



Gloversville Public Library
Meeting of the Board of Trustees
July 19, 2016
6:30pm
Gloversville Public Library

Pledge to the Flag
Public Comment

1. Accept minutes of the June 2016 meeting
2. Treasurer's Report
3. Budget and Finance
Warrant
4. Friends
5. Building and Grounds
66 E Fulton St
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
13. Foundation
14. Old Business
15. New Business
16. Executive Session
17. Adjourn

Next Meeting: August 16, 2016 6:30 pm



Draft Minutes of the Gloversville Public Library Board of Trustees Meeting

June 21, 2016

The Gloversville Public Library Board of Trustees held a meeting on June 21, 2016 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:30 P.M.

The following trustees were present: Craig Clark, Vincent De Santis, Merry Dunn Brown, Robin Lair, Jay Ephraim, Wanda Prew, Elizabeth Batchelor, Patricia Donovan and Christine Pesses. Michael J. Frank, Treasurer and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public Library, Nicole Hauser, Librarian I, John Blackmon, Claims Auditor for the Gloversville Public Library, and Lisa Buggeln, Trustee Elect, also attended the meeting.

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

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

Mr. Clark asked the Trustees to review the minutes of the Regular Meeting of the Trustees held on May 17, 2016. Mr. Clark asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Mrs. Pesses made a motion, seconded by Mrs. Donovan, to approve the minutes of the meeting as presented. This motion was approved all voting aye.

Mr. Clark asked Mr. Frank to review the Financial Report for the month of May 2016 and the eleven month period ending May 31, 2016. Mr. Frank informed the Trustees that our income for the first eleven months of the year is down approximately \$23,000 from the same period of last year due primarily to not having received the monthly income from the Foundation in May 2016. Mr. Frank explained that it would be received along with the income for June before the end of June 2016. The higher Tax Levy and the Medical Insurance Credit Refund from the Internal Revenue Service offset some of this decline. The additional money from the IRS is due to the credit based on our Medical Insurance payments for our employees being increased from 25% to 35% for 2015. Expenses this year are down approximately \$27,500 from the prior year period primarily due to the lower pension expense of approximately \$23,900, the lower professional fees of approximately \$7,200 and lower Medical Insurance premiums due to fewer employees in the Plan and lower Computer and Automation expense. Some increases were noted in heat and electricity and maintenance and repairs as we are now paying for snow removal. Mr. Frank asked the Board for any questions or comments on the Financial Report. Hearing none, Ms. Batchelor made a motion, seconded by Ms. Dunn Brown, to approve the Financial Report as presented. This was approved all voting aye.

Mr. Frank distributed the Warrants list for June 2016 numbered 599 through 621 which was audited by John Blackmon our Claims Auditor. Mr. Blackmon found all claims to be legitimate claims for monies due from the Gloversville Public Library and recommended payment of same. Mrs. Donovan made a motion, seconded by Mrs. Pesses, to have Mr. Frank, our Treasurer, prepare checks for payment of these claims. This was approved all voting aye.

Ms. Madonna informed the Trustees that the Friends would not be meeting in July but that several fundraising events are in the works and others are being planned.

Ms. Madonna informed the Trustees that work on the parking lot at 66 East Fulton Street started on June 15th and was continuing and should be completed by next Monday or Tuesday.

Ms. Batchelor gave a report on the progress of the Steering Committee. As of meeting time we have raised approximately \$7.5 million including a new grant secured for the Library by Senator Farley for \$1.75 million. Ms. Batchelor informed the Trustees that we now have over 800 individual donors to the Capital Campaign. Ms. Batchelor informed the Trustees that these grants are reimbursement grants in most cases and that we will need to borrow to pay contractors and then get reimbursed. This will necessitate doing some short term borrowing. Ms. Batchelor also informed the Trustees that we will need to get an attorney's opinion letter as to the legality of our borrowing before we can pledge the Foundation's endowment as collateral. Ms. Batchelor also informed the Trustees that the Internal Revenue Service would not issue an opinion letter on the New Markets Tax Credits.

Barbara Madonna
Library Director

20152016
Board of Trustees

Elizabeth Batchelor

Merry Dunn Brown

Craig Clark

Vincent DeSantis

Patricia Donovan

Jay Ephraim

Robin Lair

Christine Pesses

Wanda Prew

Mr. Clark informed the Trustees that the AD HOC Policy Committee had not met since the last Trustee's meeting.

