

Board of Trustees Meeting Agenda September 6, 2022 5:00p.m. Location: Zoom

Library Board members, please bring your e-meeting packet with you! Please notify Library Board President Ted Bierer or Lara Lorenzi llorenzi@ccls.org, by Monday morning if you are unable to attend the meeting. The meeting will be chaired by Ted Bierer.

Mission: to provide access to information and services that address the educational, cultural and recreational needs of the community the library serves

- I. Call to order, roll
- II. Public welcome All general public comments limited to 5 minutes
- III. Consent Agenda 2 minutes
 - a. Minutes
 - b. Director's Report
 - c. Youth Services Report
 - d. Adult Services Report
 - e. Development Report
 - f. Circulation Report
 - g. Statistics
 - h. Financials

IV. New Business - Discussion Items

a. Intro- Tegan Conner- Cole- Lara Lorenzi	5 minutes
b. Upper level furniture- Lara Lorenzi	10 minutes
c. Holiday's and Closings 23/24 – Lara Lorenzi	5 minutes
d. 2022/2023 Board meeting schedule- Lara Lorenzi	10 minutes
e. Other new business	5 minutes

V. Old Business – Discussion Items

a. WWW updates- Lara Lorenzi	5 minutes
b. Other old business?	5 minutes

Public Comments on Meeting – Limit 3 minutes per person

VI. Executive Session

Move to Executive Session – to meet with an attorney or other professional advisor to discuss agency business, which, if discussed in public, would lead to the disclosure of information protected by law.

VII. Next meeting Monday October 3, 2022 @ 5pm (Zoom)

VIII. – /Adjournment

PHOENIXVILLE PUBLIC LIBRARY BOARD OF TRUSTEES REGULAR MONTHLY MEETING September 6, 2022

A Regular Meeting was called to order by Lauren Eustis at 5:03 p.m.

BOARD MEMBERS PRESENT

Stephanie Allen; Jessica Bicker; Mike English; Lauren Coy; Lauren Eustis; Alan Fegley; Steve Hirsch; and Joe Koury

BOARD MEMBERS ABSENT

Ted Bierer

STAFF PRESENT

Lara Lorenzi, Executive Director Tegan Conner-Cole, Director of Youth Services

CONSENT AGENDA

On motion made by Mike English, seconded by Steve Hirsch, and by unanimous vote thereafter, the Board approved the Consent Agenda items a. through g., consisting of: (i) the Minutes of the Board's Regular Monthly Meeting held July 5, 2022; (ii) the Director's Report; (iii) the Youth Services Report; (iv) the Adult Services Report; (v) the Development Report; (vi) the Circulation Report; and (vii) Financial Statements for July and August 2022.

NEW BUSINESS

- New Employee: Lara Lorenzi introduced Tegan Conner-Cole, the new Director of Youth Services. Ms. Lorenzi stated that Ms. Conner-Cole has focused on youth services for the last 10 years of her professional career, and that the Library was pleased to have her.
- Upper Level Furniture: Lara Lorenzi indicated the Board of Trustees had been provided with a quote for new furniture in the upper level of the Library. Ms. Lorenzi reminded the Trustees that approximately five years prior, the Trustees had planned on moving forward with new furniture, which was disrupted by Covid. Ms. Lorenzi suggested now was an appropriate time to revisit, with the excess of funds from the recently-concluded fiscal year. She suggested that Passport Services could me moved into the Harrop Room, and that the computer room could be repurposed. She also suggested that the display cases for physical media such as CDs could now be removed, together with the existing magazine racks. Additionally, she proposed making the Carnegie Room more useable by installing smaller tables. Ms. Lorenzi indicated a four- to six-week shipment time. Ms. Allen suggested procuring additional quotes, including through the School District, and volunteered to assist with the same.
- <u>Holiday Closings</u>: Lara Lorenzi discussed the suggested holiday closings for coming year, noting they are largely the same as last. Lauren Eustis suggested looking to the federal holiday schedule as a guide, and Mike English suggested checking with the Chester County Library System as well.
- <u>Trustee Meeting Schedule</u>: Lara Lorenzi reviewed the proposed Trustee Meeting Schedule for the coming year, noting meetings are generally slated to occur by Zoom on the first Monday of each month beginning at 5:00 p.m.
- <u>Library Camera System</u>: Lara Lorenzi indicated that the Library's interior camera system runs on the now-unsupported Internet Explorer platform, but that the

existing hardware otherwise remains functional. She indicated a replacement system had not been budgeted for, but that the money should be available, at an anticipated cost of \$3,960 initially and \$96 per month thereafter.

OLD BUSINESS

• Wine, Wine & Wisdom: Lara Lorenzi indicated great excitement for this year's author, Jasmine Guillory.

Meeting was adjourned at 6:07 p.m.

Respectfully submitted,

Joseph K. Koury



Report submitted by: Lara Lorenzi September 2022 Library Board of Trustees Meeting

Informational Updates:

<u>July 2022</u>

- We are still collecting gently used shoes for PAPA, a local organization. If you have any gently used shoes you no longer need, please consider dropping them off at the library for PAPA.
- The library will start using Museum Key/Lending Key software provided by the system to loan out our museum passes, hotspots. The transition to this new software occurred on July 13, 2022. This will help create a more unified way to check out passes/hotspots and services. This software is provided by the system.
- I will be helping Becca Livsey with our Thrilling Thursday activities happening at the Recreation Center.
- We have received permission to put a book locker at the Recreation Center. I am working with them to figure out the
 cost of getting internet wired to the location, the cost of this along with the monthly cost of the internet use. Chris is
 working on funding sources for the new book locker and I'm working on a cost proposal from Hold It and a preliminary
 delivery date.
- I continue to watch all of the PASD board meeting each month to keep up on concerns and items the school district is dealing with along with being informed on the budget process.
- The camera company will be out 7/25 to install new software onto our computers so we can continue to monitor the cameras.

