

Account		Budget	YTD Actuals		Sept (75%)	Remaining	
Revenue							
5000100	LIBRARY COPY FEES	13,000	8,774	67%	769	4,995	38%
5000177	RENTALS & FEES	7,200	4,200	58%	600	3,600	50%
5000189	OTHER LOCAL GOVERNMENTS	879,589	220,420	25%	0	659,169	75%
5000312	RENTAL CHARGEBACKS	49,000	30,000	61%	0	19,000	39%
5000426	MISCELLANEOUS	6,900	3,392	49%	647	4,155	60%
5000451	INTEREST AND EARNINGS	20,000	38,102	191%	3,929	-14,174	-71%
5000470	VENDING MACHINE	1,000	511	51%	187	676	68%
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%	60,323	92,000	100%
5000952	ARRA DEBT REIMBURSEMENT	85	85	100%	0	0	0%
Total		2,498,514	1,796,815	72%	66,455	768,154	31%

Account		Budget - original	Budget - w/transfers	YTD Actuals		September (75%)	Encumbered	Remaining	
Salaries									
6001000	SALARIES FULL-TIME	1,028,661		651,337	63%	39,603		377,324	37%
6001001	SALARIES PART-TIME	159,571		94,917	59%	5,365		64,654	41%
6001002	SALARIES TEMPORARY	11,122		45,311	407%	2,910		-34,189	-307%
6001003	SALARIES OVERTIME	0		1,039		81		-1,039	
Total		1,199,354		792,604	66%	47,959		406,750	34%

Contractual Expenditures										
6004002	MAT & SUPPLIES-PAINT	0	0	15			0		-15	
6004012	OFFICE SUPPLIES	2,060	2,060	3,033	147%	189	2,204	107%	-3,177	-154%
6004021	BLDG MAINTENANCE SUPPLIES	1,030	1,030	393	38%	0	857	83%	-220	-21%
6004022	FUEL AND HEATING SUPPLIES	22,000	22,000	10,682	49%	112	0	0%	11,318	51%
6004023	BLDG AND GROUNDS SUPPLIES	4,429	4,429	1,856	42%	36	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	50,482	70%	4,419	13,055	18%	8,759	12%
6004071	JUVENILE BOOKS	55,620	56,578	33,658	59%	2,380	15,516	27%	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	13,134	53%	1,118	11,591	46%	275	1%
6004075	ELECTRONIC ACCESS MATERIALS	53,450	53,450	43,667	82%	0	0	0%	9,783	18%
6004100	POSTAGE AND FREIGHT	1,400	1,400	1,407	101%	0	298	21%	-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	2,516	84%	1,381	316	11%	167	6%
6004113	WATER AND SEWAGE CHARGES	3,200	3,200	2,428	76%	0	0	0%	772	24%
6004115	ELECTRIC CURRENT	60,000	60,000	63,251	105%	5,948	0	0%	-3,251	-5%
6004117	BUILDING AND GROUNDS EXPENSES	42,244	42,244	14,340	34%	2,723	8,998	21%	18,906	45%

6004136	OPERATIONAL EQUIPMENT REPAIRS	3,090	3,090	3,604	117%	285	0	0%	-514	-17%
6004137	ADVERTISING AND PROMOTION EXPE	3,000	3,000	2,881	96%	64	0	0%	119	4%
6004138	OTHER OPERATIONAL EXPENSES	20,000	20,000	12,063	60%	1,121	3,114	16%	4,823	24%
6004160	MILEAGE AND PARKING-LOCAL	700	700	529	76%	0	0	0%	171	24%
6004161	TRAVEL HOTEL AND MEALS	2,000	2,000	706	35%	0	0	0%	1,294	65%
6004162	EDUCATION AND TRAINING	2,000	2,000	1,215	61%	60	0	0%	785	39%
6004193	HARDWARE MAINTENANCE	9,025	9,025	6,025	67%	0	0	0%	3,000	33%
6004196	COPYING MACHINE RENTALS	10,000	10,000	6,558	66%	721	0	0%	3,442	34%
6004504	OTHER FINANCIAL SERVICES	4	4	4	98%	0	0	0%	0	2%
6004573	OTHER FEES FOR SERVICES	6,000	7,965	6,519	82%	744	0	0%	1,446	18%
Total		489,490	493,167	360,160	73%	21,302	58,218	12%	74,790	15%

Chargebacks

6004602	INSURANCE PREMIUM CHARGEBACK	26,606		19,955	75%	6,652		13,303	50%
6004604	DPW SECURITY CHARGEBACKS	125,080		31,270	25%	0		93,810	75%
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%	1,250		2,500	50%
Total		220,165		86,665	39%	7,902		141,401	64%

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		87,888	58%	4,917		69,088	45%	
6008002	SOCIAL SECURITY	91,751		57,998	63%	3,518		37,270	41%	
6008004	WORKERS COMPENSATION	6,889		3,445	50%	0		3,445	50%	
6008006	LIFE INSURANCE	190		67	35%	0		123	65%	
6008007	HEALTH INSURANCE	163,740		105,472	64%	6,216		64,484	39%	
6008009	RETIREE HEALTH INSURANCE	328,156		214,397	65%	0		113,759	35%	
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		4,895	66%	283		2,773	38%	
Total		753,670		475,637	63%	14,933		292,966	39%	
Salary and benefits		1,953,024		1,268,241	65%	62,892		699,716	36%	
Total expenses		2,752,191		1,800,901	65%	92,096	58,218	2%	915,907	33%

Account		Approved total	Revenue received		Revenue outstanding		Encumbered		Spent		Remaining	
Active BCPL Projects & Grants												
6004117	STATE CONSTRUCTION AID - 2022	378,023	340,221	90%	37,802	10%	0	0%	49,345	13%	328,678	87%
6004117	STATE CONSTRUCTION AID - 2023	157,447	141,702	90%	15,075	10%	0	0%	0	0%	157,447	100%
6004117	BROOME COUNTY CIP - 2023	100,000	100,000	100%	0	0%	0	0%	78,934	79%	21,066	21%
6004138	2025 FARM TO LIBRARY	3,000	3,000	100%	0	0%	0	0%	0	0%	3,000	100%
6004573	2025 SUMMER READING	2000	2000	100%	0	0%	0	0%	1998	100%	2	0%
subtotal		640,470	586,923	92%	52,877	8%	0	0%	130,277	20%	510,193	80%

Active Friends Projects & Grants												
	HOYT GRANT - Reading Garden	50,000	50,000	100%	0		0		8,211	16%	41,790	84%
	KRESGE GRANT	31,700	31,700	100%	0		0		31,700	100%	0	0%
	COMMUNITY FOUNDATION - bilingual	5,000	5,000	100%	0		0		5,000	100%	0	0%
	COMMUNITY FOUNDATION - Narcan	2,000	2,000	100%	0		0		2,000	100%	0	0%
	COMMUNITY FOUNDATION - Farm2Lib #2	5,000	5,000	100%	0		0		5,000	100%	0	0%
	KLEE GRANT #2	45,000	45,000	100%	0		0		30,398	68%	14,602	32%
	Period Pantry	7,203	6,703	93%	0		0		6,592	92%	610	8%
	25th Anniversary Gala	1,500	1,500	100%	0		0		775	52%	725	48%
	2025 Library Support	28,710	16,692	58%	9,378	33%	0		16,692	58%	9,378	33%
subtotal		176,113	163,595	93%	9,378	5%			106,368	60%	67,105	38%
Total Active Projects & Grants		816,583	750,518	92%	62,255	8%	0	0%	236,645	29%	577,298	71%

Assistant Director's Report

Sherry Kowalski

October 7, 2025

- Many hours have been devoted to CountyConnect meetings and tasks related to CountyConnect. This is an Oracle Cloud system that will be used for payroll, HR, and financial functions for the County. Payroll is the first to transition to this system and I am on the Library team which involved countless online training sessions. In addition to the training, I also had several scenarios that I had to test in the system. The final stage before we go live in 2026 is to enter payroll in CountyConnect and soon to be defunct PeopleSoft to make sure that employee's paychecks are identical in both systems.
- I am on the committee to plan the 25th anniversary celebration scheduled for November 15th. This is a great group to work with. Everyone is committed to the success of this event and creating a unique and fun experience for the public.
- Jeff Moore was employed in many capacities during his 49 year long career. He passed away in February of 2021 and we wanted to hang a plaque to honor his many dedicated years of service. I worked with his widow to write the text for the plaque, and she supplied a photo that will be included. I really enjoyed hearing her stories and learning more about Jeff. The final step is to email The House of Trophies.
- I worked with Josias and Jackie to plan our Staff Development Day. I was responsible for booking the group at Xscapes, the escape rooms at STIC. We went a few years ago and had a great time. We have quite a few new people this year.
- Belinda Ramirez, a professor at Binghamton University, reached out to me to learn more about the Farm to Library program. They found out about this program when they were here to research area seed libraries. They were very impressed and would like to foster partnerships with various campus groups.

