



Gloversville Public Library  
Meeting of the Board of Trustees  
July 15, 2014  
6:30pm  
Gloversville Public Library

Pledge to the Flag  
Public Comment

1. Accept minutes of June 2014 meeting
2. Treasurer's Report
3. Budget and Finance
4. Friends
5. Building and Grounds  
Windows update  
Construction manager
6. AD HOC Steering Committee
7. AD HOC Policy
8. Personnel Committee
9. Program Committee
10. PR Committee
11. Director's Report
12. President's Report  
Contact information
13. Foundation
14. Old Business  
Trustee opening
15. New Business
16. Adjourn

Next Meeting: August 19



## Draft Minutes of the Gloversville Public Library Board of Trustees Meeting

June 17, 2014

The Gloversville Public Library Board of Trustees held a meeting on June 17, 2014 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:30 P.M.

The following trustees were present: David Fisher, Vincent De Santis, Craig Clark, Elizabeth Batchelor, Robin Lair and Eleanor Brooks. Michael J. Frank, Treasurer and Recording Secretary, and Barbara J. Madonna, Director of the Gloversville Public Library, and Jean LaPorta, President of the Friends of the Gloversville Public Library, also attended the meeting. Christine Pesses and Jay Ephraim were excused from the meeting.

Mr. Fisher, President of the Board of Trustees, opened the meeting by leading the Trustees in the Pledge of Allegiance.

Mr. Fisher asked if there was anything anyone from the Public wished to present at this time. Hearing nothing, the regular meeting was convened.

Mr. Fisher asked the Trustees to review the minutes of the Regular Meeting of the Trustees held on May 20, 2014. Mr. Fisher asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Mr. De Santis made a motion, seconded by Ms. Batchelor, to approve the minutes as presented. This motion was approved all voting aye.

Mr. Fisher asked Mr. Frank to review the Treasurer's Report for the month of May 2014 and the fiscal year-to-date through May 31, 2014 with the Trustees. Mr. Frank informed the Trustees that our year-to-date income through May 31, 2014 is up approximately \$9,400 from last year due primarily to the increase in the Tax Levy, the increase in the interest and dividends from the Gloversville Library Foundation and the donations received as a pass through from the Foundation. Lower Medical Insurance Credit Refunds from the United States Treasury offset some of the Tax Levy increase, the increase in interest and dividends and the increase in donations since last year's figure included the two prior years of tax credits. Expenses this year are up approximately \$19,900 over the prior year due primarily to payroll and payroll related benefits and expenses. The purchase of a new copier that was not planned for in the budget also has caused Library Supplies to be over last year and the budgeted amount for the current year. Mr. Frank asked if there were any questions or comments on the financials for the month of May 2014 or the year to date through May 31, 2014. Hearing none, Mrs. Lair made a motion, seconded by Mrs. Brooks, to accept the Treasurer's Report as presented. This was approved all voting aye.

Mr. Clark distributed a draft of the Library's response to the Audit performed by the New York State Comptroller's office for the period July 1, 2012 through December 31, 2013 and also the corrective actions to be taken by the Board. After review and discussion Mr. De Santis made a motion, seconded by Mrs. Lair to submit the response letter with the corrective actions to be taken by the Board. In conjunction with our response, Mrs. Lair made a motion, seconded by Mrs. Brooks, to establish an Audit Committee to do the Claims Auditing prior to the meeting of the Trustees each month and to present the warrants for approval of payment at the meeting.

Mr. Frank informed the Trustees that he had talked with Philip Beckett, CPA who has been doing the audits for the Library Foundation about doing an audit for the Library covering the current year ending June 30, 2014 and to include the prior two years. Mr. Beckett estimated that a three year audit of the Library's Financials would run between \$12,000 and \$15,000 to complete. Mr. Frank informed the Trustees that audited Financial Statements are needed for our applications for the New Markets Tax Credits and also other Grant applications. Ms. Batchelor made a motion, seconded by Mr. De Santis, to have Mr. Frank proceed with having a three year audit done by Phillip Beckett, CPA. This was approved all voting aye.