August 2022

- The Library will be closed on Monday September 5th for Labor Day.
- I will be on vacation August 29th through September 2nd. While I'm away, Christine Nicholson-Wrage will be the person in charge. The department heads will handle their own departments.
- The new phone system will be installed on Friday August 12th. It should be a pretty easy change over from our traditional phone to VOIP. I am working on extensions lists and other items needed for a smooth transition.
- Christine and I will be attending a training from the Deaf-Hearing Communication Center, sensitivity training. This will take place on Thursday September 22nd.
- Sara's last day at the library was August 19th, until a new office manager is hired I will be processing invoices, cutting checks, preparing the deposits and other items this position normally handles.

Personnel Updates:

- The position for our Youth Services Director has been offered to a highly qualified candidate. They have accepted the position and will start on Monday August 29, 2022. Tegan Conner-Cole will attend the September board meeting so I can introduce her to the board. Rebecca Livsey will help get Tegan up to speed during her transition to the library. I am working with CCLS to have her computer, email and other accounts set up for her first day.
- We have been able to hire enough circulation assistants to cover the recent openings we have experienced. We will need to hire one more person in September to replace a summer hire.
- Our office manager has given her notice, her last day will be Friday August 19, 2022. The position has been posted. I
 will be getting a refresher on running checks, adding invoices, etc. so these items can continue until we get someone
 hired. I am currently interviewing applicants and I anticipate that a new office manager will begin by the middle/late
 September.

Facilities Update:

• The new cleaning company has been doing an amazing job with the building. I'm very happy with their services.

- Routine lawn maintenance has begun.
- We had a clogged toilet on the lower level that pasd came out to fix.
- The pest control company was out for their routine check of the building.
- The elevator stopped working again. The door was stuck open on the upper level. It was also making humming noises. Currently it seems the elevator has stopped working about once a month starting in June. I will continue to track this and reach out to Phil at PASD as to when a possible elevator replacement might occur. So far in July the elevator has stopped working 3 times. It also broke down 2 days in a row. The elevator repair company came out on 7/26 and hopefully that will keep it working longer.
- I have sent over information regarding the Keystone Grant to pasd, once we know the timeline for our elevator replacement, we can work on getting this grant to help pay for the costs of a new elevator. Hopefully we will hear something about this as the elevator is at its end of life.
- Continuing- PASD is working on changing out light bulbs and converting our lighting throughout the building to led lights.
- We have secured our snow removal service in June for the 2022/2023 year.
- Our security camera system is nearing end of life. We are looking into what items need to be replaced for the system to keep up with current technology. I'm not sure right now what items need to be replaced. Once I do, I'll go out for some quotes.
- We have a wasp nest in the tree closest to the library doors, the maintenance department is taking care of it.
- I have let the maintenance department know that the sidewalk on the main street side of the building is being pushed up again by tree roots. The sidewalks were shaved down previously to remove all tripping hazards. They will be looking at it again to assess what needs to be done next.

E-Material Circulation: (Circulation calculated by patron's home library.)

- May 2022
 - o E-Book: 3,704
 - o E-Audio: 2,598
 - o Total: 6,302
- June 2022
 - o E-Book: 3,806
 - o E-Audio: 2,520
 - o Total: 6,326
- July 2022
 - o E-Book: 3,948
 - o E-Audio: 2,714
 - o Total: 6,662
- August 2022 (1st-25th will update for next month's report)
 - o E-Book: 3,051
 - o E-Audio: 2,227
 - o Total: 5,278

Book Locker:

- <u>Ianuary 2022</u>: 144 checkouts
- February 2022: 205 checkouts
- March 2022: 241 (We had some issues with the book locker for 2 days this month- the lockers wouldn't open. The issues occurred due to a power surge the library had. The issues have been resolved and the locker is working as it should.)
- April 2022: 237
- May 2022: 154
- <u>June 2022</u>: 334
- <u>July 2022</u>: 279



Door Count:

July 2021: 6,444 (This is 47% below our door county for July 2019 16% increase over the June 2021 door count stats.)

August 2021: 6,271

September 2021: 5,032 (We had holiday closures, as well as, weather closures in September)

October 2021: 5,754

November 2021: 5,326 (11/1-11/27) Sensor was blocked so we are missing 2 days' worth of numbers. The library was also closed 11/25 & 11/26.

<u>December 2021:</u> 5,034 (unfortunately the count is off due to items blocking the counter, the numbers should really be higher.) This is an 86% increase over the 12/2020 door count.

<u>January 2022:</u> 5,468 This is an 85% increase over 1/2021.

February 2022: 6,261 This is a 166% increase over 2/2021.

March 2022: 7,911 April 2022: 7,207 May 2022: 6,756

<u>June 2022:</u> 8,005 This is a 44% increase over 6/2021.

July 2022: 8,739 This is a 36% increase over last year.

August 2022: 8,140 (Aug 1st- 25th, will have complete numbers for next months meeting)

Chester County Library System Updates:

- Trustee orientation will take place on Saturday November 5th from 10-12 in the Struble room at Exton. Please consider attending this training if you have not yet. It helps explain the system and how we all fit within the system, funding, and board responsibilities.
- The next joint District Librarian's and System Advisories Council meeting will take place on Tuesday November 1, 2022 at 5:30pm via zoom.

State Updates:

• The state budget has been passed and the public library subsidy was increased by \$11 million. We will be receiving an increase in state funds due to the increase. We are working with the Chester County Library System to find out how much the system will receive and how they will be distributed to the member libraries.

Meetings/Trainings

- 7/7 Rotary meeting at Phoenixville Country Club
- 7/8 Interview for Youth Services Director
- 7/12 District Librarian's meeting
- 7/13 Annual Review for Chris Porcelli

Recreation Center walk-thru

- 7/14 Interview for Youth Services Director
 - Training- Getting your collection from awful to awesome
- 7/15 Meeting with Jay Malise from J. P. Jay- upper lever- new furniture
- 7/18 Behavioral Health Collaborative @ The HEART building
- 7/20 Training- Library Signage 101

WWW committee meeting

- 7/21 Thrilling Thursday with Becca Livsey at the Recreation Center Rotary
- 7/22 Meeting with Joe Sherwood
- 7/28 Thrilling Thursday with Becca Livsey at the Recreation Center
- 8/2 Right to know training
- 8/3 Keystone Grants application training

WWW committee meeting

Meeting with TDS about install (phone company)

8/4	Thrilling Thursday with Becca Livsey as the Recreation Center
	Rotary
8/9	Joint District Librarian's and System Advisory Committee meeting at Exton
8/11	Thrilling Thursday with Becca Livsey at the Recreation Center
8/12	New phone system
8/18	Thrilling Thursday with Becca Livsey at the Recreation Center
	Office Manager Interview @ 2pm
8/19	Office Manager Interview @ 10am & 2pm
8/24	Training- Diversity and inclusion in collection development
	E-materials meeting
8/29-9/	/2 Vacation
9/5	Holiday- Library closed

Youth Services Report for July& August 2022

For September 2022 Board Meeting

Community Outreach & Partnerships

- We continue to promote the Children's Library to the community through newsletters, Facebook, Twitter, various media in the area, and handouts to patrons.
- Promotion of our calendars and programs through the Phoenixville Area School District.
- We are also promoting activities available by other organizations in the community.

