

Account	Budget	Encumbered	July	YTD	Remaining			
Salary and Benefits								
6001000 SALARIES FULL-TIME	920,950		60,911	499,491	54%	421,459	46%	
6001001 SALARIES PART-TIME	149,560		8,057	57,862	39%	91,698	61%	
6001002 SALARIES TEMPORARY	20,070		5,354	27,050	135%	(6,980)	-35%	
6001003 SALARIES OVERTIME	-		866	2,537		(2,537)		
Total Salary	1,090,580		75,188	586,940	54%	503,640	46%	
6008001 STATE RETIREMENT	136,887		9,891	68,060	50%	68,827	50%	
6008002 SOCIAL SECURITY	82,514		5,491	43,077	52%	39,437	48%	
6008004 WORKERS COMPENSATION	6,304		1,576	3,152	50%	3,152	50%	
6008006 LIFE INSURANCE	285		7	55	19%	230	81%	
6008007 HEALTH INSURANCE	143,359		10,575	73,733	51%	69,626	49%	
6008009 RETIREE HEALTH INSURANCE	351,529		-	167,191	48%	184,338	52%	
6008012 EMPLOYEE TUITION REIMBURSEMENT	3,500		-	-	0%	3,500	100%	
6008014 NYS Voluntary Defined Contribution	6,967		532	3,856	55%	3,111	45%	
Total Benefits	731,345		28,073	359,124	49%	372,221	51%	
Salary and Benefits	1,821,925		103,261	946,064	52%	875,861	48%	
Contractual Expenditures								
6004012 OFFICE SUPPLIES	2,000	580	29%	61	2,372	119%	(952)	-48%
6004021 BLDG MAINTENANCE SUPPLIES	1,000	1,356	136%	-	1,009	101%	(1,365)	-137%
6004022 FUEL AND HEATING SUPPLIES	26,000	-	0%	202	9,406	36%	16,594	64%
6004023 BLDG AND GROUNDS SUPPLIES	4,300	6,149	143%	932	3,007	70%	(4,856)	-113%
6004030 FOOD AND BEVERAGES	100	-	0%	-	-	0%	100	100%
6004048 MISC OPERATIONAL SUPPLIES	5,785	-	0%	-	41	1%	5,744	99%
6004055 COMPUTER SOFTWARE AND SUPPLIES	70,684	-	0%	-	69,619	98%	1,065	2%
6004056 COMPUTER EQUIPMENT(NON CAPITAL)	5,000	-	0%	-	311	6%	4,689	94%
6004070 BOOKS ADULT SERVICES	67,550	21,185	31%	4,416	38,722	57%	7,643	11%
6004071 JUVENILE BOOKS	54,000	17,834	33%	2,244	29,244	54%	6,921	13%
6004073 SUBSCRIPTIONS	7,563	-	0%	1,157	1,401	19%	6,162	81%
6004074 AUDIOVISUAL MATERIALS	33,000	24,689	75%	1,885	13,311	40%	(5,000)	-15%
6004075 ELECTRONIC ACCESS MATERIALS	33,650	6,802	20%	-	32,209	96%	(5,361)	-16%
6004100 POSTAGE AND FREIGHT	700	439	63%	15	755	108%	(494)	-71%
6004105 DUES AND MEMBERSHIPS	1,500	-	0%	288	1,288	86%	212	14%

6004112 BLDG GROUNDS AND EQUIP REPAIR	2,060	5,649	274%	-	2,041	99%	(5,631)	-273%
6004113 WATER AND SEWAGE CHARGES	3,200	-	0%	-	946	30%	2,254	70%
6004115 ELECTRIC CURRENT	48,000	40,000	83%	6,040	31,585	66%	(23,585)	-49%
6004117 BUILDING AND GROUNDS EXPENSES	42,807	3,512	8%	584	19,823	46%	19,473	45%
6004136 OPERATIONAL EQUIPMENT REPAIRS	3,000	-	0%	-	-	0%	3,000	100%
6004137 ADVERTISING AND PROMOTION EXPE	3,000	-	0%	41	1,123	37%	1,877	63%
6004138 OTHER OPERATIONAL EXPENSES	16,000	6,808	43%	1,007	13,042	82%	(3,850)	-24%
6004147 OTHER PROGRAM EXPENSES	15,000	-	0%	-	300	2%	14,700	98%
6004160 MILEAGE AND PARKING-LOCAL	700	-	0%	104	332	47%	368	53%
6004161 TRAVEL HOTEL AND MEALS	2,000	-	0%	92	169	8%	1,831	92%
6004162 EDUCATION AND TRAINING	2,000	-	0%	-	702	35%	1,298	65%
6004165 ADVISORY BD/TRUSTEES EXPENSES	175	-	0%	-	-	0%	175	100%
6004193 HARDWARE MAINTENANCE	8,610	-	0%	-	2,800	33%	5,810	67%
6004196 COPYING MACHINE RENTALS	7,000	4,061	58%	715	12,762	182%	(9,824)	-140%
6004504 OTHER FINANCIAL SERVICES	12	-	0%	-	8	64%	4	36%
6004573 OTHER FEES FOR SERVICES	9,260	3,372	36%	215	1,915	21%	3,973	43%
Total	475,656	142,436	30%	19,999	290,243	61%	42,976	9%

Chargebacks

6004602 INSURANCE PREMIUM CHARGEBACK	26,181			6,545	13,091	50%	13,090	50%
6004604 DPW SECURITY CHARGEBACKS	105,991			26,498	52,996	50%	52,996	50%
6004606 TELEPHONE BILLING ACCOUNT	5,963			2,981	2,981	50%	2,982	50%
6004609 DATA PROCESSING CHARGEBACKS	56,892			23,124	23,129	41%	33,763	59%
6004617 DUPLICATING/PRINTING CHARGEBACK	166			-	-	0%	166	100%
6004618 OFFICE SUPPLIES CHARGEBACK	8			-	-	0%	8	100%
6004619 BUILDING SERVICE CHARGEBACK	5,000			1,250	2,500	50%	2,500	50%
Total Chargebacks	200,201			60,398	94,696	47%	105,505	53%

Debt

6006000 PRINCIPAL ON SERIAL BONDS	6,849			-	6,849	100%	0	0%
6006001 BANS Principal	47,578			-	47,578	100%	0	0%
6007000 INTEREST ON SERIAL BONDS	628			-	416	66%	222	35%
6007001 BANS Interest	7,592			-	7,591	100%	0	0%

Grand Total (operating):	2,560,429	142,436	6%	183,658	1,393,437	54%	1,024,565	40%
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Fund Balance
Trust Account Balance

1,500,059
15,209

Projects & Grants

6004117	STATE CONSTRUCTION AID - 2022	378,023		0%	-	-	0%	378,023	100%
6004117	STATE CONSTRUCTION AID - 2023	157,447	-	0%	-	3,531	2%	153,916	98%
6004117	BROOME COUNTY CIP - 2023	100,000	63,517	64%		1,674	2%	34,809	35%
6004138	CF - Period Pantry	1,280	263	21%		382	30%	635	50%
Friends	HOYT GRANT - Reading Garden	50,000	-	0%	-	-	0%	50,000	100%
Friends	KRESGE GRANT	31,700	-	0%		25,950	82%	5,750	18%
Friends	COMMUNITY FOUNDATION - bilungual	5,000	-	0%		2,789	56%	2,211	44%
Friends	COMMUNITY FOUNDATION - Narcan	2,000	-	0%		1,509	75%	491	25%
Friends	COMMUNITY FOUNDATION - Farm2Lib	9,125				4,279	47%	4,846	53%
Friends	KLEE GRANT	75,000	-	0%		75,000	100%	0	0%
Friends	KLEE SUPPLEMENTAL	30,350				16,683	55%	13,667	45%
Friends	Period Pantry	6,703				3,051	46%	3,652	54%
Friends	2024 Library Support	34,400				13,437	39%	20,963	61%
Friends	Friends - Farm to Library	6,000				6,000	100%	0	0%
Total Projects & Grants		887,028	63,780	7%	64,467	154,285	17%	668,963	75%

