

Account	Budgeted	September	YTD		Remaining	
Revenue						
5000100 LIBRARY COPY FEES	8,000	521.30	7,899.90	99%	100.10	1%
5000177 RENTALS & FEES	7,500	600	5,400	72%	2,100	28%
5000189 OTHER LOCAL GOVERNMENTS	803,963	0.00	401,981.55	50%	401,981	50%
5000312 RENTAL CHARGEBACKS	47,000	0	47,000	100%	0	0%
5000426 MISCELLANEOUS	11,250	272.47	5,209.25	46%	6,040.75	54%
5000431 MISCELLANEOUS	15,000	0	-	0%	15,000	100%
5000451 INTEREST AND EARNINGS	500	5,309.09	28,775.28	5755%	-28,275.28	-5655%
5000470 VENDING MACHINE	900	0	-	0%	900	100%
5000471 COMMISSIONS	600	0.00	871.95	145%	-271.95	-45%
5000530 REFUNDS OF PRIOR YEARS EXPENDIT	-	751.01	1,778.26		-1,778.26	
5000531 GIFTS AND DONATIONS	1,000	0	-	0%	1,000	100%
5000545 CREDIT CARD REBATES	100	0	-	0%	100	100%
5000562 TRANSFER FROM GENERAL FUND	1,443,640	0	1,443,640	100%	-	0%
5000569 TRANSFER - DEBT SERVICE FUND	-	0.00	148.89		-148.89	
5000808 OTHER STATE AID	98,690	0	62,986.48	64%	35,703.52	36%
5000952 ARRA DEBT REIMBURSEMENT	431	0	217.16	50%	213.84	50%
Total Revenue (operating):	2,438,574	7,454	2,005,908.72	82%	432,665.28	18%

Projects & Grants						
5000808 STATE CONSTRUCTION AID - 2021	39,372		39,372	100%	-	0%
5000808 STATE CONSTRUCTION AID - 2022	378,023		340,221	90%	37,802	10%
5000808 STATE CONSTRUCTION AID - 2023	157,447	141,702	141,702	90%	15,075	10%
KRESGE GRANT (Friends)	31,700		31,700	100%	-	0%
COMMUNITY FOUNDATION (Friends	5,000		2,500	50%	2,500	50%
COMMUNITY FOUNDATION #2 (Friends	2,000		2,000	100%	-	0%
COMMUNITY FOUNDATION - Farm2Li	4,275		4,275	100%	-	0%
KLEE GRANT (Friends)	80,000		80,000	100%	-	0%
Projects & Grants Revenue	697,817		641,770	92%	55,377	8%

Account	Budget	Encumbered	September	YTD	Remaining			
Salary and Benefits								
6001000 SALARIES FULL-TIME	827,243		59,652.78	540,383.40	65%	286,859.60	35%	
6001001 SALARIES PART-TIME	144,290		8,562.51	94,883.00	66%	49,407.00	34%	
6001002 SALARIES TEMPORARY	1,201		3379.06	21,873.83	1821%	-20,672.83	-1721%	
6001003 SALARIES OVERTIME	-		1,369	5,138.16		-5,138.16		
Total Salary	972,734		72,963.72	662,278.39	68%	310,455.61	32%	
6008001 STATE RETIREMENT	135,041		9,591.73	84,191.71	62%	50,849.29	38%	
6008002 SOCIAL SECURITY	72,869		5377.49	49,520.31	68%	23,348.69	32%	
6008004 WORKERS COMPENSATION	5,808		2,904	4,356	75%	1,452	25%	
6008006 LIFE INSURANCE	255		7	56.25	22%	198.75	78%	
6008007 HEALTH INSURANCE	152,367		9,179.24	83,483.17	55%	68,883.83	45%	
6008009 RETIREE HEALTH INSURANCE	352,348		-	231,932	66%	120,416	34%	
6008012 EMPLOYEE TUITION REIMBURSEMENT	3,500		-	-	0%	3,500	100%	
6008014 NYS Voluntary Defined Contribution	6,505		525.40	4,859.94	75%	1,645.06	25%	
Total Benefits	728,693		27,585.06	458,399.22	63%	270,293.78	37%	
Salary and Benefits	1,701,427		100,548.78	1,120,677.61	66%	580,749.39	34%	
Contractual Expenditures								
6004012 OFFICE SUPPLIES	2,400	542	23%	313.26	2,139.93	89%	-282.03	-12%
6004021 BLDG MAINTENANCE SUPPLIES	1,000	815.95	82%	-	184.05	18%	-	0%
6004022 FUEL AND HEATING SUPPLIES	26,000	-	0%	254.86	9,445.95	36%	16,554.05	64%
6004023 BLDG AND GROUNDS SUPPLIES	4,300	2,589.89	60%	1,403.46	4,410.11	103%	-2,700	-63%
6004030 FOOD AND BEVERAGES	100	-	0%	-	-	0%	100	100%
6004048 MISC OPERATIONAL SUPPLIES	5,785	-	0%	3,875.33	3,875.33	67%	1,910	33%
6004055 COMPUTER SOFTWARE AND SUPPLIES	69,994	-	0%	-	65,356.88	93%	4,637.12	7%
6004056 COMPUTER EQUIPMENT(NON CAPITAL)	5,000	-	0%	-	2,343.15		2,656.85	
6004070 BOOKS ADULT SERVICES	66,500	4,676.27	7%	18,456.74	71,434.12	107%	-9,610	-14%
6004071 JUVENILE BOOKS	52,000	9,502.43	18%	6,694.52	38,019.18	73%	4,478	9%
6004073 SUBSCRIPTIONS	2,000	-	0%	-	1,943.09	97%	57	3%
6004074 AUDIOVISUAL MATERIALS	40,000	7,961.76	20%	4,671.62	22,038.24	55%	10,000	25%
6004075 ELECTRONIC ACCESS MATERIALS	32,980	-	0%	2,590.65	23,548.84	71%	9431.16	29%
6004100 POSTAGE AND FREIGHT	700	-18.13	-3%	212.37	908.80	130%	-190.67	-27%
6004105 DUES AND MEMBERSHIPS	2,050	-	0%	-	912.39	45%	1,137.61	55%

6004112 BLDG GROUNDS AND EQUIP REPAIR	2,060	2,325.08	113%	58.94	1,415.35	69%	-1,680.43	-82%
6004113 WATER AND SEWAGE CHARGES	3,200	-	0%	-	1,944.90	61%	1,255	39%
6004115 ELECTRIC CURRENT	65,000	-	0%	12,200.56	41,391.72	64%	23,608.28	36%
6004117 BUILDING AND GROUNDS EXPENSES	41,014	-	0%	4,742.89	29,781.81	73%	11,232.19	27%
6004136 OPERATIONAL EQUIPMENT REPAIRS	3,500	11,710.00	335%	8,574.00	19,838	567%	-28,048	-801%
6004137 ADVERTISING AND PROMOTION EXPE	6,000	-	0%	-	1,265.88	21%	4,734.12	79%
6004138 OTHER OPERATIONAL EXPENSES	16,000	14,067.60	88%	5,172.75	21,801.33	136%	-19,868.93	-124%
6004147 OTHER PROGRAM EXPENSES	15,000	-	0%	-	449.99	3%	14,550.01	97%
6004160 MILEAGE AND PARKING-LOCAL	1,000	-	0%	-	352.40	35%	647.6	65%
6004161 TRAVEL HOTEL AND MEALS	1,850	-	0%	593.41	834.58	45%	1,015	55%
6004162 EDUCATION AND TRAINING	2,000	-	0%	555	1,104.67	55%	895.33	45%
6004165 ADVISORY BD/TRUSTEES EXPENSES	175	-	0%	-	-	0%	175	100%
6004193 HARDWARE MAINTENANCE	8,500	-	0%	-	5,340	63%	3,160	37%
6004196 COPYING MACHINE RENTALS	4,800	-	0%	310.50	3,481.26	73%	1,318.74	27%
6004504 OTHER FINANCIAL SERVICES	20	-	0%	-	11.31	57%	8.69	43%
6004573 OTHER FEES FOR SERVICES	6,400	-	0%	149.80	3,214.61	50%	3,185.39	50%
Total	487,328	54,172.95	11%	70,830.66	378,787.84	78%	54,367.21	11%

Chargebacks

6004602 INSURANCE PREMIUM CHARGEBACK	21,274			5,319	10,637.00	50%	10,637.00	50%
6004604 DPW SECURITY CHARGEBACKS	103,178			-	-	0%	103,178	100%
6004606 TELEPHONE BILLING ACCOUNT	5,733			-	2,867.00	50%	2,866	50%
6004609 DATA PROCESSING CHARGEBACKS	54,609			-	22,480.00	41%	32,129	59%
6004617 DUPLICATING/PRINTING CHARGEBACK	-			-	115.61		-116	
6004618 OFFICE SUPPLIES CHARGEBACK	7			-	2.73	39%	4.27	61%
6004619 BUILDING SERVICE CHARGEBACK	5,000			-	2,500.00	50%	2,500	50%
Total Chargebacks	189,801			5,319	38,602.34	20%	151,199	80%

Debt

6006000 PRINCIPAL ON SERIAL BONDS	6,582			-	6,582	100%	-	0%
6006001 BANS Principal	47,578			-	47,578.00	100%	-	0%
6007000 INTEREST ON SERIAL BONDS	1,028			-	611.67	60%	416.33	40%
6007001 BANS Interest	4,830			-	4,829.13	100%	0.87	0%

Grand Total (operating):	2,438,574	54,172.95	2%	176,698	1,597,668.59	66%	786,732.46	32%
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Projects & Grants									
6004117	STATE CONSTRUCTION AID - 2021	39,372	-	0%	0	39,372	100%	-	0%
6004117	STATE CONSTRUCTION AID - 2022	378,023	-	0%	0	-	0%	378,023	100%
6004117	STATE CONSTRUCTION AID - 2023								
Friends	KRESGE GRANT	31,700	-	0%	0	21,025.34	66%	10,675	34%
Friends	COMMUNITY FOUNDATION	5,000	-	0%	1,800	1,800	36%	3,200	64%
Friends	COMMUNITY FOUNDATION #2	2,000	-	0%	0	-	0%	2,000	100%
Friends	COMMUNITY FOUNDATION - Farm2Li	4,275	-	0%	900	2,873.90	67%	2,251.10	53%
Friends	KLEE GRANT	80,000	-	0%	0.00	61,636.09	77%	18,363.09	23%
Total Projects & Grants		540,370.00	0.00	0%	2,700	126,707.33	23%	414,511.85	77%

Director's Report
Josias Bartram
October 12, 2023

Outreach

This was a busy month for outreach for me.