Programming:

Programs held July are listed below. The program schedule is listed in the newsletters along with the ability to enroll.

July & August Monthly Statistics:

Preschool Programs		
In-Person: Held at Phoenixville Area Middle Scho	ool	
Science in the Summer	4	64 Children/ 10 Adults
Children's Take & Make Craft	5	503 Participants
Coding Scratch for Beginners	3	22 Children/ 20 Adults
Kaleidoscope Kids Story Time	10	122 Children/ 129 Adults
Discovery Story Time	10	80 Children/ 68 Adults
Family Movie Night	3	17 Children/ 17 Adults
Lego Club	2	85 Children/ 52 Adults
Virtual Story Time	5	24 Participants
Coding with Python	1	8 Children/ 8 Adults
Coding with Scratch: Level 2	2	13 Children/ 12 Adults
2-Day App Programming Class	2	22 Children/ 20 Adults
Thrilling Thursdays	2	343 Children/ 133 Adults
In-Person Preschool Total	49	1303 Children/ 469 Adults
Teen Programs-Virtual/Picking Up Materials		
Young Adult Take & Make Craft	2	12 Young Adults
Teen Movie Night	2	3 Young Adults/ 5 Adults
Young Adult Food Guessing Game	2	16 Young Adults
Young Adult Mystery Bag	2	12 Young Adults
LEGO Stop Motion Animation Class	2	26 Young Adults/ 22 Adults
2-Day Character Design Class	2	28 Young Adults/ 30 Adults
Total Young Adult	12	97 Young Adults/ 57 Adults
Total Programs Offered in July/August	61	1303 Children/ 97 Young Adults/ 526 Adults
Summer Reading Sign Ups		371 Children/ 66 Young Adult
1000 Books Before Kindergarten		8 New Registrations

AWE Computers for children. We currently have eight computers available for use.

July: 648 Total sessions, 285 hours, 26-minute average session.

August: 726 Total sessions, 313 hours, 25-minute average session.

Newsletter

The Children's Library Newsletter is currently an interactive newsletter offering information and activities for children and families. On average, the email open rate for the newsletter is about 45%.

Library Program Promotions:

Summer Reading

- The 2022 Oceans of Possibilities Summer Reading Program began on June 13, and ran through August 19, 2022, with three levels of reading participation from Birth through High School: Early Literacy, Schoolage, & Young Adult levels.
- There were 371 children and 66 young adults enrolled in the program.
 - o Purchase of prizes to be won by completing reading forms, submitting their reading schedule, and earning raffle tickets toward those items.
 - o Paperwork and forms created regarding theme, reading, assembly of needed paperwork & folders.

- Decoration of the library with the summer theme.
- o Arranging contracts/payment for events.
- o Arrangements for Certificates of Insurance for summer events held away from the library.
- Creation of Summer Calendar of Programs & Events beginning July 18; running through August 19.
- o Arrangements for vendors for five Thrilling Thursdays at the Phoenixville Recreation Center.
- Additional Arrangements for STEM classes offered to children by a student seeking her Silver Girl Scout Badge and another vendor who has offered classes for us before.

Science in the Summer

- SITS was held at the PASD Middle School on July 11 & 12, 2022 with a theme of Biology in Animals and Nature.
- Over the course of two days, we saw 64 children over 4 classes.

Daughters of the American Revolution Display

- Above the children's biographies, there was a history display with activities, a Passport, along with books and information in conjunction with the 250th Anniversary of the American Revolution at Valley Forge Park.
- This began at the end of June and ran through the whole month of August.

Vaccines Across the Lifespan Display

- The Chester County Health Department/Chester County Immunization Coalition have developed a new vaccine education display to educate Chester County residents about vaccines needed across the lifespan.
- In December the display will be coming to the library. Some posters will be on each floor.

Additional Activities

- Rigorous assessment of Children's collections with removal of non-circulating, outdated, and damaged materials.
- Ordering of new items for collections.
- Publicizing of Children's Library Calendar and events through the newsletter and social media.
- Attended the Unity in the Community event on August 7th

Webinars

- Get Down with Graphic Novels!: Graphic Novel Book Buzz Part 1 Jul. 12th
- MacKids School & Library Fall 2022 Preview Event Jul. 13th
- Picture Book Palooza Jul. 14th
- Weed 'Em and Reap: Getting Your Collection from Awful to Awesome Jul. 14th
- Dealing with Difficult Behaviors—in Person and Online Jul. 19th
- Ignite Motivation: Strategies for Fueling a Growth Mindset, by Susan MacDonald Jul. 27th
- Be Prepared! The GNCRT Guide to Addressing Comic Book Bans, Censorship, and Challenges Jul. 21st
- Celebrate Hispanic & Latinx Heritage Month with Random House Children's Books Aug. 15th
- YA Announcements Aug. 23rd
- The Best in Fall Nonfiction Part 1 Aug. 24th
- Riveting and Page-Turning YA Aug. 25th
- Early Readers & Picture Books Aug. 30th

Correspondence in July

- Email and/or phone contact with other staff members as needed: L. Lorenzi, M. Pinto, C. Nicholson, C. Porcelli.
- Emails with questions from patrons about issues with programs, other inquiries.
- Communicated with PASD in regards to Science in the Summer.
- Correspondence with Chester County Library on Science in the Summer.
- Interviewed 2 potential candidates for head of youth services with L. Lorenzi.
- Correspondence with Children's Department of Chester County Library.
- Correspondence with the Phoenixville Rec Center.
- Correspondence with performers for the summer programs.

