library board on June 10, 2003

Review History: January 1, 2011;

Review Cycle: 5 years

Recreation for the Mind: discover, connect, grow.

SAUGERTIES PUBLIC LIBRARY

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations on individuals or groups requesting their use.

VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939. Amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; and January 23, 1980; inclusion of "age" reaffirmed January 23, 1996, by the ALA Council.

Approved by the Saugerties Public Library board on January 13, 2015, Reviewed November 12, 2020

Review History: Review Cycle: 5 years

Recreation for the Mind: discover, connect, grow.

SAUGERTIES PUBLIC LIBRARY

Reconsideration of Library Resources Form

A trustee, employee, or person served by the Saugerties Public Library may request that the Selection or Cataloging of a Library Resource or Resources be re-considered. The Board of Trustees of the Saugerties Public Library, has delegated the responsibility for selection and evaluation of library resources to the Library Director, and has established reconsideration procedures to address concerns about those resources. Completion of this form is the first step in those procedures. If you wish to request reconsideration of library resources, please return the completed form to Library Director, Saugerties Public Library, 91 Washington Avenue, Saugerties, NY 12477.

Name _____
Address _____
City _____ State _____ Zip _____
Phone _____
Library Card #_____
Do you represent self? _____ Organization? (Name) _____

Resource on which you are commenting: _____ Book _____Audio _____DVD/Video _____Magazine _____ Library Program _____ Newspaper _____ Electronic _____ Other (please specify)

Author_____
Title _____
Publisher/Producer _____

What brought this resource to your attention?
_____

Have you read / watched this item or attended the program in question?

_____

Is your objection to this material based upon your personal exposure to it, upon reports you have heard, or both?
_____

What concerns you about the resource? Please cite specific passages, pages, etc. (attach additional pages) Are there resource(s) you suggest to provide additional information and/or other viewpoints on this topic?
_____

Applicant's Signature_____

Print Name_____Date_____

Library Use Only

Date Received: Date Approved: Staff Initials:

_____

Approved by the Saugerties Public Library board on June 10, 2003
Review History: January 11, 2011 Review Cycle: 5 years

Outreach Committee Minutes
8/1/22

Location: Saugerties Public Library
Time: 4:08 pm

Present: N. Schmidbaur, T. Scott (Chair), P. Van Benschoten, J. Russell (Director)

Excused: S. Clark

1. Emotional Art Project
    - Collecting art at the library, Farmer's Market, and Boy's & Girl's Club
    - The Boy's & Girl's Club will either bring finished art to the library or ask that one of the Outreach members pick them up
    - Friend's of the Library have expressed interest in having their own table at the Farmer's Market (potentially alongside our own). This would benefit them as well as help Outreach promote our current projects.
    - Next appearance at the Market: We will determine availability with Friend's and fellow Trustees interested in staffing a table

2. Hope Rocks
    - The library will have a tent at the Hope Rocks Festival (August 20 from 12 -7 and 21st from 12 -5)
    - We will aim to promote helpful resources for those who may be struggling with mental health issues. addiction, etc. We will also promote the Free Book Project.

3. Free Book Project
    - Since we received a $1,100 grant we can now order more books (this would mean we'd need around 74 more bags as well).
    - We will look into purchasing more Spanish books thanks to multiple requests.
    - Potentially buying books exclusively from Hudson Valley authors/illustrators was discussed. Research will be done to determine viability.
    - Future funding for this project was briefly discussed. We could ask the Friend's for more next year and/or take advantage of grants, outside funding, etc.

