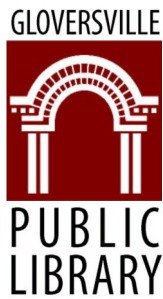




Gloversville Public Library  
Annual Meeting of the Board of Trustees  
34 WEST Fulton Street  
September 18, 2018 6:30pm

Pledge of Allegiance

- Acceptance of the minutes of the last annual meeting, September 2017.
- Financial Report
- Director's Report
- Board President's Report
- Public Comment
- Adjourn



## Draft Minutes of the Gloversville Public Library Annual Meeting September 19, 2017

The Gloversville Public Library held its Annual Meeting on September 19, 2017 in the Meeting Room at the Library's temporary location, 34 W. Fulton Street, Gloversville, New York at 6:30 P.M.

The following trustees were present: Christine Pesses, Elizabeth Batchelor, Robin Lair, Frank Carangelo, Merry Dunn Brown and Craig Clark. Michael J. Frank, Treasurer and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public Library, Nicole Hauser, Librarian I, Jean LaPorta, President of the Friends of the Gloversville Public Library, and John Blackmon, claims auditor for the Gloversville Public Library, also attended the meeting. Brian Mazza and Lisa Buggeln were excused from the meeting.

Mrs. Pesses, President of the Board of Trustees, opened the meeting by leading the Trustees and other attendees in the Pledge of Allegiance.

Mrs. Pesses asked the Trustees to review the minutes of the annual meeting of September 20, 2016. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Mrs. Lair made a motion, seconded by Ms. Dunn Brown, to approve the minutes as presented. This motion was approved all voting aye.

Mrs. Pesses asked Mr. Frank if he would review the Annual Financial Report for the fiscal year ended June 30, 2017. Mr. Frank reviewed the report of income and expense for the year and explained the various ups and downs to budget. Mr. Frank also reviewed the current status of Grants in progress and the statement of Condition. Mr. Carangelo made a motion, seconded by Ms. Batchelor, to accept the Annual Financial Report as presented. This was approved all voting aye.

Ms. Madonna distributed her Annual Report to the Community. Ms. Madonna commented that although the number of patrons coming into the Library was down many additional programs were offered throughout the year. The Trustees commended Ms. Madonna on an excellent Annual Report to the Community. A motion was made by Mrs. Lair, seconded by Ms. Dunn Brown to accepted Ms. Madonna's report as presented.

Mrs. Pesses informed the Trustees that she had emailed her report to the Board. Mrs. Pesses thanked the entire Board of Trustees and Ms. Madonna, Library Director, and her staff for all their work and dedication to the Library.

Mrs. Pesses asked if there was anything anyone from the Public wished to present at this time.

Hearing nothing, Mrs. Lair made a motion, seconded by Ms. Batchelor to adjourn the Annual Meeting at 6:50 P.M. This was approved all voting aye.

Michael J. Frank  
Recording Secretary

\_\_\_\_\_  
Lisa Buggeln  
Secretary

Barbara Madonna  
Library Director

2017-2018  
Board of Trustees

Elizabeth Batchelor

Merry Dunn Brown

Lisa Buggeln

Frank Carangelo

Craig Clark

Jay Ephraim

Robin Lair

Brian Mazza

Christine Pesses

**GLOVERSVILLE PUBLIC LIBRARY**  
**FINANCIAL REPORT FOR THE**  
**FISCAL YEARS ENDING JUNE 30, 2018 and JUNE 30, 2017**

Prepared By,  
Michael J. Frank, Treasurer and Recording Secretary

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Submitted By,  
Craig Clark, Vice President of Finance