Coverage: Supported Circulation Desk on as-needed basis.

<u>July - August 2022</u> Adult Services Report

(all events/statistics as of August 31)

Regular Activities

- Vacation June 21 July 4.
- Scheduling passport application acceptance and notary appointments; covering 4-hour passport appointment shift on Wednesdays; handling notary appointments as needed and available (I am now the only notary with the departure of Sara Begian).
- Updating Library website as needed.
- Scheduling and hosting online and in-person programs with outside presenters; posting selected program videos to YouTube channel.
- Updating online Library Events Calendar, creating and sending e-mail press releases, and posting event announcements to other locally-based online calendars.
- Sending weekly Constant Contact e-mail newsletters to 2,400+ adult contacts regarding Library services and programs, online resources for education and cultural entertainment, and important Library and community/government announcements.
- Ordering books and other Library materials for collection; weeding collection regularly.
- Select book and lead monthly book discussion group at Phoenixville Area Senior Center.

Meetings/Workshops/Other Events Attended

- PARN (Phoenixville Area Resource Network) meetings on Zoom 7/26 & 8/23
- Program cart trainings with Chris Porcelli and Andy Keyser of KCG 8/1 & 8/4 (both abortive)
- Circulation Staff meeting 8/3
- "Unity in the Community" event at Phoenixville Recreation Center 8/7 (staffed table)
- Notary Reappointment online seminar 8/25

Upcoming Special Programs/Events

- "Get Connected Jumpstart Your Job Search!" with Chester County CareerLink 9/9
- "Essential Oils 101 DIY Workshop" with Megan Koppel 9/12
- "Local Author Showcase with CK Sobey, Cristina Utti & James J. Hill" 9/15
- "Auto Maintenance 101" with Paul Celentano 9/19
- "Clean Slate & Expungement Workshop (virtual)" with Deborah Steeves, Legal Aid of Southeastern Pennsylvania 9/20
- "Community Gardening around the Village: Preserving the Harvest" with Tony Buck 9/22
- "Chester County Ceramics" with Ellen Endslow, Chester County History Center 9/26
- "Basics of Landlord/Tenant Law and Eviction Defense" with Kelly Young, Legal Aid of Southeastern Pennsylvania 9/27
- "Social Security Explained" with Mark Lange, Society for Financial Awareness 9/29
- "Dark History II: Unusual Deaths, Crimes & Hauntings in Penn's Woods" with Jennifer Green, Chester County History Center 10/3

Program/Event/Other Planning

- Scheduling special online and in-person programs for November and beyond.
- Preparing for start of hybrid programming upon completion of training on program cart.
- In process of renewing my notary credentials.

July Passport Application Acceptance Statistics

J I	I I
Appointments	359
Income	not
	available

August Passport Application Acceptance Statistics

Appointments	450
Income	not
	available

July Computer Use/Checkout Statistics

Adult Internet Stations Individual Users	585
Adult Laptop Individual Users	103
Mobile Printing Users	17
Mobile Hotspot Checkouts	32*
Museum Pass Checkouts	31*

^{*} First use of Museum Key software for circulating hotspots and museum passes 7/28

August Computer Use/Checkout Statistics

Adult Internet Stations Individual Users	562
Adult Laptop Individual Users	92
Mobile Printing Users	12
Mobile Hotspot Checkouts	20
Museum Pass Checkouts	59

July Program Statistics

Program	Attendance	First-7-Day YouTube Views (where applicable)
Phoenix Book Club	13	
Phoenix Fiction Writers	9 (2 sessions)	
Phoenixville Tech Group	46 (4 sessions)	
Tech Help appointments	4	
Maternal & Child Health Consortium Family Benefits Assistance	10	
appointments		
Career Success Group	3	
Sahaja Yoga Meditation Class	17 (4 sessions)	
ESL Conversation Group	20 (4 sessions)	
Movies on Tap: Zoom Edition	8	
Books on Tap	11	
Outreach: Senior Center Book Club	11	
"Talkin' Baseball with Julian & Lou" 7/5	9	12
Summer Movie Night Series: "Movies You Might Have Missed"	49 (4 sessions)	
"AARP Smart Driver Refresher Class" 7/8	17	
"The Same Principle Lives in Us: People of African Descent in the American Revolution" 7/11	8	
"Eastern State Penitentiary: Prison Architecture Then and Now" 7/12	17	

"Medicare 101" 7/18	15	8
"Mobile Home Reassessment Assistance" appointments 7/21	4	
"Power Stretching Class" 7/25	6	29

August Program Statistics

Program	Attendance	First-7-Day YouTube Views (where applicable)
Phoenix Book Club	5	
Phoenix Fiction Writers	11 (2 sessions)	
Phoenixville Tech Group	65 (5 sessions)	
Tech Help appointments	4	
Maternal & Child Health Consortium Family Benefits Assistance appointments	8	
Career Success Group	9 (4 sessions)	
Sahaja Yoga Meditation Class	15 (3 sessions)	
ESL Conversation Group	22 (5 sessions)	
Movies on Tap: Zoom Edition	7	
Books on Tap	11	
Outreach: Senior Center Book Club	10	
Summer Movie Night Series: "Movies You Might Have Missed"	52 (4 sessions)	
"Violin & Keyboard Concert" 8/1	42	
"Show-Stopping Autumn Perennials" 8/8	20	
"Joe Kenney Keyboard Concert" 8/15	19	
"AARP Smart Driver Refresher Class" 8/19	18	
"Queens, Warriors, and Archaeologists: Women of the Penn Museum" 8/22	30	
"Get Connected – Jumpstart Your Job Search" appointments 8/23	1	
"The Wit & Wisdom of Mark Twain – America's Greatest Humorist" 8/29	56	
PBS Books videos on Facebook page	18+	

Respectfully submitted, Mark Pinto Adult Services Director

Development Report

FY22 – August Report

Grants: (0/\$25,000)