Mrs. Lair informed the Trustees that she was still waiting on several Directors' evaluation forms and would appreciate receiving them by July 1, 2016.

Mrs. Hauser informed the Trustees that the adult summer reading program would be starting next Monday and that the program would be exercise oriented. A sidewalk art program will also be held on Friday July 8, 2016.

Mr. Clark informed the Trustees that the PR Committee would need to work on promoting our temporary relocation plans as soon as a contract is signed with a landlord.

Ms. Madonna informed the Trustees that she is working on tying up loose ends for the year by June 30, 2016.

Mr. Clark expressed his thanks to the Board and Staff for all their assistance during his tenure as board president and a trustee of the Gloversville Public Library. The Trustees thanked him for his service.

Mr. Frank informed the Trustees that the Gloversville Library Foundation Board had not met since the last Library Trustees meeting but that a meeting was scheduled for July 5, 2016 at 4 PM.

Mr. Clark asked if there was any old business to come before the meeting. Ms. Madonna informed the Trustees that we needed to certify the election results. Ms. Madonna reported that Ms. Batchelor and Ms. Buggeln had been elected as Trustees and that the Tax Levy of \$393,695 was approved with 247 yes votes and 152 no votes. Mrs. Pesses made a motion, seconded by Mrs. Lair, to certify the election results of May 3, 2016. This was approved all voting aye.

Mr. Clark asked if there was any new business to come before the meeting. Hearing none, Mrs. Lair made a motion to go into Executive Session at 7:30 PM. Mrs. Pesses seconded this motion and it was approved all voting aye. At 8:02 PM Mrs. Pesses made a motion to come out of Executive Session. Ms. Dunn Brown seconded this motion and it was approved all voting aye.

Mrs. Pesses made a motion to begin paying part time library clerks \$10.80 per hour effective July 1, 2016 in light of the minimum wage increase scheduled to happen effective January 1, 2017. Mr. De Santis seconded this motion and it was approved all voting aye.

Ms. Batchelor made a motion to adjourn the meeting at 8:10 PM. This motion was seconded by Ms. Dunn Brown and approved all voting aye.

The next regular meeting of the Board of Trustees will be held on July 19, 2016 at 6:30 PM.

Michael J. Frank
Recording Secretary

Robin Lair
Secretary

GLOVERSVILLE PUBLIC LIBRARY

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

JUNE 2016

	Budget July 1, 2015 to June 30, 2016	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	\$276,321.00	\$0.00	\$276,321.00	\$270,509.00	\$0.00
Investment Income	200.00	195.81	261.07	245.05	(61.07)
Gloversville Library Foundation Inc. - Int. & Div.	150,000.00	26,155.64	150,189.01	151,005.38	(189.01)
Gloversville Library Foundation Inc. - Don. Reg.	10,000.00	0.00	4,468.00	15,315.00	5,532.00
Government Affiliations	6,500.00	0.00	7,001.00	7,386.00	(501.00)
Fines & Miscellaneous Income	13,000.00	2,211.26	12,953.12	12,414.30	46.88
U.S. Treasury - Medical Ins. Credit Refunds	5,250.00	0.00	7,399.15	4,787.96	(2,149.15)
Friends of the Gloversville Public Library, Inc.	10,000.00	0.00	10,000.00	10,000.00	0.00
TOTAL RECEIPTS	<u>\$471,271.00</u>	<u>\$28,562.71</u>	<u>\$468,592.35</u>	<u>\$471,662.69</u>	<u>\$2,678.65</u>

	Income Cash Reconcilement
Income Cash Balance on June 1, 2016	<u>\$335,403.89</u>
Plus: Receipts Per Report	28,562.71
Less: Expenses Per Report	<u>42,891.96</u>
Income Cash Balance on June 30, 2016	<u><u>321,074.64</u></u>
Accounts Payable as of 06/30/16	13,911.17
Prepaid Expenses as of 06/30/16	<u>(8,620.57)</u>
Actual Cash Balance on June 30, 2016	<u><u>\$326,365.24</u></u>

BUILDING FUND

Balance on June 1, 2016	\$258,777.32
Plus: Receipts:	
Interest on Money Market Account	4.26
Less: Paid Outs:	
Butler Rowland Mays Architects, LLP *	<u>0.00</u>
Balance on June 30, 2016	<u><u>\$258,781.58</u></u>