**GLOVERSVILLE PUBLIC LIBRARY  
RECEIPTS  
FISCAL YEARS ENDING JUNE 30, 2018 and JUNE 30, 2017**

	Budget July 1, 2017 to June 30, 2018	Amount Rec'd. Current Year to Date	Amount Rec'd. Prior Year to Date	Over/(Under) Budget
Tax Levy	\$393,695.00	\$393,695.00	\$393,695.00	\$0.00
Investment Income	200.00	641.05	239.54	441.05
Gloversville Library Foundation, Inc. - Int. & Div.	64,000.00	114,000.00	63,910.00	50,000.00
Gloversville Library Foundation, Inc. - Donations	5,000.00	9,583.00	10,480.00	4,583.00
Government Affiliations	7,000.00	8,274.44	8,180.00	1,274.44
Fines & Miscellaneous Income	10,800.00	9,734.60	14,537.87	(1,065.40)
Friends of the Gloversville Public Library, Inc.	10,000.00	10,000.00	10,000.00	0.00
<b>TOTAL RECEIPTS</b>	<b>\$490,695.00</b>	<b>\$545,928.09</b>	<b>\$501,042.41</b>	<b>\$55,233.09</b>
	Public Library General Fund			
Cash Balance on July 1, 2017	\$350,517.67			
Plus: Receipts Per Report	545,928.09			
Less: Capital Expenditures - Furn. & Equip.	24,233.90			
Less: Expenses Per Report	476,917.09			
Cash Balance on June 30, 2018	\$395,294.77			
Accounts Payable as of 6/30/18	15,537.80			
Prepaid Expenses as of 6/30/18	(11,657.88)			
Adjusted Cash Balance on June 30, 2018*	\$399,174.69			
*Note - Amount of Balance Loaned to Construction Account at 06/30/2018	\$ 350,000.00			

**GLOVERSVILLE PUBLIC LIBRARY  
BUILDING FUND  
RECEIPTS & DISBURSEMENTS  
FISCAL YEARS ENDING JUNE 30, 2018 and JUNE 30, 2017**

	<u>2018</u>	<u>2017</u>
<b>Balance on July 1</b>	\$10,259.27	\$258,781.58
<b>Plus: Receipts:</b>		
Interest on Money Market Account	3.64	45.76
NYS Division of Library Development	0.00	196,428.00
Transfer from Construction Account	30,000.00	0.00
Transfer from Capital Campaign	25,000.00	0.00
New York State Bullet Aid - Senator Farley	0.00	15,000.00
<b>Total Receipts</b>	<u>55,003.64</u>	<u>211,473.76</u>
<b>Less: Paid Outs:</b>		
Butler Rowland Mays Architects, LLP - Construction Doc., etc.	0.00	12,162.48
Carson Block Consulting, Inc. - Technology Consulting	0.00	8,000.00
Callanan Industries, Inc. - New Parking Lot	0.00	67,520.00
Adirondack Cabling, Inc. - Wiring Security Cameras	0.00	2,698.98
City of Gloversville - Site Plan Review & Historic Pres. Board Review	0.00	450.00
City of Gloversville - Building Permit	0.00	496.00
Butler Rowland Mays Architects, LLP - Masonry Restoration	0.00	23,588.18
Fulton County Center for Regional Growth - Rent Payments	20,000.00	35,000.00
Transfer to Construction Account	5,000.00	301,000.00
National Grid - Utilities - Contractors	10,920.75	0.00
Frontier Communications - Internet - Contractors	599.90	0.00
Board of Water Commissioners - Utilities - Contractors	162.29	0.00
D & M Custom Workshop - Refinish Tables	3,200.00	0.00
Liberty Mutual Insurance Company - Builder's Risk Ins	5,130.50	0.00
NBT Bank - Check and Deposit Fees	50.00	0.00
Ambient Environmental, Inc. - HAZMAT work	0.00	2,430.00
Butler Rowland Mays Architects, LLP - New Parking Lot	0.00	6,650.43
<b>Total Paid Outs</b>	<u>45,063.44</u>	<u>459,996.07</u>
<b>Balance on June 30</b>	<u><u>\$20,199.47</u></u>	<u><u>\$10,259.27</u></u>

**CONSTRUCTION CHECKING ACCOUNT**  
**RECEIPTS & DISBURSEMENTS**  
**FISCAL YEARS ENDING JUNE 30, 2018 and JUNE 30, 2017**