Ms. Madonna reviewed the Health Insurance coverage that we currently have with C D P H P and informed the Trustees that this plan will not be available for us for the fiscal year ending June 30, 2015. A comparable plan will only have a MERP of \$1,500 compared to the plan that we now have which has a MERP of \$2,000. Jaeger and Flynn has agreed to manage an additional Copay Reimbursement Plan of \$500 for each participant if we choose this plan. This decision was approved by the Finance Committee since it stays within our budgeted amount for the year ending June 30, 2015.

Barbara Madonna  
Library Director

2013-2014  
Board of Trustees

Elizabeth Batchelor

Eleanor Brooks

Craig Clark

Vincent DeSantis

Jay Ephraim

David Fisher

Robin Lair

Hannah McAllister

Christine Pesses

Mrs. LaPorta informed the Trustees that the Friends of the Gloversville Public Library Book and Bake sale took in approximately \$1,800 in June. Mr. LaPorta also informed the Trustees that the Friends had given a scholarship to one of the graduates from the Gloversville High School this year. Mrs. LaPorta also informed the Trustees that the Friends 40<sup>th</sup> Anniversary newsletter would be going out in September. Mrs. LaPorta reminded the Trustees that the Friend's Celebration would be held on October 19<sup>th</sup> this year. Mrs. LaPorta asked the Trustees if they would consider contributing a basket for the raffle again this year. Mrs. Lair said that she would do the shopping if the Trustees would provide a theme for the basket.

Ms. Madonna informed the Trustees that in conjunction with the Construction Documents we have received four RFPs so far to interview for the position of Construction Manager for the Master Renovation Project. Interviews will start soon to determine qualifications of each applicant. Ms. Madonna also informed the Trustees that she has received a draft from Carson Block, our Technology Consultant, and will be discussing it with him soon to review his suggestions in conjunction with the Master Renovation Plan. Ms. Madonna also informed the Trustees that she had finished the New NY for Business CFA Grant application and that she is working on the DLD Grant application with a plan for Elevator expense this year, a new heating system for next year and new Library furnishings for the following year.

Ms. Batchelor reviewed the progress of the Steering Committee since the last meeting. Ms. Batchelor informed the Trustees that 3 House Parties were being planned in connection with the Fundraising. The first house party has been cancelled but the second at Ellen Wood's house is all set and the third at Don and Cookie Fleischut's house is set for August. Ms. Batchelor also informed the Trustees that Ellen Wood has taken over the position of Leadership Gifts. Also the Steering Committee will be reaching out to Graduating Classes starting with the Class of 1964.

Ms. Batchelor informed the Trustees that the AD HOC Policy Committee had not met since the last Trustees meeting.

Mrs. Lair informed the Trustees that Ms. Madonna's review was still on hold pending receipt of the rest of the Trustee's evaluation forms. Ms. Madonna informed the Trustees that she had hired a part time person from the Civil Service list, Sally Fancher, and that she is doing very well so far with her duties.

Ms. Madonna informed the Trustees that the Summer Programming is coming along well and that many programs are being planned for Children, Teens and Adults.

Ms. Madonna informed the Trustees that there was no report from the PR Committee this month.

Ms. Madonna informed the Trustees that the Library is seeing an increase in the borrowing of e books and audio books and a decrease in the borrowing of print titles.

Mr. Fisher informed the Trustees that he had received Hannah McAllister's official resignation in writing and that the Board would need to appoint a new Trustee to fill the vacancy until the 2015 election. Ms. Batchelor made a motion to accept her resignation with regret, seconded by Mr. Clark, and approved all voting aye. Mr. Fisher also expressed his thanks to Eleanor Brooks for her work with the Trustees as she completes her term of office.

Mr. Frank informed the Trustees that the Gloversville Library Foundation Board had not met since the last Trustee's meeting.