- I presented on Banned Book Week to the Unitarian Universalist Congregation of Binghamton and also issued library cards to several new patrons.
- Steve Bachman (Four County Library System), Ben Lainhart (Your Home Public Library) and I did a Lyceum program on Libraries.
- I presented the Library budget to the Binghamton City Council as part of their budget process.

Building/construction updates

- We are still waiting on badge access/automatic locking and unlocking for the new front doors. We haven't been given a timeline.
- The Bathroom/Ramp project is still stalled. I did confirm with Four County that we have three more years to complete the project before losing the fund, so the timeline's not as tight as I've been thinking.

September Financials

The September financial reports are attached.

- The contractual expenses portion of the budget (the part that we have the most control over) is getting pretty tight. I've confirmed with Jane St. Amour (our new budget director) that she's willing to do EOY budget transfers from the Benefits lines (where we have plenty available) just as Jerry Knebel did, so we won't have any issues overall. Expect to see transfers on the October reports.
- I've continued to tinker with the format of these reports. I'm pulling them from a different place in the accounting software which is more accurate and easier for me to work with. This month I'm experimenting with rounding all totals to the nearest whole dollar amount. Let me know if this makes them easier to read or feels like you're losing valuable information.
- I intend to include both our fund balance and the trust fund balance on the December financials. I'm also considering adding the Friends contribution to the Library under the Grants/Projects section. Would that be helpful?

2024 Budget Update

Our budget hearing before the Legislature's Finance Committee is on 10/24.

Grants

- The Bronsky Reading Garden proposal was submitted to the Hoyt Foundation on time. The full proposal is attached.
- Broadview Federal Credit Union (formerly SEFCU) has approached us about supporting the Peer Support Program. They seem eager to offer substantial support.

Personnel

- You voted to approve the appointment of Kris Burke as a Custodial Worker position at the September meeting. She lasted a total of one day, and I now need you to accept her resignation.
- Ismael Waldron has accepted a Custodial Worker position and his appointment needs to be approved.
- We are still down one Custodial Worker position.
- At recent meetings, we've focused quite a bit on the stress that our staff is under, working with public in difficult/polarized times. It's been important to let you know about these conditions, but I want to take a little time to focus on some of the positive aspects of the work we do. I've asked all staff who are attending the

meeting to present on one or two things they are particularly excited about or that keep them energized and committed to our work.

- Staff Development Day was on Monday, and it seemed to go very well. The training was provided by Jill Hurst-Wahl, who will also be doing the Board training in November. I am following up with a survey, but all feedback that I've received has been very positive.
- I will be leaving for my sailing trip on March 7, and returning on April 22.

Assistant Director's Report

Sherry Kowalski

October 11, 2023

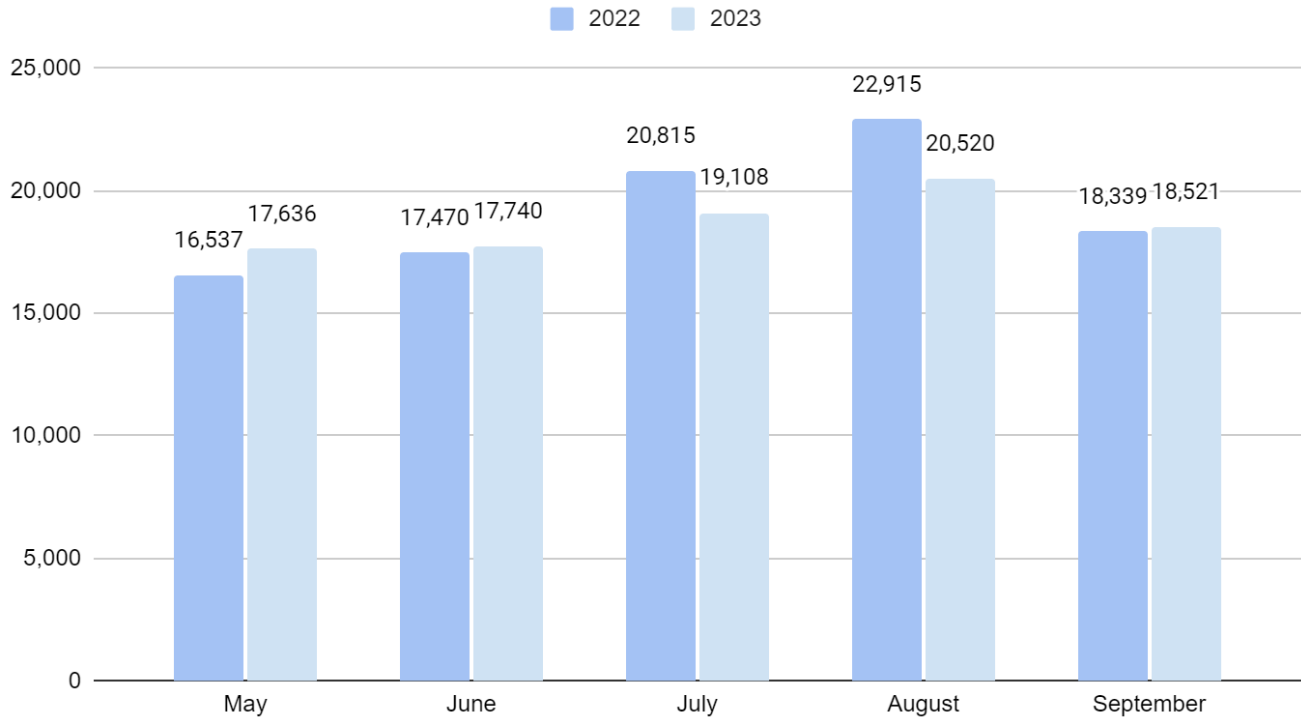
- I attended the budget address at Oakdale Commons. This was the first budget address I attended, and it was a worthwhile experience. I was pleased to hear Jason Garnar speak so highly of the Library staff and the services we are providing for our community. Attending this meeting afforded me the opportunity to meet the new Director of OMB, Jane St.Amour.
- I also attended the City Budget hearing for the first time. It was very interesting to witness this process on the City level which is very different from County level.
- I attended several strategic plan meetings in September. Sara Glose and I are tackling "Goal 3. Know Your Community: Community Resources and Services."
- I met with a Binghamton University Graduate student that wants to help with the Farm to Library program. I am excited to work with them to help promote "Grow a Row."
- The "Welcome Center" has been well received. I have run out of many of the brochures and will need to request more. I did not anticipate that this would get this much use and I will need to rethink the number of brochures I request going forward.
- The hiring process continues for the vacant custodial worker position.

Data Analytics Monthly Report (October 2023)