	<u>2018</u>	<u>2017</u>
<b>Balance on July 1</b>	\$1,044,037.42	\$0.00
<b>Plus: Receipts:</b>		
Interest on Checking Account	105.86	20.64
Transfer from Building Fund	5,000.00	301,000.00
Grant Money Received	1,120,526.00	0.00
Loan from Income Cash Account	400,000.00	0.00
Transfer from Library Foundation - Borrowings Line of Credit	1,700,000.00	0.00
Transfer from Foundation Capital Campaign	880,000.00	1,000,000.00
<b>Total Receipts</b>	<u>4,105,631.86</u>	<u>1,301,020.64</u>
<b>Less: Paid Outs:</b>		
Butler Rowland Mays Architects, LLP - Bid Documents, etc.	0.00	43,382.00
Butler Rowland Mays Architects, LLP - Construction Administration	96,475.21	7,069.21
Gloversville Public Library - Repay General Fund Loan	50,000.00	0.00
Gloversville Public Library - To Building Fund	30,000.00	0.00
Gloversville Public Library - Repay Contractor's Utility Bills	160.21	0.00
Frontier Communications, Inc. - Telephone System	10,747.02	0.00
National Grid - Hookup at Temporary Location - Contractors	2,696.82	0.00
R E V - Prints	857.53	0.00
Mazone Plumbing & Heating, Inc. - HVAC Contractor	585,002.87	0.00
Bunkoff General Contractors, Inc. - General Contractor	3,299,902.90	0.00
DLC Electric, LLC - Electrical Contractor	390,309.68	0.00
Landmark Flooring Concepts, Inc. - Carpeting	46,565.11	0.00
Rozell East, Inc. - Plumbing Contractor	215,973.95	0.00
Ryan Biggs/Clark Davis - Inspections	16,386.55	0.00
De Jong Septic, LLC - Sewer Cleanout	400.00	0.00
Professional Service Industries, Inc. - Inspections	7,603.00	0.00
SRI Fire Sprinkler, LLC - Fire Protection Contractor	84,455.00	0.00
Business Card - Book Drop	1,258.95	0.00
Frontier Communications, Inc. - Internet Hookup for Contractors	69.99	0.00
Metro Sound Pros, Inc. - Hearing Equipment for Carnegie Room	20,000.00	0.00
Cardinal Direction Landscape & Architecture - Landscaping	1,200.00	0.00
U. W. Marx, Inc. - Construction Management	250,500.00	71,204.60
Fulton County Center for Regional Growth - Building Renovations	0.00	84,576.82
Schaap Moving Systems, Inc. - Move Library Contents	0.00	38,000.00
Ambient Environmental, Inc. - HAZMAT work	1,282.00	7,625.00
Fulton County Center for Regional Growth - Rent Payments	15,000.00	5,000.00
Liberty Mutual Insurance Company - Builder's Risk Insurance	20,008.00	0.00
Bank Charges - Checks & Deposit Slips	0.00	125.59
<b>Total Paid Outs</b>	<u>5,146,854.79</u>	<u>256,983.22</u>
<b>Balance on June 30</b>	<u><u>\$2,814.49</u></u>	<u><u>\$1,044,037.42</u></u>

**AMAZON SMILE SAVINGS ACCOUNT  
RECEIPTS & DISBURSEMENTS  
FISCAL YEARS ENDING JUNE 30, 2018 and JUNE 30, 2017**

	<u>2018</u>	<u>2017</u>
<b>Balance on July 1</b>	\$62.04	\$0.00
<b>Plus: Receipts:</b>		
Deposit to Open Account	0.00	50.00
Donations Received	<u>47.86</u>	<u>12.04</u>
<b>Total Receipts</b>	47.86	62.04
<b>Less: Paid Outs:</b>		
None	<u>0.00</u>	<u>0.00</u>
<b>Balance on June 30</b>	<u><u>\$109.90</u></u>	<u><u>\$62.04</u></u>