Next meeting: TBA

Saugerties Public Library
Personnel Committee

Date: July 21, 2022
Time: 6:05 PM

Committee Members Attending: Doug Wilson, Julie Misiano

Excused: Katie Cokinos, Irene Hurst, Jouette Bassler

Staff Attending:
Director J Russell

Agenda Items

1. Unpaid Leave; personnel manual correction
2. Time Sheet
3. PayChex options/offers

Discussion:

1. Reviewed the two sections, 3.18 and 3.19, in the personnel manual that address leave without pay.
2. Looked at excel spreadsheet options
3. PayChex has an app for a monthly fee

Corresponding Recommendations, Action Items (motions), or No Further Action

1. The Director took notes, and will prepare a rough draft for review by the personnel committee at the August meeting.
2. Jenn will look at pre-existing templates in excel
3. Concern about the cost

Next Personnel Meeting: August 18th, 2022

Saugerties Public Library
Facilities

Date: August 3rd 2022
Time: 6PM

Committee Members Attending:

TRUSTEES (Chair) Wilson, Van Benschoten, Cokinos, Collins, Schmidbaur

Excused:
Staff Attending: Director Russell

Others Attending: Furman, Conathan

Discussion/Agenda Items

1. Wi-Fi In order to extend the range of the Wi-FI to 300' a cable needs to be run from the server closet to the outside . Trustee Van Benschoten will check if the existing conduit for the security camera cable can be utilized.
2. Cleaning / Painting front section of the building . The areas adjacent to the front door is in need of a power wash and possibly a fresh coat of paint. Spiderwebs and grime from vehicle exhaust has made the exterior look dingy. We will start with Bob the handyman giving it a good wash with soap and water from the hose. We may find we need to paint the columns . The drop box signage is in need of review and replacement. Director thought the sign asking people to walk their returns into the building, if open, should be eliminated. We do however wish to keep books and DVD's separate to avoid breakage.
3. Broken Window. A cracked pane of glass in the righthand sidelight to the front door needs to be replaced. it was suggested we contact Kingston Glass and Signature Tile & Glass to get estimates to replace the double pane glass before winter.
4. Bulletin Board. No movement as of yet as to the placement of our community bulletin board out in front of the building. We need to be in line with the Code Enforcement Officer for the Village before we install anything as it will fall under the sign category so any possible site we pick must be approved beforehand. We need to pick a spot, pick a design and seek a suitable placement that conforms to the set backs and will not interfere with sight lines for motorists entering Division Street . President Cokinos stated the area on the corner, adjacent to the handicapped parking area where Division Street meets Washington Ave. appeared to be the optimal location. The bulletin board, if approved by the Code Officer, seems like it would fit it well if positioned in the gravel area parallel to and facing Washington Ave. to the left of the hydrant on the corner.
5. Bird Bath . It was suggested we could add a bird bath to provide a water feature to our pollinator garden to offset extreme heat and drought for insects, bird and animals. We don't really need the pedestal just the bowl section , which we can put on the ground

so as to put out fresh water periodically. It was suggested we check at Adam FairAcre Farms to see if they have a suitable fixture.

6. Sidewalk Step up. The section of grass between the sidewalk and the curb directly in front of the library has worn down due to foot traffic Trustee Collins has been tasked to put down additional top soil and grass seed .
7. The committee will look to see if we can eliminate the spot behind the Library that has attracted stealth urban campers. This item was not on the original agenda but a recent event where employees arriving for work in the early AM have encountered sleeping individuals that had been sacked out for the night prompted the discussion. This item was not on the original agenda but the committee felt employee safety and the appearances to public merited some action to deter the activity.

Corresponding Recommendation, Action Items (motions), or No Further Action

1. Committee member Van Benschoten will examine existing conduit to the outside for Wi-Fi appliance to be mounted on the exterior of the building .
2. Committee member Cokinos will suggest a site to place the bulletin board and seek approval from the Code Enforcement Officer .
3. Committee member Collins put down new topsoil in the area between the sidewalk and the curb to bring the grass up to grade to eliminate the tripping hazard.
4. Director and the committee will take a good look at what we can do to make the secluded space between the Library and the fencing from the school near the shed less accessible to individuals looking to pitch a tent for the night .