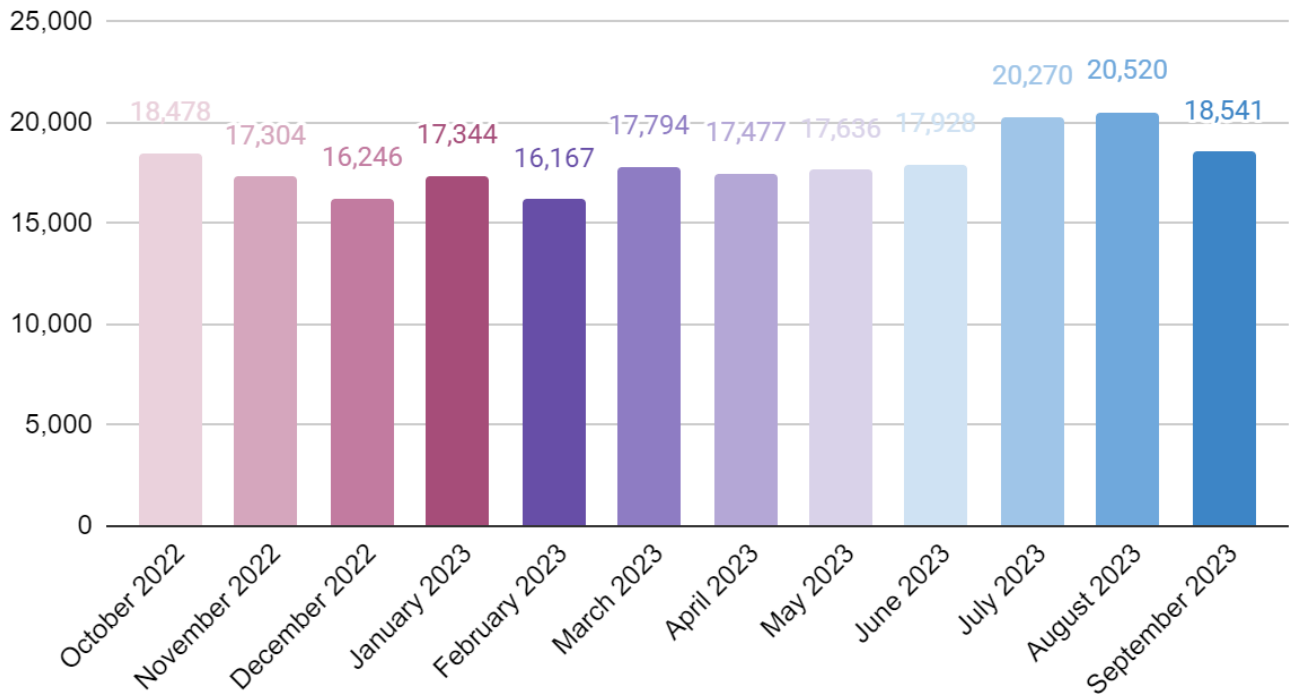
Submitted by Laura Haynes

Total Monthly Circulation for May-September 2022 and 2023:

Numbers are consistent with last year's with a slight improvement.

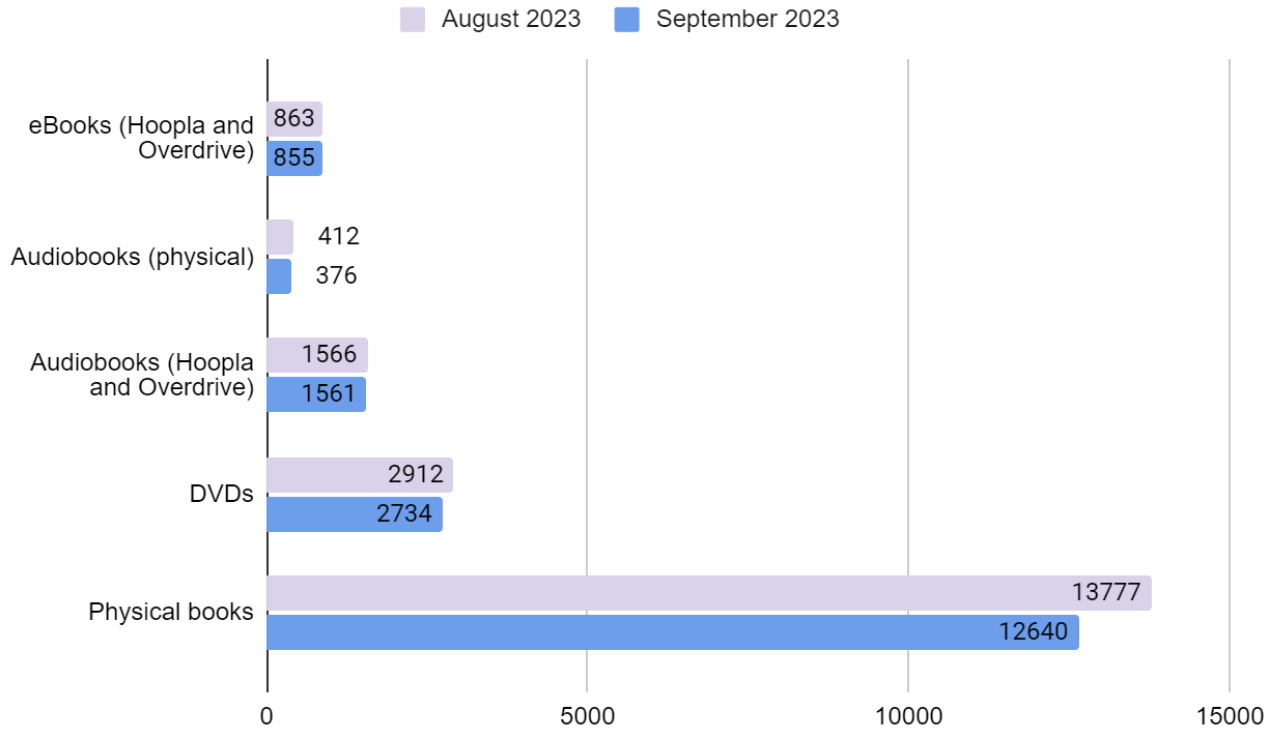


This graph shows total circulation statistics for the past 12 months.



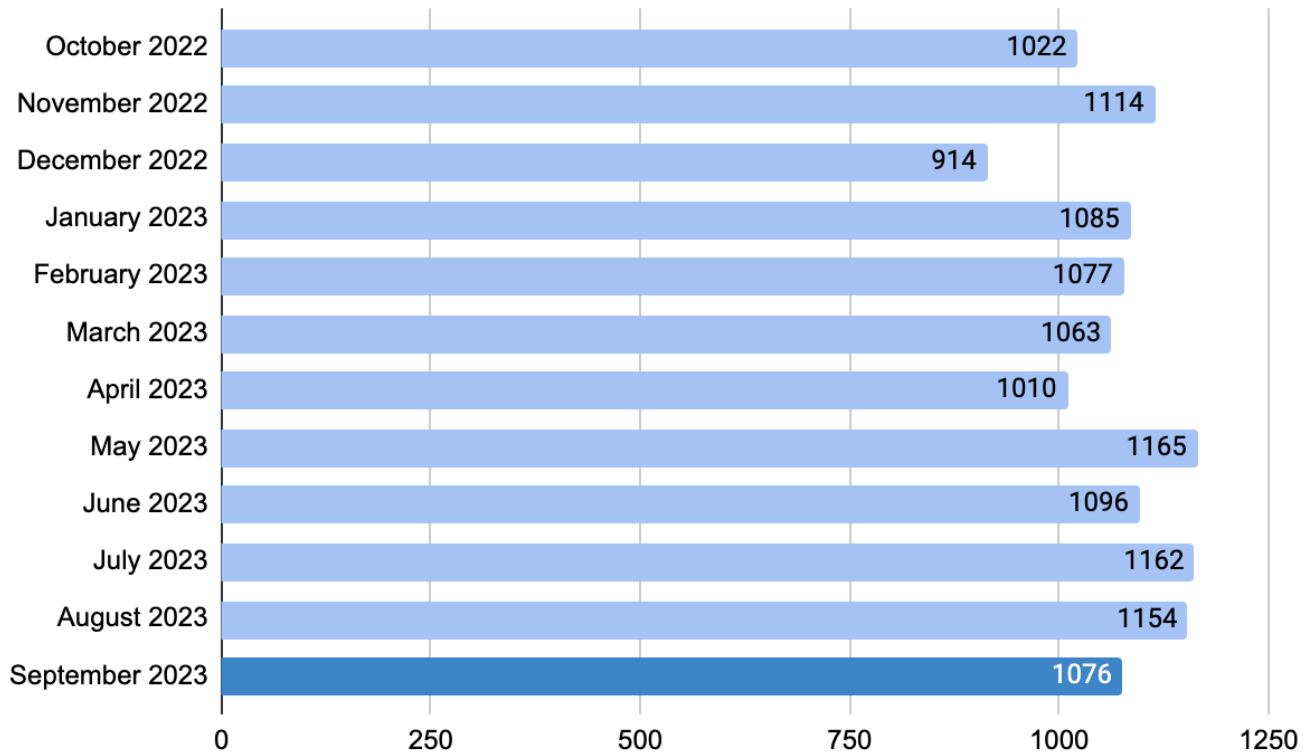
Circulation by media:

Physical book usage showed the greatest difference between August and September.