*Accounts Payable as of 6/30/16 - \$7,758.05

Prepared By,
Michael J. Frank, Treasurer

Submitted By,
Christine Pesses, Vice President of Finance

GLOVERSVILLE PUBLIC LIBRARY

MONTH AND YEAR-TO-DATE COMPARISON EXPENSE REPORT

JUNE 2016

	<u>Budget July 1, 2015 to June 30, 2016</u>	<u>Amount Expended Curr. Month</u>	<u>Amount Expended Current Year to Date</u>	<u>Amount Expended Prior Year to Date</u>	<u>Current Year Unexpended Balance</u>
Salaries - Full Time Employees	\$183,301.00	\$ 15,215.04	\$ 169,596.41	\$ 157,564.57	\$13,704.59
Salaries - Part Time Employees	62,910.00	3,653.82	49,503.21	55,609.81	13,406.79
Salaries - Custodians	25,007.00	2,083.92	25,007.04	23,642.16	(0.04)
F I C A & Medicare Tax	20,748.00	1,602.87	18,674.18	18,116.22	2,073.82
Unemployment Insurance	725.00	0.00	703.00	711.00	22.00
Disability Insurance	780.00	0.00	417.65	462.11	362.35
Medical Insurance	43,725.00	(55.37)	28,735.67	32,084.07	14,989.33
Pension Expense	42,000.00	6,794.50	12,851.75	40,139.75	29,148.25
Heat	9,000.00	218.18	5,883.04	4,358.25	3,116.96
Electricity	8,500.00	539.46	8,445.84	6,966.01	54.16
Telephone	2,880.00	233.92	2,861.40	2,867.66	18.60
Insurance	11,500.00	0.00	11,150.95	10,303.05	349.05
Books, Periodicals, etc.	46,500.00	2,266.48	43,604.51	43,298.80	2,895.49
Computer & Automation Services	16,000.00	1,823.45	11,306.46	18,059.06	4,693.54
Library, Building & Office Supplies	10,000.00	537.01	7,888.11	10,693.97	2,111.89
Maintenance & Repairs	9,000.00	703.84	5,536.86	5,415.37	3,463.14
Financial Secretary	8,200.00	1,100.00	7,900.00	8,200.00	300.00
Professional Fees	4,000.00	4,620.00	4,322.50	11,791.25	(322.50)
Election Expense	1,000.00	49.35	1,141.83	946.95	(141.83)
Professional Meetings & Travel	2,500.00	226.26	2,834.37	1,791.69	(334.37)
Events & Programming	4,500.00	275.96	2,533.95	3,724.09	1,966.05
Promotion Expense	2,500.00	861.70	5,671.18	3,160.95	(3,171.18)
General Expense	2,000.00	141.57	1,177.77	1,074.85	822.23
TOTAL EXPENSE	<u><u>\$517,276.00</u></u>	<u><u>\$42,891.96</u></u>	<u><u>\$427,747.68</u></u>	<u><u>\$460,981.64</u></u>	<u><u>\$89,528.32</u></u>