Mr. Fisher asked if there was any new business to come before the meeting. Nothing was brought up at this time.

Mr. Clark made a motion, seconded by Mr. De Santis, to adjourn the meeting at 8:10 PM. This was approved all voting aye.

The next meeting of the Board of Trustees will be held on July 15, 2014 at 6:30 PM.

Michael J. Frank  
Recording Secretary

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Christine Pesses  
Secretary

Due to the fact the July 2014 meeting is on the 15<sup>th</sup>, the earliest it can fall, and the fact the bank statements arrive so late for the end of the month reconciliation, June Financials will be distributed at the board meeting.

**GLOVERSVILLE PUBLIC LIBRARY**

**MONTH AND YEAR-TO-DATE INCOME REPORT AND CASH RECONCILIATIONS**

**JUNE 2014**

	Budget July 1, 2013 to June 30, 2014	Amount Received Curr. Month	Amount Received Current Year to Date	Amount Received Prior Year to Date	Remaining Balance to be Received Curr. Year
Tax Levy	\$264,579.00	\$0.00	\$264,579.00	\$259,106.00	\$0.00
Investment Income	200.00	6.99	432.82	243.88	(232.82)
Gloversville Library Foundation Inc. - Int. & Div.	142,000.00	6,304.27	140,193.29	136,904.00	1,806.71
Gloversville Library Foundation Inc. - Don. Reg.	5,000.00	460.00	14,617.50	8,551.00	(9,617.50)
Government Affiliations	6,060.00	60.00	7,139.47	8,177.99	(1,079.47)
Fines & Miscellaneous Income	16,000.00	1,015.86	12,012.58	12,136.74	3,987.42
U.S. Treasury - Medical Ins. Credit Refunds	6,333.00	0.00	4,178.78	7,482.00	2,154.22
Friends of the Gloversville Public Library, Inc.	10,000.00	0.00	10,000.00	10,000.00	0.00
<b>TOTAL RECEIPTS</b>	<b><u>\$450,172.00</u></b>	<b><u>\$7,847.12</u></b>	<b><u>\$453,153.44</u></b>	<b><u>\$442,601.61</u></b>	<b><u>(\$2,981.44)</u></b>

	Income Cash Reconcilement
Income Cash Balance on June 1, 2014	<u>\$307,144.77</u>
Plus: Receipts Per Report	7,847.12
Less: Expenses Per Report	<u>42,742.06</u>
Income Cash Balance on June 30, 2014	<u><u>272,249.83</u></u>
Accounts Payable as of 06/30/14	13,756.17
Prepaid Expenses as of 06/30/14	<u>(8,894.72)</u>
Actual Cash Balance on June 30, 2014	<u><u>\$277,111.28</u></u>

**BUILDING FUND**

Balance on June 1, 2014	\$329,881.33
Plus: Receipts:	
Interest on Money Market Account	9.01
Insurance Claim - Window Project	47,936.90
Less: Paid Outs:	
Butler Rowland Mays Architects, LLP - Const. Doc. & Windows	<u>18,988.95</u>
Balance on June 30, 2014	<u><u>\$358,838.29</u></u>

Prepared By,  
Michael J. Frank, Treasurer

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Submitted By,  
Craig Clark, Vice President of Finance