Information Services Report
Submitted by Michelle Brandone
October 7, 2025

- Much of my time in September was dedicated to onboarding and training our new library assistant in Info Services. Since joining us in September, Sivan has made a strong start. He has a lot of experience offering different kinds of technology programming at libraries and his addition to our team fills a gap in the kinds of programs and services we can provide the public. Welcome Sivan!
- July-September James stepped in to ensure continuity of service while we filled the library assistant position. His help covering the desk and carrying out some of our tech programming was important in the department having a smooth transition. Thank you, James!
- I am currently working on a plan to reduce our collections budget for 2025 and 2026 to bring us in line with the requested cuts from the County. The reduction for the rest of this year won't be too painful to implement, but next year we are going to be severely limited in terms of what we can offer outside of the best-selling titles. Refreshing the outdated parts of our collection is on hold for now.

Programming Highlights

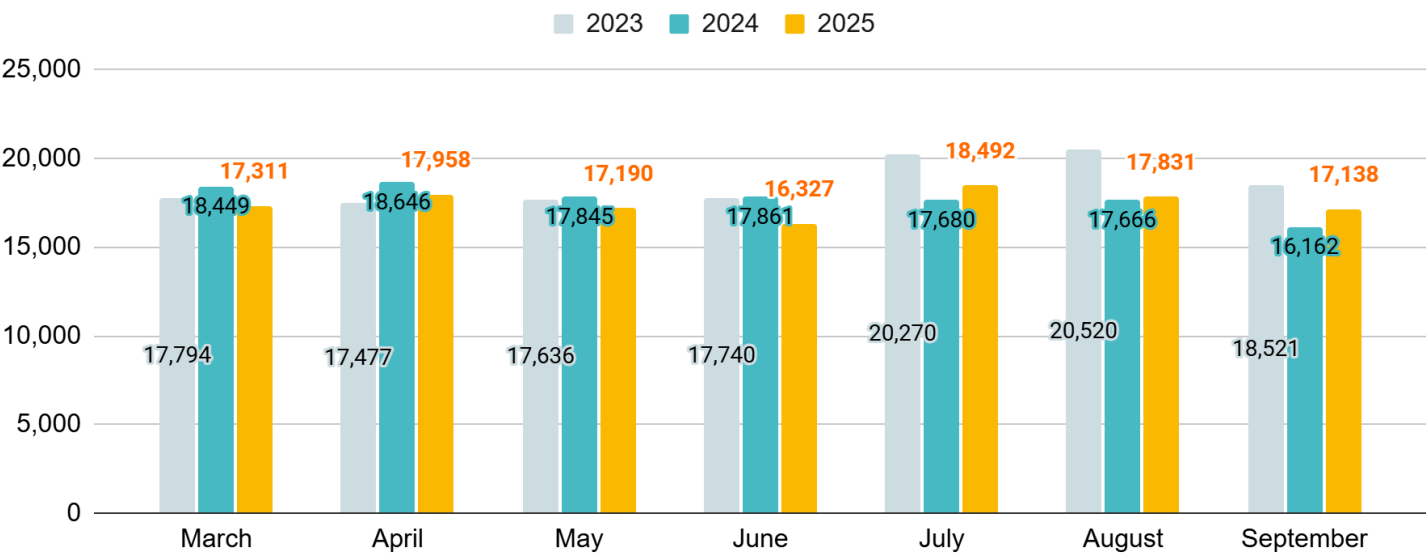
- September 18, James and I tabled at the Community Opportunities Fair at Binghamton University. We signed students up for library cards, promoted library services and recruited new volunteers to BCPL's Friends group. It was a great event!
- Laura and James worked with BC Safe to facilitate Chalk the Walk programming and a gallery show in September. "Chalk the Walk, Have the Talk" is a community-focused awareness and suicide prevention campaign that encourages organizations and individuals to chalk sidewalks with messages and images of hope, resilience, and mental health awareness. 33 people attended the Chalk the Walk Gallery opening September 30. The art will be on exhibit in our Colonnade until the end of October.
- Sivan has already started offering some new technology programming. 3D Design 101 and Intro to Cricut Design will be offered monthly. Bring Your Own Tech Device programming is now happening weekly in order to reach more patrons.

Data Analytics Monthly Report (June 2025)

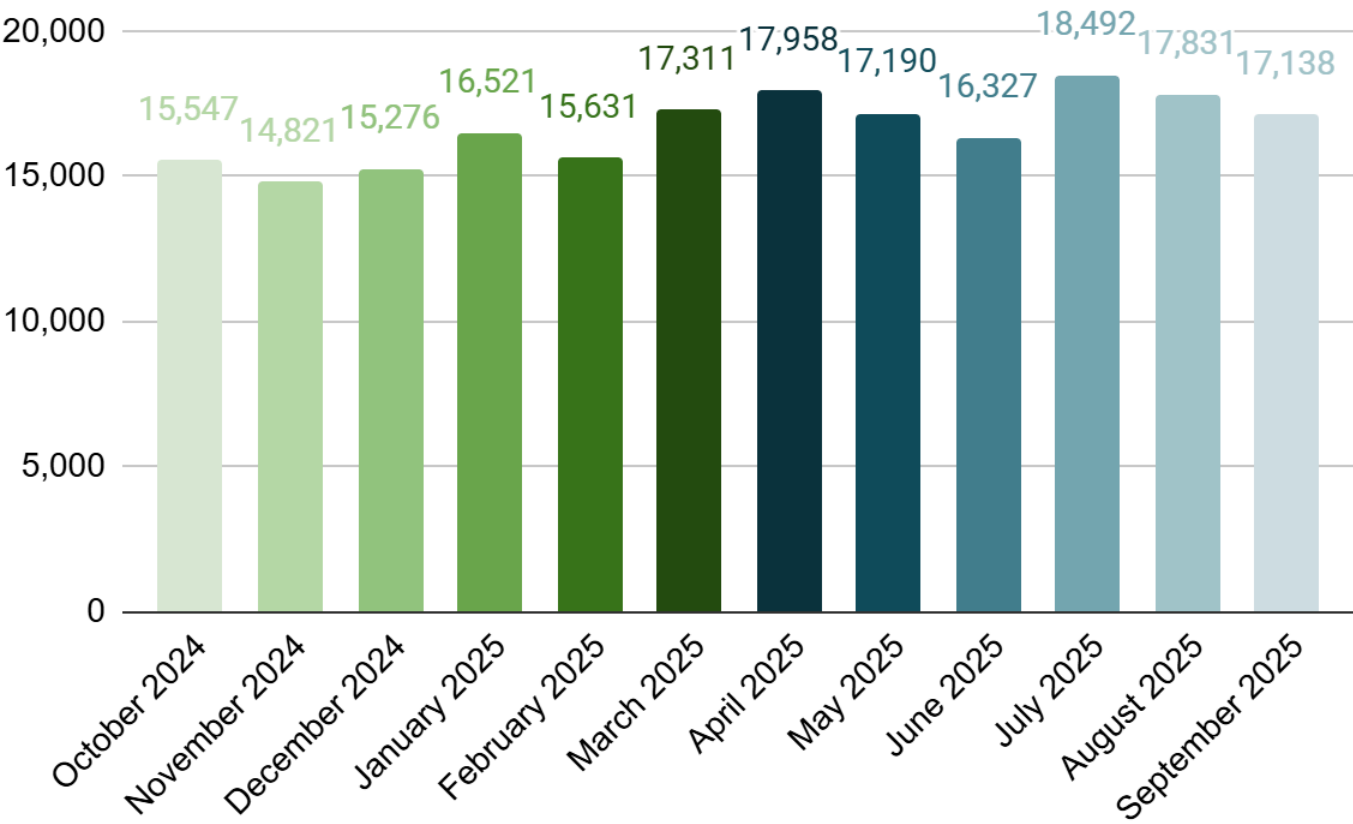
Submitted by Laura Haynes

Circulation:

Our numbers for July-September have improved compared to 2024.