**GLOVERSVILLE PUBLIC LIBRARY  
DISBURSEMENTS  
FISCAL YEARS ENDING JUNE 30, 2018 AND JUNE 30, 2017**

	Budget July 1, 2017 to June 30, 2018	Amount Disb. Current Year to Date	Amount Disb. Prior Year to Date	Over/(Under) Budget
Salaries - Full Time Employees	\$194,856.00	\$194,856.00	\$187,031.76	\$0.00
Salaries - Part Time Employees	78,148.00	45,023.29	37,096.32	(33,124.71)
Salaries - Custodians	26,781.00	24,595.61	25,507.20	(2,185.39)
F I C A & Medicare Tax	22,933.00	20,073.97	18,977.97	(2,859.03)
Unemployment Insurance	725.00	713.50	698.00	(11.50)
Disability & Family Leave Insurance	500.00	575.43	395.40	75.43
Medical Insurance & Reimbursements	44,017.00	29,458.30	27,895.11	(14,558.70)
Worker's Compensation Insurance	3,200.00	2,578.27	2,581.49	(621.73)
Pension Expense	30,222.00	28,463.00	27,236.00	(1,759.00)
Heat	0.00	0.00	4,570.31	0.00
Electricity	0.00	0.00	4,253.26	0.00
Rent	25,000.00	25,000.00	0.00	0.00
Telephone	3,000.00	2,856.80	4,080.45	(143.20)
Insurance	10,300.00	8,871.67	7,844.26	(1,428.33)
Books, Periodicals, etc.	46,500.00	44,861.11	45,666.95	(1,638.89)
Computer & Automation Services	16,000.00	10,239.61	23,322.98	(5,760.39)
Library, Building & Office Supplies	10,000.00	7,830.96	10,455.72	(2,169.04)
Maintenance & Repairs	4,000.00	1,735.05	12,467.86	(2,264.95)
Treasurer and Recording Secretary	8,400.00	8,400.00	8,400.00	0.00
Professional Fees	5,500.00	7,860.00	7,098.75	2,360.00
Election Expense	1,000.00	1,018.36	995.50	18.36
Professional Meetings & Travel	3,000.00	2,719.63	2,238.16	(280.37)
Events & Programming	3,000.00	3,896.49	5,083.43	896.49
Promotion Expense	4,000.00	4,415.03	4,165.98	415.03
General Expense	<u>2,000.00</u>	<u>875.01</u>	<u>3,536.52</u>	<u>(1,124.99)</u>
TOTAL EXPENSE	<u>\$543,082.00</u>	<u>\$476,917.09</u>	<u>\$471,599.38</u>	<u>(\$66,164.91)</u>



**GLOVERSVILLE PUBLIC LIBRARY  
STATEMENT OF CONDITION  
FISCAL YEARS ENDING JUNE 30**

	<u>2018</u>	<u>2017</u>
<b>ASSETS:</b>		
Cash - General Fund	\$ 36,729.95	\$ 346,661.16
Cash - Unemployment Reserve	12,444.74	10,924.52
Cash - Building Fund	20,199.47	10,259.27
Cash - Construction Account	2,814.49	1,044,037.42
Cash - Workforce Literacy Grant	193.73	193.73
Cash - Stewart's Foundation Grant	920.47	567.75
Cash - WGY Christmas Wish Grant	300.00	0.00
Cash - Advocacy Grant	0.00	1,350.00
Cash - Lions Club - Braille Grant	0.00	1,005.75
Land	133,483.99	133,483.99
Building & Improvements	750,347.00	750,347.00
Reserve for Depreciation - Building & Improvements	(117,707.85)	(92,688.85)
Furniture & Equipment	45,816.00	0.00
Construction Work in Progress	5,178,039.13	168,749.56
Prepaid Expenses	16,657.88	15,593.86
Other Assets	2.00	2.00
<b>TOTAL ASSETS</b>	<u><u>\$ 6,080,241.00</u></u>	<u><u>\$ 2,390,487.16</u></u>
 <b>LIABILITIES &amp; CAPITAL:</b>		
Accounts Payable	\$ 17,952.09	\$ 17,661.87
Accrued Pension Liability	\$ 25,176.00	\$ 68,466.00
Net Worth	<u>6,037,112.91</u>	<u>2,304,359.29</u>
<b>TOTAL LIABILITIES &amp; CAPITAL</b>	<u><u>\$ 6,080,241.00</u></u>	<u><u>\$ 2,390,487.16</u></u>

