

Account		Budget	YTD Actuals		Oct (83%)	Remaining	
Revenue							
5000100	LIBRARY COPY FEES	13,000	9,742	75%	969	3,258	25%
5000177	RENTALS & FEES	7,200	4,800	67%	600	2,400	33%
5000189	OTHER LOCAL GOVERNMENTS	879,589	220,420	25%	0	659,169	75%
5000312	RENTAL CHARGEBACKS	49,000	49,000	100%	19,000	0	0%
5000426	MISCELLANEOUS	6,900	3,989	58%	597	2,911	42%
5000451	INTEREST AND EARNINGS	20,000	40,340	202%	2,237	-20,340	-102%
5000470	VENDING MACHINE	1,000	511	51%	0	489	49%
5000531	GIFTS AND DONATIONS	300	0	0%	0	300	100%
5000546	Trust Account Inflows	200	0	0%	0	200	100%
5000562	TRANSFER FROM GENERAL FUND	1,427,325	1,427,325	100%	0	0	0%
5000569	TRANSFER - DEBT SERVICE FUND	1,915	3,682	192%	0	-1,767	-92%
5000808	OTHER STATE AID	92,000	60,323	66%	0	31,677	34%
5000952	ARRA DEBT REIMBURSEMENT	85	85	100%	0	0	0%
Total		2,498,514	1,820,218	73%	23,403	678,296	27%

Account		Budget - original	Budget - w/transfers	YTD Actuals		October (83%)	Encumbered	Remaining	
Salaries									
6001000	SALARIES FULL-TIME	1,028,661		766,507	75%	115,170		262,154	25%
6001001	SALARIES PART-TIME	159,571		111,826	70%	16,909		47,745	30%
6001002	SALARIES TEMPORARY	11,122		49,703	447%	4,392		-38,581	-347%
6001003	SALARIES OVERTIME	0		1,147		107		-1,147	
Total		1,199,354		929,183	77%	136,578		270,171	23%

Contractual Expenditures										
6004002	MAT & SUPPLIES-PAINT	0	0	15			0		-15	
6004012	OFFICE SUPPLIES	2,060	2,060	3,058	148%	25	2,204	107%	-3,202	-155%
6004021	BLDG MAINTENANCE SUPPLIES	1,030	1,030	393	38%	0	1,857	180%	-1,220	-118%
6004022	FUEL AND HEATING SUPPLIES	22,000	22,000	11,246	51%	563	0	0%	10,754	49%
6004023	BLDG AND GROUNDS SUPPLIES	4,429	4,429	1,856	42%	0	2,269	51%	304	7%
6004048	MISC OPERATIONAL SUPPLIES	4,000	1,703	0	0%	0	0	0%	1,703	100%
6004055	COMPUTER SOFTWARE AND SUPPLIES	72,461	72,461	72,109	100%	0	0	0%	352	0%
6004056	COMPUTER EQUIPMENT(NON CAPITAL)	3,000	3,000	0	0%	0	0	0%	3,000	100%
6004070	BOOKS ADULT SERVICES	69,577	72,296	57,158	79%	6,675	6,380	9%	8,759	12%
6004071	JUVENILE BOOKS	55,620	56,578	37,224	66%	3,566	11,949	21%	7,405	13%
6004073	SUBSCRIPTIONS	9,700	9,700	5,268	54%	0	0	0%	4,432	46%
6004074	AUDIOVISUAL MATERIALS	25,000	25,000	14,397	58%	1,263	10,328	41%	275	1%
6004075	ELECTRONIC ACCESS MATERIALS	53,450	53,450	53,106	99%	9,439	0	0%	344	1%
6004100	POSTAGE AND FREIGHT	1,400	1,400	1,705	122%	298	0	0%	-305	-22%
6004105	DUES AND MEMBERSHIPS	1,500	1,832	1,832	100%	0	0	0%	0	0%
6004112	BLDG GROUNDS AND EQUIP REPAIR	3,000	3,000	2,620	87%	103	784	26%	-404	-13%
6004113	WATER AND SEWAGE CHARGES	3,200	3,200	2,428	76%	0	0	0%	772	24%
6004115	ELECTRIC CURRENT	60,000	60,000	72,145	120%	8,895	0	0%	-12,145	-20%
6004117	BUILDING AND GROUNDS EXPENSES	42,244	42,244	18,993	45%	4,653	8,556	20%	14,695	35%

6004136	OPERATIONAL EQUIPMENT REPAIRS	3,090	3,090	3,604	117%	0	0	0%	-514	-17%
6004137	ADVERTISING AND PROMOTION EXPE	3,000	3,000	2,944	98%	64	0	0%	56	2%
6004138	OTHER OPERATIONAL EXPENSES	20,000	20,000	13,300	66%	1,237	1,877	9%	4,823	24%
6004160	MILEAGE AND PARKING-LOCAL	700	700	593	85%	64	0	0%	107	15%
6004161	TRAVEL HOTEL AND MEALS	2,000	2,000	1,078	54%	372	0	0%	922	46%
6004162	EDUCATION AND TRAINING	2,000	2,000	1,915	96%	700	0	0%	85	4%
6004193	HARDWARE MAINTENANCE	9,025	9,025	6,025	67%	0	0	0%	3,000	33%
6004196	COPYING MACHINE RENTALS	10,000	10,000	7,197	72%	640	0	0%	2,803	28%
6004504	OTHER FINANCIAL SERVICES	4	4	4	98%	0	0	0%	0	2%
6004573	OTHER FEES FOR SERVICES	6,000	7,965	8,441	106%	1,921	0	0%	-476	-6%
Total		489,490	493,167	400,639	81%	40,480	46,204	9%	46,324	9%

Chargebacks

6004602	INSURANCE PREMIUM CHARGEBACK	26,606		19,955	75%	0		6,651	25%
6004604	DPW SECURITY CHARGEBACKS	125,080		62,540	50%	31,270		62,540	50%
6004606	TELEPHONE BILLING ACCOUNT	5,882		2,941	50%	0		2,941	50%
6004609	DATA PROCESSING CHARGEBACKS	57,499		28,750	50%	0		28,750	50%
6004617	DUPLICATING/PRINTING CHARGEBAC	92		0	0%	0		92	100%
6004618	OFFICE SUPPLIES CHARGEBACK	6		0	0%	0		6	100%
6004619	BUILDING SERVICE CHARGEBACK	5,000		3,750	75%	0		1,250	25%
Total		220,165		117,935	54%	31,270		102,230	46%

Debt

6006000	PRINCIPAL ON SERIAL BONDS	7,123		7,123	100%	0		0	0%
6006001	PRINCIPAL ON BANS	67,577		67,577	100%	0		0	0%
6007000	INTEREST ON SERIAL BONDS	212		212	100%	0		0	0%
6007001	INTEREST ON BANS	10,923		10,923	100%	0		0	0%
Total		85,835		85,835	100%	0		0	0%

Benefits

6008001	STATE RETIREMENT	152,059		99,459	65%	11,571		52,600	35%	
6008002	SOCIAL SECURITY	91,751		67,967	74%	9,968		23,784	26%	
6008004	WORKERS COMPENSATION	6,889		5,167	75%	1,722		1,722	25%	
6008006	LIFE INSURANCE	190		84	44%	17		106	56%	
6008007	HEALTH INSURANCE	163,740		125,109	76%	19,637		38,631	24%	
6008009	RETIREE HEALTH INSURANCE	328,156		267,504	82%	53,106		60,652	18%	
6008011	UNEMPLOYMENT INSURANCE	0		1,475		0		-1,475		
6008012	EMPLOYEE TUITION REIMBURSEMENT	3,500		0	0%	0		3,500	100%	
6008014	NYS ERS VDC EXPENSE	7,385		5,744	78%	849		1,641	22%	
Total		753,670		572,508	76%	96,871		181,162	24%	
Salary and benefits		1,953,024		1,501,690	77%	233,449		451,334	23%	
Total expenses		2,752,191		2,106,100	77%	305,199	46,204	2%	599,888	22%