- \$30,000 Chester County ARPA Funds
 - o eMaterials: 4 years \$7,500
 - o (Pending) End of September
- \$67,978 Phoenixville Community Health Foundation
 - o \$20,000 operating, \$47,978 staff salaries
 - o (Pending) End of September
- \$2,400 Detwiler Family Foundation
 - o Thrilling Thursdays Restriction
 - o (Pending) October 30th, 2022

Special Events: (0/\$40,000)

- Author: Jasmine Guillory
- WWW Committee Meeting
 - o May 4th, June 15th, July 20th, August 3rd, September
- WWW Sponsorship (Goal: \$16,000)
 - o Confirmed \$13.250
 - Customers Bank, Phoenixville Federal Bank & Trust, Peggy & Larry Way, Hankin Group, Creative Wealth Management Group, OWM Law
- WWW Ads (Goal: \$600)
 - o Confirmed \$375
 - Shep's Yard, Beccaria & Associates, PCHF
- WWW Ticket Count (Goal: 150)
 - o Tickets live: Thursday, September 1st. Ticket sales close Monday, October 24th.
- Silent Auction participants to date: (Approx. value total: \$3,507)

Michael Connelly RiverCrest Golf Club & Preserve Cedar Hollow Inn
Mosaic Designs/Kim Moretti
Barnstone Art for Kids RiverCrest Golf Club & Preserve Cedar Hollow Inn
Andalusia HistoRic House
Academy of Natural Sciences

Kathy Hunt Massage Envy – Wayne Penn Museum
Beth Lennon Nectar Yoga Studio Longwood Gardens
Phoenixville Public Library East Pikeland Township Colonial Theatre

LuLu Boutique & Gifterie Yeager's Farm Market Brandywine Conservancy & Museum of

Ellie's Choice Louise Woodstock Gardens Art

Redner's Markets
GLodge
GLodge
GLodge
The Camphill School
Black Lab Bistro
Insomnia Cookies

Seamless Sewing Arts LTD
Waltz Golf Farm
Laurel Hill West
Arden Theatre Co.
Camp Nejeda

Petrucci's Ice Cream Ten Air Studios Philadelphia Museum of Art Sweet Ashley's Chocolates Phoenixville House of Jerky American Helicopter Museum Pickering Valley Golf Club

Trader Joes

Targeted Individual Giving (\$2,249/\$40,000)

Corporate Engagement: (0/\$10,000)

• Uncle B's BBQ – Profit share – October 4th and 5th

Other Engagement:

- Phoenixville Borough Finance Committee Funding Presentation: 7/26
- Phoenixville Media Group: 8/1 8/4 8/25
- Unity in the community: 8/7
- TCN Fundraising Consultant: 8/24 8/29 8/30
- Phoenixville Community Health Foundation: 8/2

Social Media Snapshot:

Facebook Stats:

2,366 Reach: the number of people who saw any content from your Page or about your Page. This metric is estimated. (August)

3,106 Total Followers

2,767 Total Likes (34 New Likes)

1,120 People Checked in

Instagram Stats:

329 Accounts Reached – the number of unique accounts that have seen library posts 29 Accounts Engaged – the number of unique accounts that have interacted with library posts 996 Total Followers (14 new followers)



Circulation Report for September 2022

Circulation Department:

- o Looking to hire two more circulation assistants
- o Staff are becoming more confident learning the new Key Central lending system and the book locker
- o Number of **checkouts** for month of July: 13,932
- o Number of **check-ins** for month of July: 13,275
- o Number of **holds** for month of July: 453
- o Number of checkouts for month of August: 13,008
- o Number of check-ins for month of August:13,804
- o Number of holds for month of August 404

Volunteers:

- Total Amount of Volunteer Hours from July: 78.75
- Total Amount of Volunteer Hours for August: 72.25
- o Total Amount of Volunteer Hours for TOTAL fiscal year: 151

Library Card Sign-ups:

- Total Amount of Patron Applications from July: 240
- Total Amount of Patron Applications for August: 210

Meetings/Events

- o Circulation Meeting August 3rd
- o Unity in the Community by Phoenixville's CTC August 7th
- o PaLA PALS Academy Group Practicum September 2nd

Continuing Education:

- o PALaw: Right to Know August 2nd
- o Make it Memorable: Effective Communication September 9th
- Deaf-Hearing Communication Center Sensitivity Training September 22nd

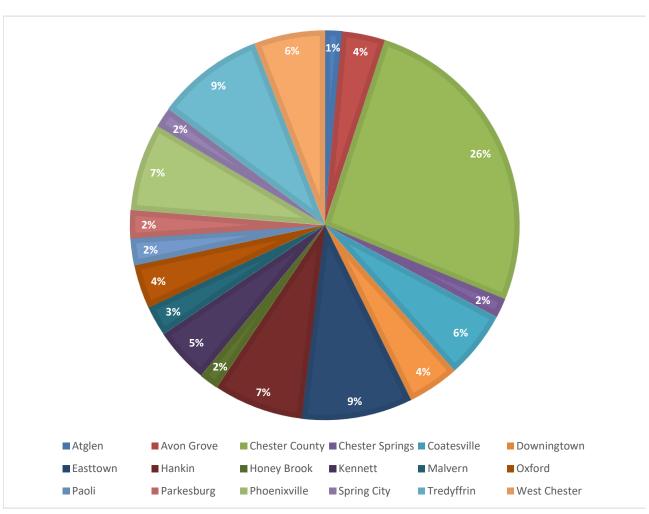
Additional Updates:

- o Edited the PaLA Bulletin
- o Wrote a Letter of Recommendation for an employee applying for her MLS at Drexel
- Employee was accepted into Drexel's Master of Library Science program

Respectfully Submitted,

Christine Nicholson Circulation Manager & Volunteer Coordinator August 2022

June 2022 Computer Usage (Sessions)				
	Envisionware	Wireless	Total	
Atglen	37	219	256	
Avon Grove	218	422	640	
Chester County	1462	3225	4687	
Chester Springs	34	255	289	
Coatesville	373	625	998	
Downingtown	221	548	769	
Easttown	422	1225	1647	
Hankin	332	998	1330	
Honey Brook	152	135	287	
Kennett	321	499	820	
Malvern	159	291	450	
Oxford	269	381	650	
Paoli	110	292	402	
Parkesburg	231	181	412	
Phoenixville	682	619	1301	
Spring City	94	208	302	
Tredyffrin	258	1337	1595	
West Chester	212	840	1052	
TOTAL	5587	12300	17887	