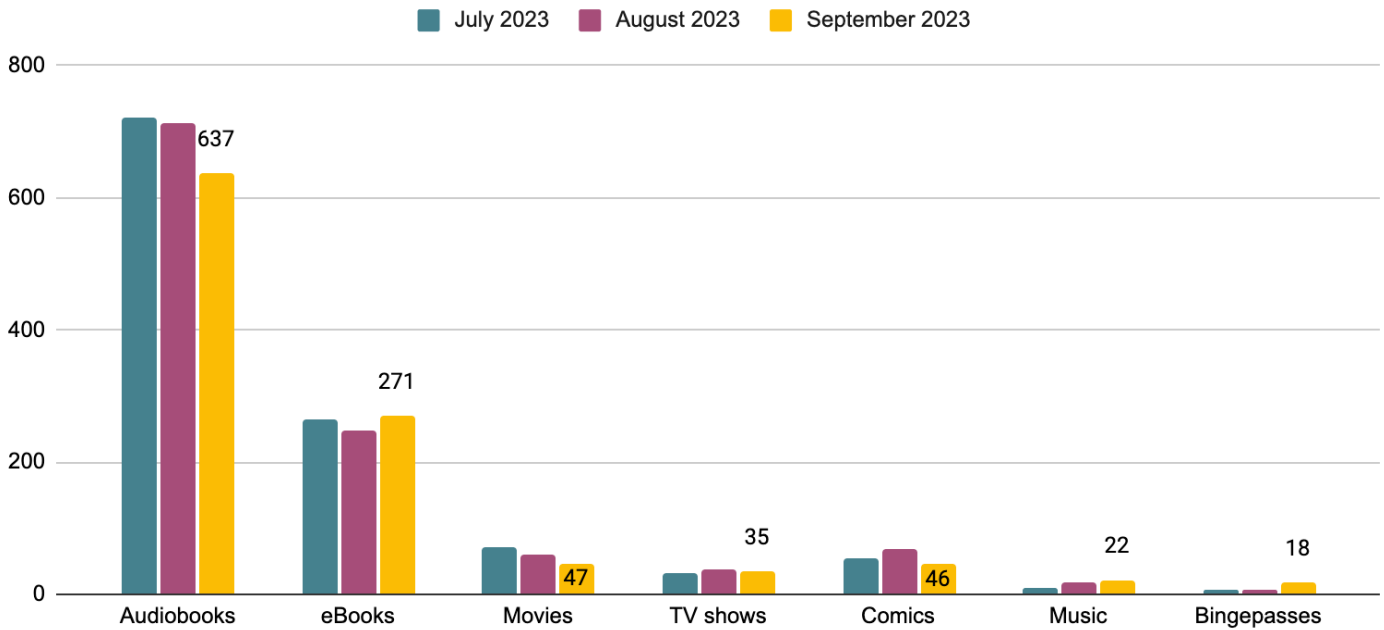
Hoopla Circulation:

Hoopla circulation declined.



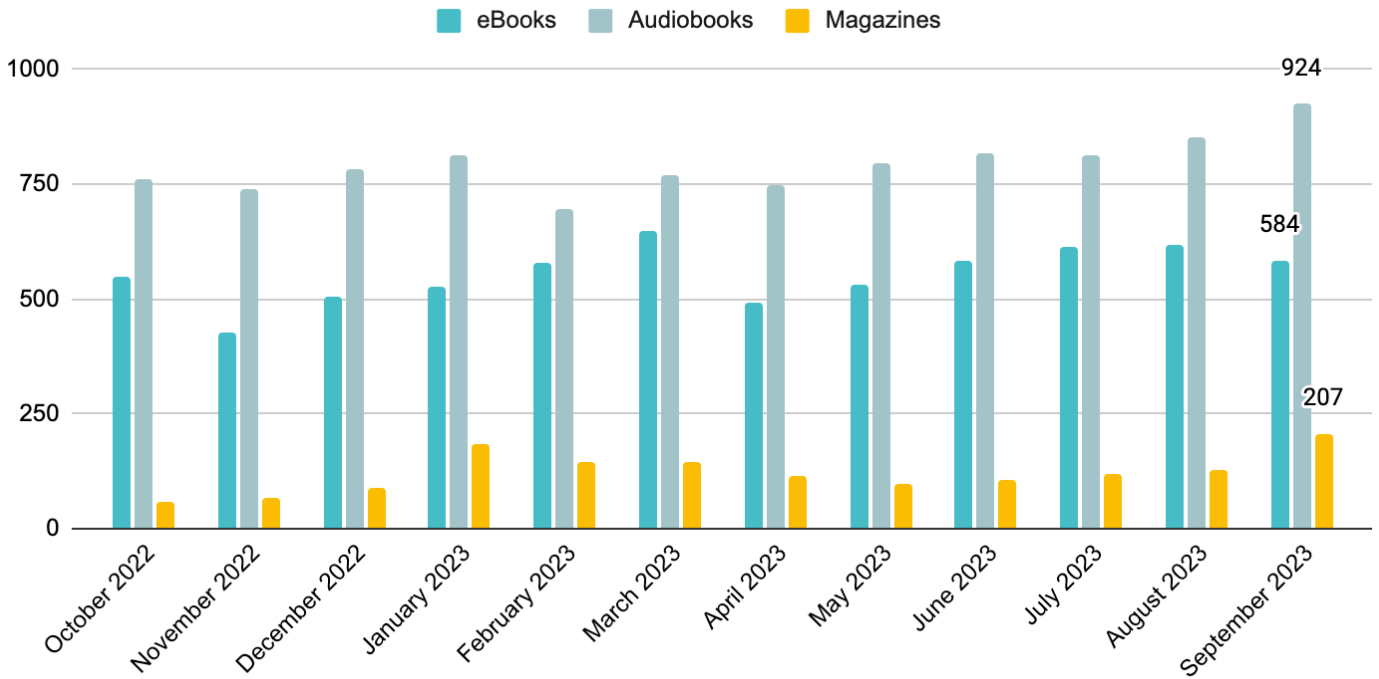
Hoopla Circulation by format:

The pattern of decline post-Summer Reading also applied to digital audiobooks.



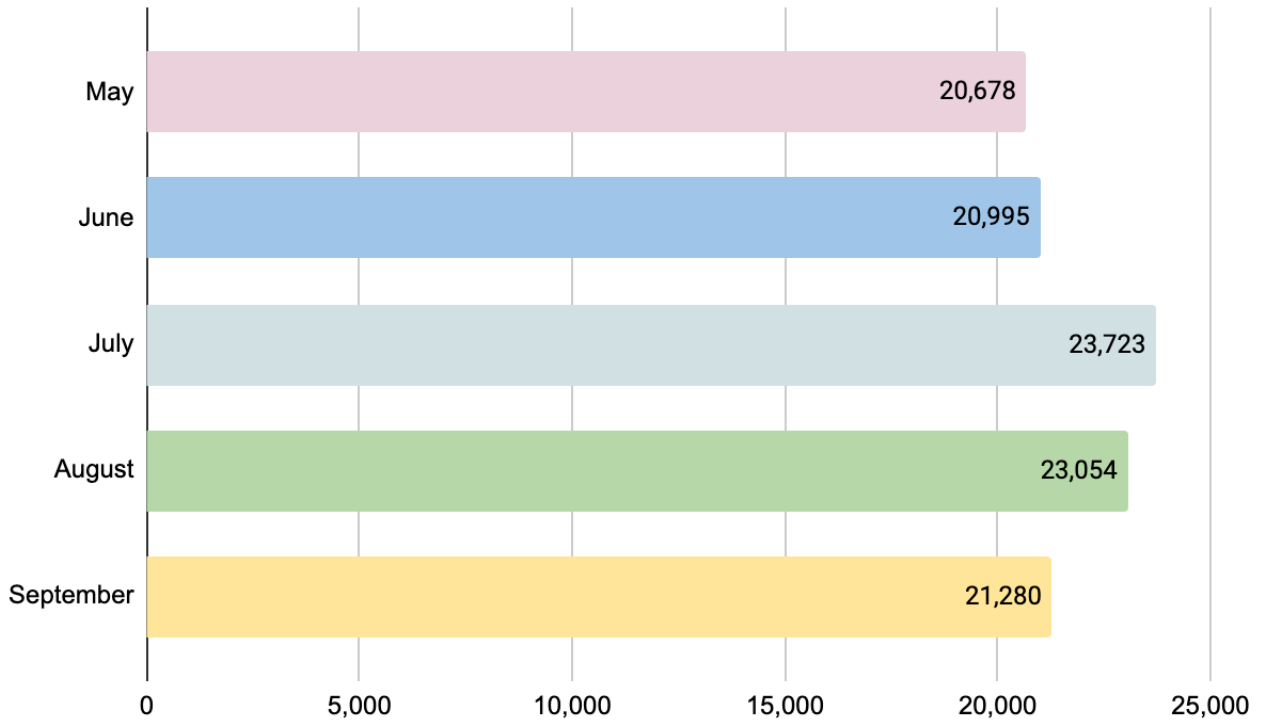
Overdrive/Libby Circulation for eBooks, Audiobooks, and Magazines over the last year:

Audiobook usage increased by 72. Magazine usage increased by 78.



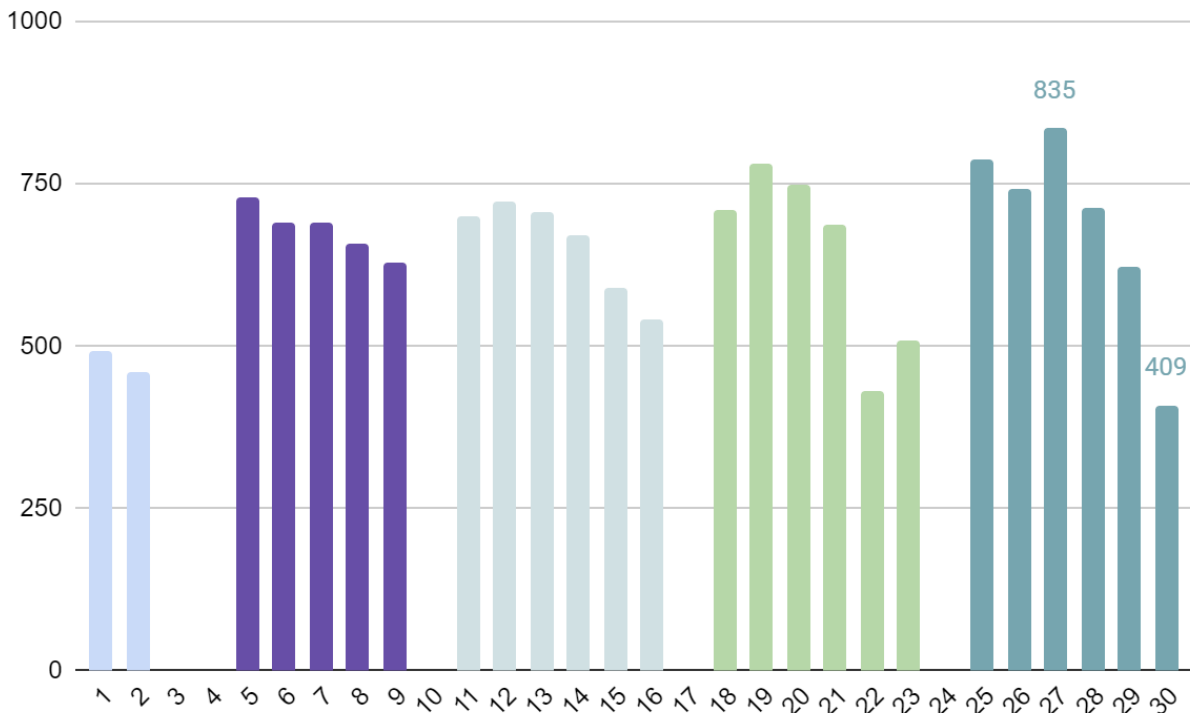
Total Door Count for the last 5 months:

Door count decreased by 1,774.