**GLOVERSVILLE PUBLIC LIBRARY**

**MONTH AND YEAR-TO-DATE COMPARISON EXPENSE REPORT**

**JUNE 2014**

	Budget July 1, 2013 to June 30, 2014	Amount Expended Curr. Month	Amount Expended Current Year to Date	Amount Expended Prior Year to Date	Current Year Unexpended Balance
Salaries - Full Time Employees	\$164,326.00	\$ 13,830.78	\$ 166,828.68	\$147,445.62	(\$2,502.68)
Salaries - Part Time Employees	63,753.00	5,033.33	54,481.49	60,526.99	9,271.51
Salaries - Custodians	22,277.00	1,932.26	22,732.08	20,736.75	(455.08)
F I C A & Medicare Tax	19,152.00	1,590.85	18,669.18	17,654.99	482.82
Unemployment Insurance	660.00	0.00	675.00	642.50	(15.00)
Disability Insurance	781.00	0.00	578.78	629.52	202.22
Medical Insurance	35,827.00	488.42	28,948.92	25,383.53	6,878.08
Pension Expense	34,632.00	9,288.00	28,829.25	27,244.25	5,802.75
Heat	9,500.00	251.24	6,833.29	7,665.16	2,666.71
Electricity	8,160.00	891.89	8,181.60	8,404.20	(21.60)
Telephone	663.00	0.00	1,150.16	792.13	(487.16)
Insurance	10,000.00	0.00	9,697.90	8,718.05	302.10
Books, Periodicals, etc.	45,900.00	3,076.85	44,894.38	41,885.98	1,005.62
Computer & Automation Services	17,680.00	1,880.82	12,637.29	20,839.48	5,042.71
Library, Building & Office Supplies	9,579.00	1,621.88	14,972.11	11,942.20	(5,393.11)
Maintenance & Repairs	13,974.00	905.23	6,893.99	18,815.58	7,080.01
Financial Secretary	8,000.00	700.00	8,000.00	8,000.00	0.00
Professional Fees	7,140.00	90.00	1,665.00	1,050.00	5,475.00
Election Expense	1,020.00	85.80	962.54	698.47	57.46
Professional Meetings & Travel	2,040.00	102.48	1,926.53	1,964.96	113.47
Events & Programming	4,590.00	727.93	3,374.74	4,801.87	1,215.26
Promotion Expense	2,040.00	105.00	3,462.07	2,764.94	(1,422.07)
General Expense	1,700.00	139.30	1,556.25	2,080.33	143.75
<b>TOTAL EXPENSE</b>	<b><u>\$483,394.00</u></b>	<b><u>\$42,742.06</u></b>	<b><u>\$447,951.23</u></b>	<b><u>\$440,687.50</u></b>	<b><u>\$35,442.77</u></b>