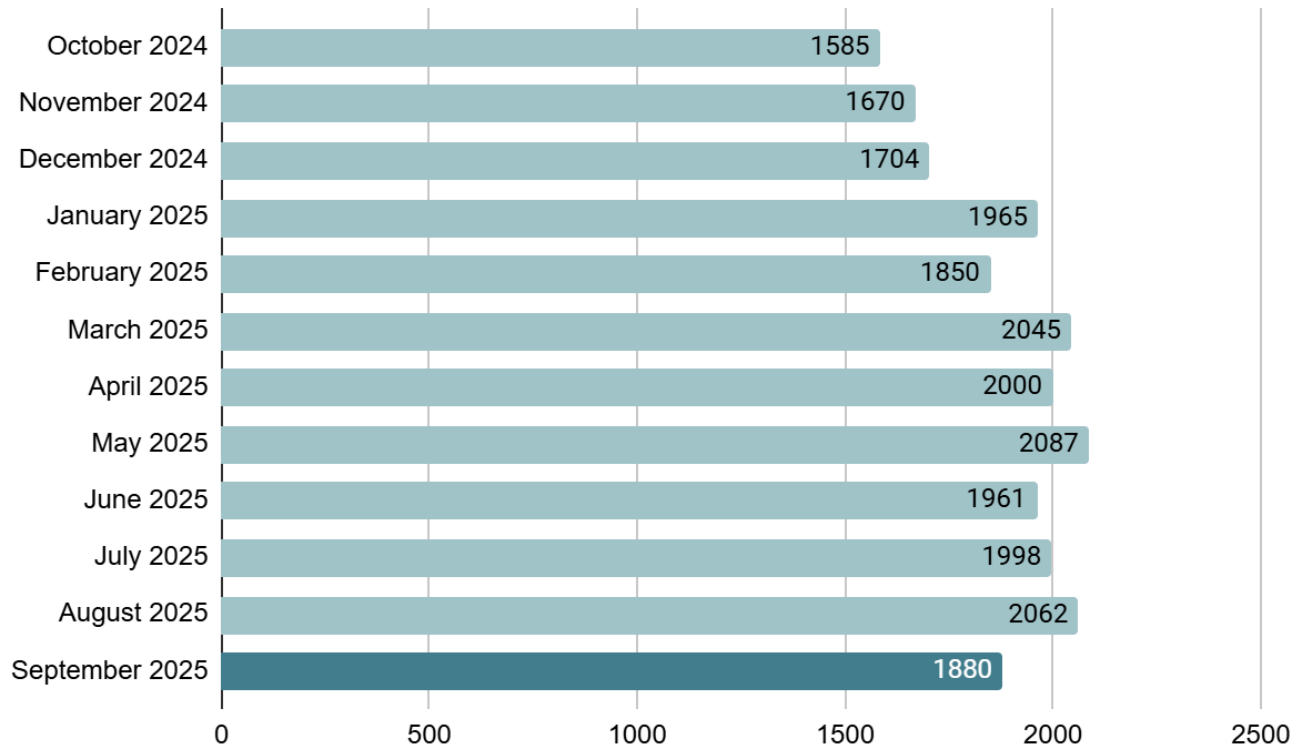


Circulation stats for the past year:



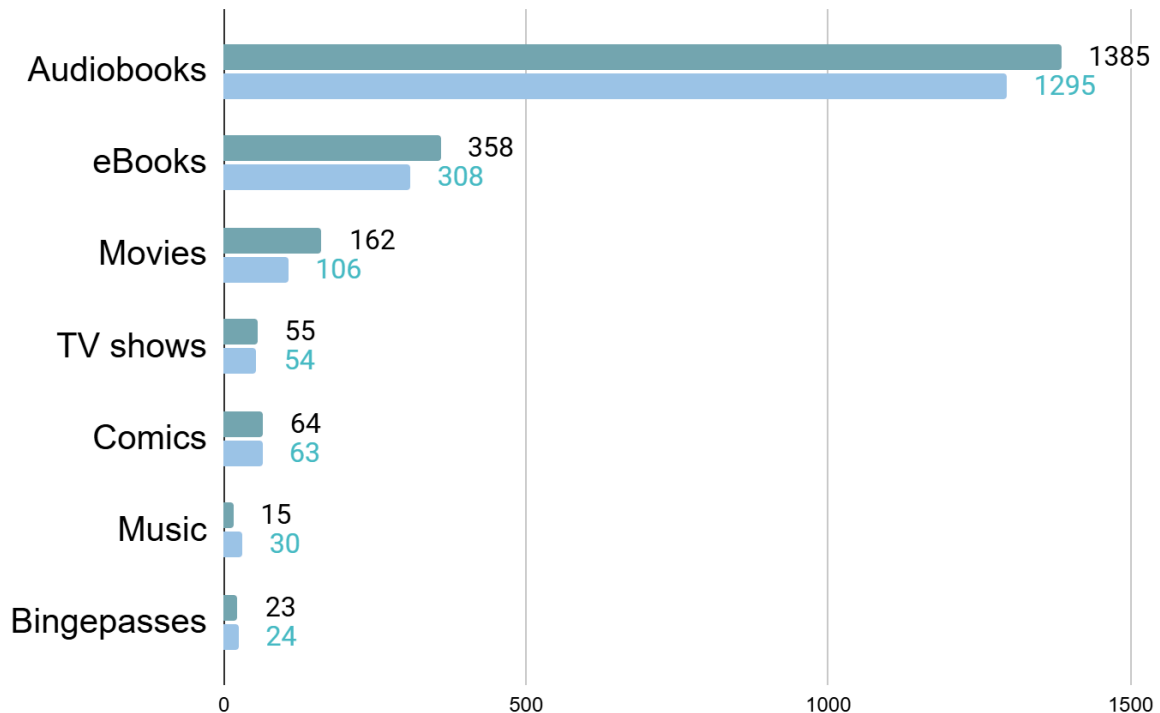
Hoopla Circulation:

Hoopla usage increased for August and decreased for September.



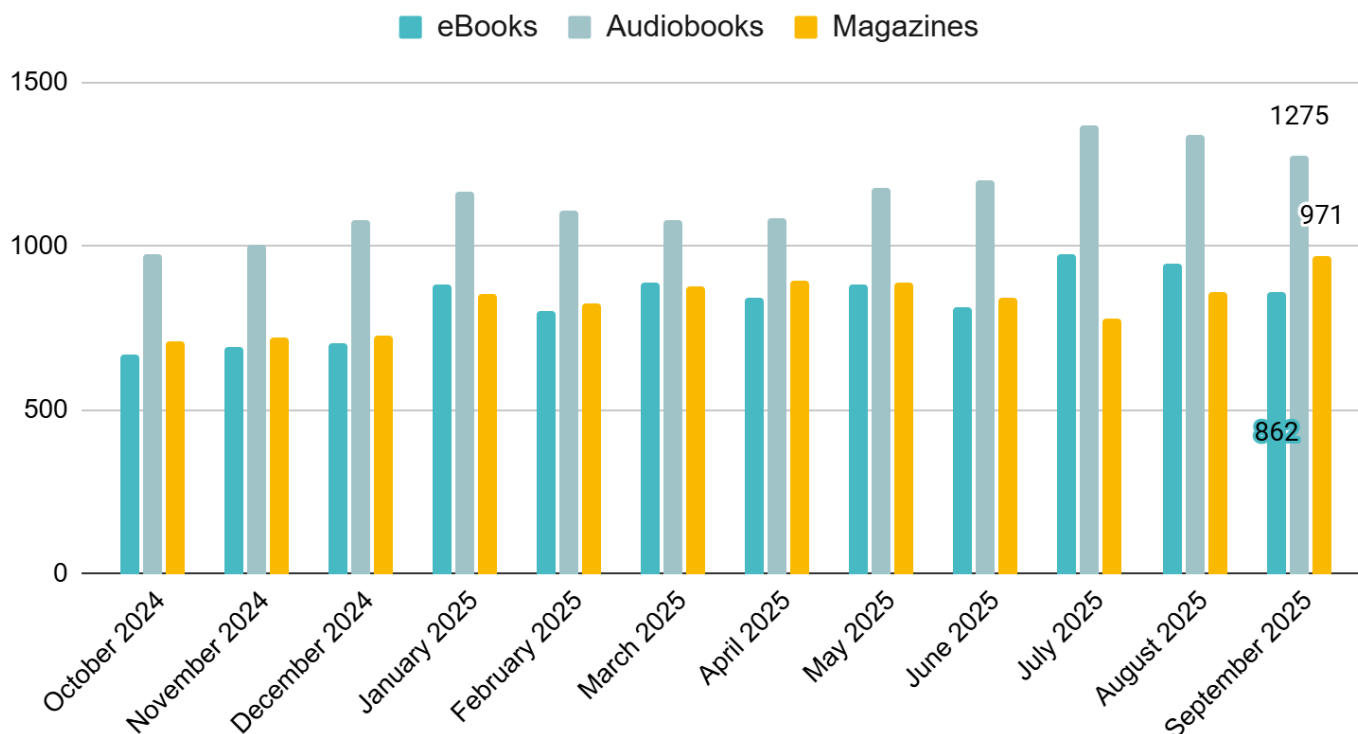
Hoopla Circulation by format:.