Account		Budget - original	Budget - austerity		YTD Actuals		Encumbered		Remaining	
Contractual Expenditures										
6004002	MAT & SUPPLIES-PAINT	0	15		15		0		0	0%
6004012	OFFICE SUPPLIES	2,060	5,650	274.27%	3,058	54%	2,204	39%	388	7%
6004021	BLDG MAINTENANCE SUPPLIES	1,030	1,500	145.63%	393	26%	857	57%	250	17%
6004022	FUEL AND HEATING SUPPLIES	22,000	18,000	81.82%	11,246	62%	0	0%	6,754	38%
6004023	BLDG AND GROUNDS SUPPLIES	4,429	5,000	112.89%	1,856	37%	2,269	45%	875	18%
6004048	MISC OPERATIONAL SUPPLIES	4,000	0	0.00%	0		0		0	
6004055	COMPUTER SOFTWARE AND SUPPLIES	72,461	72,109	99.51%	72,109	100%	0	0%	0	0%
6004056	COMPUTER EQUIPMENT(NON CAPITAL)	3,000	0	0.00%	0		0		0	
6004070	BOOKS ADULT SERVICES	72,296	64,000	88.53%	57,158	89%	13,055	20%	-6,213	-10%
6004071	JUVENILE BOOKS	56,578	50,000	88.37%	37,224	74%	15,516	31%	-2,740	-5%
6004073	SUBSCRIPTIONS	9,700	5,268	54.31%	5,268	100%	0	0%	0	0%
6004074	AUDIOVISUAL MATERIALS	25,000	15,500	62.00%	14,397	93%	11,591	75%	-10,488	-68%
6004075	ELECTRONIC ACCESS MATERIALS	53,450	66,000	123.48%	53,106	80%	0	0%	12,894	20%
6004100	POSTAGE AND FREIGHT	1,400	2,130	152.14%	1,705	80%	298	14%	127	6%
6004105	DUES AND MEMBERSHIPS	1,500	1,832	122.13%	1,832	100%	0	0%	0	0%
6004112	BLDG GROUNDS AND EQUIP REPAIR	3,000	3,815	127.17%	2,620	69%	316	8%	879	23%
6004113	WATER AND SEWAGE CHARGES	3,200	3,678	114.94%	2,428	66%	0	0%	1,250	34%
6004115	ELECTRIC CURRENT	60,000	85,000	141.67%	72,145	85%	0	0%	12,855	15%
6004117	BUILDING AND GROUNDS EXPENSES	42,244	30,000	71.02%	18,993	63%	8,998	30%	2,009	7%
6004136	OPERATIONAL EQUIPMENT REPAIRS	3,090	5,029	162.75%	3,604	72%	0	0%	1,425	28%
6004137	ADVERTISING AND PROMOTION EXPE	3,000	3,100	103.33%	2,944	95%	0	0%	156	5%
6004138	OTHER OPERATIONAL EXPENSES	20,000	15,000	75.00%	13,300	89%	3,114	21%	-1,414	-9%
6004160	MILEAGE AND PARKING-LOCAL	700	800	114.29%	593	74%	0	0%	207	26%
6004161	TRAVEL HOTEL AND MEALS	2,000	1,600	80.00%	1,078	67%	0	0%	522	33%
6004162	EDUCATION AND TRAINING	2,000	1,815	90.75%	1,915	106%	0	0%	-100	-6%
6004193	HARDWARE MAINTENANCE	9,025	6,025	66.76%	6,025	100%	0	0%	0	0%
6004196	COPYING MACHINE RENTALS	10,000	10,000	100.00%	7,197	72%	0	0%	2,803	28%
6004504	OTHER FINANCIAL SERVICES	4	4	97.75%	4	100%	0	0%	0	0%
6004573	OTHER FEES FOR SERVICES	6,000	9,000	150.00%	8,441	94%	0	0%	559	6%
Total		493,167	481,855	97.71%	400,639	83%	58,218	12%	22,998	5%

Information Services Report
Submitted by Michelle Brandone
November 12, 2025

- I attended the NYLA Conference in Saratoga on 11/6-11/7, an opportunity I was thrilled to get as I have not been able to attend in many years. I was able to connect with colleagues across the state and attend information sessions on leadership, programming and advocacy. It is always inspiring to see the work other libraries are doing and gather with a large group of library professionals to share ideas!
- We had a public printing issue in mid-October that took a little over a week to resolve. It was a stress point for Information Services and Circulation staff as it was causing patron printouts to be cutoff at the top. The delay in fixing the problem was partly attributed to Broome County IT's growing pains and partly to Envisionware's general non-responsiveness when we need tech support.
- I've made the necessary changes to the adult collections budget to bring us in line with the requested cuts. As a department we are making some hard choices on what books we can buy outside of best-selling titles and essentials and keeping track of our "wishlists" in case the budgetary situation changes.

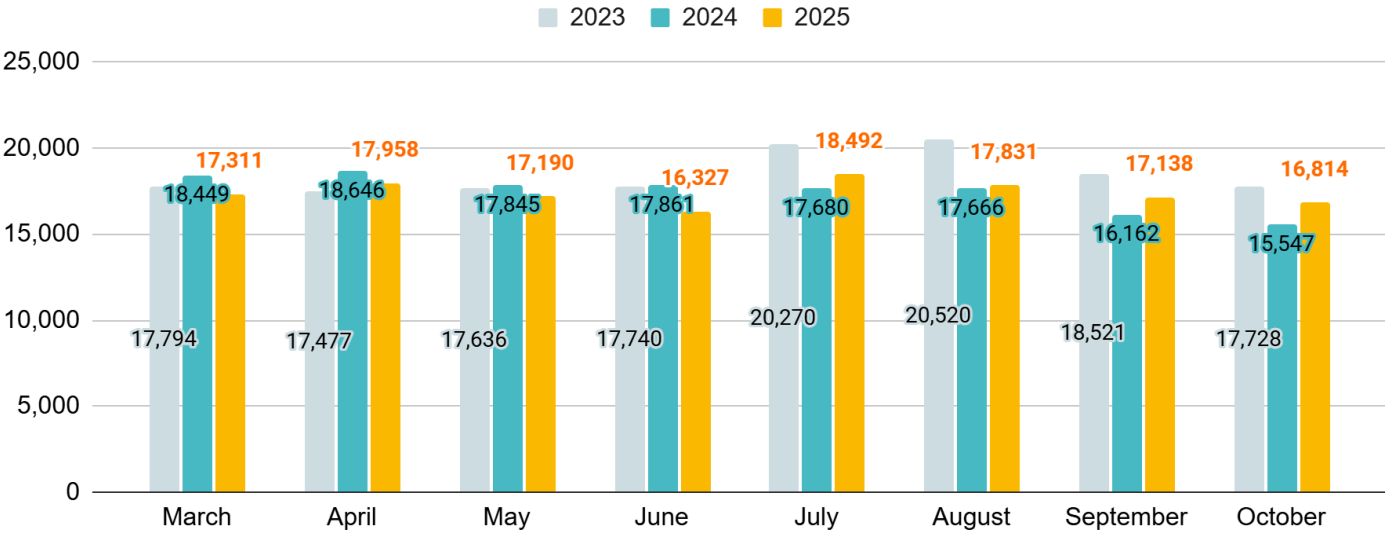
Programming Highlights

- Broome County Stitchers (a local chapter of the Embroiderers' Guild of America) is offering an Embroidery 101 program in December after offering a successful "Stitch a Heart for Hospice" (benefitting Mercy House) program session in September. I'm hoping to continue this partnership with the group and possibly have embroidery programs scheduled throughout the year!
- Cher promoted the freedom to read by highlighting Banned Books Week 2025 (10/5-10/11). She put together banned books trivia posts for social media and some awesome book displays that had infographics and an informal poll on how many banned books patrons had read. She also made a "Spooky Month" book display and ran a "Guess How Much Candy is in this Jar?" contest. We had a strong response from patrons participating in the banned books poll, banned books trivia questions and candy contest.