GLOVERSVILLE PUBLIC LIBRARY

CHECK AND CASH DISBURSEMENTS

JUNE 2016

<u>Check No.</u>	<u>Warrant Number</u>	<u>Payee</u>		<u>Fund</u>
DM		E F T United States Treasury (2,406.88)	\$765.44	FICA & Medicare Expense
			1,641.44	Payroll
5049		Gloversville Public Library	7,403.57	Payroll
5050		NYS Child Support Processing Center	171.42	Child Support
5051	000599	NYS Insurance Fund	3,166.44	Prepaid Expense
5052	000600	National Grid (490.42)	152.04	Heat
			338.38	Electric
5053	000601	The Leader-Herald (276.60)	49.35	Election Expense
			227.25	Promotion Expense
5054	000602	Business Card (865.36)	20.00	Computer & Automation
			455.90	A/V - DVDs
			389.46	Promotion Expense
5055	000603	Balloon Extravaganza	225.00	Events & Programming
5056	000604	Quill Corporation	369.45	Library Supplies
5057	000605	Unique Management Services, Inc.	69.65	G/E - Collection Expense
5058	000606	Shari Peto	31.32	Professional Meetings & Travel
5059	000607	Mohawk Valley Library System	951.64	Computer & Automation
5060	000608	Frontier Communications	233.92	Telephone
5061	000609	Barbara J. Madonna (324.12)	123.12	Professional Meetings & Travel
			200.00	Maintenance & Repairs
			1.00	Library Supplies
5062	000610	Center Point Large Print	150.45	Books
5063	000611	Audio Editions	373.12	A/V - DVDs
5064	000612	Baker & Taylor Books	511.51	Books
5065	000613	Derby Office Equipment, Inc.	54.00	Library Supplies
5066	000614	Linda K. Hinkle	117.74	Promotion Expense
5067	000615	Nicole Hauser	34.02	Professional Meetings & Travel
5068	000616	Gloversville True Value Hardware	4.21	Maintenance & Repairs
5069	000617	Bonnie Howard	50.96	Events & Programming
5070	000618	Sharon Springs Free Library	5.99	Fines, etc.
5071	000619	Michael J. Frank	1,100.00	Treasurer & Rec, Sec.
5072	000620	Barbara J. Madonna	508.43	Petty Cash
5073	000621	United States Treasury	14.56	G/E - Medical Ins. Part.
5074		Gloversville Public Library	8,121.26	Payroll
5075		NYS Child Support Processing Center	171.42	Child Support
DM		Oppenheimer Funds - 403b Plan	400.00	403b Plan
DM		E F T NYS & Local Retirement System	406.03	Pension - Withholdings
DM		E F T NYS Tax Department	813.20	Payroll
DM		E F T United States Treasury (2,661.87)	837.43	FICA & Medicare Expense
			1,824.44	Payroll
DMS		Jaeger & Flynn Associates, Inc. - Reimbursements	339.51	Medical Insurance
		CHECK AND EFT PAID OUTS - JUNE 2016	<u>32,824.07</u>	
		PETTY CASH PAID OUTS - JUNE 2016		
		Postage	13.33	
		Maintenance & Repairs	33.67	
		Newspapers (Books)	<u>394.50</u>	
		TOTAL JUNE 2016 PAID OUTS	<u>\$33,265.57</u>	
		Plus: Accounts Payable	13,911.17	
		Less: Insurance Reimbursement Johnson	(394.88)	
		Less: Prepaid Expense	(3,166.44)	
		Less: Fines & Lost Books, etc.	(5.99)	
		Less: Rebate Electric & Gas	(209.04)	
		Less: Petty Cash Check	<u>(508.43)</u>	
		NET TO BALANCE TO EXPENSES	<u>\$42,891.96</u>	

GLOVERSVILLE PUBLIC LIBRARY
GRANTS AND OTHER ITEMS IN PROCESS

LIONS CLUB - BRAILLE GRANT

Balance as of June 1, 2016		\$1,005.75
Grant Money Received		0.00
Expenses Paid From Grant Money:		
None	<u>Check No.</u>	<u>Purpose</u>
Total Expenses		0.00
Balance of Grant Money Left at June 30, 2016		0.00
		\$1,005.75

WGY CHRISTMAS WISH GRANT

Balance as of June 1, 2016		\$405.00
Grant Money Received		0.00
Expenses Paid From Grant Money:		
None	<u>Check No.</u>	<u>Purpose</u>
Total Expenses		0.00
Balance of Grant Money Left at June 30, 2016		0.00
		\$405.00

STEWART'S FOUNDATION GRANT

Balance as of June 1, 2016		\$615.25
Grant Money Received		0.00
Expenses Paid From Grant Money:		
None	<u>Check No.</u>	<u>Purpose</u>
Total Expenses		0.00
Balance of Grant Money Left at June 30, 2016		0.00
		\$615.25

WORKFORCE LITERACY GRANT

Balance as of June 1, 2016		\$193.73
Grant Money Received		0.00
Expenses Paid From Grant Money:		
None	<u>Check No.</u>	<u>Purpose</u>
Total Expenses		0.00
Balance of Grant Money Left at June 30, 2016		0.00
		\$193.73

APPROPRIATION FOR FUTURE AUDIT

Balance as of June 1, 2016		\$4,218.75
Appropriation Provided For In 2015-2016		0.00
Expenses Paid From Appropriation Funds:		
None	<u>Check No.</u>	<u>Purpose</u>
Total Expenses		0.00
Balance of Appropriation Funds Left at June 30, 2016		0.00
		\$4,218.75

RESTORATION FUNDS RECONCILEMENT

Balance as of June 1, 2016		\$694.38
Funds Received		462.00
Expenses Paid From Restoration Funds:		
None	<u>Check No.</u>	<u>Purpose</u>
Total Expenses		0.00
Balance of Restoration Funds Left at June 30, 2016		0.00
		\$1,156.38