**GLOVERSVILLE PUBLIC LIBRARY  
STATUS OF GRANTS  
FISCAL YEAR ENDING JUNE 30, 2018**

**LIONS CLUB - BRAILLE GRANT**

Balance Left in Grant at 7/01/17	\$ 1,005.75
RECEIPTS	0.00

DISBURSEMENTS:

DVD's - Audio Editions	1,005.75
Total Disbursements	<u>1,005.75</u>

Net Cash Remaining in Grant at 6/30/18	<u><u>\$ -</u></u>
----------------------------------------	--------------------

**STEWART'S FOUNDATION GRANT**

Balance Left in Grant at 7/01/17	\$ 567.75
RECEIPTS	600.00

DISBURSEMENTS:

Events & Programming	247.28
Total Disbursements	<u>247.28</u>

Net Cash Remaining in Grant at 6/30/18	<u><u>\$ 920.47</u></u>
----------------------------------------	-------------------------

**WGY CHRISTMAS WISH GRANT**

Balance Left in Grant at 7/01/17	\$ -
RECEIPTS	300.00

DISBURSEMENTS:

None	0.00
Total Disbursements	<u>0.00</u>

Net Cash Remaining in Grant at 6/30/18	<u><u>\$ 300.00</u></u>
----------------------------------------	-------------------------

**WORKFORCE LITERACY GRANT**

Balance Left in Grant at 7/01/17	\$ 193.73
RECEIPTS	0.00

DISBURSEMENTS:

None	0.00
Total Disbursements	<u>0.00</u>

Net Cash Remaining in Grant at 6/30/18	<u><u>\$ 193.73</u></u>
----------------------------------------	-------------------------

**GLOVERSVILLE PUBLIC LIBRARY  
NOTES TO FINANCIAL STATEMENTS  
FISCAL YEAR ENDING JUNE 30, 2018**

1. Investment Income was up approximately \$440 from the budgeted amount for the year ended June 30, 2018. The higher investment income was primarily due to the return on our Unemployment Reserve Savings Account. The continued low interest rates on Money Market Accounts and other investment alternatives available for Municipal deposits have made earnings on available funds a very small part of the Library's income budget. The Library can only invest in Bank Deposit accounts and securities issued by the Federal Government. Interest and Dividends received from the Gloversville Library Foundation, Inc. was up \$50,000 from the budgeted amount for the year ended June 30, 2018 and the fiscal year ended June 30, 2017. The Foundation agreed in June 2018 to give the Library an additional \$50,000 to help cover cash flow needs. Dividend and interest income earned by the Foundation in excess of the budgeted amount has been retained by the Foundation for financing use for the Building Renovation Project.
2. Donations for the year ended June 30, 2018 were approximately \$4,600 above the budgeted amount for the year but down approximately \$900 from the previous year. Donations to the Library are generally often made in memory of a deceased friend or family member or in honor of a birthday or anniversary. This line item is estimated based on prior year's experience and can vary significantly from year to year. Donations in the past couple of years have also been focused more on the Capital Campaign than the Library Budget line item.
3. Government Affiliation income was above the budgeted amount by approximately \$1,300 due primarily to New York State increasing state aid for libraries and the Library receiving some City of Gloversville Pilot Program income. Affiliation Income was up from the prior year by approximately \$100 due to the same reasons noted above.
4. Fines and Miscellaneous Income decreased by approximately \$1,100 from the budgeted amount for the year ended June 30, 2018. Lower circulation in the temporary location contributed to this decline. Also the Polaris system now offers text or email reminders about upcoming due dates for returning items to the Library resulting in fewer late items. Fines and Miscellaneous Income decreased approximately \$4,800 from the prior year ended June 30, 2017 due primarily to the garage sale in the prior year related to the move to the temporary location.
5. Total Salary Expense was below budget by approximately \$35,300 primarily due to lower than planned part time employees in connection with the move from the Library Building to the temporary space during the Renovation project. Total Salary Expense was up approximately \$14,800 from the year ending June 30, 2017 due primarily to a cost of living adjustment given to the employees in the fiscal year ending June 30, 2018.
6. F I C A and Medicare Tax Expense was under budget by approximately \$2,900 due to the lower salary expense. F I C A and Medicare Tax Expense was approximately \$1,100 higher than last year due to the increase in salaries for the reasons described above.
7. Medical Insurance Expense was under budget by approximately \$14,600 primarily as a result of the full time staff not using all of their reimbursement account balances and not all eligible full time staff electing to be covered under the Library's Medical Insurance. When preparing the 2017-2018 Budget the assumption was made that 5 of the 6 eligible full time employees would elect to be covered under the Library's medical insurance plan. During the year only 4 elected to be covered under the Library's plan. Medical Insurance Expense was over last year by approximately \$1,600 due primarily to a rate increase for the employees covered under the plan.
8. Pension Expense was under budget by approximately \$1,800 due primarily to the difference in market values from year to year in the New York State Pension Plan in which the Library participates. Pension Expense was also higher than the previous year by approximately \$1,200 based on additional credited time in the Plan of participating employees.
9. Utility Expense (Heat and Electricity) and Rent Expense were both the same as Plan since all utilities were covered under a reimbursement plan with the General Contractor. The budget contained \$25,000 for rent for the temporary space with the balance of the rent expense being absorbed by the Building Fund. The Rent Expense also was to include the absence of snow removal which the contractors would be taking care of during construction.