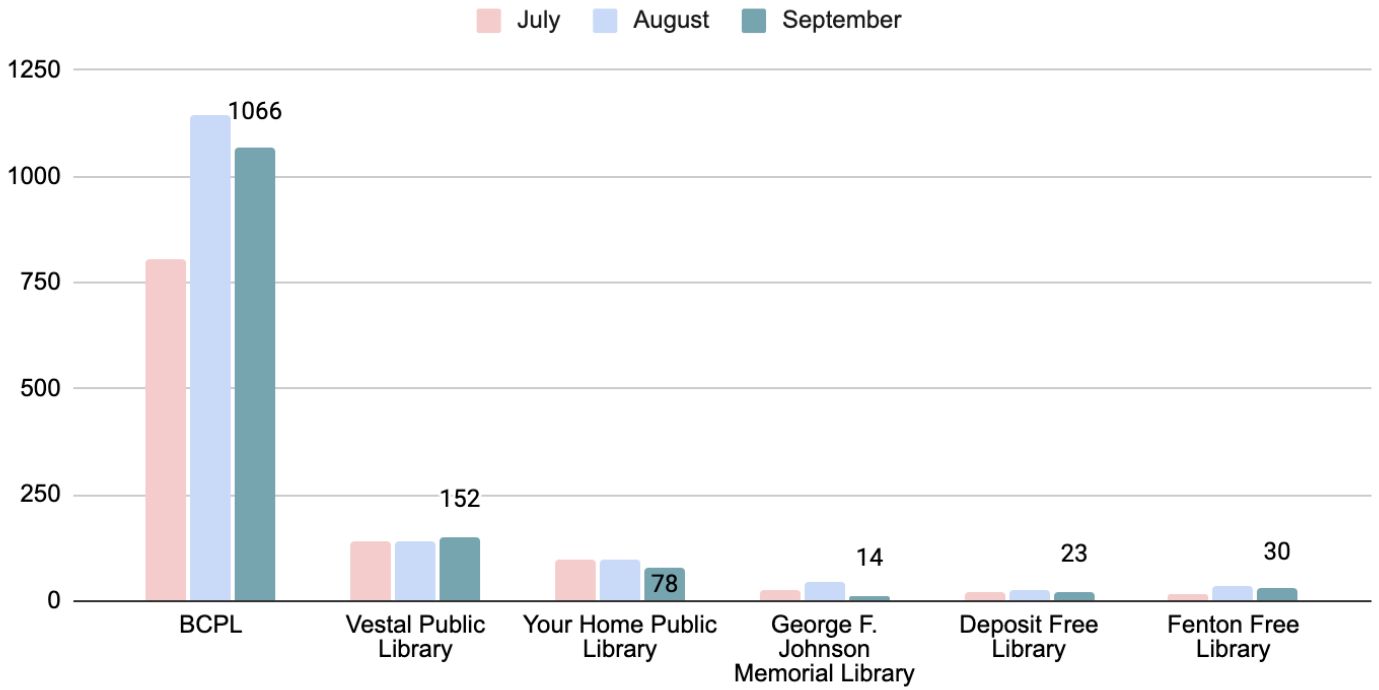
Daily Door Count Totals (by date):

On Wednesday the 27th, all the meeting rooms were booked and there was a training which resulted in elevated numbers.



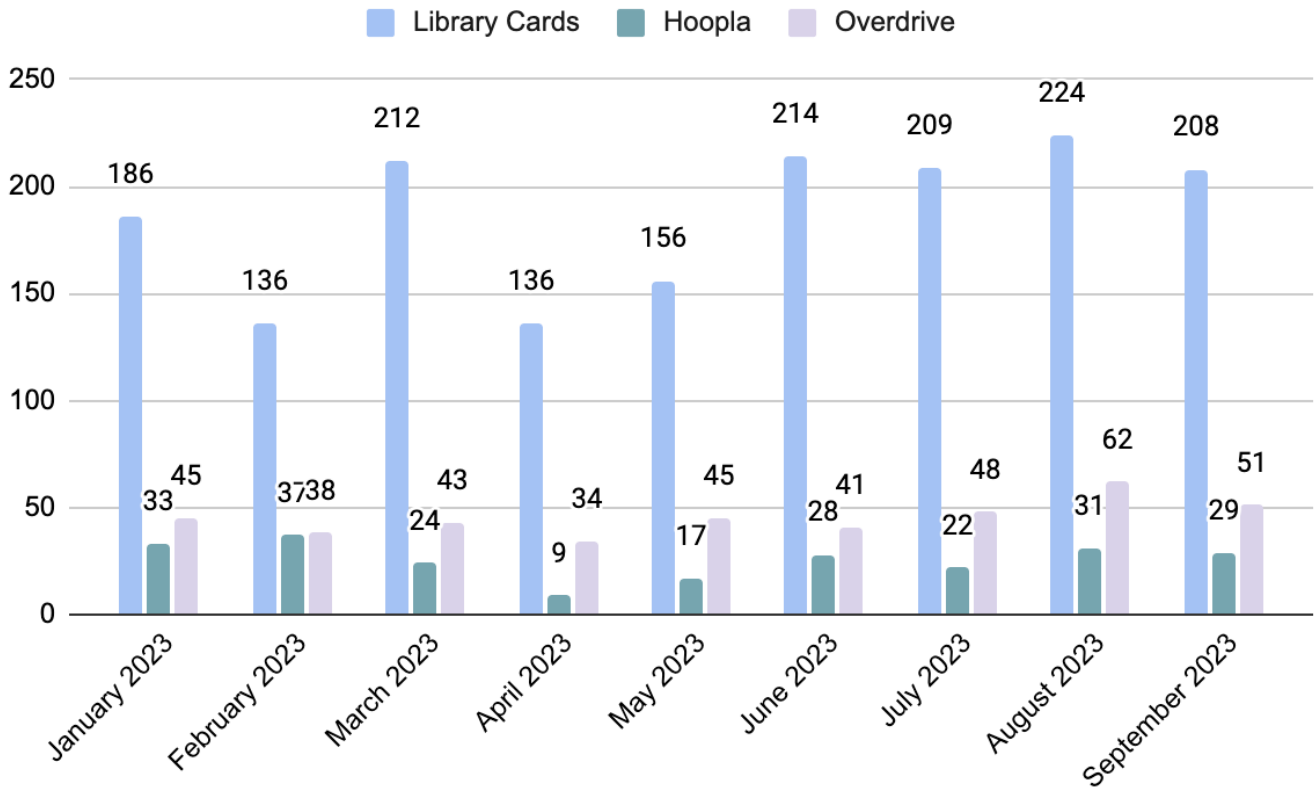
Holds:

The number of BCPL specific holds remained high.