Motion to Adjourn at 7:06PM made by Wilson , 2nd by Collins
motion was agreed to by all .

Next Meeting Tuesday Sept 6th at 6:00PM -

Virtual Programs 2022

	January	February	March	April	May	June	July	August	Sept.	Oct.	Nov.
Programs:											
Adult	1	1	2	1	1	1	1				
Teen											
Children's						2					
Total Programs:	1	1	2	1	1	3	1				
Program Attendance:											
Adult	6	5	8	4	7	6	5				
Teen											
Children's						295					
Total Attendance:	6	5	8	4	7	301	5				

Dec.	2022 Total:	
		Live Programs
		Prerecorded Video
		Views

Saugerties Public Library

2021-2022 Statistics Compared

	Jan '21	Jan '22	Feb '21	Feb '22	March '21	March '22	April '21	April '22	May '21	May '22	June '21	June '22	July '21	July '22
Circulation														
Adult	2,011	2,412	1,761	2,274	2,088	2,467	1,939	2,083	1,785	1,984	2,107	2,346	2,671	2,541
Adult renewals	1,091	1,186	994	1,173	1,035	1,156	1,016	1,113	1,005	1,098	978	1,053	1,173	1,242
Juvenile	1,541	1,302	1,107	1,466	1,542	1,727	1,581	1,619	1,293	1,548	1,364	1,884	2,373	2,540
Juvenile renewals	842	826	925	879	1,006	990	911	1,223	929	1,176	897	981	1,296	1,368
Teen	72	90	91	137	82	97	76	86	111	100	115	123	197	146
Teen renewals	70	164	68	49	61	104	58	67	58	71	88	54	93	104
Total Circulation	5,627	5,980	4,946	5,978	5,814	6,541	5,581	6,191	5,181	5,977	5,549	6,441	7,803	7,941
		6%		21%		13%		11%		15%		16%		2%
Holds Filled														
Adults	1,322	1,113	1,201	1,008	1,389	1,160	1,271	920	1,170	913	1,236	1,024	1,254	1,091
Juvenile	657	448	613	347	598	460	566	377	447	347	450	342	476	394
Teen	60	54	85	68	68	74	59	54	71	52	80	59	75	69
ILL received	0	0	0	0	0	0	0	0	0	3	0	0	1	1
ILL loaned	0	2	0	1	0	1	0	0	1	0	1	2	0	0
Total Holds	2,039	1,617	1,899	1,424	2,055	1,695	1,896	1,351	1,689	1,315	1,767	1,427	1,806	1,555
		-20%		-25%		-18%		-29%		-22%		-19%		-14%
Questions Answered														
Adult	540	654	520	658	666	487	502	499	382	458	517	509	263	532
Children's	112	128	65	201	111	155	92	191	66	170	142	192	375	242
Total Questions	652	782	585	859	777	642	594	690	448	628	659	701	638	774
		20%		47%		-17%		16%		40%		70%		21%
Programs														
Adult	0	3	0	2	0	8	0	16	1	17	1	21	11	21
Teen	0	17	0	16	0	18	0	17	0	14	0	18	0	19
Children's	4	13	4	20	4	26	6	22	4	23	9	19	24	36
Total Programs	4	33	4	38	4	52	6	55	5	54	10	58	35	76
		725%		850%		1200%		817%		980%		480%		117%
Program Attendance														
Adult	0	19	0	17	0	46	0	79	11	146	60	125	120	104
Teen	0	114	0	110	0	121	0	90	0	85	0	128	0	109
Children	119	125	98	170	107	303	161	233	81	164	231	657	450	533
Total attendance	119	258	98	297	107	470	161	402	92	395	291	910	570	746
		117%		203%		339%		150%		329%		213%		31%
Computer sessions	139	299	108	296	202	351	120	402	132	402	193	508	317	436
		115%		174%		74%		235%		205%		163%		38%
Web Page Visits	3,689	3,692	5,633	3,637	4,151	3,414	4,754	4,703	4,743	4,609	4,862	5,207	5,812	5,482
		0%		-35%		-18%		-1%		-3%		7%		-6%
New Cards Issued	5	13	4	27	15	17	9	20	7	24	23	28	51	35
		160%		575%		13%		122%		243%		22%		-31%
Overdrive Audiobook	497	605	422	532	514	582	512	629	503	619	532	555	476	556
Overdrive eBook	858	890	836	766	859	775	783	755	774	771	770	691	836	845
Overdrive Video	1	1	0	0	0	2	0	1	1	6	0	2	0	0
Overdrive Magazine	0	122	0	120	0	136	0	67	0	67	0	52	0	89
Overdrive Total	1356	1496	1258	1298	1373	1359	1295	1385	1278	1396	1302	1300	1312	1490
		10%		3%		-1%		7%		9%		0%		14%