■ August 2025 ■ September 2025



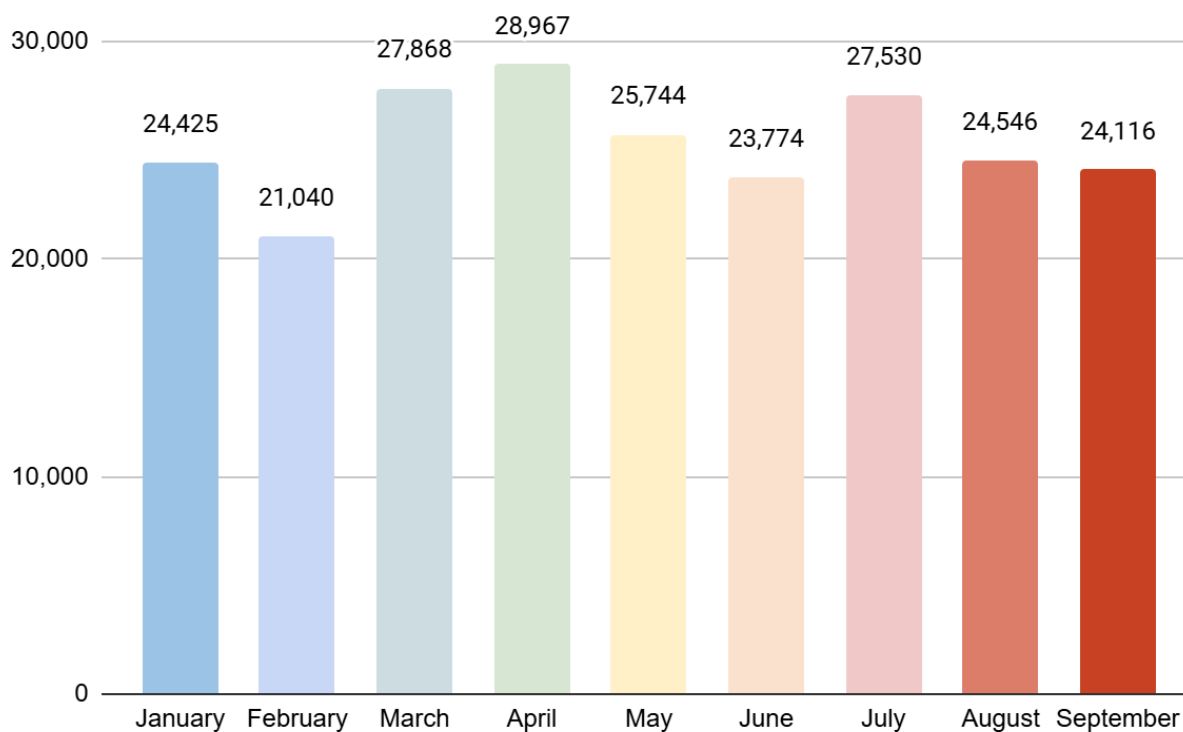
Libby Circulation for eBooks, Audiobooks, and Magazines over the last year:

Magazine usage has increased while eBook and eAudiobook usage decreased.



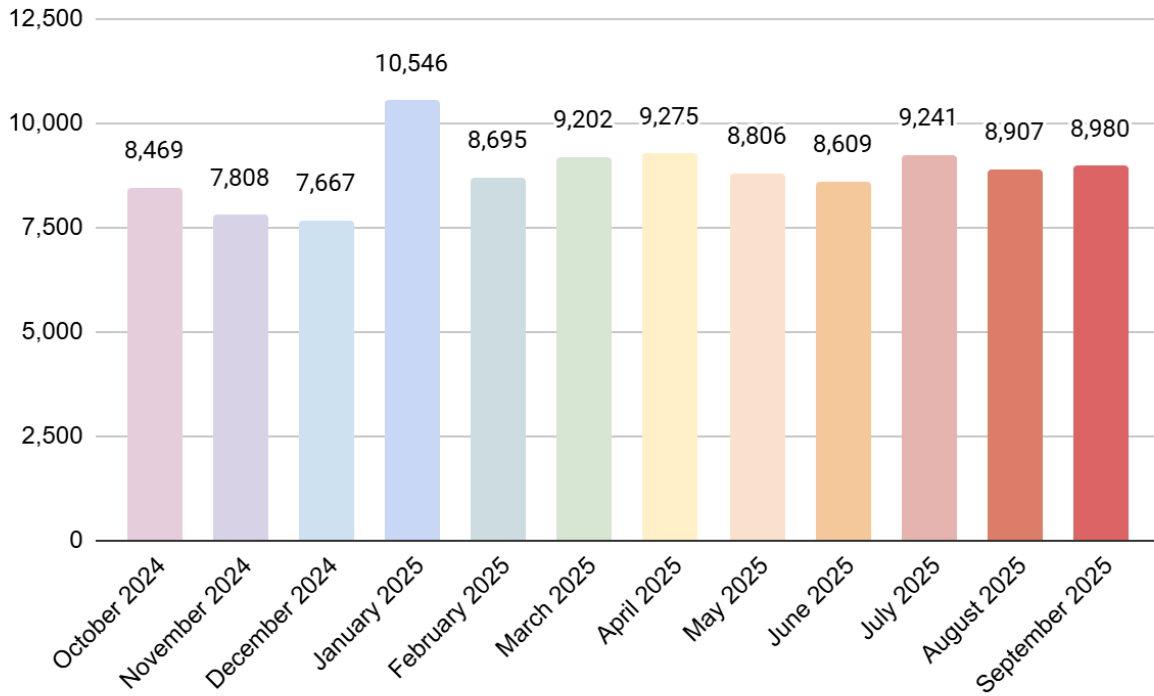
Door Count:

Door count decreased.

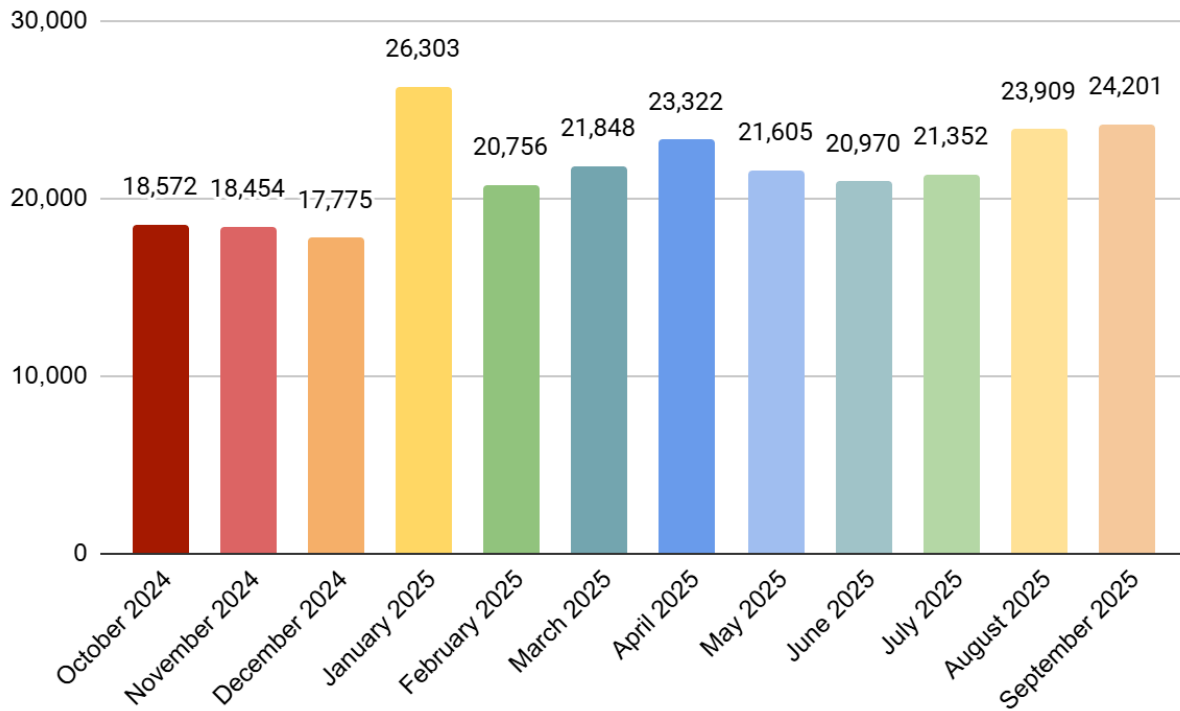


Website Analytics:

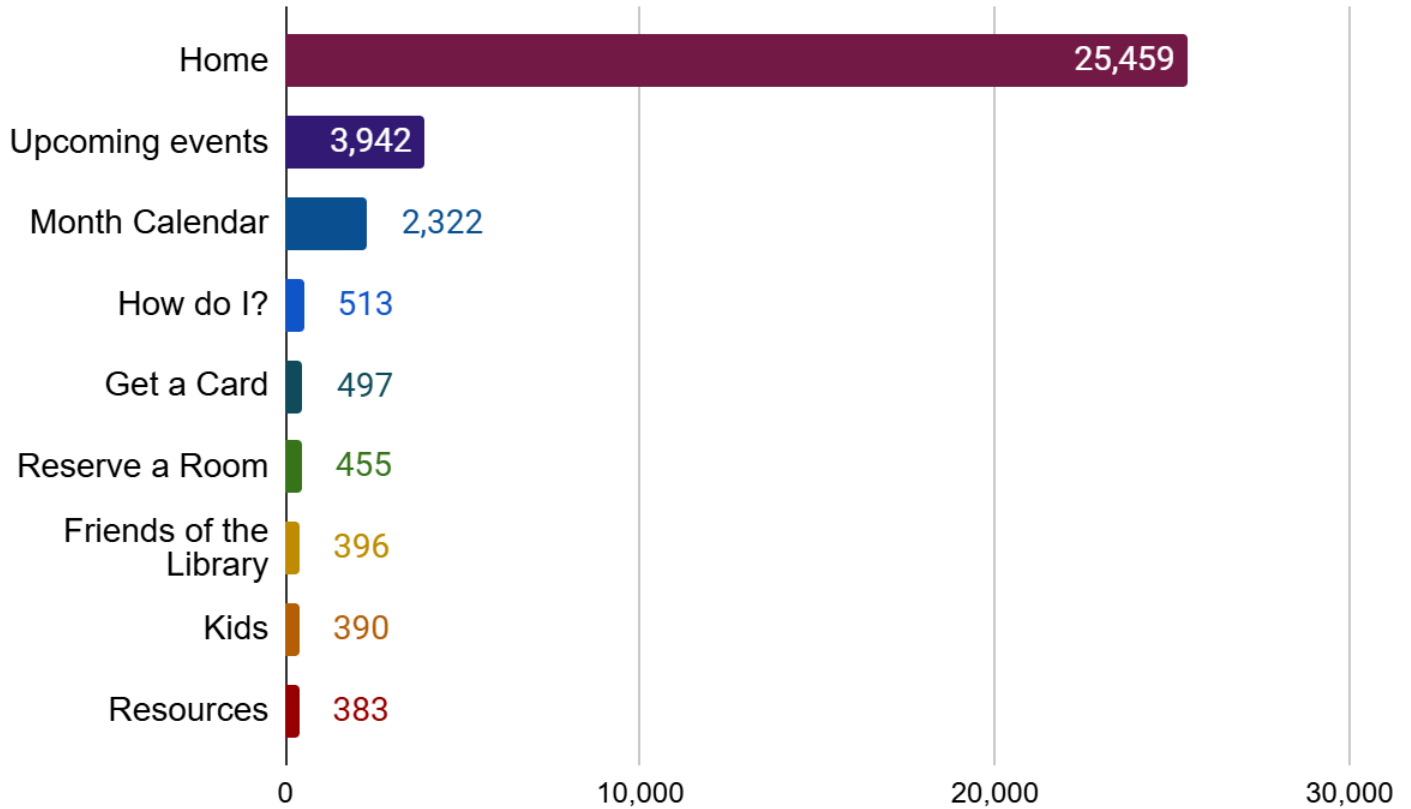
Total sessions:



Total Website Pageviews:

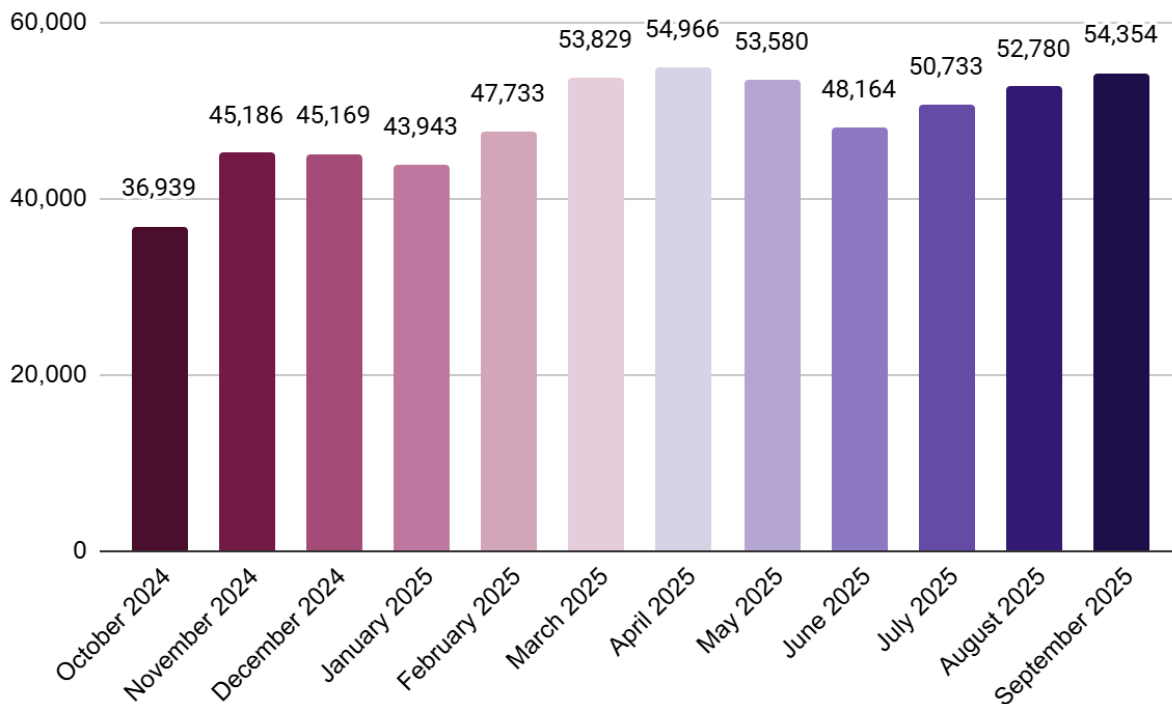


Website Pageviews August-September:



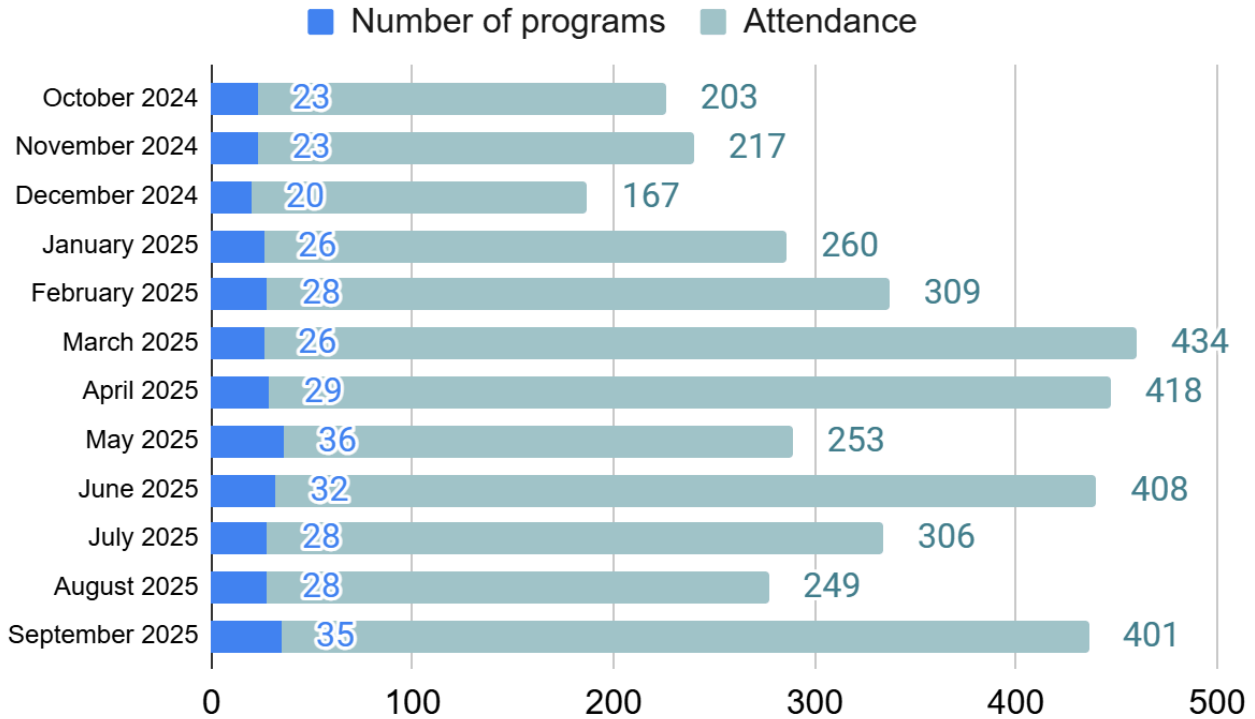
Number of Wireless Sessions:

Wireless sessions increased.