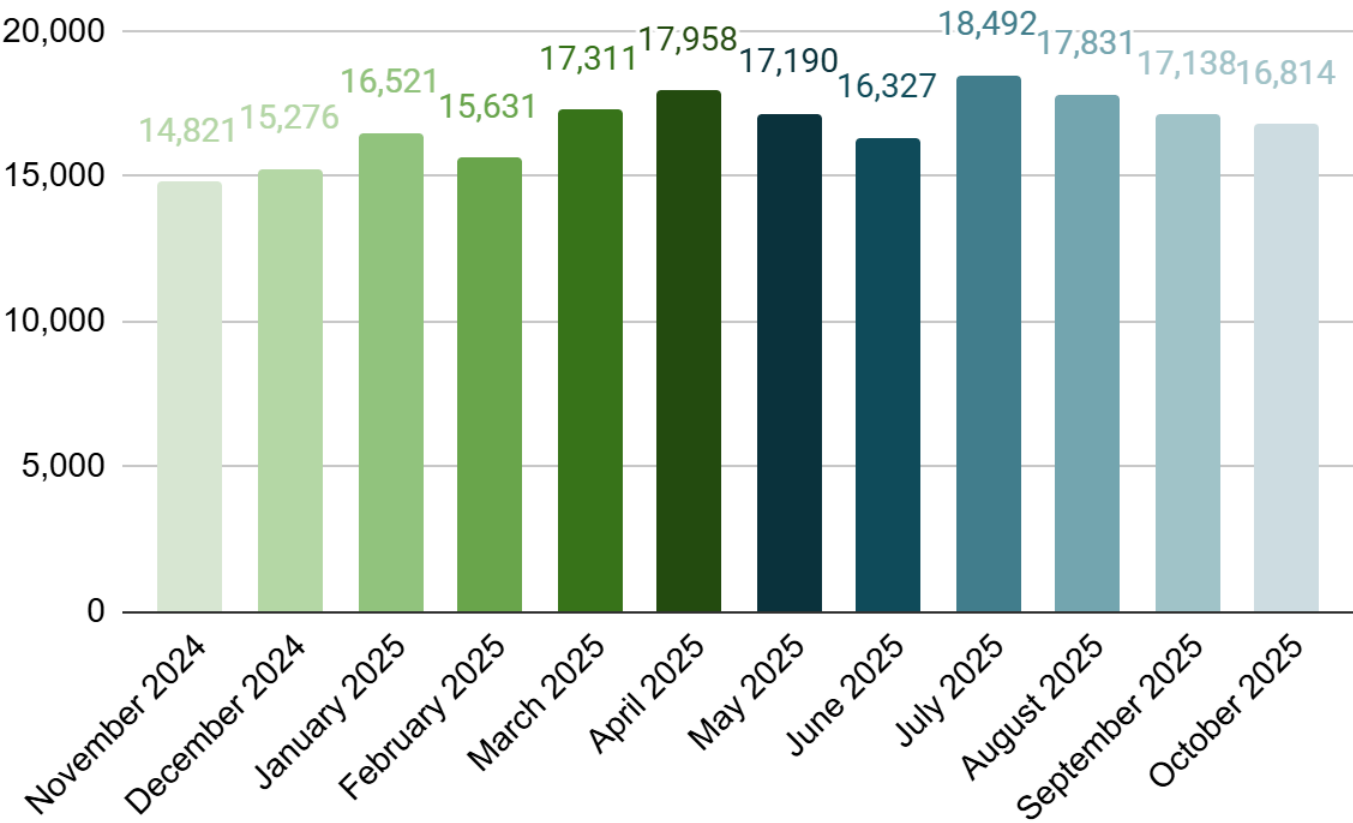
Data Analytics Monthly Report (October 2025)

Submitted by Laura Haynes

Circulation:

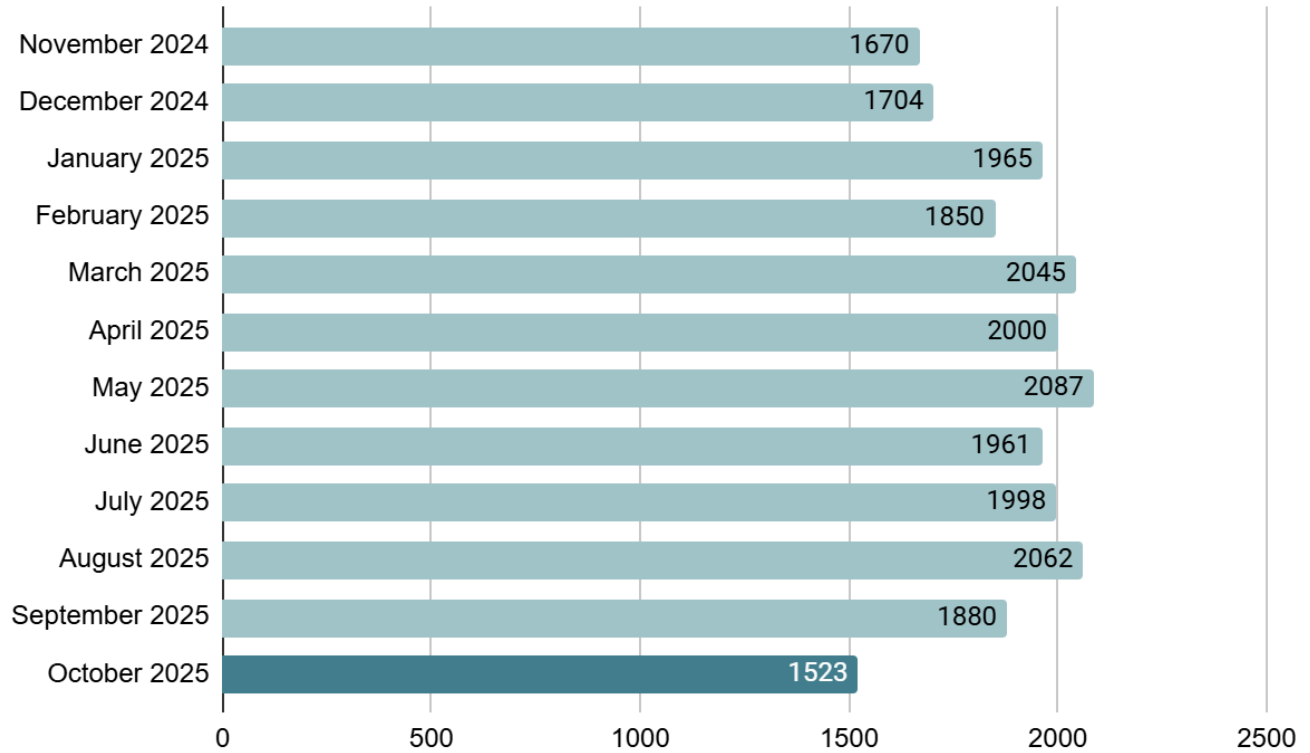


Circulation stats for the past year:

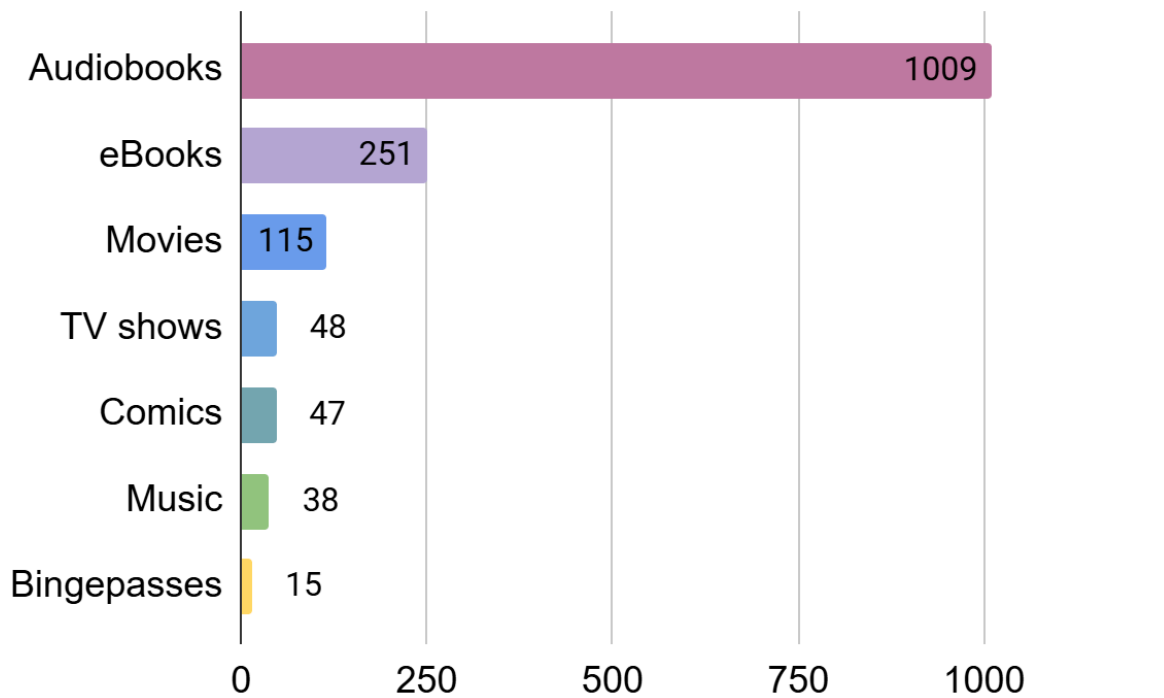


Hoopla Circulation:

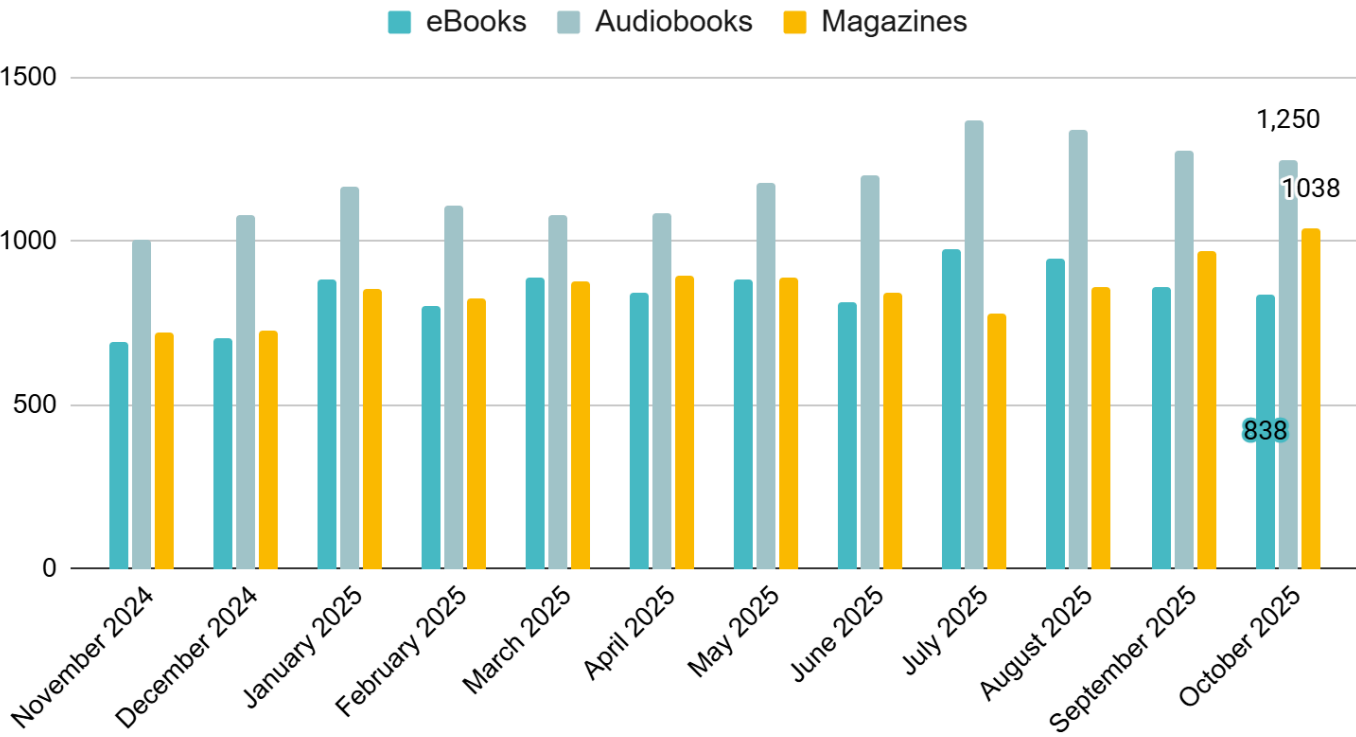
October marks the first month with the reduction in checkouts. There was a decrease of 19%.



Hoopla Circulation by format:.