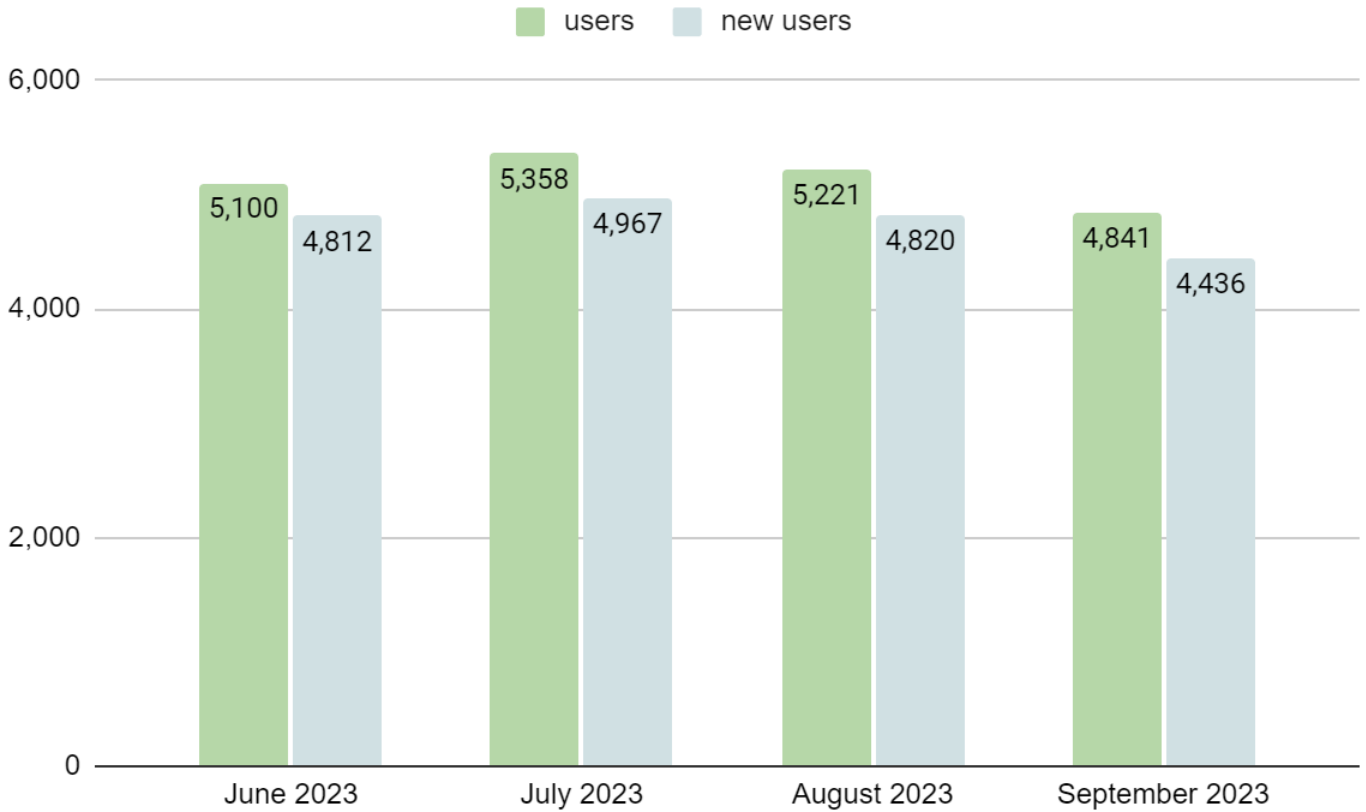
New Patron Registration (Library Cards, Hoopla, and Libby/Overdrive):

September was Library Card Signup Month.

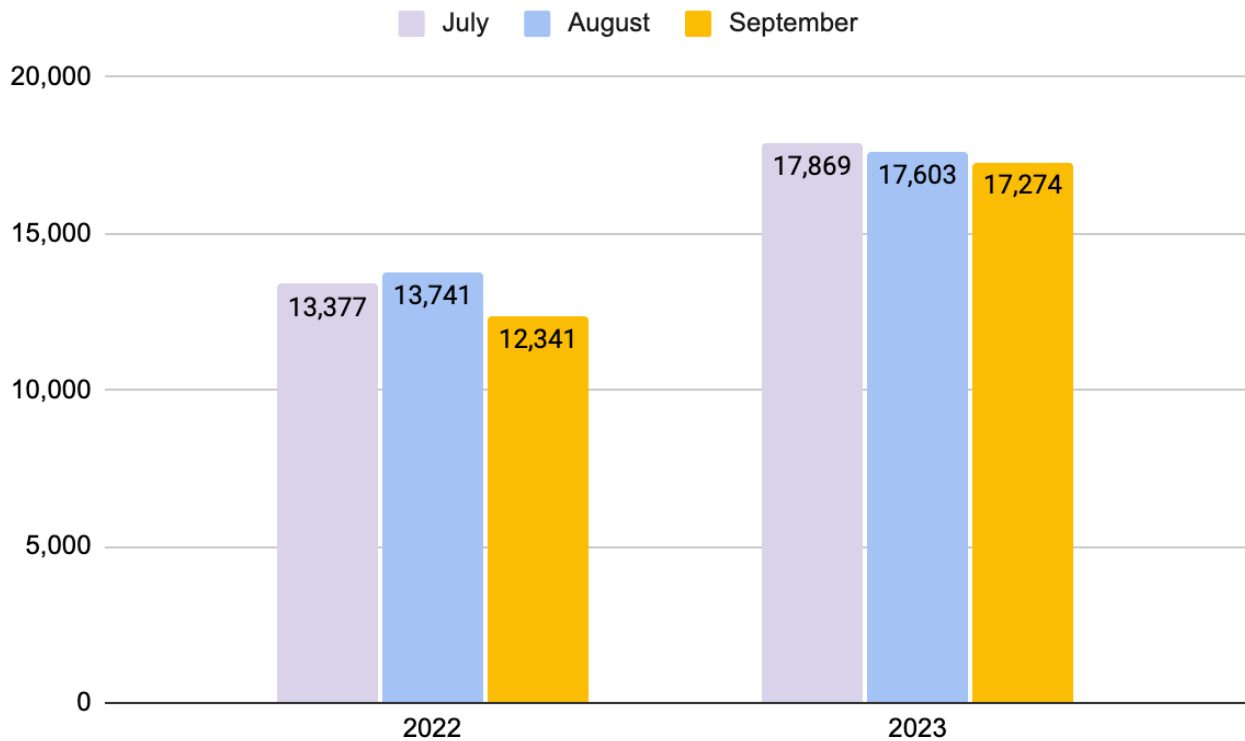


Website Analytics:

Website sessions declined for September. New users still make up the majority of our users.

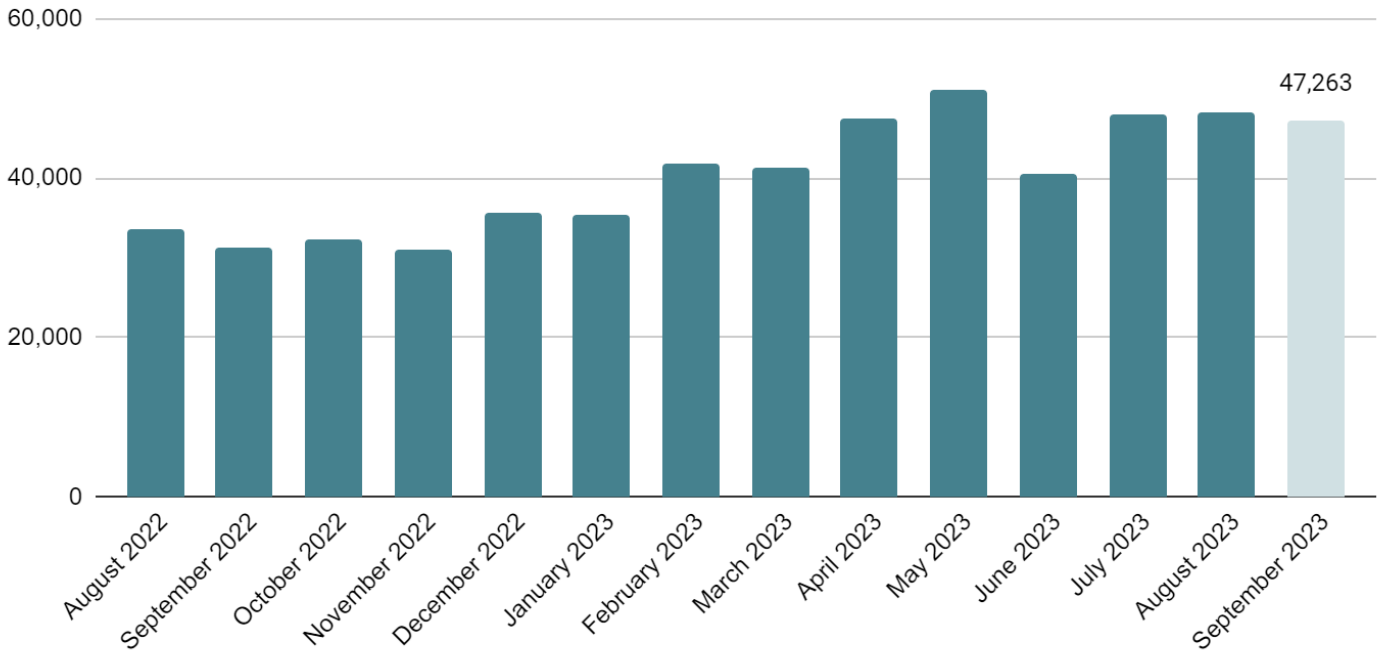


This graph shows total pageviews for July-September of 2022 and 2023. There was an increase of 4933 between September 2022 and 2023.