Saugerties Public Library
2021-2022 Statistics Compared

	August '21	August '22	Sept '21	Sept '22	Oct '21	Oct '22	Nov '21	Nov '22	Dec '21	Dec '22	**TOTAL 2021**	**TOTAL 2022**	
Circulation													
Adult	2,747		2,516		2,384		2,424		2,414		**26,847**	**16,107**	60%
Adult renewals	1,452		1,221		1,204		1,148		1,185		**13,502**	**8,021**	59%
Juvenile	2,225		1,484		1,523		1,454		1,366		**18,853**	**12,086**	64%
Juvenile renewals	1,358		1,258		1,132		1,043		1,214		**12,811**	**7,443**	58%
Teen	184		129		131		102		134		**1,424**	**779**	55%
Teen renewals	289		96		103		74		58		**1,116**	**613**	55%
Total Circulation	8,255		6,704		6,477		6,245		6,371		**74,553**	**45,049**	60%
Holds Filled													
Adults	1,218		1,089		1,080		1,003		1,076		**14,309**	**7,229**	51%
Juvenile	412		520		468		383		368		**5,958**	**2,715**	46%
Teen	92		64		61		34		78		**827**	**430**	52%
ILL received	0		1		0		1		0		**3**	**4**	133%
ILL loaned	0		1		0		1		0		**4**	**6**	150%
Total Holds	1,722		1,675		1,609		1,422		1,522		**21,101**	**10,384**	49%
Questions Answered													
Adult	681		592		582		539		460		**6,244**	**3,952**	63%
Children's	188		153		166		138		178		**1,786**	**1,216**	68%
Total Questions	869		745		748		677		638		**8,030**	**5,168**	64%
Programs													
Adult	15		12		13		13		13		**79**	**88**	111%
Teen	19		17		19		19		18		**92**	**119**	129%
Children's	17		4		6		13		14		**109**	**159**	146%
Total Programs	51		33		38		45		45		**280**	**366**	131%
Program Attendance													
Adult	178		99		81		70		265		**884**	**536**	61%
Teen	88		100		109		112		113		**522**	**757**	145%
Children	466		75		72		138		143		**2,141**	**2,185**	102%
Total attendance	732		274		262		320		521		**3,547**	**3,478**	98%
Computer sessions	372		274		275		307		260		**2,699**	**2,694**	100%
												1004%	
Web Page Visits	3,668		3,228		3,120		3,150		3,041		**49,851**	**30,744**	62%
												-56%	
New Cards Issued	28		19		14		19		23		**217**	**164**	76%
												1104%	
Overdrive Audiobook	504		471		471		539		518		**5959**	**4078**	68%
Overdrive eBook	955		775		737		752		754		**9689**	**5493**	57%
Overdrive Video	0		1		0		1		0		**4**	**12**	300%
Overdrive Magazine	0		0		0		0		0		**0**	**653**	#DIV/0!
Overdrive Total	1459		1247		1208		1292		1272		**15652**	**9724**	62%