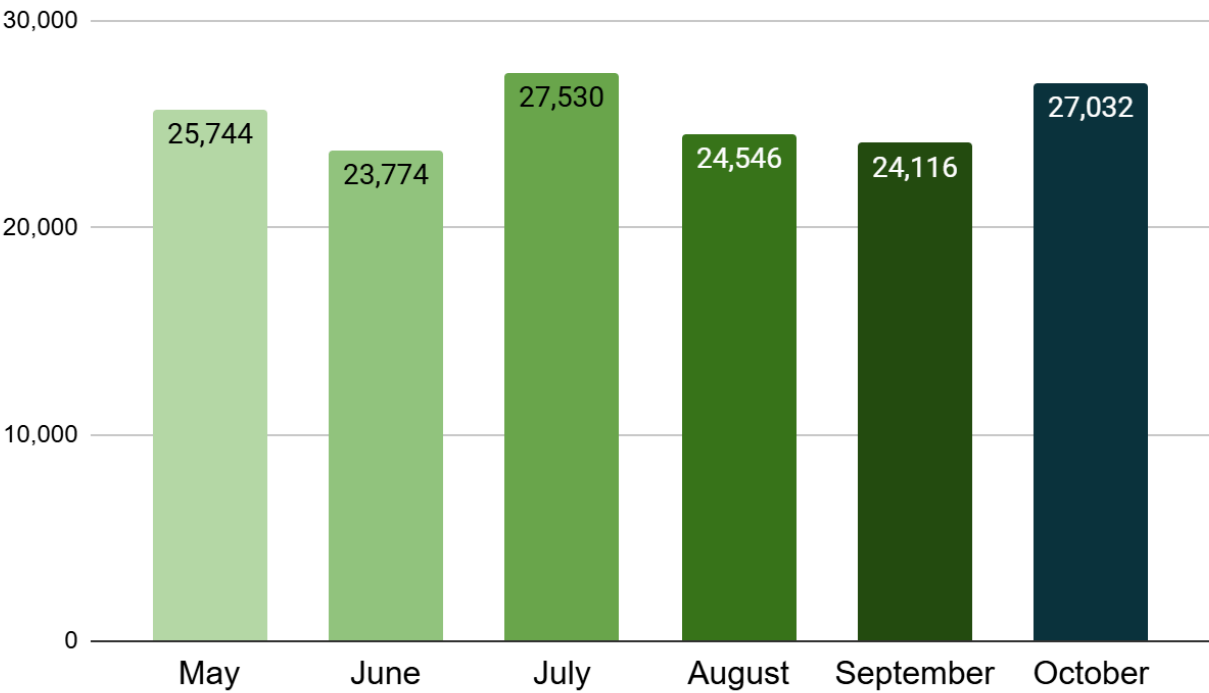


Libby Circulation for eBooks, Audiobooks, and Magazines over the last year:



Door Count:

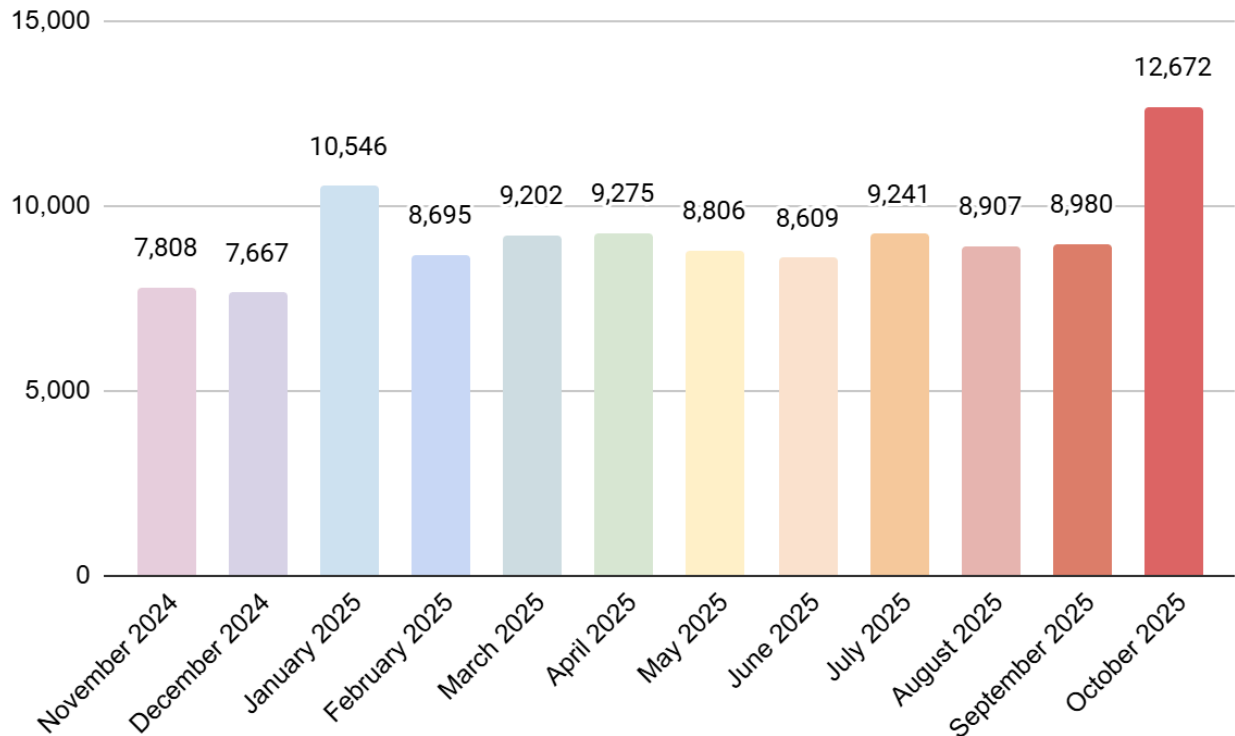
Door count increased by 12%.



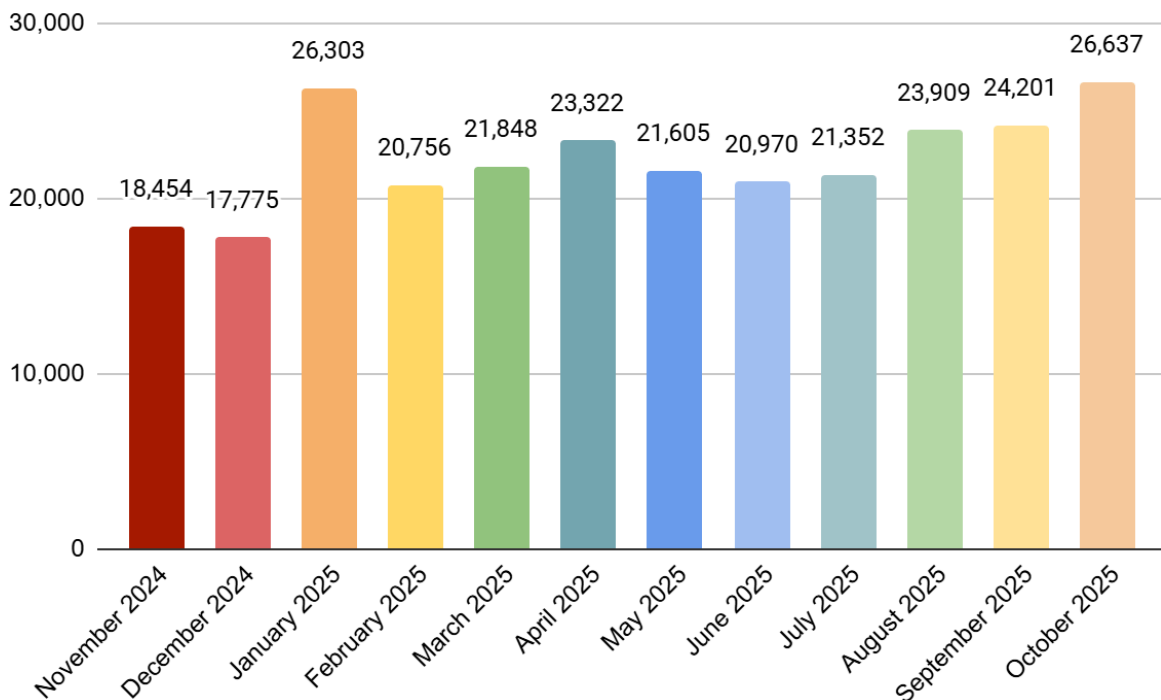
Website Analytics:

Total sessions:

Website sessions spiked in October, with an increase of 41%.