GLOVERSVILLE PUBLIC LIBRARY

ACCOUNTS PAYABLE AS OF JUNE 30, 2016

(Bills owed and not paid as of 6/30/16)

<u>Vendor</u>		<u>Fund</u>
Butler Rowland Mays Architects, LLP	\$7,758.05	Building Fund - Parking Lot & Bldg Renovations
Hydro Test Sales & Service	237.00	Maintenance & Repairs
Palmateer Trucking & Container Service	190.00	Maintenance & Repairs
National Grid	66.14	Heat
National Grid	410.12	Electric
National Grid	7.36	G/E - Late Charge
Mohawk Valley Library System	851.81	Computer & Automation
Unique Management Services, Inc.	50.00	G/E - Collection Expense
Gloversville True Value Hardware	3.96	Maintenance & Repairs
Commissioner of Finance	35.00	Maintenance & Repairs
Kathryn McCary	120.00	Professional Fees
Business Card	381.00	Books
Derby Office Equipment, Inc.	99.23	Library Supplies
New York State Employees' & Local Ret. System	6,794.50	Pension Expense
Nicole Hauser	37.80	Professional Meetings & Travel
The Leader-Herald	127.25	Promotion Expense
Philip Beckett, CPA PC	<u>4,500.00</u>	Professional Fees - Estimate
 TOTAL ACCOUNTS PAYABLE	 <u><u>\$21,669.22</u></u>	

PREPAID EXPENSES AS OF JUNE 30, 2016

(Bills paid for periods after 6/30/16)

<u>Vendor</u>		<u>Fund</u>
The State Insurance Fund	\$3,166.44	Insurance - Worker's Comp.
Mohawk Valley Library System	1,375.66	Electronic Books
Baker & Taylor Books - Lease Plan	866.81	Books
Image Integrator	449.37	Library Supplies - Maint. Contract
Philadelphia Insurance Companies	584.51	Insurance - Dir. & Off. Liability
Liberty Mutual Insurance	1,775.91	Insurance - Comm. Policy & Umbrella
Arch Insurance Group	197.70	Disability Insurance
Fulton County Regional Chamber	<u>204.17</u>	G/E - Dues
 TOTAL PREPAID EXPENSES	 <u><u>\$8,620.57</u></u>	



Gloversville Public Library
Director's Report: June 2016
Barbara Madonna – Director

The summer reading program kicked off at the end of the month with sign-ups, a special storytime and balloon animals. This year, to go along with the exercise theme, we are accumulating 2,016 miles to reach the Rio Grande National Forest in time for the Olympics in August. (Rio de Janeiro was a little too far at 9,000 miles.)

The parking lot at 66 E. Fulton Street received an amended approval from the Planning Board and Callanan Industries did an excellent job in 8 days. We submitted the final grant paperwork with about 6 hours to spare. Hopefully the rest of the construction grants are not so close.

The Historic Tax Credit saga came to an end when we received official notice from the IRS that they would not issue a ruling on the inclusion of association library staff participating in the NYS and Local Retirement System. With that behind us the Steering Committee can focus on other efforts.

Lastly, summer hours started in June and will run through Labor Day. Monday 3-8, Tuesday – Friday 10am -7pm.

Meetings

- June 1st GESD Task Force meeting
- June 2nd 1) NYLA Leadership and Management Academy
2) Friends of the Library meeting
- June 3rd NYLA Leadership and Management Academy
- June 6th City of Gloversville Planning Board meeting
- June 7th 1) Rick Ruby, Ruby & Quiri
2) Ellen Bach, Whiteman Osterman and Hanna
3) Matthew Scolin, Assemblywoman Stefanik's office
- June 16th 1) MVLS Board meeting
2) Roof product workshop, Butler Rowland Mays Architects
- June 20th Michael Frank
- June 21st 1) Matthew Blumenfeld, Financial Development Agency
2) Michael Frank
3) Mark Yost, Fulton County Buildings and Grounds
4) Carson Block, Carson Block Associates
5) Board of Trustees meeting
- June 22nd Matthew Blumenfeld, Financial Development Agency
- June 28th Steering Committee meeting





Gloversville Public Library

Children's Room Report: June 2016

Sally Fancher – Head of Children's Services

June had a busy start with visits to McNab, Kingsborough, and Boulevard elementary schools for Summer Reading promotion. We are also continuing Traveling Story Time to preschools and to the Fulton center. With these outreach events we have drawn many children into the Library and have had requests for regular Traveling Story Times in September.