**GLOVERSVILLE PUBLIC LIBRARY**  
**CHECK AND CASH DISBURSEMENTS**

**JUNE 2014**

<u>Check No.</u>	<u>Payee</u>		<u>Fund</u>
DM	E F T United States Treasury (2,405.25)	\$762.03	FICA & Medicare Expense
		1,643.22	Payroll
4351	Gloversville Public Library	7,536.88	Payroll
4352	NYS Child Support Processing Center	235.08	Child Support
4353	Donna J. Kuhner	400.00	Petty Cash
4354	National Grid (650.40)	172.19	Heat
		478.21	Electric
4355	Center Point Large Print	48.24	Books
4356	Audio Editions	564.53	A/V - DVD's
4357	Gloversville True Value Hardware	113.63	Maintenance & Repairs
4358	Unique Management Services, Inc.	69.65	G/E - Collection Expense
4359	Derby Office Equipment, Inc.	38.64	Library Supplies
4360	Quill Corporation	83.97	Library Supplies
4361	Baker & Taylor Books	754.92	Books
4362	Quality Books, Inc.	323.75	Workforce Grant
4363	New York State Insurance Fund	3,254.32	Prepaid Exp. - Worker's Comp. Ins
4364	Ballston Spa Library	2.54	Fines, Lost Books, etc.
4365	Greenwich Free Library	12.95	Fines, Lost Books, etc.
4366	Business Card (193.10)	40.00	Computer & Automation
		85.96	Library Supplies
		10.45	Postage
		36.21	Workforce Grant
		20.48	Events & Programming
4367	McCary & Huff, LLP	90.00	Professional Fees
4368	Mohawk Valley Library System	904.32	Computer & Automation
4369	The Leader-Herald (296.40)	85.80	Election Expense
		105.60	Workforce Grant
		105.00	Promotion Expense
4370	Brilliant Design & Print, LLC	190.20	Library Supplies
4371	Gloversville Public Library	8,301.78	Payroll
4372	Postmaster	98.00	Postage
4373	Donna J. Kuhner	102.48	Travel Reimbursement
4374	NYS Child Support Processing Center	235.08	Child Support
4375	Michael J. Frank	700.00	Treasurer & Recording Secretary
4376	Jennifer Swart	16.80	Workforce Grant
4377	Betsy Hastings	2.80	Workforce Grant
4378	Derby Office Equipment, Inc.	176.00	Workforce Grant
4379	The Arkell Museum	75.00	Events & Programming
4380	U S S Slater DE766	40.00	Events & Programming
4381	Adirondack Museum	75.00	Events & Programming
4382	Mohawk Valley Library System	33.33	Library Supplies
4383	Audio Editions	8.00	A/V - DVD's
4384	Demco	32.95	Events & Programming
4385	SkyHeart Studio	900.00	Library Supplies
DM	Oppenheimer Funds - 403b Plan	150.00	403b Plan
DM	E F T NYS & Local Retirement System	288.35	Pension - Withholdings
DM	E F T NYS Tax Department	662.88	Payroll
DM	E F T United States Treasury (2,571.92)	828.82	FICA & Medicare Expense
		1,743.10	Payroll
DMs	Jaeger & Flynn Associates, Inc. (Reimbursements)	977.85	Medical Insurance
	CHECK AND EFT PAID OUTS - MAY 2014	33,616.99	
	PETTY CASH PAID OUTS - MAY 2014		
	Maintenance & Repairs - Gas for Mowing	8.66	
	Newspapers (Books)	310.00	
		<u>318.66</u>	
	<b>TOTAL MAY 2014 PAID OUTS</b>	<u><b>\$33,935.65</b></u>	
	Plus: Accounts Payable	13,756.17	
	Less: Workforce Grant Expense & Correction	(790.52)	
	Less: Cobra Reimbursement Bucholtz	(489.43)	
	Less: Prepaid Expense	(3,254.32)	
	Less: Fine and Lost Book Money Remitted	(15.49)	
	Less: Petty Cash Check	<u>(400.00)</u>	
	<b>NET TO BALANCE TO EXPENSES</b>	<u><b>\$42,742.06</b></u>	

**GLOVERSVILLE PUBLIC LIBRARY**  
**GRANTS AND OTHER ITEMS IN PROCESS**

**FARLEY GRANT - BULLET AID**

Balance as of June 1, 2014		\$0.00
Grant Money Received		0.00
Expenses Paid From Grant Money:	<u>Check No.</u>	<u>Purpose</u>
None		0.00
Total Expenses		0.00
Balance of Grant Money Left at June 30, 2014		\$0.00

**WGY CHRISTMAS WISH GRANT**

Balance as of June 1, 2014		\$300.00
Grant Money Received		300.00
Expenses Paid From Grant Money:	<u>Check No.</u>	<u>Purpose</u>
None		0.00
Total Expenses		0.00
Balance of Grant Money Left at June 30, 2014		\$600.00

**STEWART'S FOUNDATION GRANT**

Balance as of June 1, 2014		\$500.00
Grant Money Received		0.00
Expenses Paid From Grant Money:	<u>Check No.</u>	<u>Purpose</u>
None		0.00
Total Expenses		0.00
Balance of Grant Money Left at June 30, 2014		\$500.00

**WORKFORCE LITERACY GRANT**

Balance as of June 1, 2014		\$766.05
Grant Money Received		0.00
Expenses Paid From Grant Money:	<u>Check No.</u>	<u>Purpose</u>
Quality Books, Inc.	Cr. Memo	Books 23.76
Quality Books, Inc.	4,362	Books 323.75
Business Card	4,366	Kaplan - Books 36.21
The Leader-Herald	4,369	Advertising 105.60
Jennifer Swart	4,376	Mileage Reimb. 16.80
Betsy Hastings	4,377	Mileage Reimb. 2.80
Derby Office Equipment, Inc.	4,378	Sign 176.00
The Leader-Herald	A/P	Advertising 105.60
Total Expenses		790.52
Balance of Grant Money Left at June 30, 2014		(\$24.47)