Account	Budgeted	July	YTD		Remaining	
Revenue						
5000100 LIBRARY COPY FEES	12,000	739	7,010	58%	5,729	48%
5000177 RENTALS & FEES	8,500	-	3,600	42%	4,900	58%
5000189 OTHER LOCAL GOVERNMENTS	846,573	-	211,643	25%	634,930	75%
5000312 RENTAL CHARGEBACKS	49,000	-	-	0%	49,000	100%
5000426 MISCELLANEOUS	10,000	371	3,182	32%	7,189	72%
5000431 MISCELLANEOUS	15,000	-	-	0%	15,000	100%
5000451 INTEREST AND EARNINGS	17,500	3,025	36,440	208%	-15,915	-91%
5000470 VENDING MACHINE	0	50	50		-50	
5000530 REFUNDS OF PRIOR YEARS EXPENDIT	-	-	1,086		-1,086	
5000531 GIFTS AND DONATIONS	500	-	-	0%	500	100%
5000545 CREDIT CARD REBATES	100	-	-	0%	100	100%
5000546 Trust Account Inflows	500	-	-	0%	500	
5000562 TRANSFER FROM GENERAL FUND	1,500,059	-	1,500,059	100%	-	0%
5000569 TRANSFER - DEBT SERVICE FUND	1,770	-	1,791	101%	-21	
5000808 OTHER STATE AID	98,690	-	8,300	8%	90,390	92%
5000952 ARRA DEBT REIMBURSEMENT	237	-	154	65%	83	35%
Total Revenue (operating):	2,560,429	4,185	1,773,316	69%	791,247	31%

Projects & Grants						
6004117 STATE CONSTRUCTION AID - 2022	378,023	-	340,221	90%	37,802	10%
6004117 STATE CONSTRUCTION AID - 2023	157,447	-	141,702	90%	15,075	10%
6004117 BROOME COUNTY CIP - 2023	100,000		100,000	100%	-	0%
6004138 COMMUNITY FOUNDATION - Period Pant	1,280		1,280	100%	-	0%
Friends HOYT GRANT - Reading Garden	50,000		0	0%	50,000	100%
Friends KRESGE GRANT	31,700		31,700	100%	-	0%
Friends COMMUNITY FOUNDATION - bilungual	5,000		2,500	50%	2,500	50%
Friends COMMUNITY FOUNDATION - Narcan	2,000		2,000	100%	-	0%
Friends COMMUNITY FOUNDATION - Farm2Lib	9,125		9,125	100%	-	0%
Friends KLEE GRANT	75,000		75,000	100%	-	0%
Friends KLEE SUPPLEMENTAL	30,350		30,350	100%	-	0%
Friends Period Pantry	6,703		6,703	100%	-	0%

Friends	2024 Library Support	34,400	13,437	39%	20,963	61%
Friends	Friends - Farm to Library	6,000	6,000	100%	-	0%
	Projects & Grants Revenue	887,028	760,018	86%	126,340	14%

Assistant Director's Report

Sherry Kowalski

August 6, 2024

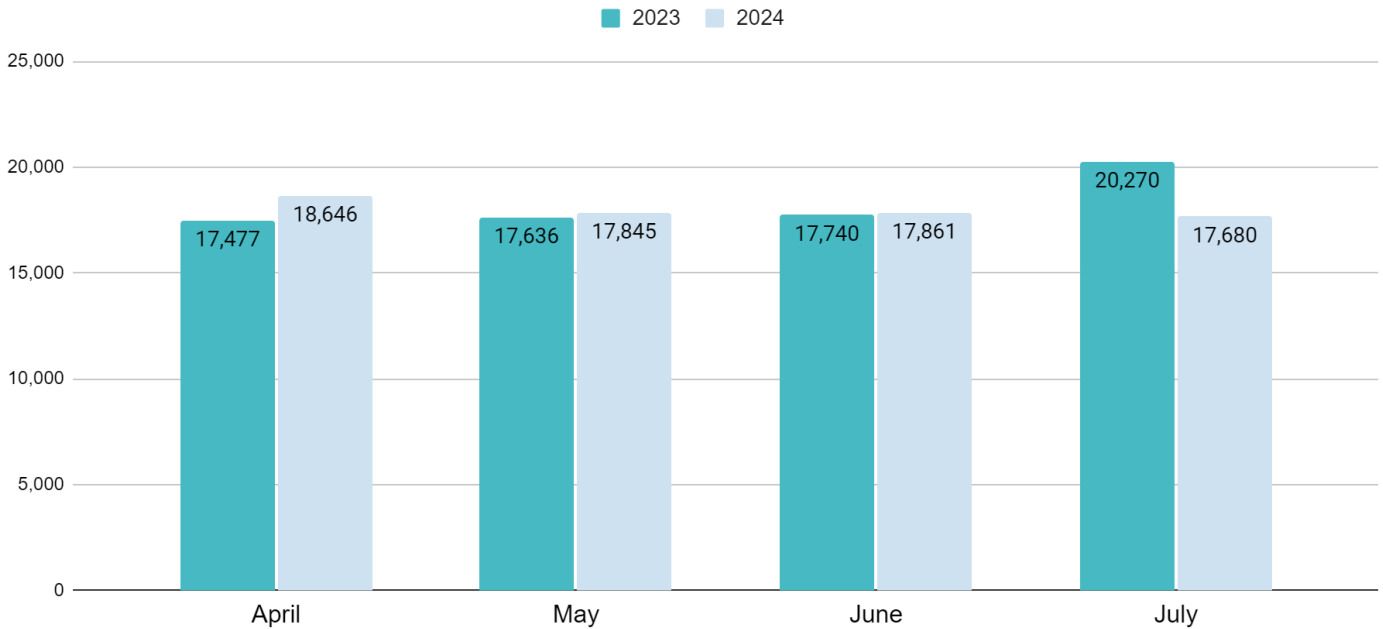
- Most of our vacant positions are filled which is a huge relief.
- Two years ago, the knitting group participated in the knitted knockers project. Knitted knockers are special handmade breast prostheses for people who have had breast cancer and undergone mastectomy or lumpectomy. I have been donating the knitted knockers that I collected 2 years ago to the Breast Care Center in Binghamton. We are finally at the point that we need to replenish our supply so we can continue to supply the Breast Care Center. In the upcoming months, I will offer classes for people that need help with the pattern. This isn't a project for beginners but for people that are comfortable with the basics, should be capable of participating in this project with some help.
- The Farm to Library program is in full swing. The produce deliveries from Russel Farms are going well. We can purchase produce for the F2L fridge due to the generous grant from the Community Foundation. Stacy from the Community Foundation stopped by last week to meet with Josias and me. The master gardeners from Cornell Cooperative Extension have been bringing us so much produce from the vegetable garden at Cutler Gardens. Several of the gardeners have been donating produce from their personal gardens as well. I planted a few extra plants in my garden and it has been thriving this year. I have been donating green beans, herbs, zucchini and soon I should have tomatoes to donate.
- Jim Ehmke interviewed me and a Master Gardener last week at Cutler Gardens for the Food and Farm Showcase which will feature the Farm to Library program. It has been about 5 years since I visited Cutler Gardens and I really enjoyed seeing how it has changed.
- I sent out the August newsletter last week. It took longer to pull it together this month. We canceled many of our programs but we still had many events scheduled for August. I do enjoy working on the newsletter but it will be nice to hand that off to one of the new librarians.
- I am once again in charge of the first Thursday book club, at least until we are fully staffed. They will meet on September 5th after their summer break. I am working to get the books planned out for the next year.

Data Analytics Monthly Report (July 2024)

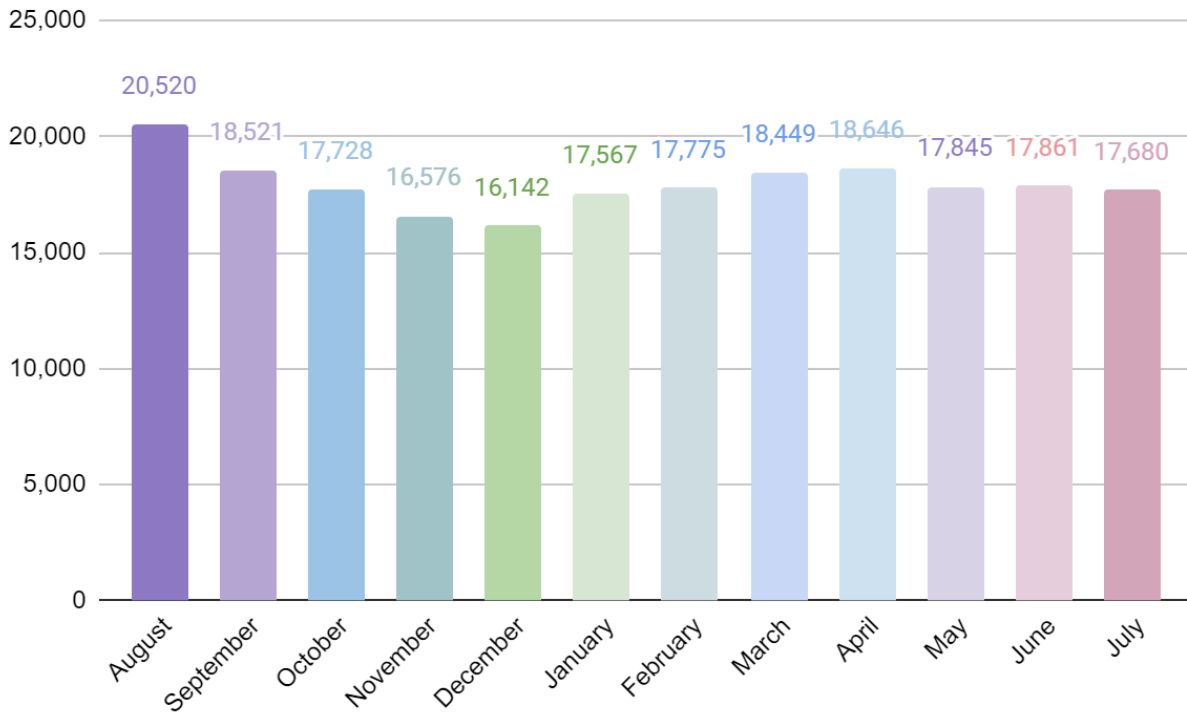
Submitted by Laura Haynes

Total Monthly Circulation for January-April in 2023 and 2024:

Due to staff shortages that occurred in the midst of summer reading, we didn't promote as strongly as we did last year which may have influenced the decline in numbers from July 2023 to 2024. It is worth mentioning that our circulation numbers have generally remained consistent year to year but we would like to see continued increase.

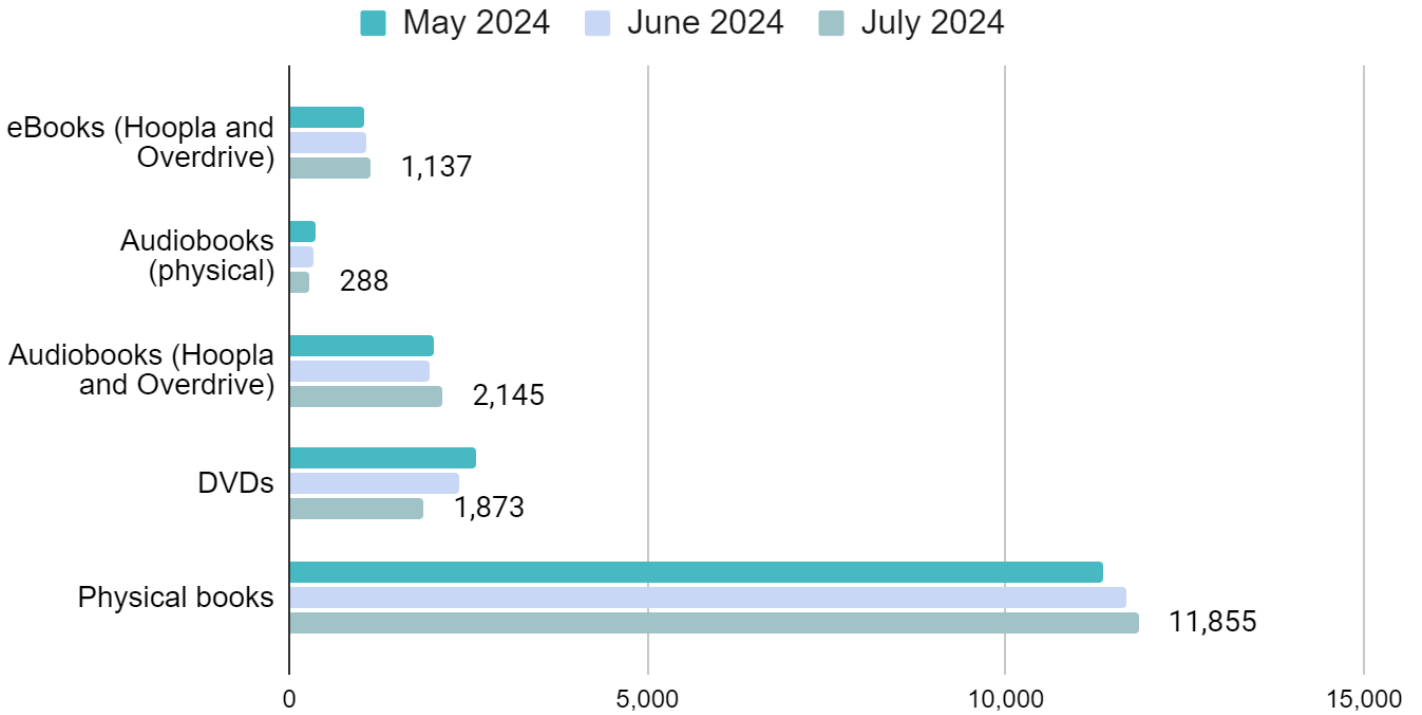


This graph shows the circulation stats for the past year:



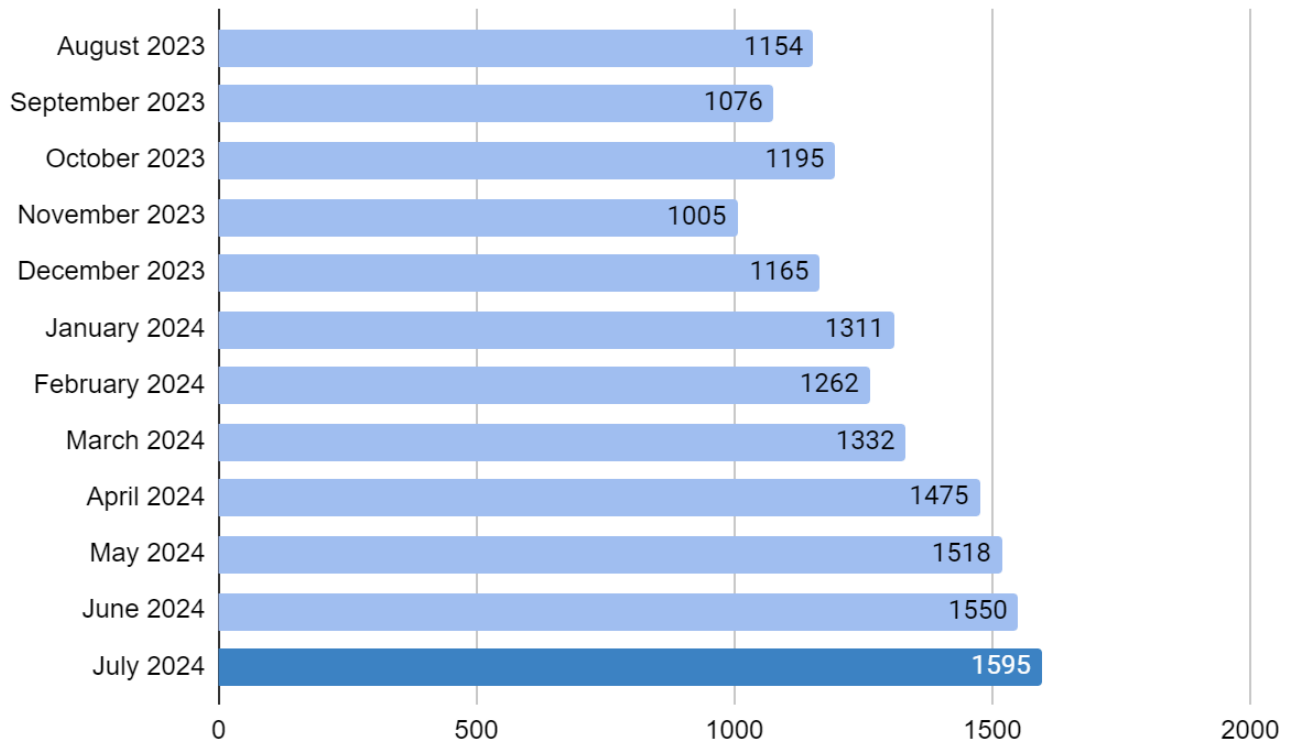
Circulation by format:

DVD usage is declining, so we may want to look at promoting the collection on social media or through more displays.