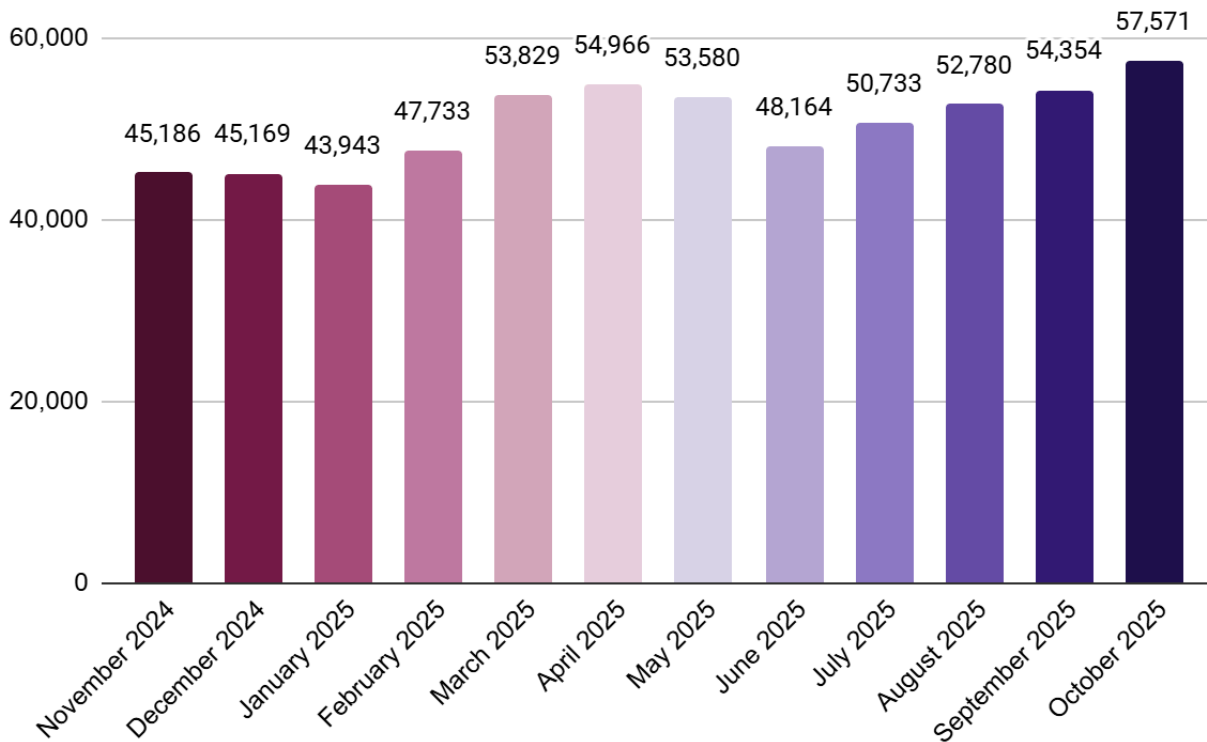


Total Website Pageviews:



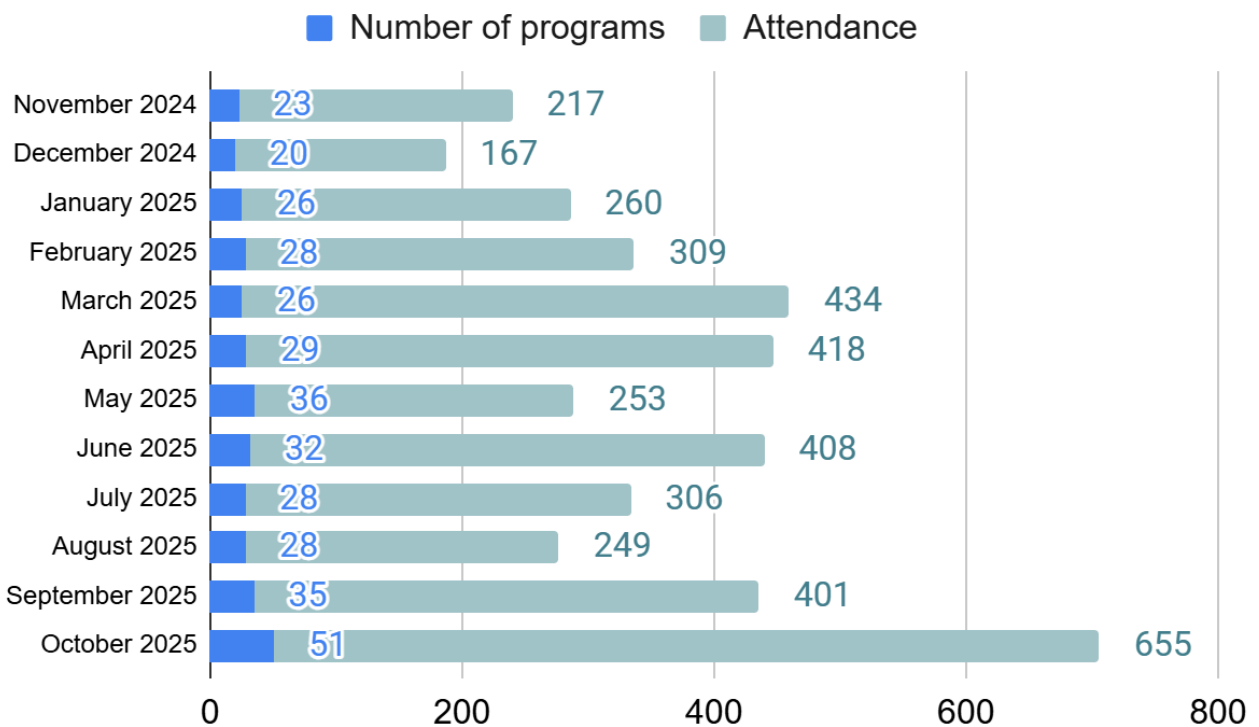
Number of Wireless Sessions:

Wireless sessions increased.