10. Insurance Expense was below the June 30, 2018 budgeted amount by approximately \$1,400. Insurance Expense increased by approximately \$1,000 from the prior year due primarily to rate increases.
11. Books & Periodicals Expense was under budget by approximately \$1,600 due primarily to not spending all of the various department allotments with the move to the temporary location. Books and Periodicals Expense decreased by approximately \$800 from the prior year due primarily to the same reason noted above.
12. Computer and Automation Expense was under budget by approximately \$5,800 due primarily to the cost of new computers being categorized as fixed assets. The amount paid for new computers and accessories during the fiscal year ending June 30, 2018 was approximately \$8,000. Computer and Automation Expense for the year ending June 30, 2018 was under last year by approximately \$7,900 due to new computers purchase and expensed last year for the Children's Room.
13. Library, Building & Office Supply Expense was under budget by approximately \$2,100 primarily due to fewer building supplies purchased due to less square footage to maintain. This year's expense was under last year by approximately \$2,600 due to the cut back in purchasing from last year in anticipation of moving back into the Library Building and the fewer Building Supplies needed in the current year as noted above.
14. Maintenance and Repairs Expense was under budget by approximately \$2,300 due primarily to being out of the Library Building for the year. Maintenance and Repairs was also under last year by approximately \$10,700 due to no snow removal in the current year or any other repairs to the Library Building.
15. Professional Fee Expense was over budget by approximately \$2,400 due to additional audit fees related to the Building Project and the new pension calculations for GASB 68. This expense category was also over last year's by approximately \$800 due to the same reason noted above.
16. Events and Programming Expense was over budget by approximately \$900 due primarily to additional programs and supplies purchased for the events at the Library. Events and Programming Expense was under last year by approximately \$1,200 as fewer programs were planned in the Library's temporary location.
17. Promotion Expense was over budget by approximately \$400 due to spending more than anticipated on advertising the Library's various programs and with keeping the Library in the forefront with the Renovation Project. Promotion Expense was also over last year by approximately \$300 due to the reasons noted above.
18. General Expense was under budget by approximately \$1,100 this year due primarily to lower Collection Fees with the help of the Polaris notification system noted above. General Expense was also under last year by approximately \$2,700 due to the spending last year of some of the Restoration Funds from the Garage Sale money being held for this purpose.

## RENOVATION

The Carnegie building renovation project really took off during the year.



As with any project of this size there have been hiccups and challenges but the contractors have been fantastic

group, and their workmanship and care for the building has been exceptional.

The Library will close October 15, 2018 to move and will reopen on November 4th. A reopening ceremony will take place on Sunday, November 11th.

## Mission

The Gloversville Public Library commits itself to the citizens of the Gloversville Enlarged School District to be a community resource that provides access to information and technology, educational and cultural events while remaining a center for research and recreational pursuits.