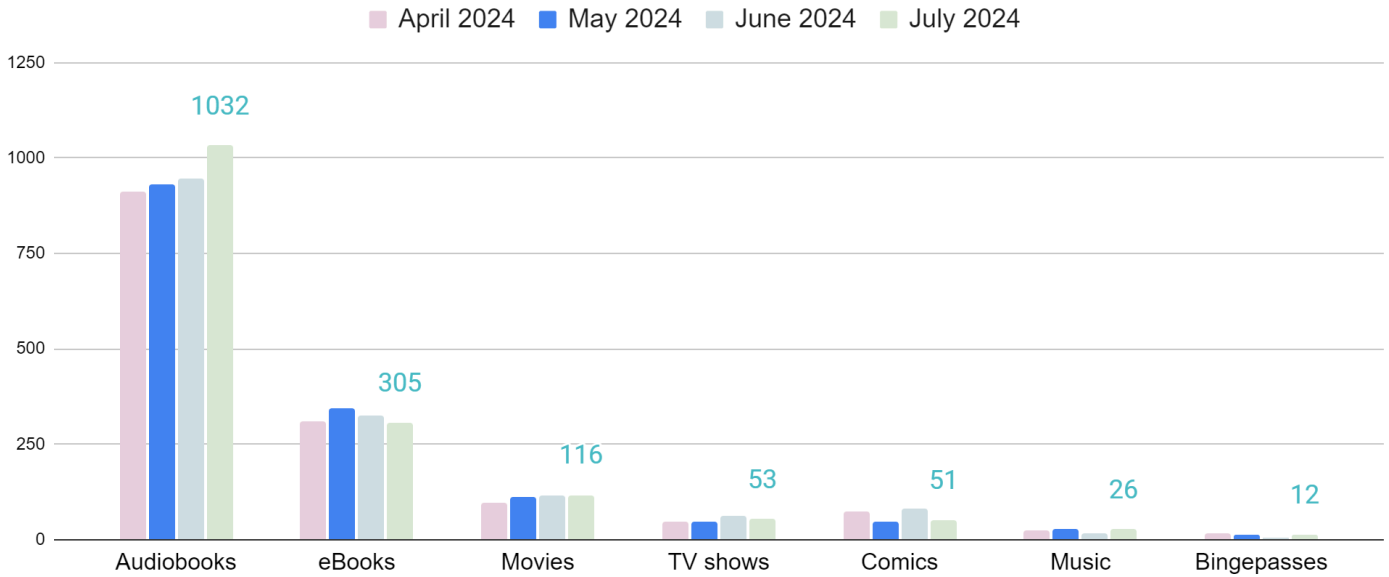


Hoopla Circulation:

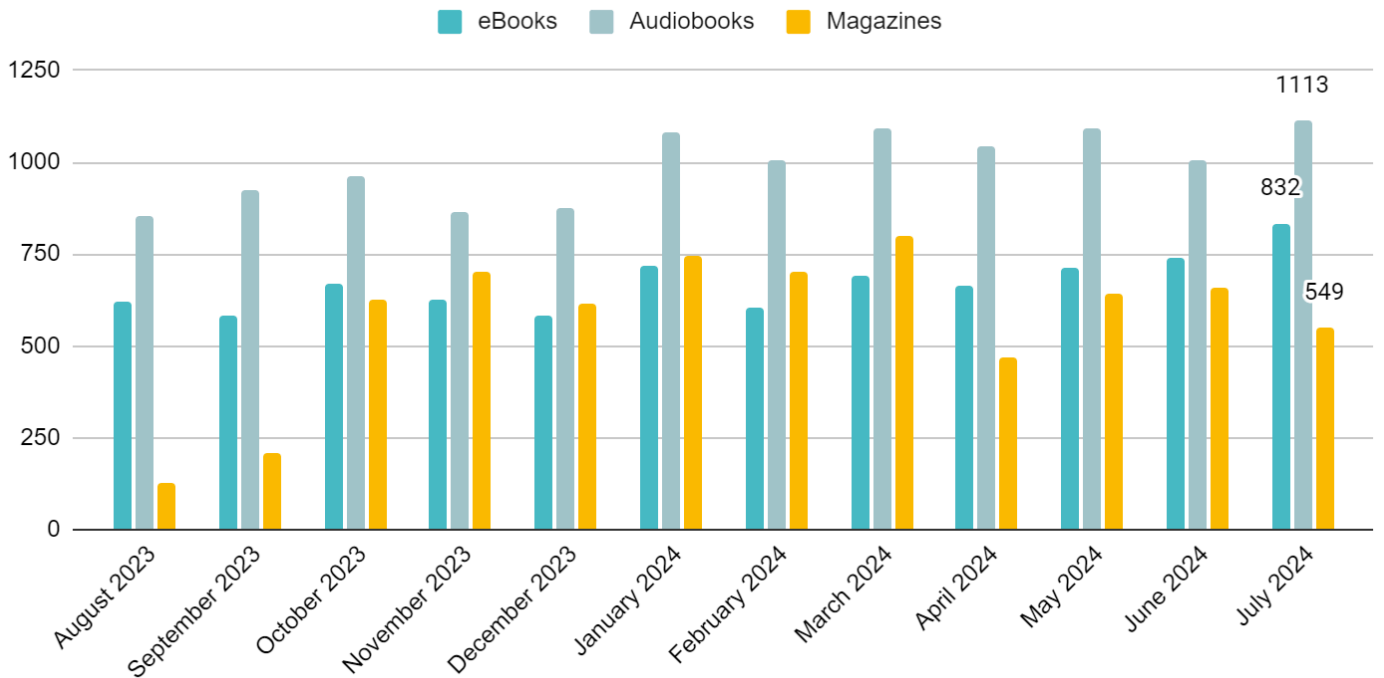
Hoopla circulation continues to climb!



Hoopla Circulation by format: Audiobooks show the most significant increase.

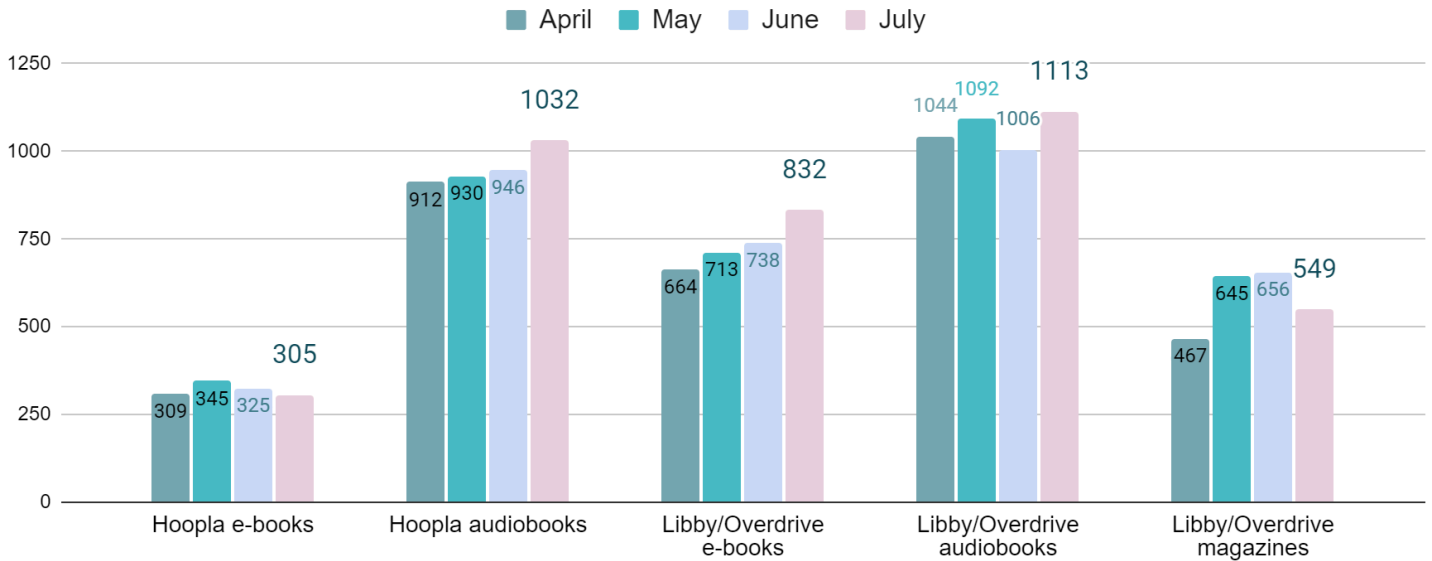


Libby Circulation for eBooks, Audiobooks, and Magazines over the last year: eBook and audiobook usage increased.