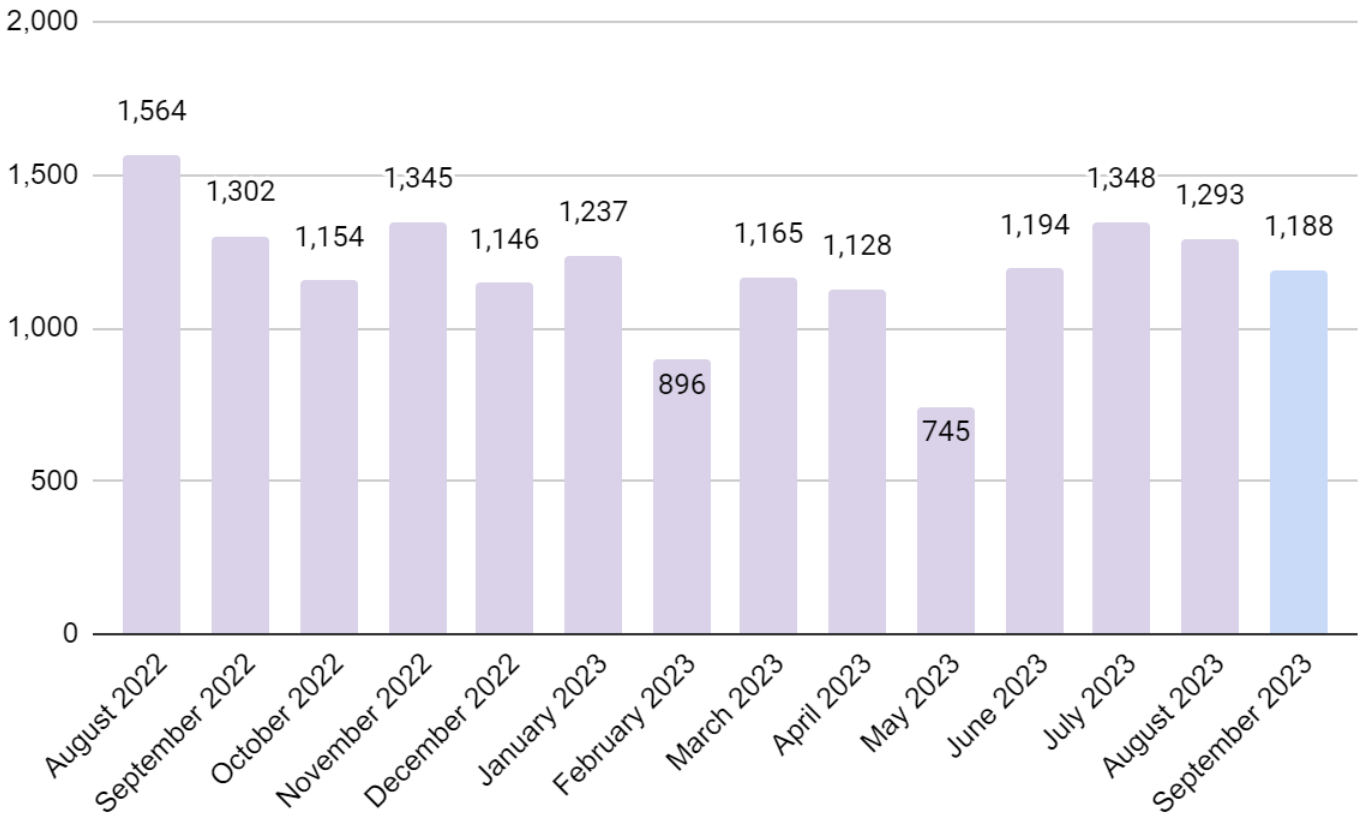
Number of Wireless Sessions:

Wireless sessions are definitely holding steady.



Public Computer Sessions:

Computer sessions have steadily declined the past few months.



Circulation

Submitted by Kathleen Shores

- September was National Library Card Sign-up Month. To celebrate, prizes were given away to adults, young adults, and children that signed up for library cards, renewed, or replaced their library card. For adults and young adults (13+), a library card registration gave them the option to be entered into a raffle to win a \$50.00 gift card to Wegmans. If a patron renewed or replaced their card, they could pick a prize such as a magnetic bookmark, a pen, or a sticker. Children under 13 that were registered with their parent/guardian or renewed/replaced their card, were allowed to pick a prize provided by Youth Services. Childrens prizes included slime, squishy animals, or a plastic jumping frog.
- Including raffles and prizes during National Library Card Sign-up Month was extremely successful. Many of the library's patrons come in daily to use the public computers with guest passes. Most of these patrons do not wish to register for library cards. When some of these patrons were informed about the option to be entered into a raffle, they decided to register for library cards.
- Total number of library card registrations for September – 208
- Number of adult/young adult registrations vs. patrons that opted-in raffle:
 - Adult/young adult card registrations – 164
 - Adult/young adult opted-in raffle – 136
- There was also a decrease in the number of electronic cards that were issued during National Library Card Sign-up Month:
 - July 2023 electronic cards – 29
 - August 2023 electronic cards – 38
 - September 2023 electronic cards – 19
- Full-time Circulation clerk, Emma Wagaman, provided 20.50 hours of desk coverage/additional help to Youth Services.
- Full-time Circulation clerk, Nursel Bagsever, provided 53.25 hours of desk coverage/additional help to Youth Services
- Part-time Circulation Clerk, Ethan Mellen provided 13.50 hours of desk coverage/additional help to Youth Services.
- Part-time Circulation clerk, Christian Wert provided 17.50 hours of desk coverage/additional help to Local History.
- The Circulation desk and Reference desk issued guest approximately 156 guest passes during the month of August. The library welcomed visitors from other states such as Florida, North Carolina, Pennsylvania, and South Carolina

September 2023 Youth Services Board Report

submitted by Kelsey Matoushek

Notable things to report in Youth Services:

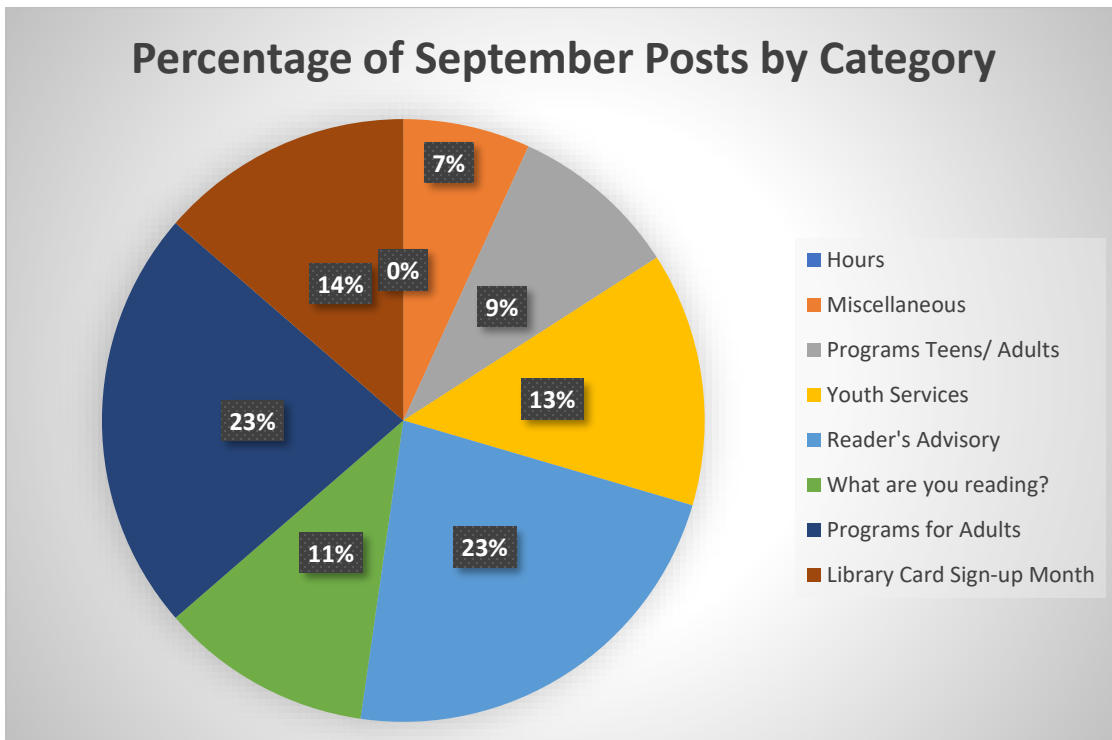
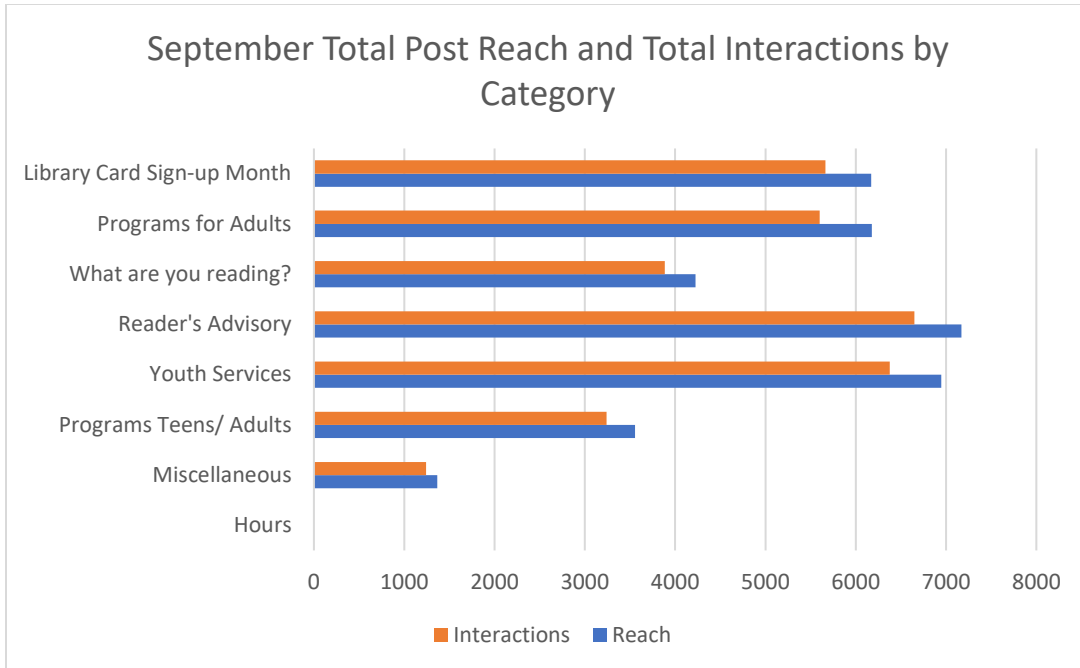
- Kathleen continues to regularly provide coverage for the Youth Services Department. Youth Services staff very much appreciate this assistance.
- Kelsey attended the Head Start Policy Council meeting on September 13 to present information about BCPL's upcoming children's events.
- Youth Services staff tabled at West Middle School's Curriculum Night on September 21. 50 people visited the library table and 15 students registered for a library card.
- Attendance for in person programs:
 - Borrow a Grandparent-every Tuesday-Thursday-Average attendance of 3
 - Biweekly Lapsit story time-every Monday and Thursday -Average attendance of 20
 - Biweekly preschool story time-every Monday and Thursday -Average attendance of 17
 - Weekly Teen Wednesdays craft program -Average attendance of 3
 - Weekly Teen Thursdays -Average attendance of 5
 - Bimonthly LEGO Club -Average attendance of 23
 - September 11-Story Time for Adults-Attendance of 0
 - September 16-The Little Mermaid Family Movie Day-Attendance of 4
 - September 29-STEM Program-Attendance of 3
- The therapy dogs will be returning to BCPL on October 14.