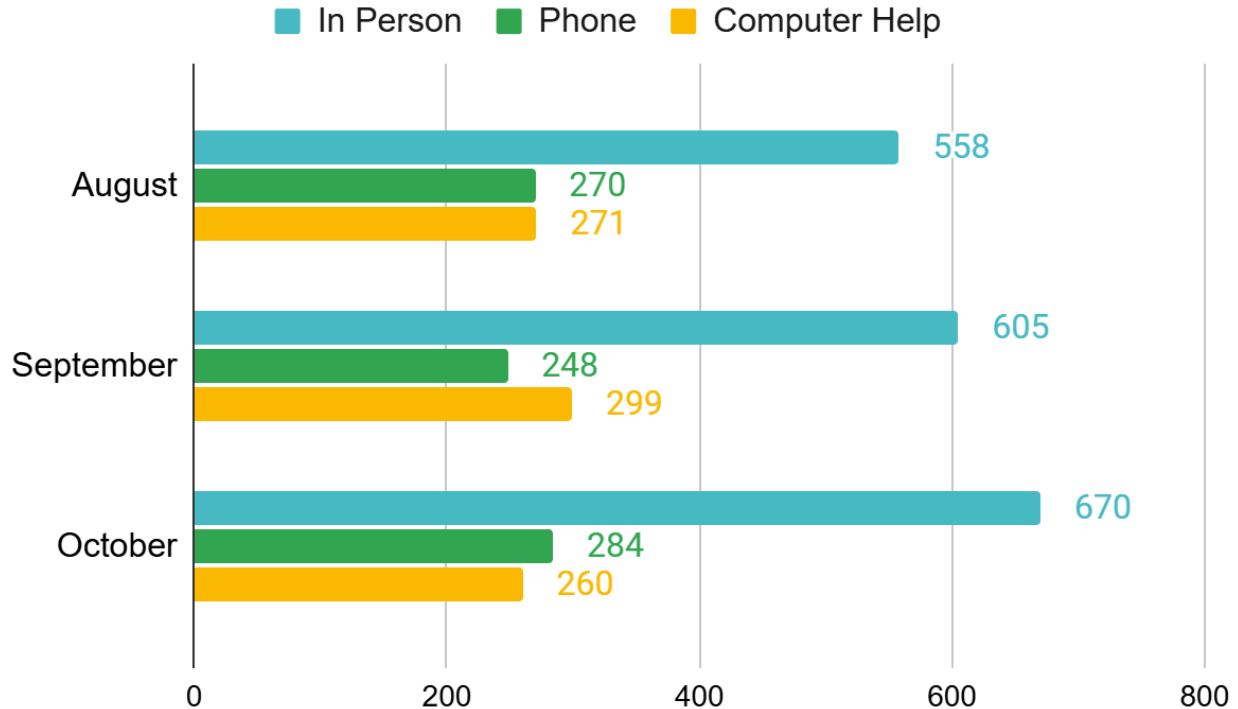


Adult program attendance:

Program attendance was boosted by passive programming this month. Cher put out sheets asking patrons to tally which banned books they have read out of a list of 72 books, and we received 300 tally marks.



Reference transactions:



Circulation

Submitted by Kathleen Shores

- Part-time Clerk, Ashleigh Beblavy, submitted her letter of resignation. She has accepted a Children's Librarian position in Allegany, NY. Her last day is 11/29/2025
- Full-time Circulation Clerk, Emma Wagaman, provided 32.50 hours of desk coverage/additional help to Youth Services.
- Full-time Circulation Clerk, Nursel Bagsever, provided 64.50 hours of desk coverage/additional help to Youth Services.
- The Circulation desk issued 101 computer guest passes to residents of Binghamton, Endicott, Johnson City, and Vestal. 32 guest passes were issued to visitors from other states such as Florida, Maine, New Hampshire, New Jersey, Pennsylvania, South Carolina, Texas, and Virginia.

Library Card Registrations

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

- July 2024 – 208
- August 2024 – 218
- September 2024 – 129
- October 2024 – 138
- November 2024 – 144
- December 2024 – 96
- January 2025 – 169

- February 2025 – 143
- March 2025 – 151
- April 2025 – 162
- May 2025 – 111
- June 2025 – 160
- July 2025 – 144
- August 2025 – 188
- September 2025 – 189
- October 2025 – 178

Electronic library card registrations:

- July 2024 – 19
- August 2024 – 29
- September 2024 – 26
- October 2024 – 18
- November 2024 – 21
- December 2024 – 30
- January 2025 – 39
- February 2025 – 33
- March 2025 – 31
- April 2025 – 28
- May 2025 – 30
- June 2025 – 27
- July 2025 – 31
- August 2025 – 35
- September 2025 – 31
- October 2025 – 27

October 2025 Youth Services Board Report

- Thank you to Kathleen for continuing to provide coverage for the Youth Services Department. The Department could not function without this assistance.
- It is going very well having homeschool families utilize our meeting rooms. It is giving Youth Services staff fantastic opportunities to connect with these families. Ethan is providing bimonthly programs for homeschooling families, which are also going well.
- Youth Services staff attended the Community Baby Shower at Mothers & Babies on October 4, and 85 people visited the library table. This was a wonderful opportunity to connect with new parents.
- Youth Services staff attended the Horace Mann Elementary Literacy Night on October 16, and 27 people visited the library table.
- Kelsey attended the October 29 Head Start Policy Council Meeting to discuss the library's programs and services.
- Since September, we have significantly increased the frequency of our teen volunteer opportunities and at this time have a regular teen volunteer scheduled for almost every day of the week. These teen volunteers are doing excellent work to help save staff time and perform necessary functions to help the children's room run smoothly. These include shelving books, preparing program materials, pulling books for displays, and helping to keep the children's room neat and organized.
- In October we hosted two joint story times with the Broome County Health Department to help raise awareness during Lead Poisoning Prevention Week. These story times were an excellent

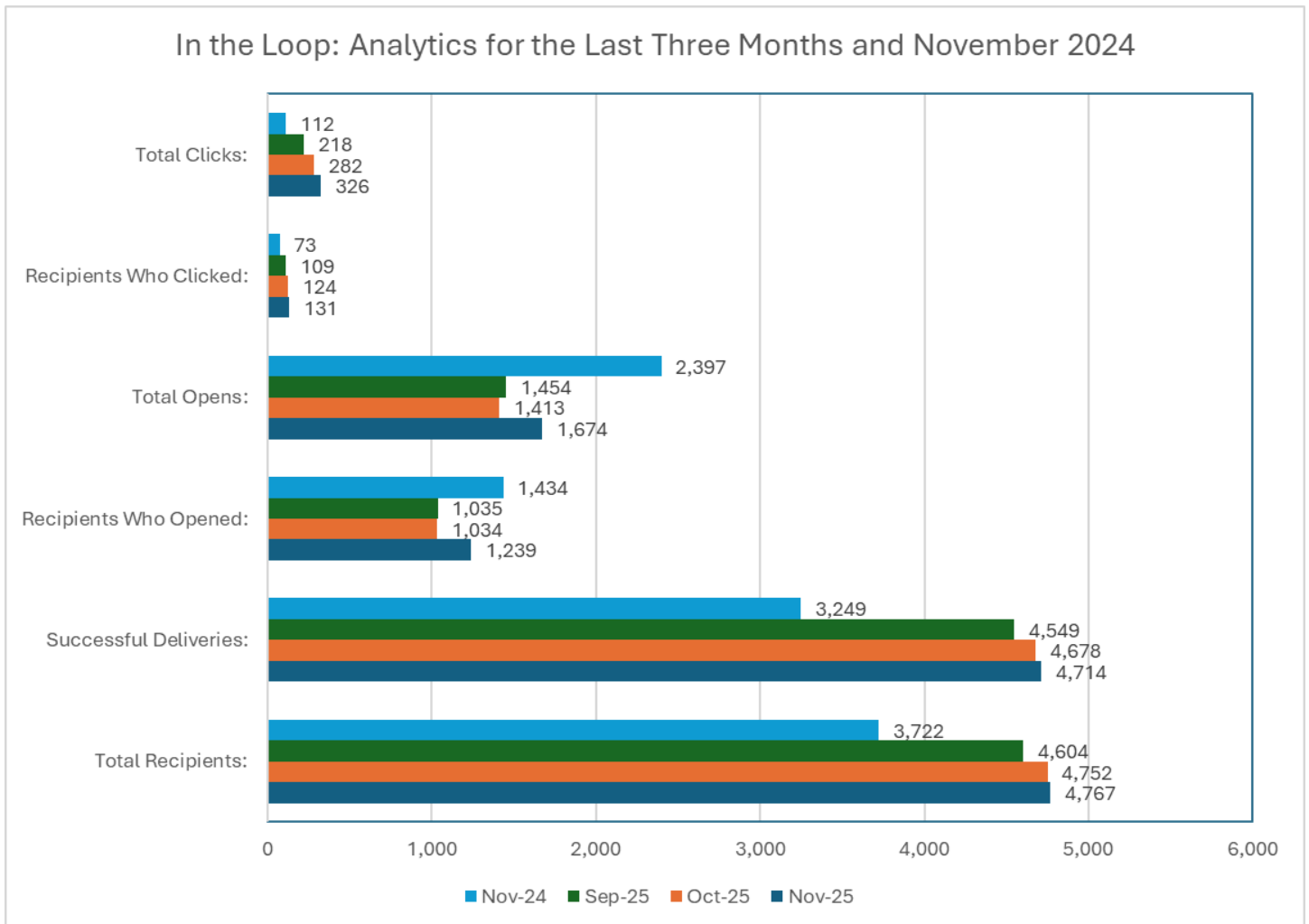
educational opportunity for local families – children learned what lead poisoning testing may look like for them at doctor's appointments to help mitigate fear of testing, and caregivers were given the opportunity to ask any questions they had about lead poisoning and how to prevent it. It was a great collaboration!