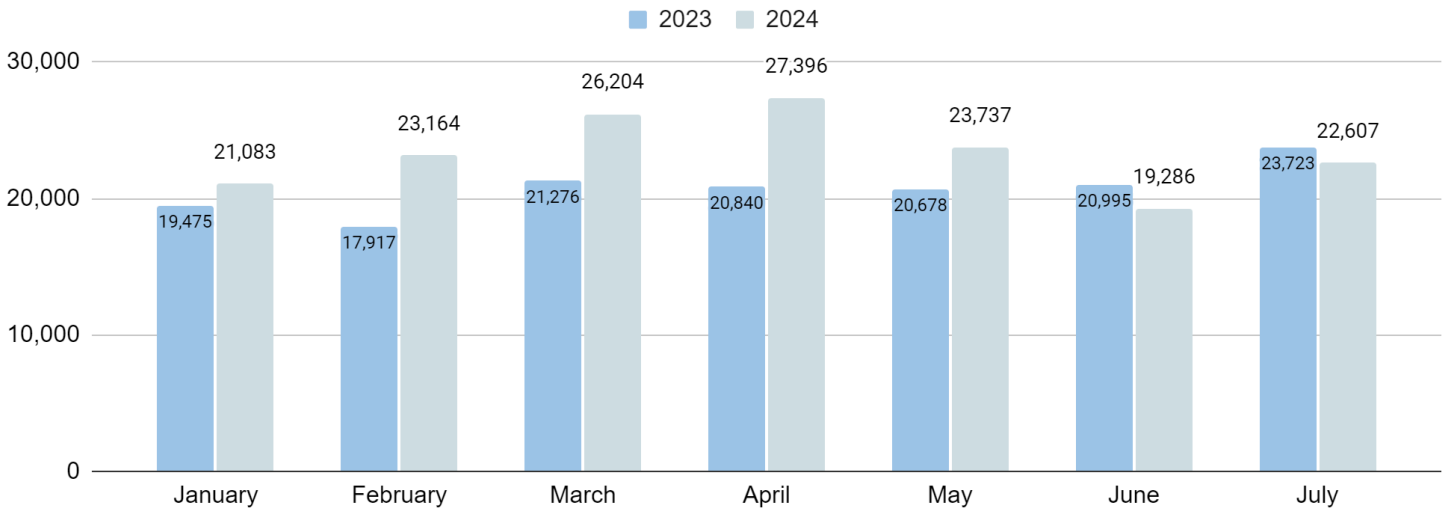
Electronic media overview:

Audiobook usage is up, and eBook usage via Libby increased as well. We are spending more money on Libby materials so the increase may be a side effect.



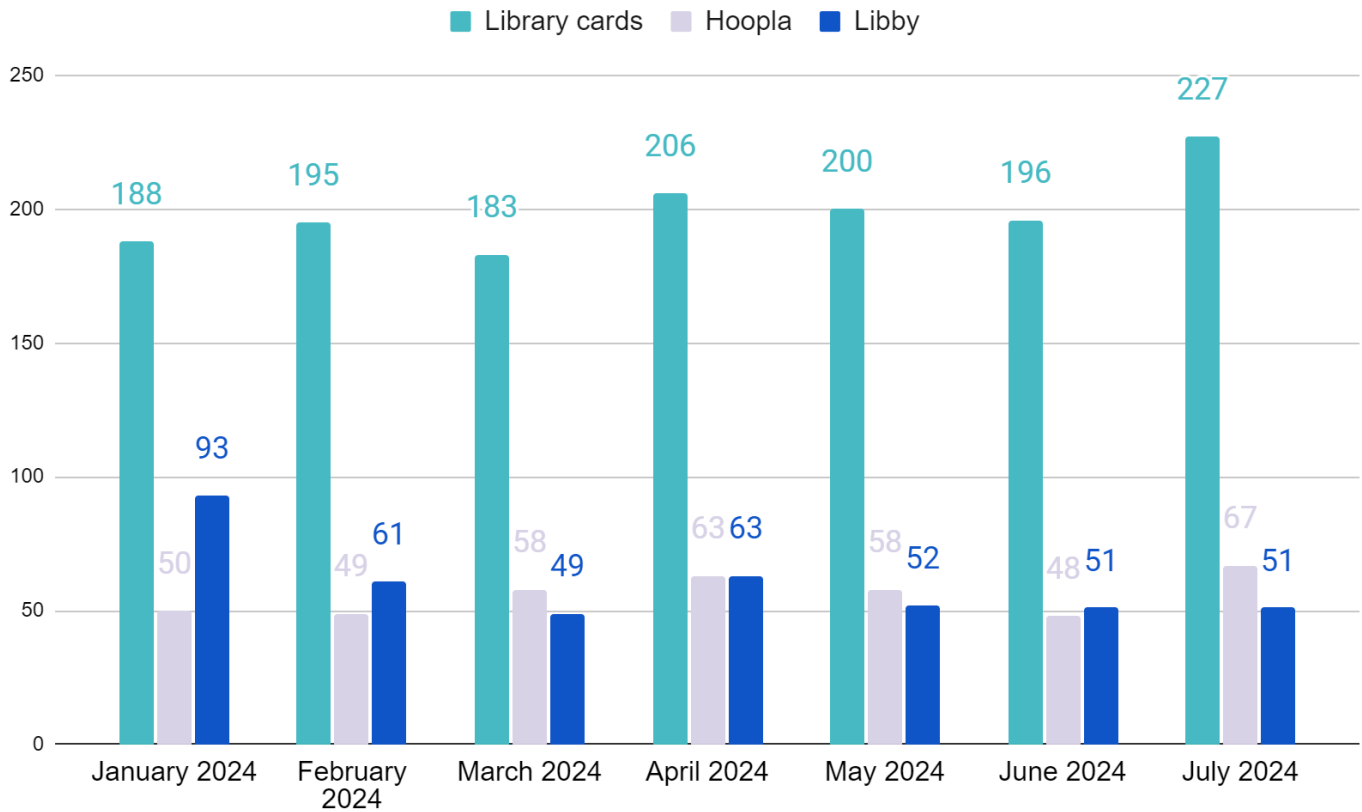
Door Count

June and July's numbers indicate a decline from year to year. This is the first instance of a door count decline in quite some time.



New Patron Registration (Hoopla, and Libby/Overdrive):

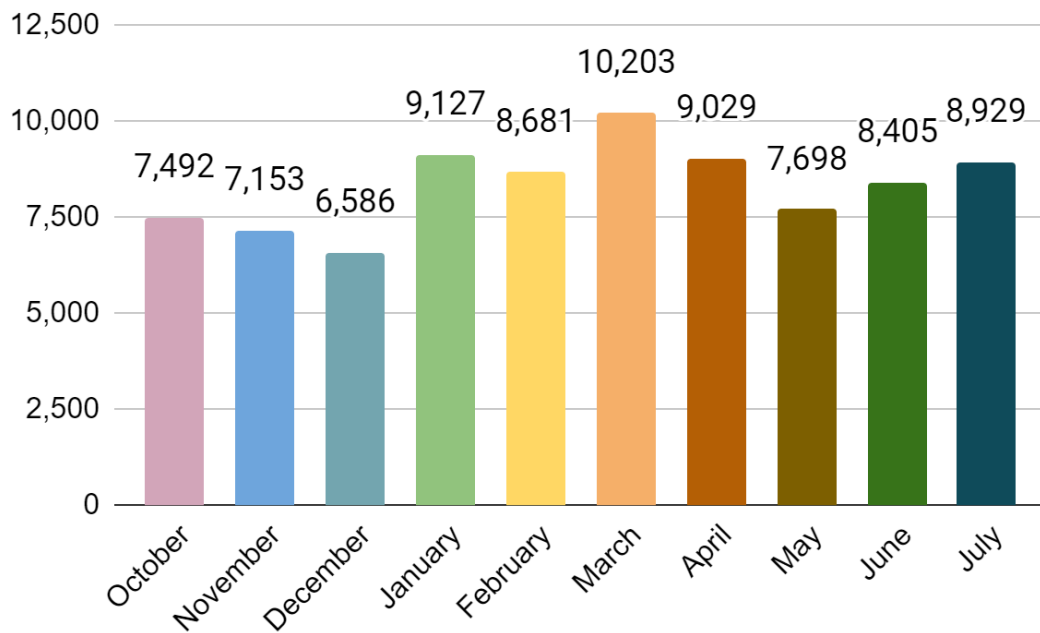
Library card and Hoopla registrations surged.