**APPROPRIATION FOR FUTURE AUDIT**

Balance as of June 1, 2014		\$9,000.00
Appropriation Provided For In 2013-2014		0.00
Expenses Paid From Appropriation Funds:	<u>Check No.</u>	<u>Purpose</u>
None		0.00
Total Expenses		0.00
Balance of Appropriation Funds Left at June 30, 2014		\$9,000.00

**RESTORATION FUNDS RECONCILEMENT**

Balance as of June 1, 2014		\$754.38
Funds Received		0.00
Expenses Paid From Restoration Funds:	<u>Check No.</u>	<u>Purpose</u>
None		0.00
Total Expenses		0.00
Balance of Restoration Funds Left at June 30, 2014		\$754.38





## Gloversville Public Library

Director's Report: June 2014

Barbara Madonna – Director

The New NY Works for Business Consolidated Funding Application consumed a majority of my time early in the month. The motto during the last week before it was due became "After Monday." The support and input from a number of other folks, our application for \$500,000 from the NYS Parks, Recreation and Historic Preservation Office's Environmental Protection Fund was submitted with 75 minutes to spare. The Mohawk Valley Regional Economic Development Council will score the application against the Region's strategic goals and then it will be passed along to SHPO. We hope to hear about an awarded by November.

Another big event was the receipt of our report from the Comptroller's office. The scope of the report focused on our claims processing procedures. The Finance Committee prepared both our response and Corrective Action Plan for the Board's approval at the June meeting. Testing the procedures began immediate so our next fiscal year will

The architects worked on Construction Documents for the renovation and shop drawings for the window project.

Plans were finalized for summer programming; children's, teen and adult. Sign-ups began June 24<sup>th</sup>. The last of our Workforce grant programs were held during the month. Hosting the courses here was a win-win-win for the Library, the patrons and Workforce Solutions. The Library was able to offer new programs. Patrons whose work schedules or transportation limitations kept them from attending programs in Amsterdam were able to take advantage of Workforce's services. And Workforce Solutions was able to overcome the constraints of their Gloversville office by using the Library's meeting rooms. We hope to continue the classes without grant funding.

### Meetings and Workshops

- June 3<sup>rd</sup>
  - 1) Karen Balsen, NYS Division of Library Development & Kathryn McCary, McCary & Huff
  - 2) Craig Clark and David Fisher
  - 3) Michael Frank
  - 4) Finance Committee
- June 4<sup>th</sup>
  - 1) Program Committee
  - 2) NYLA workshop: Budget and Finance
- June 5<sup>th</sup>
  - 1) NYLA workshop: Budget and Finance cont.
  - 2) Friends of the Library meeting
- June 6<sup>th</sup>
  - NYLSAA conference
- June 8<sup>th</sup>
  - Homeschooling concert
- June 10<sup>th</sup>
  - 1) Michael Reese, Fulton County EDC
  - 2) Capital Campaign Steering Committee
- June 12<sup>th</sup>
  - 1) David Fisher
  - 2) GESD Retired Teachers Luncheon
- June 16<sup>th</sup>
  - Matt Blumenfeld, Financial Development Agency
- June 17<sup>th</sup>
  - 1) Robin Kapler, Amsterdam Public Library
  - 2) David Fisher
  - 3) Michael Frank
  - 4) Board of Trustees meeting
- June 18<sup>th</sup>
  - 1) Book discussion, The Dirty Life by Kristin Kimball
  - 2) Frank Ambrose, Jr
- June 19<sup>th</sup>
  - Lisa Hayes, Butler Rowland Mays Architects
- June 20<sup>th</sup>
  - 1) Karen Balsen, NYS Division of Library Development
  - 2) Betsy Batchelor, Michelle Haring, and Bonnie Howard