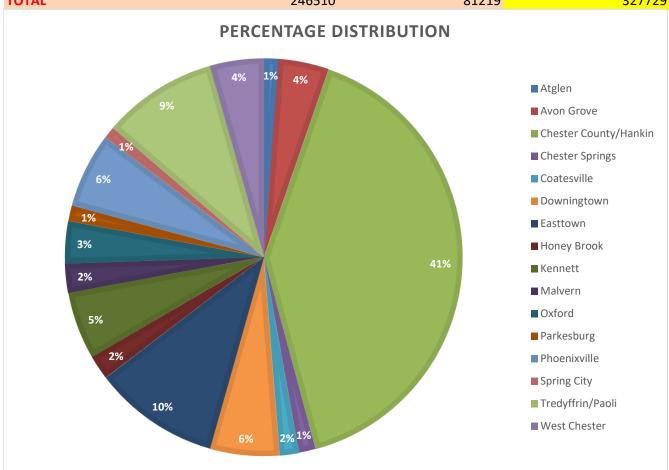
	Α	В	С	D	Е	F	G	Н	1	J	K	L	М	N	Q	R	S	T
1	Computer Usag	ge 2022 (Ses	ssions)															
2																		
3															2022 YTD	2021 YTD	2020 Annual	2019 Annual
4		January	February	March	April	May	June	July	August	September	October	November	December	Total	Percentage	Percentage	Percentage	Percentage
5																		
	Atglen	127	183	250	485	236	256.00							1537	1.24%	0.77%	1.49%	0.78%
7		044	000	252	200	504	540							1500	2.720/	4.000/	4.000/	2.020/
9	Avon Grove	811	838	859	880	581	640							4609	3.72%	4.80%	4.06%	2.93%
-	Chester County	4541	5297	5965	5776	3777	4687							30043	24.24%	30.54%	25.28%	25.39%
11	chester county	4541	3237	3303	3770	3///	4007							30043	24.24/0	30.5470	25.26/0	23.3370
-	Chester Springs	293	361	497	617	229	289							2286	1.84%	1.10%	0.75%	0.54%
13	опосториндо																511.5/1	0.0.77
14	Coatesville	1440	1619	1879	1445	831	998							8212	6.62%	7.25%	6.78%	6.94%
15																		
16	Downingtown	729	888	1194	973	568	769							5121	4.13%	3.13%	3.26%	4.63%
17																		
	Easttown	1608	1861	2155	1874	1496	1647							10641	8.58%	6.65%	9.31%	9.77%
19																		
	Hankin	1616	1847	2156	2381	1331	1330							10661	8.60%	8.34%	7.69%	5.90%
21															4.650/	1 760/	1 120/	4.000/
	Honey Brook	321	343	449	376	271	287							2047	1.65%	1.76%	1.42%	1.00%
23 24	Kennett	1281	1279	1504	1590	673	820							7147	5.77%	5.92%	5.35%	5.07%
25	Keillett	1201	12/3	1304	1390	0/3	620							/14/	3.77%	3.52/6	3.33/6	3.07/0
	Malvern	530	599	700	637	346	450							3262	2.63%	1.98%	2.11%	2.38%
27																		
	Oxford	700	653	814	859	609	650							4285	3.46%	3.91%	3.66%	3.39%
29																		
30	Paoli	635	707	740	689	262	402							3435	2.77%	2.08%	3.36%	3.07%
31																		
	Parkesburg	440	459	640	531	370	412							2852	2.30%	2.90%	2.14%	1.40%
33																		
	Phoenixville	1314	1545	1895	1795	1124	1301						-	8974	7.24%	5.66%	6.35%	7.55%
35 36	Carrier City	270	262	405	425	200	202					-	-	2452	1.74%	1.92%	1.72%	1.73%
37	Spring City	278	362	485	426	300	302		+			-	-	2153	1.74%	1.92%	1.72%	1./3%
	Tredyffrin	1409	1413	1789	1906	1428	1595		+			 	 	9540	7.70%	6.40%	10.60%	13.33%
39		1403	1413	1,03	1300	1420	1595							3340	7.7070	51070	10.00/0	15.55/0
-	West Chester	1139	1165	1499	1463	842	1052							7160	5.78%	4.89%	4.66%	4.20%
41														,				
42	System	19212	21419	25470	24703	15274	17887							123965	100.00%	100.00%	100.00%	100.00%
43																		
44	Notes:																	
-	2017 and 2018 ba																	
_	2019 and 2020 ba		ons															
47	2020 reflects Civi	id closures																