Website Analytics:

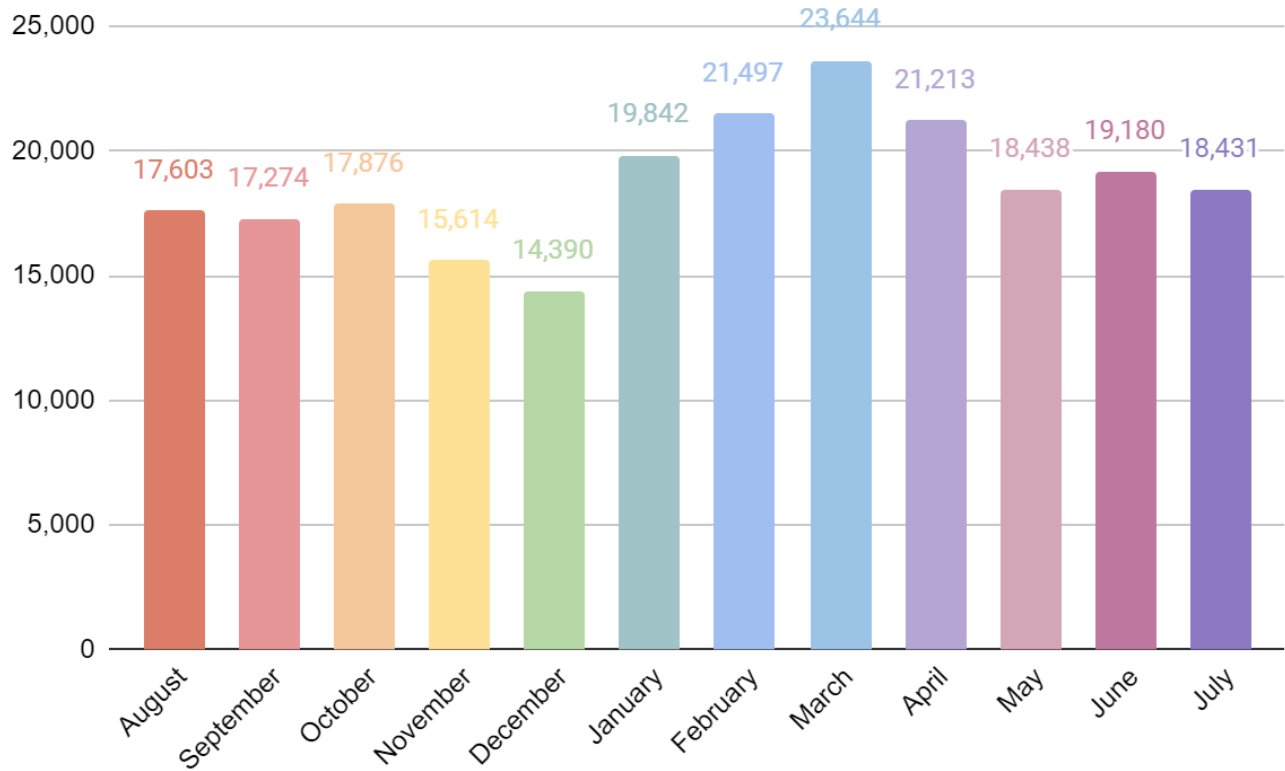
Total sessions:

Website sessions are steadily increasing.

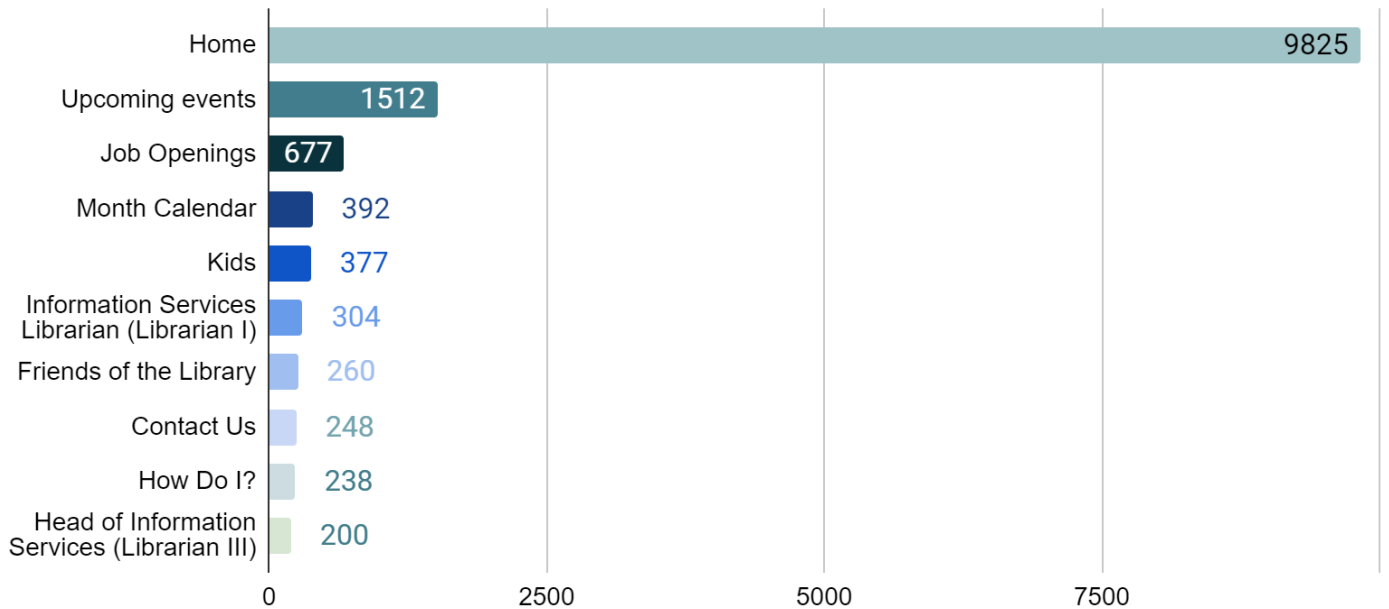


Pageviews:

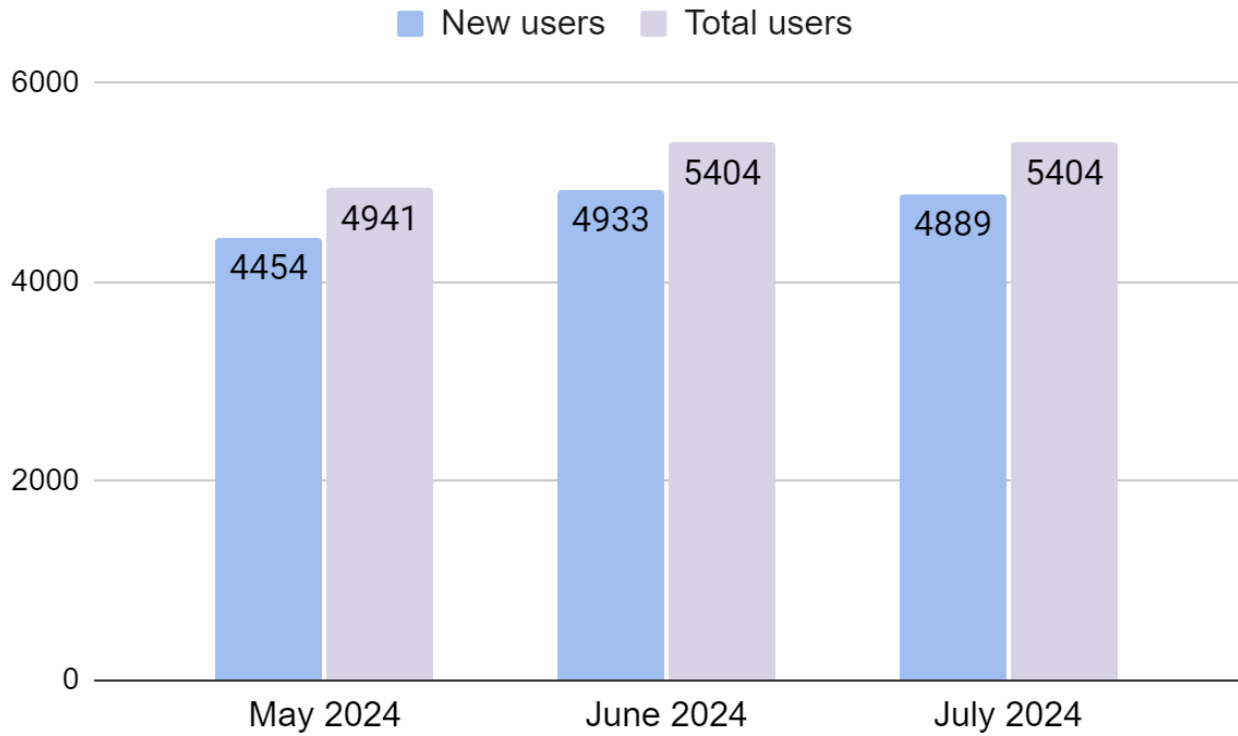
This graph shows total pageviews for the past 12 months.



This graph shows a breakdown of views for each page on the website for the month of July.