Continuing with our efforts to have craft days each month, we had Father's Day and Fourth of July craft days with over twenty attendees for each. During these events we also help parents find books, navigate accelerated reader websites and have fun with their children.

The "Fifty States" reference books are being well used. It seems the timing was perfect for those fifth grade reports. The World Book encyclopedia is also being used on a regular basis. Both sets are useful additions to our reference section.

There are many requests to help find books at reading levels suggested by the schools. We make use of a conversion chart which gives us grades levels, and lexile equivalents from various systems such as Fountas and Pinnell, Learning A-Z and others. We have also reached out to the GHS for their summer reading lists. We made additions to our collection based on these titles. Parents have found these services to be very helpful when trying to meet the school requirements.

Asked to help find a good home for some children's books, we used our connections with the homeschool families. We have also aided homeschoolers by providing quiet testing areas and proctors for year-end exams. Many homeschool families are finding much needed resources in the Library.

Another service that is being provided by the Children's Room is one of "space". There are mainly two different types of use: court ordered supervised visitation; supervised outing. The former usually involves two supervisors, a non-custodial parent and their children. When these occur the supervisors monitor the interaction between parent and child and offer suggestions or guidance when appropriate. The latter involves staff from places like Lexington or Parsons, who wish to bring their consumers someplace for fun activities. Both groups have expressed gratitude for the welcoming atmosphere, variety of activities and the willingness and ability of the staff when it comes to accommodating special requests.

Due to the talent and effort of Sonny Dross, the bulletin boards are highlighting Summer Programming and we have scheduled a regular rotation of themes to keep our patrons looking up! One of the new boards is for the Summer Reading: the challenge is to read 3000 books, collectively, and there is a competition between the "kids" and the "teens" to see which group contributes the most towards this goal! (kids are winning)

The Friend's of the Library Story Hour will be on hiatus during the summer and the Children's Room is filling that time slot with a variety of programming in order to help our regulars keep to their routines, and to inspire others to begin one. The first event was with the Amsterdam Mohawks as guest readers. We had 16 kids and their grown-ups listening to stories, singing, making baseball crafts and having fun!

The Summer Reading Kick-off was a success. We had over 60 patrons enjoying a magic show and learning how to twist balloons under the instruction of Daryl Baldwin. You can check the Library Facebook page, for what can only be described as "controlled mayhem". During this time many people registered for the MiSci Planetarium event, filling it to capacity right away.

200 swag bags were filled in anticipation of Summer Reading registration which began on June 27th. To date, we have had 103 sign-ups. We have gathered dozens of books and prizes for giveaways. The children also have opportunities to enter raffles for a set of books and a bike.

Summer reading is a fun way to help kids stay on track educationally during the vacation. We also believe that it can be a vehicle for promoting literacy and encouraging the use of the Library as a resource for families. It is our goal to make the Library and its resources as accessible as possible to our community.

Statistics for June 2016 are as follows (figures in parentheses are comparable figures for June 2015)

	2016	2015
VISITORS	6,985	(7,743)
CIRCULATION		
Adult Circulation	2,114	(2,365)
Teen Circulation	207	(381)
Juvenile Circulation	1,088	(1,190)
Audiobooks	306	(329)
eBooks	270	(274)
Music	11	(17)
Periodicals	74	(72)
Videos	1,446	(1,350)
Museum Passes	7	(6)
Subtotal	5,523	(5,984)
In-House Use		
Adult	65	(4)
Juvenile	113	(49)
Other Materials	1,216	(105)
Subtotal	1,394	(158)
Total Circulation	6,917	(6,142)
 REFERENCE QUESTIONS	 302	 (166)
 MEETINGS/PROGRAMS/OUTREACH		
34 Adult programs and meetings with 215 people		(21 Adult programs/meetings with 225 people)
13 Juvenile programs and meetings with 1377 people		(7 Juvenile programs with 43 children)
3 Teen programs and meetings with 17 people		(4 Teen programs with 36 people)
 INTERLIBRARY LOAN		
Material Borrowed	629	(751)
Material Loaned	658	(623)
Total	1,287	(1,374)
 COMPUTER USAGE	 2324	 (1,911)
 HISTORICAL ROOM		
Visitors	6	
Books Used		
Reference Questions		