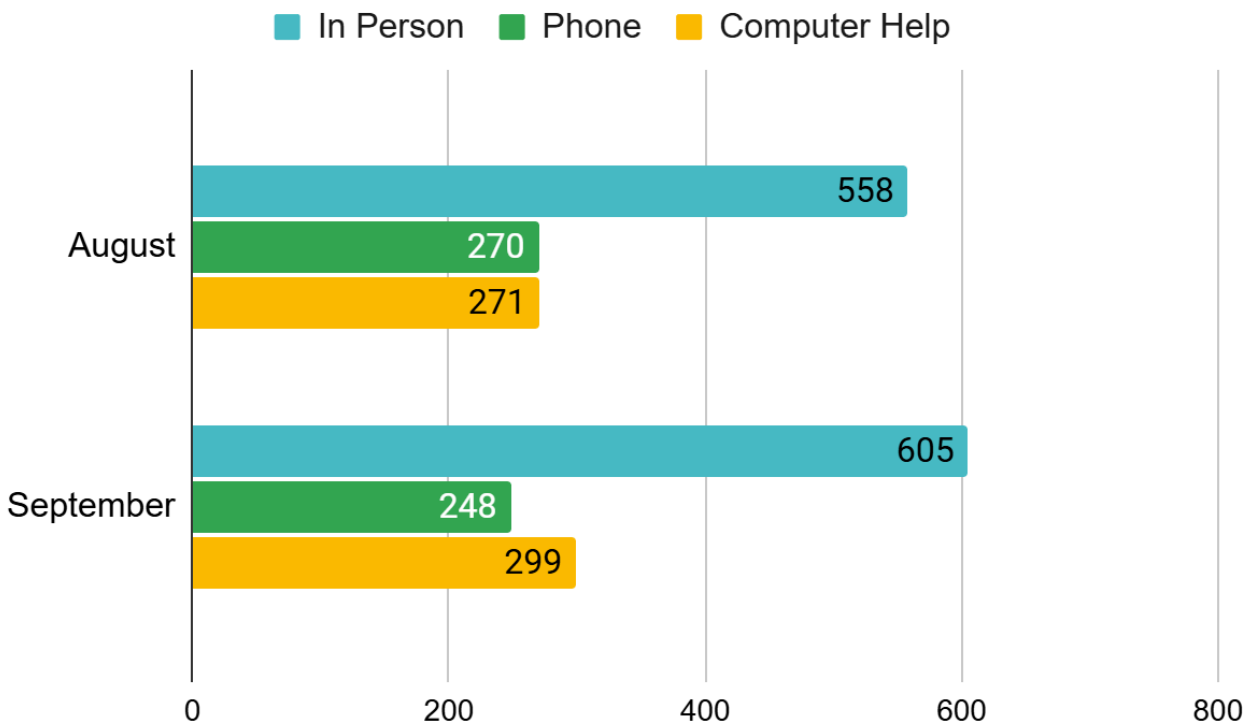


Adult program attendance:

We had two events which boosted our program attendance; 71 patrons visited our table at the Community Opportunities Fair at Binghamton University and 33 people attended our Chalk the Walk Award Ceremony.



Reference transactions:



Social Media:

Category	Number of posts	Views	Reactions, comments, shares
Adult Program	80	39113	1039
All Ages Program	7	4158	94
Book List	3	4227	120
Book Sale	2	1157	24
Calendar	15	9241	240
Caturday	9	6656	271
Closing/hours	2	899	37
Displays	2	1263	73
Electronic Resources	11	4348	80
Exhibit	1	854	37
Friday Funny	9	4578	192
Library Card Design Contest	3	1473	44
Library Card Sign Up Month Raffle	2	1105	32
Nerdy Thursday	8	4817	152
Newsletter	5	1608	44
Survey	7	1821	21
What are you reading this weekend?	9	6167	481
Youth Services Program	27	13562	329

Our most popular Facebook post for August and September was this post about Queer Tea Hour with 1,690 views and 64 reactions, comments, and shares.



Circulation

Submitted by Kathleen Shores

August:

- Full-time Circulation Clerk, Emma Wagaman, provided 47.00 hours of desk coverage/additional help to Youth Services.
- The Circulation desk issued 84 computer guest passes to residents of Binghamton, Endicott, Johnson City, and Vestal. 35 guest passes were issued to visitors from other states such as Colorado, Florida, Indiana, Massachusetts, New Jersey, North Carolina, Pennsylvania, Tennessee, Texas, and Vermont.

September:

September was National Library Card Sign-up Month. To celebrate, we held a raffle for adults 13 and older, and children 12 and under. Anytime a patron registered for a library card in-person or renewed their library card

privileges in-person, they were given the option to participate in the raffle. Each age group had a first, second, and third place prize:

- Adult's 1st place prize: Amazon Kindle
- Adult's 2nd place prize: BCPL tote bag with BCPL swag
- Adult's 3rd place prize: BCPL tote bag
- Children's 1st place prize: Razor S Spark Sport Kick Scooter
- Children's 2nd place prize: BCPL tote bag with a Baby Mr. Paws stuffed animal and other goodies
- Children's 3rd place prize: BCPL tote bag
- Patron participation increased this year by 23% from last year's Library Card Sign-up Month raffle.
 - 2024 – 157 participants
 - 2025 – 198 participants

Full-time Circulation Clerk, Emma Wagaman, provided 30.00 hours of desk coverage/additional help to Youth Services.

Full-time Circulation Clerk, Nursel Bagsever, provided 65.00 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. 36 guest passes were issued to visitors from other states such as Florida, Maryland, Mississippi, North Carolina, Ohio, Pennsylvania, Utah, and West Virginia.

Library Card Registrations:

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

- June 2024 – 171
- 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

Electronic library card registrations:

- June 2024 – 25
- 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

August and September 2025 Youth Services Board Report

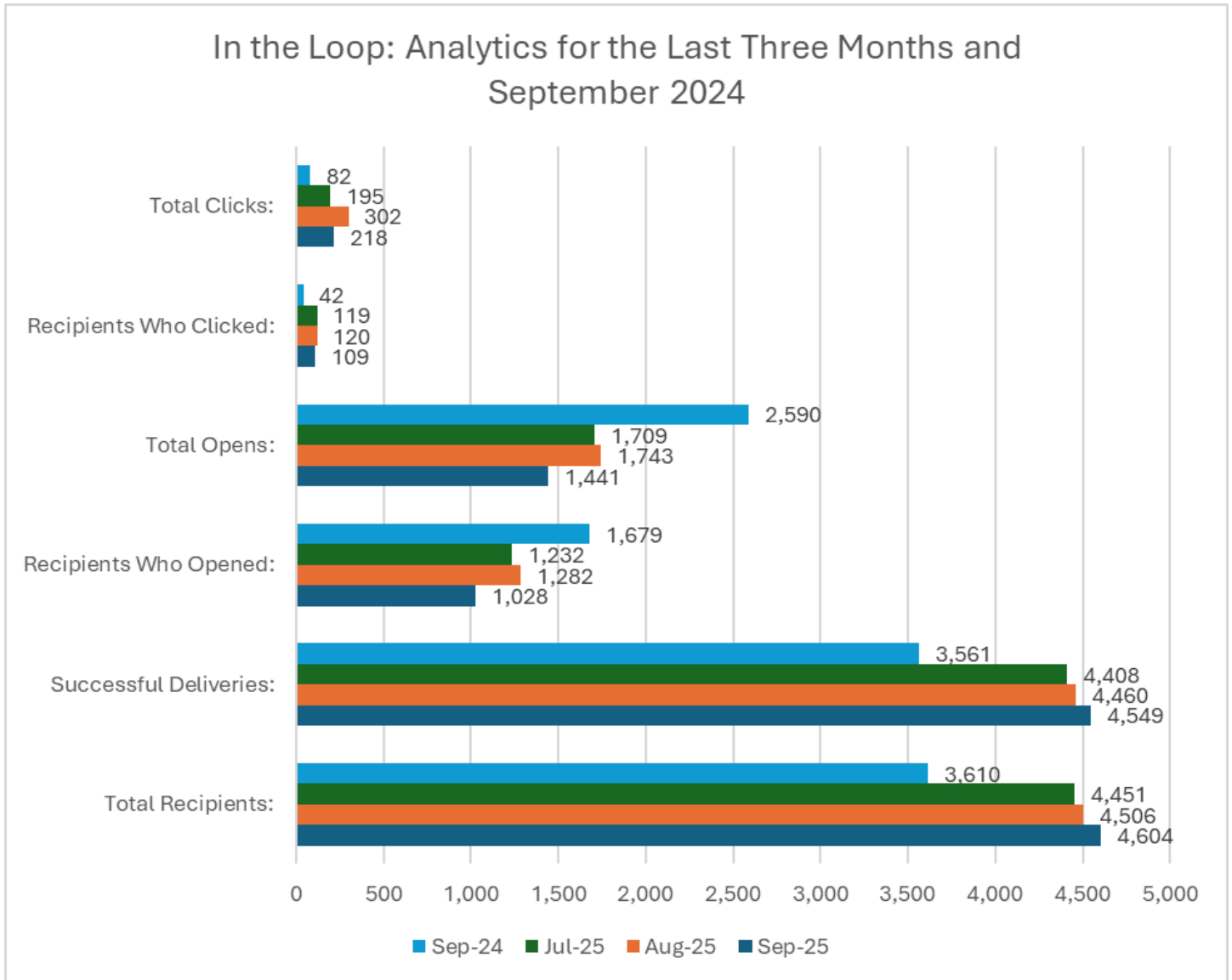
- Thank you to Kathleen for continuing to provide coverage for the Youth Services Department. The Department could not function without this assistance.
- Summer Reading Program:
 - 316 children, 48 teens, and 200 adults registered for the Summer Reading Program.
 - Children read for 38,609 minutes, teens read for 12,307 minutes, and adults read for 25,558 minutes.
 - Children completed 141 learning activities and teens completed 197 learning activities.
 - We offered 104 programs for children with a total attendance of 1,024.
 - We offered 18 programs for teens with a total attendance of 66.
 - Key takeaways:
 - All statistics increased this summer! Registrations increased by 28% and program attendance increased by 19%.
 - The Summer Kickoff Party was a huge success, and we want to continue offering something similar in the future.
 - Our new “Read to Bead” program was fairly successful, and we would like to offer some version of this again in the future.
 - A lot of our programs were attended by the same families from week to week, meaning we did a really great job of building and maintaining connections with our patrons throughout the summer, as well as offering programs that aligned with our patrons' interests and needs.
 - It may be time to take a break from the coloring poster contest due to low interest. Perhaps we will offer a collaborative community art project instead next summer.
- Kelsey attended the September 10 Head Start Policy Council Meeting to discuss the library's programs and services.
- Youth Services staff attended a “Welcome to PreK” celebration at MacArthur Elementary on September 12. 72 people visited the library table and there were 11 library card signups.
- F.E.A.S.T., a local homeschool co-op, is now offering their classes at BCPL. This has been a wonderful opportunity to connect with local homeschoolers. We are now offering a bimonthly Creative Kids Club to these families. 10 people attended the first session.
- Youth Services staff will be attending the Community Baby Shower at Mothers & Babies on October 4 and the Horace Mann Elementary Literacy Night on October 16.
- Animal Care Sanctuary will begin offering story times with adoptable dogs and kittens on a quarterly basis sometime this fall.
- The Therapy Dogs will be returning in October!
- Youth Services staff is collaborating with the Broome County Health Department to offer lead awareness story times in October.
- Youth Services staff have already started discussing the 2026 Summer Reading Program. Next year's theme will be dinosaurs, a theme we are very excited about.
- August program attendance:
 - Borrow a Grandparent-Average attendance of 7
 - Art Class with Mr. John-Average attendance of 3
 - Weekly Raspberry Pi Class for all ages-Average attendance of 8
 - Weekly Grab-N-Go craft for all ages-96 kits were handed out
 - Weekly Board Game Night for all ages-Average attendance of 3

- Weekly Baby Play Time-Average attendance of 11
- Weekly Toddler Play Time-Average attendance of 18
- Weekly Teen Craft & Chat-Average attendance of 7
- Weekly Family Movie Day-Average attendance of 24
- Weekly Teen Volunteer Panel-Average attendance of 2
- Weekly LEGO Club-Average attendance of 24
- August 16 Teen D&D-Attendance of 6
- NASA Back to the Moon Event-August 27-Attendance of 48
 - 42 leftover outer space kits were handed out as Grab-N-Go bags after the event.
- September program attendance:
 - Borrow a Grandparent-Average attendance of 3
 - Weekly Board Game Night for all ages-Average attendance of 3
 - Weekly Baby Story Time-Average attendance of 10
 - Weekly Toddler Story Time-Average attendance of 15
 - Weekly Family Pajama Story Time-Average attendance of 2
 - Weekly Teen Craft & Chat-Average attendance of 6
 - Weekly Tween Craft & Chat Day-Average attendance of 3
 - Bimonthly LEGO Club-Average attendance of 25
 - September 13 Family Game Day-Attendance of 6
 - September 18-Creative Kids Club for Homeschoolers-Attendance of 10
 - September 20 Family Movie Day-Attendance of 18
 - September 20 Teen D&D-Attendance of 5
 - September 27 Rainbow Pride Story Time-Attendance of 0
 - September 27 Raspberry Pi Class-Attendance of 9
- 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
 - October 11: Family Game Day
 - October 18: Spooky Movie Day: Hocus Pocus
 - October 22 and 23-Lead Awareness Story Time
 - October 23: Family Halloween Party
 - October 25: Rainbow Pride Halloween Story Time
 - October 25: Raspberry Pi Class
 - October 27: Teen Volunteer Panel
 - October 28: Halloween Family Story Time
 - October 29: Halloween Toddler Story Time
 - October 30: Halloween Baby Story Time
 - October 31: Trick-or-Treating