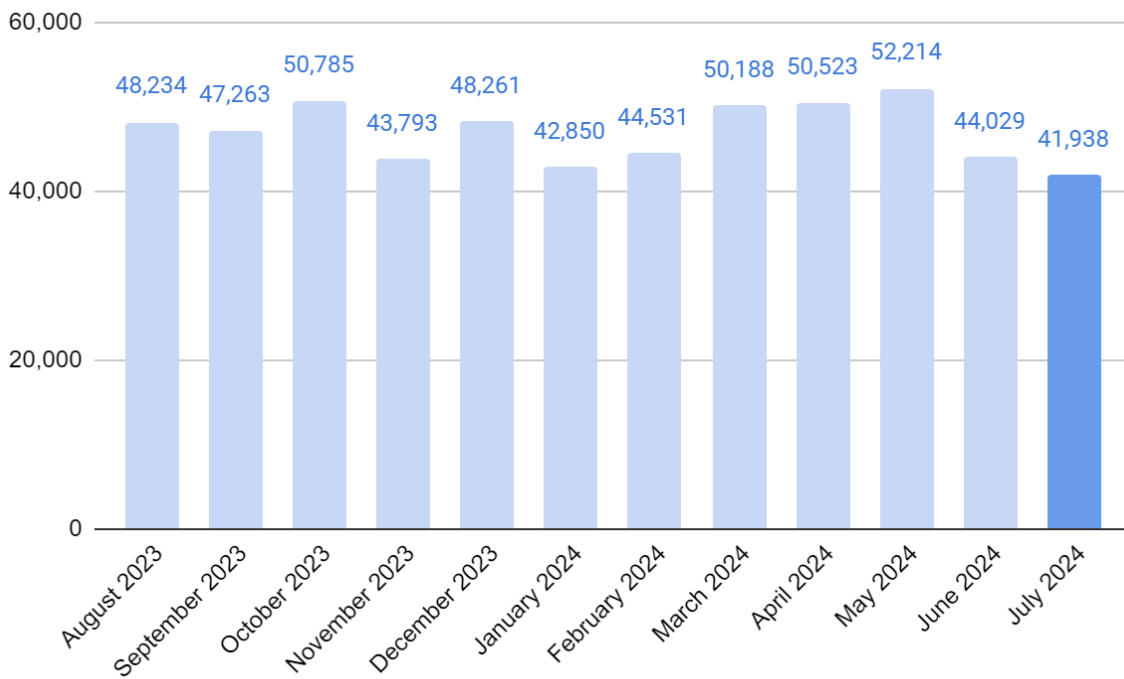


The number of new users declined.



Number of Wireless Sessions:

Wireless sessions have declined as well.

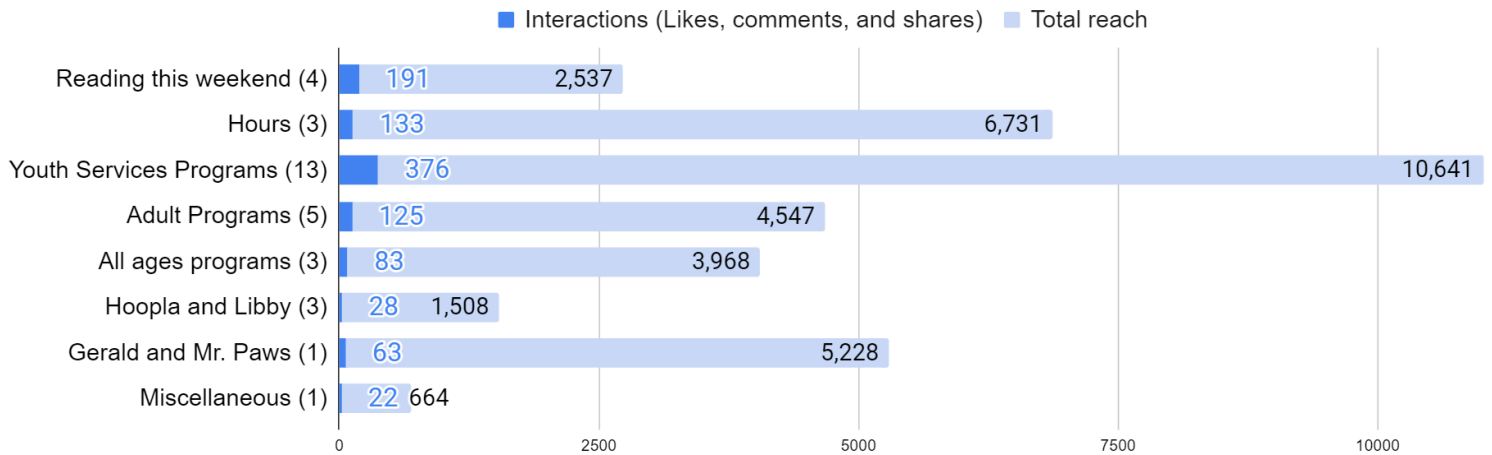


Public Computer Sessions

The reporting module has an error again so public computer session data will be in the next report.

Social Media:

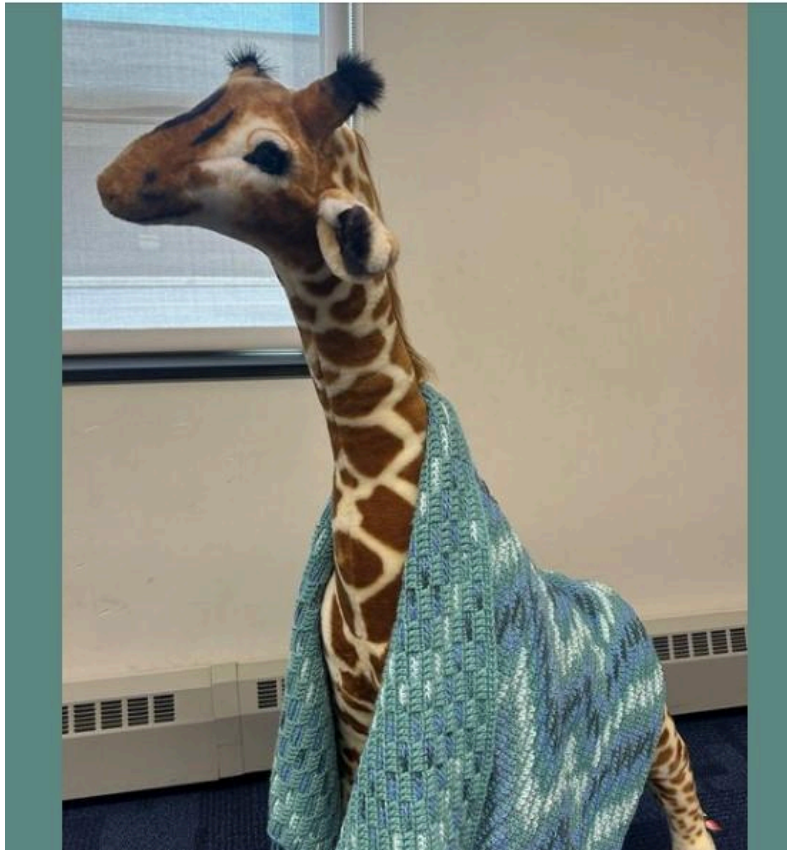
This graph shows total interactions and reach for each category in July. A single post about Gerald gained a reach of 5,228! Posts about Youth Services grew from 6 posts to 13 posts, and the reach data corresponds to that increase, going from 5,645 to 10,641.



This is the post in question, which has the most interactions of any post in July:

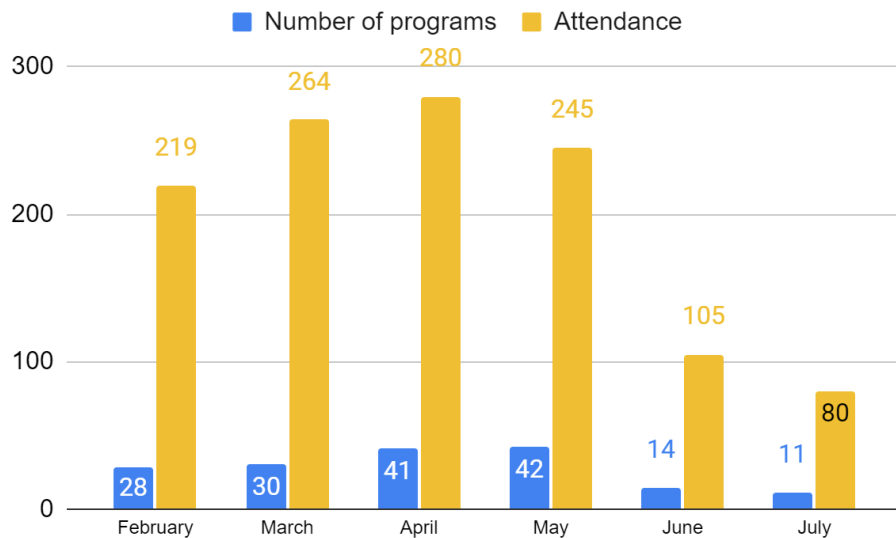
Gerald visited our afternoon knitting and crochet group today and was absolutely blown away by this blanket! One of our patrons has been crocheting this gorgeous piece for months during Sit & Stitch.