Upcoming in Youth Services:

- Upcoming programs:
 - Weekly Teen Wednesdays
 - Weekly Teen Thursdays
 - Borrow a Grandparent-every Tuesday-Thursday
 - Biweekly Lapsit story time, beginning September 25
 - Biweekly preschool story time, beginning September 25
 - Monthly Story Time for Adults
 - Bimonthly LEGO Club
 - Family Game Day and Teen Game Day on October 7
 - NASA Eclipse Program on October 14
 - Monthly Ukrainian Story Time, beginning on October 17
 - Spooky Slime on October 20
 - Interactive Nightmare Before Christmas Movie Program on October 21
 - Library Trick-or-Treat on October 27
 - Monthly Art Classes for Homeschoolers-October 27
- A Pokémon Trading Card Game Club for families will start this fall.
- Kelsey will attend the NYLA Annual Conference this year.
- Michelle will offer art classes, sewing classes, and a Science Fair for homeschool families in the fall.
- Youth Services staff will table at the Community Baby Shower hosted by Mothers & Babies on October 21. Every family that visits the library table will receive a free board book.
- Youth Services staff will table at the NYSEG Safety Fair on October 25.
- Sarah Reid with the Four County Library System will host a Read for the Record event on October 26. Youth Services staff will offer an activity at this event.
- Youth Services will work with WSKG to offer a PBS Kids event in December.
- Youth Services staff will table at future Roberson Museum events.

Information Services Report


Submitted by Judd Karlman



Broome County Public Library
 Published by Michelle Ford · September 15 at 1:43 PM · 🌐

They are coming back next month! Our wonderful reading to the dogs program is back for another year.




Who let the dogs in?



Whoever it was, thank you!

Starting in October, the dogs will be back with us. Kids, come and read to them

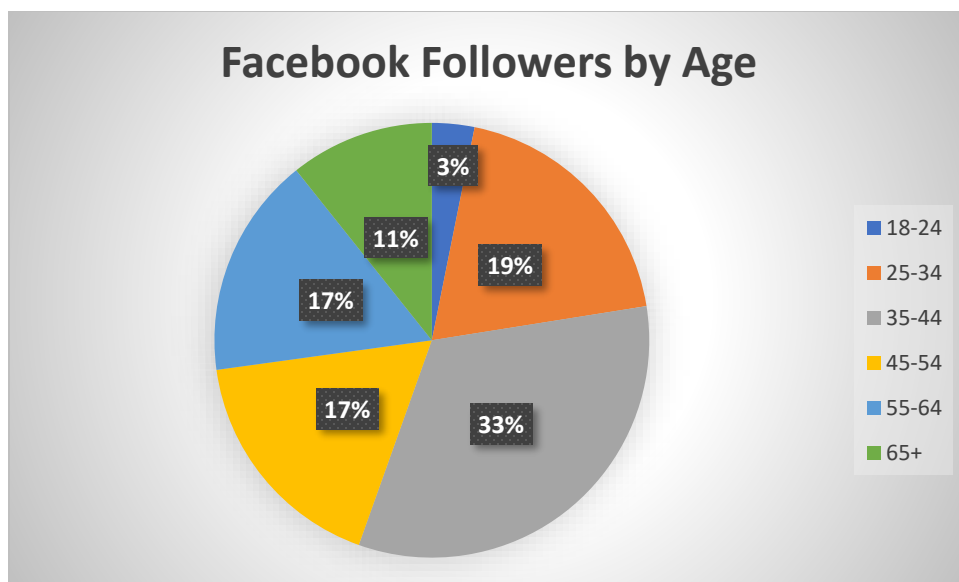
The dates are as follows: Saturdays
 October 14th and 28th at 10am to Noon
 Tuesday November 14th at 6pm to 7:30pm

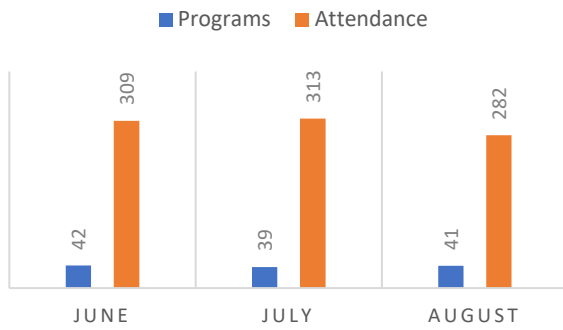
[See insights and ads](#) [Boost post](#)

👍❤️ 38 3 comments 34 shares

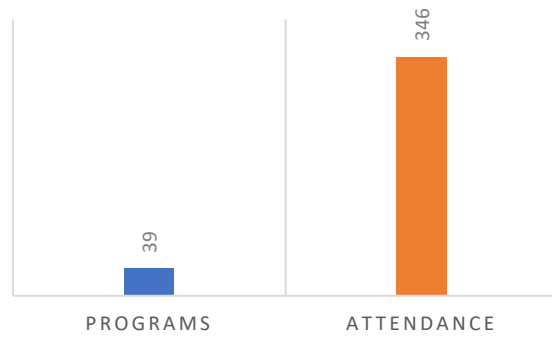
This was the post with the most reach and interactions. It is an adorable, well wrought post but in past months it would not have been in the top 5. It was a slow social media month for BCPL.



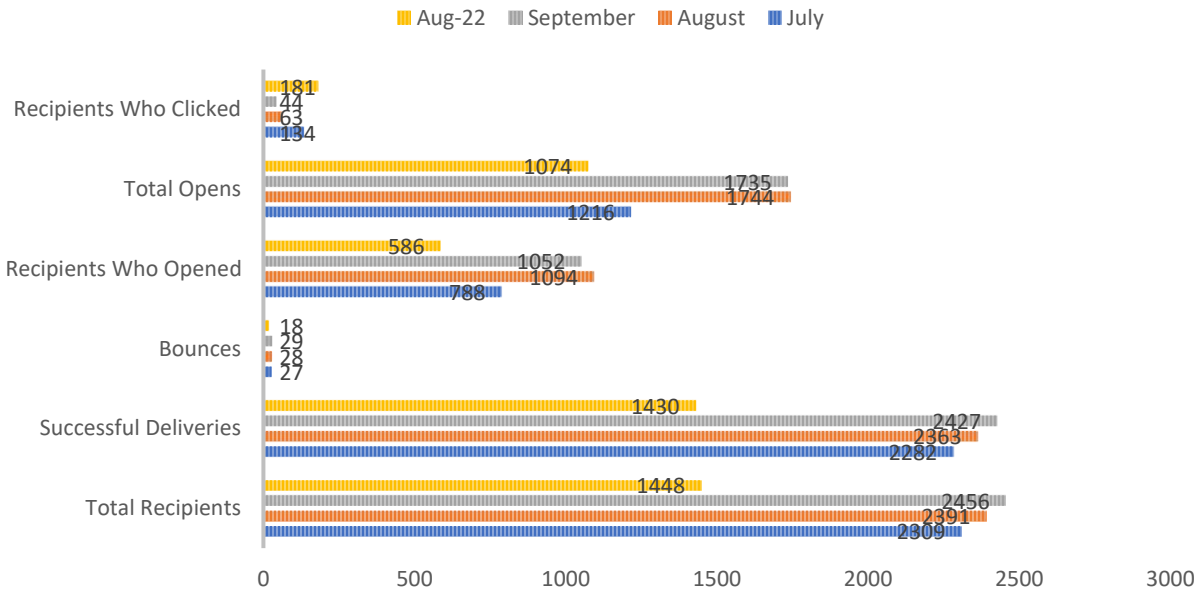
PROGRAM STATISTICS FOR PAST 3 MONTHS



SEPTEMBER PROGRAM STATISTICS



IN THE LOOP: ANALYSIS FOR THE LAST THREE MONTHS AND AUGUST 2022



In the Loop: Clicks for September