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

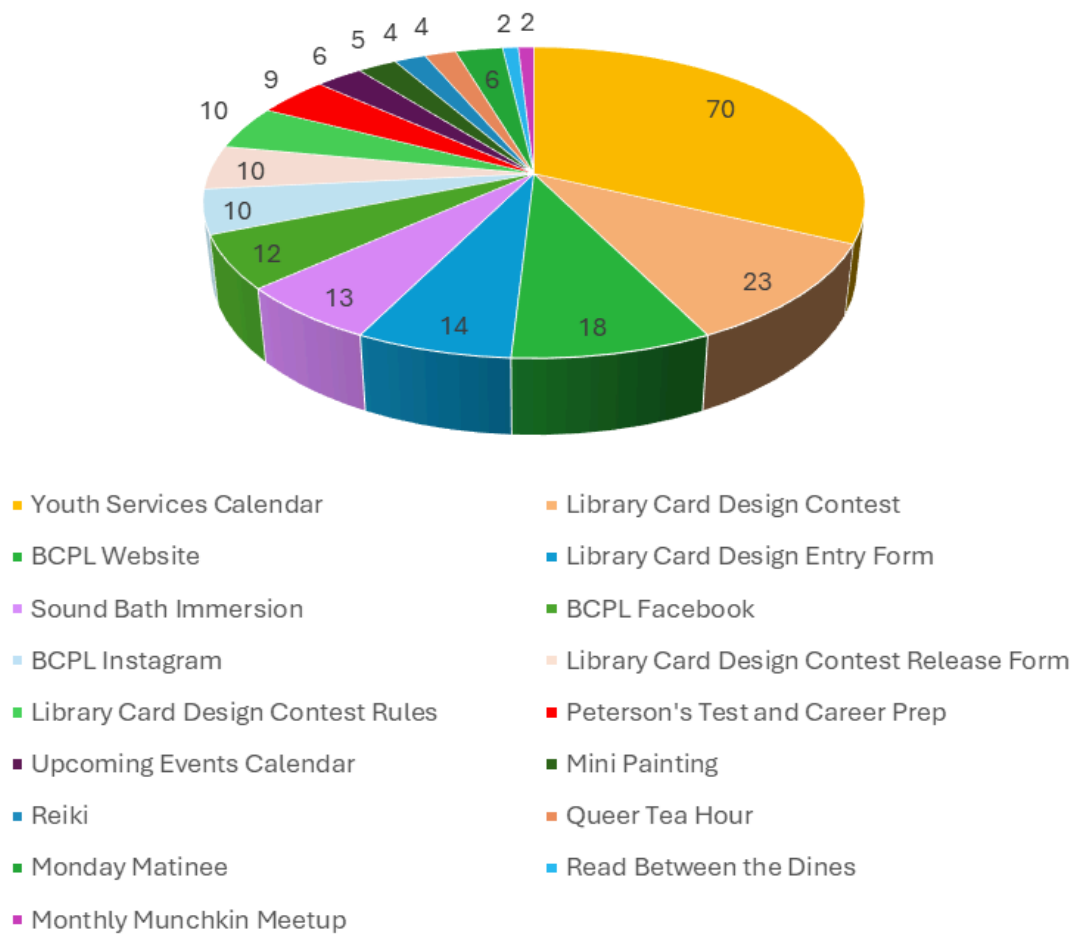
In the Loop Newsletter Statistics

Compiled by Cher Armstrong



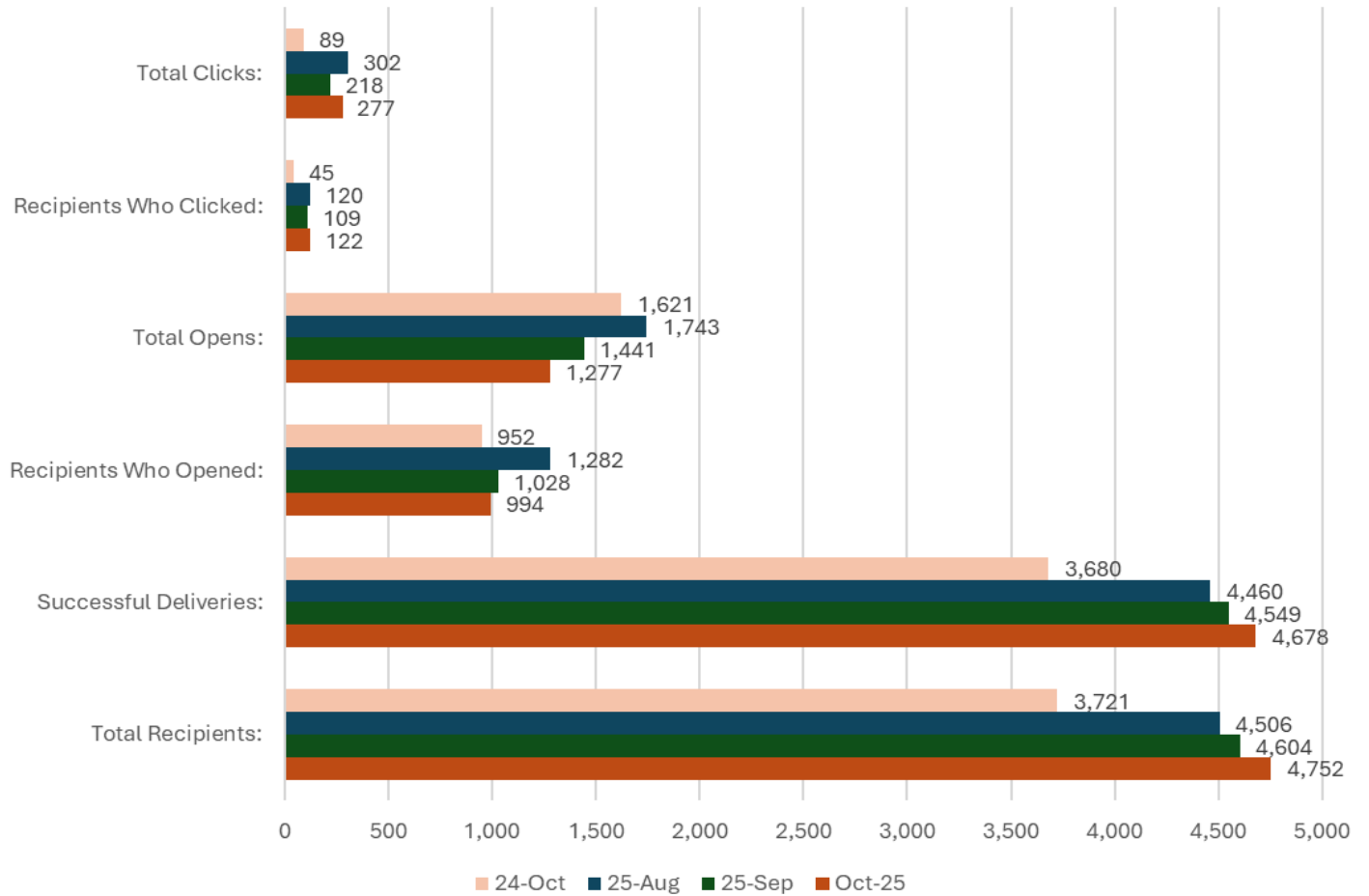
Significantly more recipients clicked on links within the email than in the September 2024 edition of the newsletter, though there was a slight decrease from July and August. The total clicks are higher than July and much higher than in 2024, with a decrease from August. There was a significant drop in the number of times the newsletter was opened.

Total Clicks

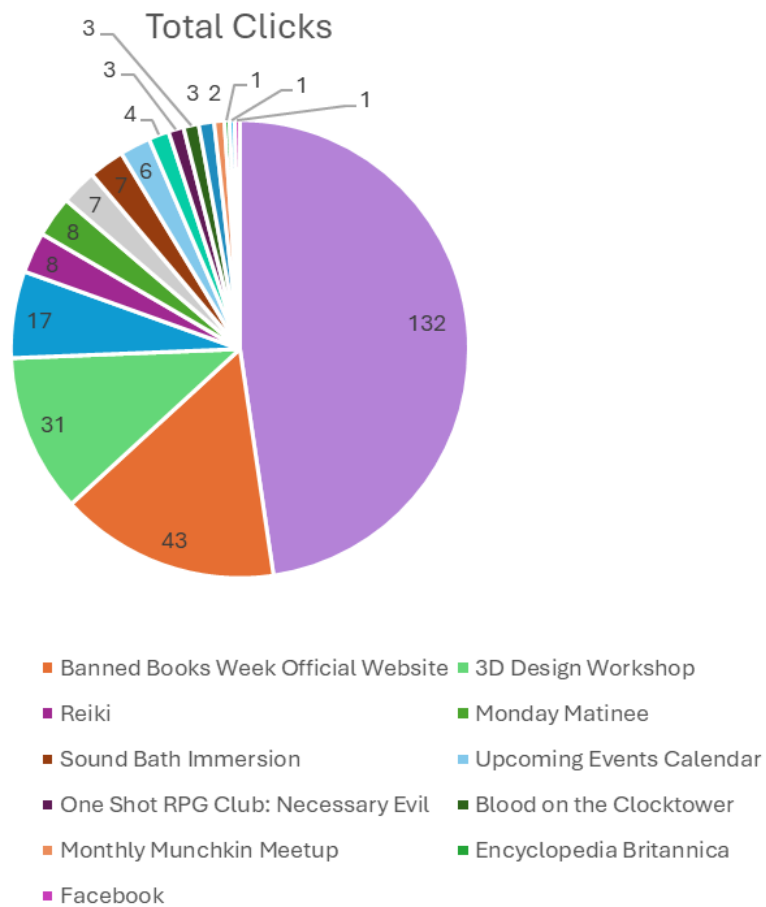


The PDF of the Youth Services calendar maintained its typical position as the link with the most clicks. The front page of the BCPL website and our Facebook and Instagram pages were also high performers this month. Patrons showed strong interest in learning about the 4CLS Library Card Design Contest; the main page, entry form, release form, and contest rules all received at least 10 clicks. Sound Bath Immersion led as the library program with the most link clicks, and there was interest in the Peterson's Test and Career Prep database as well.

In the Loop: Analytics for the Last Three Months and October 2024



The total clicks and recipients who clicked both significantly increased from 2024. While the total opens decreased from this time in 2024, the number of email recipients that opened the email slightly increased. The total clicks and recipients that clicked increased from September, while the number of opens dropped slightly.



The PDF of the Youth Services Calendar maintains its top spot in the number of clicks received. The Banned Books Week official website, 3D Design workshop, and BCPL e-resources webpage also attracted heavy interest from patrons that viewed the website.