Sit & Stitch meets on the 1st and 3rd Wednesday of each month at 1:00PM. It's a casual group for fiber artists to meet up and swap skills, stitches, and project ideas. Bring a project to work on and make some new friends!



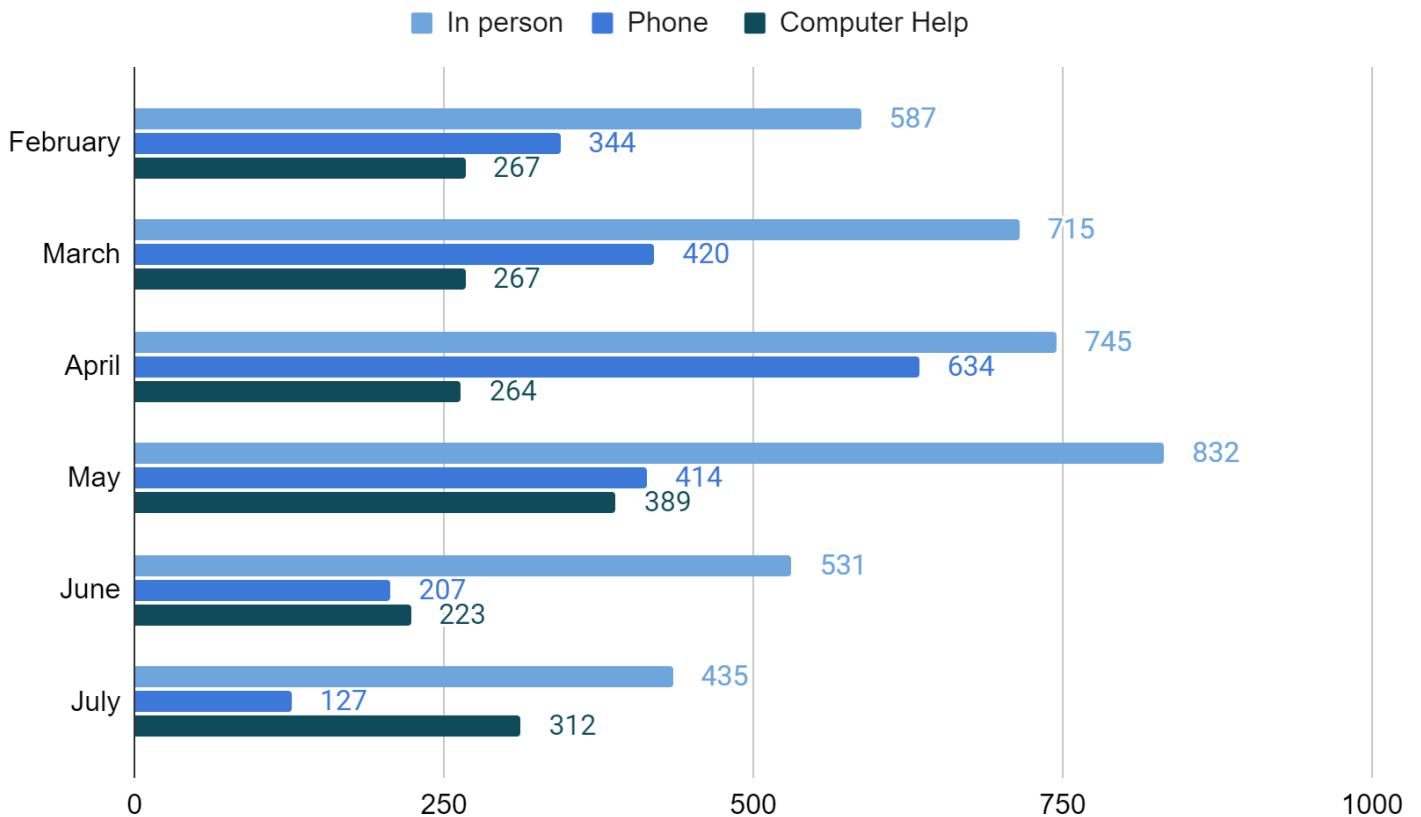
Adult program attendance:

Program attendance has declined, but due to staffing we have had to skip popular programs such as yoga and coloring club.



Reference:

Reference statistics are not necessarily accurate, as two of the Info Services sheets went missing. The author takes responsibility for the inaccuracies.



Circulation

Submitted by Kathleen Shores

New part-time Circulation clerk, Ezhara Morpho, will begin work on Monday, August 5th.

Full-time Circulation clerk, Emma Wagaman, provided 38 hours of desk coverage/additional help to Youth Services.

Full-time Circulation clerk, Nursel Bagsever, provided 94 hours of desk coverage/additional help to Youth Services.

Part-time Circulation Clerk, Ethan Mellen, provided 33 hours of desk coverage/additional help to Youth Services.

The Circulation desk issued 94 guest passes to residents of Binghamton, Endicott, and Johnson City. 37 guest passes were issued to visitors from other states such as California, Florida, New Jersey, Pennsylvania, and Texas.

Library Card Registrations:

Physical library card registrations for adults, young adults, and juveniles:

July 2023 – 175

August 2023 – 186

September 2023 – 189

October 2023 – 143

November 2023 – 127

December 2023 – 124

January 2024 – 147

February 2024 – 157

March 2024 – 159

April 2024 – 171

May 2024 – 172

June 2024 – 171

July 2024 – 208

Electronic library card registrations:

July 2023 – 29

August 2023 – 38

September 2023 – 19

October 2023 – 24

November 2023 – 26

December 2023 – 20

January 2024 – 41

February 2024 – 38

March 2024 – 24

April 2024 – 35

May 2024 – 25

June 2024 – 25

July 2024 – 19

Although electronic card registration dropped in July 2024, we received more in-person library card registrations since the pandemic and the most registrations overall since June 2019.

July 2024 Youth Services Board Report

Notable things to report in Youth Services:

- Michelle returned from her leave on July 8. It is wonderful to have her back!
- School librarian Tammy Cummings started on July 8 and is doing a phenomenal job. The Children's Department has a weekly Family Story Time, a weeded chapter book collection, and a variety of new book lists for families. Tammy is skilled in teaching 3D printers and Raspberry Pis and is interested in teaching a monthly class at BCPL during the school year.
- Registration for the Summer Reading Program continues. The weekly programs started on July 8 and they will run through August 17. Program attendance is low this summer. I believe this is due to a lack of promotion and numerous confusing date changes that resulted from staff shortages.
- Our Read Around the World Story Time has been so successful that we'd like to continue offering this program in the fall. Families greatly enjoy hearing about what it is like to grow up in different countries.
- Attendance for in person programs:
 - Borrow a Grandparent-every Monday-Thursday-Average attendance of 5
 - Weekly Family Story Time- Average attendance of 5
 - Weekly Teen Craft & Chat-Average attendance of 3
 - Weekly Crafty Kids-Average attendance of 24
 - Weekly Read Around the World Story Time-Average attendance of 17
 - Weekly Tween STEM Wednesdays-Average attendance of 10
 - Weekly Teen Outdoor Days-Average attendance of 11
 - Weekly Family Movie Days-Average attendance of 12
 - Weekly LEGO Club-Average attendance of 28
 - Weekly Scavenger Hunts-Average attendance of 9
 - The Great & Powerful Dave Show-Attendance of 78
 - Teen D&D on July 13-Attendance of 5
 - Therapy Dogs on July 15-Attendance of 10
 - Didgeridoo Down Under Show-Attendance of 14

Upcoming in Youth Services:

- Weekly Summer Reading Programs through August 17
 - Mondays-Family Story Time, Borrow a Grandparent, Teen Craft & Chat
 - Tuesdays-Crafty Kids, Borrow a Grandparent
 - Wednesdays-Tween STEM Wednesdays, Teen Outdoor Days, Borrow a Grandparent
 - Thursdays-Family Movie Days, Borrow a Grandparent
 - Fridays-LEGO Club
 - Saturdays-Scavenger Hunt
- A new collaboration with the Office for Aging will begin on August 7. Six sessions of Art Class with Mr. John will be offered per week for three weeks.
- Our Borrow a Grandparent program will begin offering special themes every week, such as a Mo Willems week.
- The therapy dogs will be visiting on August 5.
- Rainbow Pride Family Hour will be held on August 30.
- Youth Services staff will be offering a Science Fair for homeschool families in the fall.
- Youth Services staff will be tabling at the Community Baby Shower on September 28.

Respectfully submitted by Kelsey Matoushek, Librarian II