- June 25<sup>th</sup>
- 1) Chris Levitis, UW Marx
  - 2) Paul Mays, Butler Rowland Mays Architects
  - 3) Jay Ephraim
- June 26<sup>th</sup>
- 1) Jay Ephraim
  - 2) Lisa Hayes, Butler Rowland Mays Architects and Tony Mineri, BR Johnson
- June 27<sup>th</sup>
- 1) MVLS Board of Directors meeting
  - 2) Foundation for Mohawk Valley Libraries meeting



## **Gloversville Public Library**

Children's Room Report: June 2014

Sherry Gennett – Head of Children's Services

The behind the scenes hard work arranging schedules with various performers was time consuming. All activities were checked for accuracy including times and dates. Only then did the July and August calendars of events go to print. Sonny worked hard on an activity packet handout and once that was proofread it went to print too. Four hundred pieces needed to be ready for inserting "Summer Reading Program" bags we give out at the beginning of each season.

Stuff 350 bags to be ready for the Monday, June 23<sup>rd</sup> sign-ups was next and the Bibliomaniacs meeting starting around 4:30pm to accomplish that task. We worked well together. Thank you Bibs.

Summer Reading sign-up started out very strong. New cards increased our numbers. We had many Broadalbin-Perth students' sign up for new cards. It is very nice to have children from outside the district using our library. Children are excited to receive their big goodie bag. They get a book tracker listing the title, author, and dates. At the end of the summer they can turn it in to their new teachers and show them what they read in July and August. Thanks to Taco Bell and Applebee's bookworm club for offering incentives to read. The Applebee's cards say "When you complete ten books, bring this card to Applebee's and receive a FREE KID'S MEAL. It's our way of saying 'you did it!'"

Taco Bell also gave us bookmarks to list 10 titles read this summer. I need to sign it along with the library name. At the bottom it says "Surrender this completed bookmark at any participating TACO BELL Restaurant to receive your FREE seasoned Beef Taco & Cinnamon Twist (Vegetarian option available). Must be 13 years of age or younger & accompanied by an adult."

Once again, Thank You! to these sponsors.

Sherry Gennett

# Gloversville Public Library

June 2014

## Monthly Report

Statistics for June 2014 are as follows (figures in parentheses represent comparable figures for June 2013):

	2014	2013
<b><u>VISITORS</u></b>	7,316	(7,211)
<b><u>CIRCULATION</u></b>		
Adult Circulation	2,340	(2,203)
Teen Circulation	384	(305)
Juvenile Circulation	1,221	(1,845)
Audiobooks	319	(294)
eBooks	262	(189)
Music	94	(17)
Periodicals	60	(77)
Videos	1,354	(1,071)
Museum Passes	0	0
Subtotal	6,034	(6,001)
<b><u>In-House Use</u></b>		
Adult	364	(301)
Juvenile	509	(509)
Other Materials	1,020	(906)
Subtotal	1,893	(1,716)
<b>Total June Circulation</b>	<b>7,927</b>	<b>(7,717)</b>
<b><u>REFERENCE QUESTIONS</u></b>	496	(484)
<b><u>MEETINGS/PROGRAMS/OUTREACH</u></b>		
12 Adult programs and meetings with 95 people		(13 Adult programs and meetings with 132 people)
5 Juvenile programs with 66 children		(7 Juvenile programs with 180 children)
4 Teen programs with 41 people		(4 Teen programs with 33 people)
<b><u>INTERLIBRARY LOAN</u></b>	<b><u>Material Borrowed</u></b>	<b><u>Material Loaned</u></b>
Books	861	586
AV	230	26
Total	1091	612
<b><u>COMPUTER USAGE</u></b>	1,377	(1,274) users
<b><u>HISTORICAL ROOM</u></b>		
Visitors	15	
Books Used	26	
Reference Questions	8	
Telephone Reference	0	
Letters	0	
Computer usage	0	