	Α	В	С	D	Е	F	G	Н			К	L	М	N	0	U	Υ
1	Circulation Comparison				March				July	August	September	_			Total	Ü	'
2	Circulation companisor	IIS EULE	Juliuury	Cordary	With Cit	April .	iviuy	Julic	July	August	эсристыст	October	receniber	Deterriber	Total		
3	ATGLEN	2018	2282	2322	2412	2312	2196	3385	3595	2825	2046	2451	2294	2127	30247	6.88%	
4	ATGLEN	2019	2846	2239	2568	2454	2372		3065	2599	2160	2150	2642	2015	29899	-1.15%	
5		2020	2560	2548	1487	639	699	1248	2038	1987	1760	1791	1599	1640	19996	-33.12%	
6		2021	1969	1752	2169	1846	2037	2535	2855	2681	2349	2090	2000	2045		31.67%	
7		2022	2146	2169	2475	3170	2758	3897	2000	2001	20.13	2000	2000	20.5	20020	52.0775	
8			22.0	2103	2.73	3270	2,50	5037									
9	AVON GROVE	2018	9921	10844	11813	10590	10220	13313	16106	14095	11408	11291	10014	8830	138445	2.02%	
10		2019	11857	11207	11573	11378	11424	13905	17138	14038	11252	11660	10449	9266		4.84%	
17		2020	11135	10859	6871	3501	3883	5782	10112	11755	11506	11159	9910	10085	106558	-26.59%	
18		2021	10876	10119	11212	10167	10057	12494	14186	13134	11359	10858	10703	9621	134786	26.49%	
21		2022	10123	9532	11261	10580	9832	13403					20.00				
22																	
23	CCL/HANKIN	2018	126699	121709	138899	127420	123573	145591	162876	149438	127242	125674	119511	111398	1580030	-1.79%	
24		2019	131898	124255	135942	126009	123301	145315	161746	146273	126353	127487	119761	114852	1583192	0.20%	
25		2020	130294	129807	77499	28881	31522	51734	91143	107612	107968	112106	107540	113204	1089310	-31.20%	
26		2021	118865	109705	125117	112334	111801	130436	140068	138223	116701	116868	112933	106500		32.15%	
27		2022	120326	114924	123680	117579	115321	132775									
28								- 1									
29	CHESTER SPRINGS	2018	3097	2912	3760	3388	2996	3692	4721	4088	3002	3138	2919	2867	40580	-1.61%	
30		2019	3628	3444	3634	3328	3121	4089	5216	4611	3753	3839	3723	3232	45618	12.41%	
31		2020	4369	4371	3094	2337	2550	3294	4988	4790	4350	4178	3948	4000	46269	1.43%	
32		2021	3609	3465	4256	3630	3854	4291	4774	4792	4047	4086	3918	3841	48563	4.96%	
33		2022	3636	3914	4200	4233	4009	4499									
34																	
35	COATESVILLE	2018	3751	3337	3769	3930	3955	5007	5175	4241	3376	3825	3343	2985	46694	-11.39%	
36		2019	4038	3982	4098	4473	4281	5350	6520	5004	4434	4848	4141	4222	55391	18.63%	
37		2020	4939	4219	2131	488	527	1684	3377	3976	4303	5223	4214	3206	38287	-30.88%	
38		2021	4622	4336	5155	4061	3323	4866	5477	4959	3890	4080	3677	3554	52000	35.82%	
39		2022	3823	4157	4372	3997	3949	5141									
40																	
41	DOWNINGTOWN	2018	12705	12259	14176	13312	13709	17203	18394	17109	14778	14552	13931	11328	173456	-2.67%	
42		2019	14002	13202	14228	13512	13545	16894	19723	17222	14850	14598	13696	12343	177815	2.51%	
43		2020	15073	14706	8018	2653	2893	4991	7501	7387	8084	8770	7937	6744	94757	-46.71%	
44		2021	7402	6298	7548	9201	9936	14625	17044	16716	13476	12663	12961	11701	139571	47.29%	
45		2022	13042	13025	14590	13041	12890	18506									
46																	
47	EASTTOWN	2018	27973	24084	28349	27487	27068	30526	33781	32462	28684	28684	26673	25587	341358	10.31%	
48		2019	30566	28729	30529	29221	29231	33377	36995	33153	29586	29798	28005	27419	366609	7.40%	
49		2020	31521	30967	24061	15699	17160	20736	27497	28951	27952	30489	28141	25249	308423	-15.87%	
50		2021	25139	22620	25200	27449	28850	33196	36343	35505	31274	28875	29470	29397	353318	14.56%	
51		2022	30990	28501	30917	29483	30655	33589									
52														=			
53	HONEY BROOK	2018	5416	5298		5851	5389	6327	7555	6122	5504	5967	5720	5420		4.39%	
54		2019	6051	6068		5821	5518		7552	6507	5270	5969	5802	4884		1.53%	
55		2020	5559	6278	3395	561	554	1696	4068	4717	4838	4579	3697	3096	43038	-40.18%	
56		2021	4810	4502	5955	5079	4984	5597	6829	6303	5774	5589	5399	5147	65968	53.28%	
57		2022	5130	5554	6007	5202	5166	6548									
58	KENINETT	2017	420==	424:-	45070	42022	4.4770	47.00	20422	40251	446=0	45455	44400	42077	405453	2 224	
59	KENNETT	2018	13977	13147	15378	13999	14772	17625	20430	19251	14658	15465	14189	13277	186168	-2.80%	
60		2019	13948	12581	14144	13752	13691	16360	20071	16926	13556	14258	13490	12777	175554	-5.70%	
61		2020 2021	14354	14084	10648	5252	5702	7342	11411	14181	13638	13960	13553	14245	138370	-21.18%	
62			14992	14298	16792	15184	15477	18035	19121	17574	14429	14519	14061	13276	187758	35.69%	
63		2022	15185	14528	16139	15223	15107	17966									
64																	
65																	
66																	