## Board of Trustees

President - Christine Pesses

VP - Merry Dunn Brown

VP of Finance - Craig Clark

Secretaries - Lisa Buggeln

Elizabeth Batchelor Frank Carangelo

Jay Ephraim Robin Lair

Brian Mazza Charles Reed

## Staff

Linda Callahan Circe Johnson

Linda Conroy Barbara Madonna

Jameson Dross Sally Ostrander

George Emden Shari Peto

Sally Fancher Christine Prokopiak

Nicole Hauser Natalia Umamo

Kathy VanValkenburg

## Support Organizations



Gloversville Library  
Foundation Inc.



# Gloversville Public Library 2017-2018 Annual Report



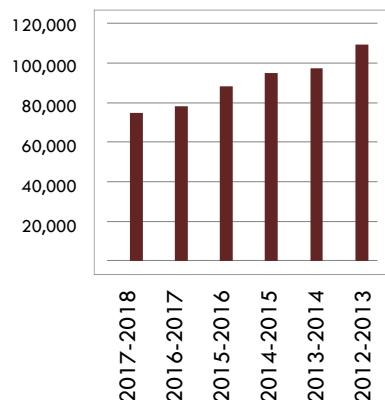
34 West Fulton Street (PO Box 73)  
Gloversville, New York 12078  
518-725-2819  
[www.gloversvillelibrary.org](http://www.gloversvillelibrary.org)

## SERVICES AND PROGRAMS

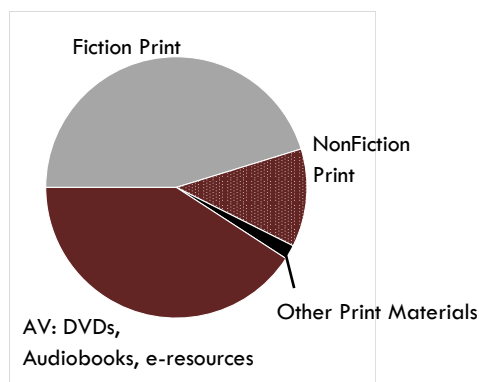


- The Library had a strong programming year. Over 6,500 patrons attended more than 575 programs.
- The summer program theme was "Build a Better World." Over 850 patrons enjoyed 68 programs during July and August. Highlights included the new, award winning traveling storytime, gingerbread cottage building, a mosaic tile trivet class, and a community project of knitting caps for chemotherapy patients at Nathan Littauer Hospital.
- The Library partnered with the Fulton Montgomery Regional Chamber of Commerce to host "Local Inspirations," an art show to showcase the talent of library patrons. Over 80 pieces were submitted by 35 artists.
- The trustees launched an advocacy/outreach campaign and held focus groups for developing the new plan of service. Trustees, staff and volunteers spoke to 1,658 people at 33 events.
- 40 community partners worked with the Library to provide programs and information.
- Visitor counts were down slightly and circulation was down overall in every category except e-resources. Interlibrary loan, both items received and sent were up.
- Computer use, including the wireless, was down. The staff answered over 700 technology questions.
- The Library moved to temporary quarters at the end of the 2016-17 year and the lower visitor, circulation and computer use statistics coincide with that move. Each dropped with the move and then stabilized at the lower levels.
- We welcomed three new staff members, Kathy VanValkenburg, Sally Ostrander and Christine Prokopiak.

**Visitors**



**Circulation**



## By the Numbers

### Service

Population:	19,422
Visitors:	74,941
Staffing: 6 Full-time, 7 Part-time	
Circulation:	75,911
Computer/Wifi use:	17,680
Reference questions:	1,823
Programs:	585
Collection size:	31,742
Additions to Collection:	2,752

### Budget

Expenses	
Personnel:	\$346,337
Materials:	\$ 44,861
Operations:	<u>\$ 85,719</u>
	\$476,917
Income	
Tax Levy:	\$393,695
Foundation:	\$114,000
Miscellaneous:	<u>\$ 68,233</u>
	\$545,928

**Programs offered by audience**