- October program attendance:
 - Borrow a Grandparent-Average attendance of 3
 - Weekly Board Game Night for all ages-Average attendance of 4
 - Weekly Baby Story Time-Average attendance of 12
 - Weekly Toddler Story Time-Average attendance of 15
 - Weekly Family Pajama Story Time-Average attendance of 4
 - Weekly Teen Craft & Chat-Average attendance of 5
 - Weekly Tween Craft & Chat Day-Average attendance of 4
 - Bimonthly LEGO Club-Average attendance of 15
 - Bimonthly Creative Kids Club for Homeschoolers-Average attendance of 7
 - October 11-Family Game Day-Attendance of 10
 - October 18 Family Movie Day: Hocus Pocus-Attendance of 6
 - October 18 Teen D&D-Attendance of 5
 - October 22 & October 23 Lead Prevention Awareness Story Time with the Broome County Health Department-Average attendance of 7
 - October 23 Halloween Party-Attendance of 28
 - October 25 Rainbow Pride Story Time-Attendance of 3
 - October 25 Raspberry Pi Class-Attendance of 12
 - October 27 Teen Volunteer Panel-Attendance of 1
- Upcoming Programs:
 - Borrow a Grandparent-Every Tuesday-Thursday
 - Weekly Tween Craft & Chat
 - Weekly Board Game Night for all ages
 - Weekly Baby Story Time
 - Weekly Toddler Story Time
 - Weekly Family Pajama Story Time
 - Weekly Teen Craft & Chat
 - Bimonthly LEGO Club
 - Bimonthly Therapy Dogs
 - Bimonthly Creative Kids Club
 - Bimonthly Grab-N-Go Crafts
 - November 8: Family Game Day
 - November 22: Movie Day: E.T.
 - November 24: Teen Volunteer Panel
 - November 29: Rainbow Pride Story Time
 - November 29: Art Class with Mr. Mike

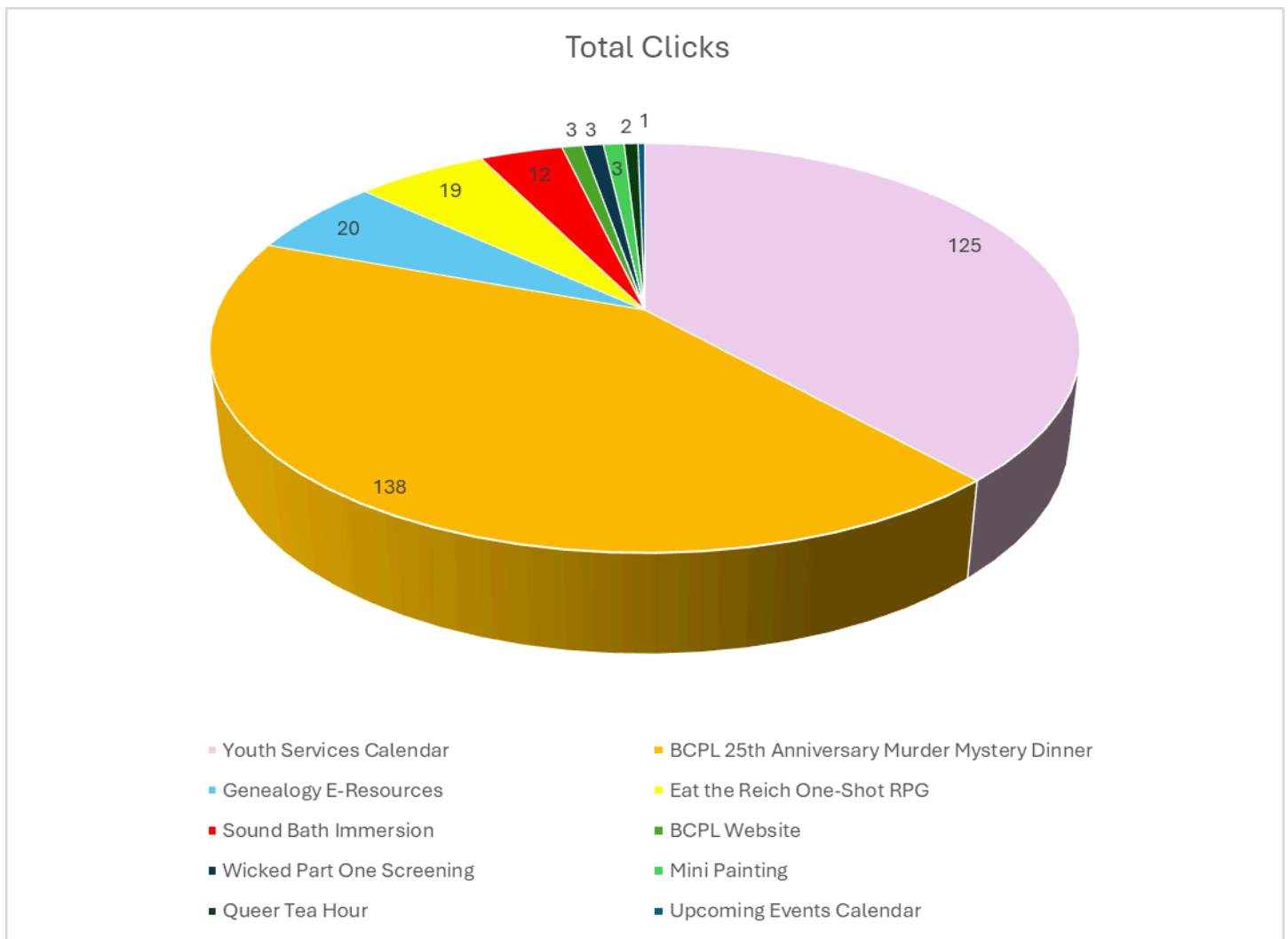
***Respectfully submitted by
Kelsey Matoushek
Librarian III***

In the Loop Newsletter Analytics

Submitted by Cher Armstrong



There were significantly more total opens and recipients that opened in November this year than in either September or October, although there were far fewer total opens than there were in November 2024. However, November 2025 had the most clicks and recipients that clicked out of any of the newsletters.



The Youth Services Calendar was defeated by the Murder Mystery Dinner for the link with the most clicks. The links to our Genealogy e-resources page, Eat the Reich, and Sound Bath Immersion also gained a lot of engagement with 20, 19 and 12 clicks respectively.