A	В	ſ	D	Е	F	G	Н		1	К	1	M	N	0	U	Υ
67		·					June	July	August	September	October		December	Total	Ü	·
68 MALVERN	2018	6405	6096	6715	6137	6318	8353	10024	9158	6619	7166	6367	6077	85435	-2.78%	
69	2019	6959	6470	7080	6435	6482	7957	9783	8479	6384	6491	6042	5679	84241	-1.40%	
70	2020	6449	6412	3699	1230	1343	2339	3847	3699	3754	4137	3793	3563	44265	-47.45%	
71	2021	4855	4636	5337	4804	4953	7123	8306	7705	6238	6562	6355	6007	72881	64.65%	
72	2022	6652	6317	7295	6921	6534	7769									
73																
74 OXFORD	2018	8922	8768	9747	9779	9012	11180	12117	11964	9870	10368	9255	7781	118763	1.41%	
75	2019	10087	8920	10355	10203	9516	10613	12359	11274	9283	9813	9103	8228	119754	0.83%	
76	2020	9446	9737	6129	2253	2450	4104	8388	9343	9057	9615	8511	8942	87975	-26.54%	
77	2021	8943	8743	10187	8422	8052	10022	11649	11732	9322	9227	8956	8667	113922	29.49%	
78	2022	9248	9055	9921	9403	8768	11232									
79																
80 PARKESBURG	2018	4365	4671	4750	5011	3994	4958	5472	5044	4194	4946	4731	4022	56158	-2.78%	
81	2019	4805	4558	4712	4310	3442	4283	5178	4224	3946	4835	4636	4592	53521	-4.70%	
82	2020	4984	4685	2773	386	341	1520	3465	3762	4051	4486	4349	4464	39266	-26.63%	
83	2021	3712	3592	4541	3540	3527	4129	4215	3847	3506	3746	3492	3742	45589	26.49%	
85	2022	3492	3623	3567	3479	3724	4192									
86 PHOENIXVILLE	2018	16378	15456	18147	17387	17182	21454	24052	21636	17349	18362	17113	14747	219263	2.77%	
87 PHOENIXVILLE	2018	18264	16664	18147	17387	1/182	20239	24052	21636	17349	18362	16604	15078	219263	0.36%	
88	2019	17764	16994	10396	4091	4473	6806	10460	10489	10356	10627	9706	9926	122088	-44.52%	
89	2020	11449	10373	11464	9850	10516	15431	18997	18858	15931	15888	15691	15045	169493	38.83%	
90	2022	16988	16708	18590	17403	16642	20050	10337	10030	15551	13000	13031	13043	103433	30.0370	
91	2022	10300	10708	18330	17403	10042	20030									
92 SPRING CITY	2018	2772	2887	3401	2923	3007	4212	4618	4166	3163	3102	2704	2318	39273	-3.99%	
99	2019	2948	2858	3144	2892	3184	3971	4980	3791	2666	2734	2551	2171	37890	-3.52%	
100	2020	2908	2946	1715	471	518	1011	2123	2627	2299	2235	2181	1636	22670	-40.17%	
101	2021	1571	1347	1478	1627	1914	2374	2685	3191	2626	2160	2251	2048	25272	11.48%	
102	2022	2096	2174	2885	2558	2443	3205									
103																
106 TREDYFFRIN/PAOLI	2018	30450	29542	33492	30027	29914	34180	37196	34597	30110	30224	29301	27796	376829	1.53%	
107	2019	32444	30670	33220	31319	29629	32899	36563	35057	31093	31583	29979	29330	383786	1.85%	
108	2020	32884	33602	20374	8202	8923	13557	22464	25710	25925	25290	22762	19922	259615	-32.35%	
109	2021	20659	18421	24680	24230	24718	29178	32707	31704	24807	26929	26285	26682	311000	19.79%	
110	2022	28040	27215	29181	28411	27226	30653									
111																
112 WEST CHESTER	2018	12105	11439	13480	12807	12309	14938	17168	15807	12913	13138	12141	10995	159240	-1.21%	
113	2019	12868	11891	13036	12488	11819	14638	16878	15584	12550	13173	12712	11355	158992	-0.16%	
114	2020	11457	12587	7371	3021	3348	5536	11246	11762	11375	11832	9848	8277	107660	-32.29%	
115	2021	8743	8694	10721	10200	10402	13546	14644	13624	11691	11097	11185	10304	134851	25.26%	
116 117	2022	11054	11201	12021	11219	10556	14304									
	2009	214544	24.0500	251000	220124	212501	202702	420044	205202	226422	222560	240260	200222	4127200		-
118 System 119	2009	314514 325911	316598 314476	351000 365487	330124 314192	313584 307260	393702 384072	438914 430039	395383 406160	336133 330681	332569 322851	318368 325194	286320 276392	4127209 4102715		
120	2010	325911	312861	355908	314192	307260	386003	411359	405150	327730	316272	318126	287588	4102715		-
121	2011	331201	312861	355908	319915	307838	383042	421728	376945	303187	316272	312984	287588	4071963		
122	2012	322760	310288	335590	312997	308489	366229	433261	379949	303187	316223	298777	269065	3956974		
123	2013	303205	282462	330326	299557	296856	347702	411539	361843	317450	294446	285698	274294	3805378		
124	2015	309020	291129	317277	289670	278038	361649	394319	361008	303319	299507	287243	271629	3763808	-1.09%	
125	2016	297683	299386	311959	295526	290048	358040		359101	293046	288026	278320	260038	3706907	-1.51%	
126	2017	294812	276103	322125	291011	292474	344982	373740	351907	290713	294512	281047	249729	3663155	-1.18%	
127	2018	287218	274771	314580	292360	285564	341944	383280	352003	294916	298353	280206	257555	3662750	-0.01%	
128	2019	307209	287738	311981	295288	287167	339329		346194	294581		283336	267443	3709404	1.27%	
129	2020	305696	304802	189661	79665	86886	133380	224128	252748	251216	260477	241689	238199	2568547	-30.76%	
130	2021	252216	232901	271812	251624	254401	307878	339900	330548	277420	275237	269337	257577	3320851	29.29%	
131	2022	281971	272597	297101	281902	275580	327729									
132																

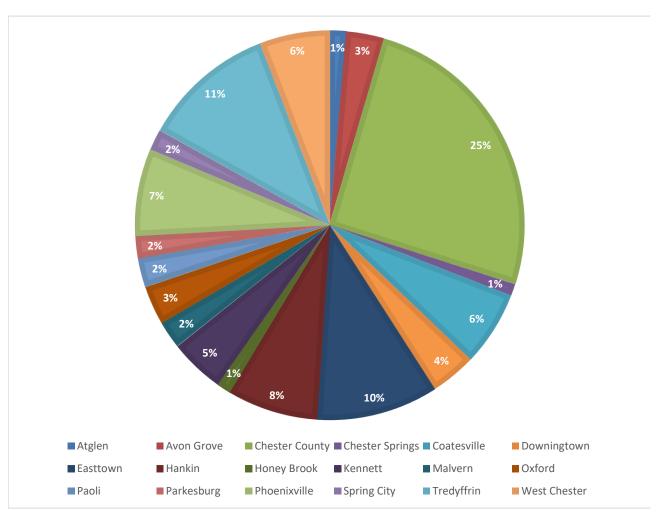
	А	В	С	D	E	F	G	Н	I	J	K	L	М	N	0	U	Υ
133																	
134			January	February	March	April	May	June	July	August	September	October	November	December	Total		
135	2010 to 2009	2010<2009	3.62%	-0.68%	4.12%	-4.83%	-2.02%	-2.45%	-2.03%	2.72%	-1.63%	-2.91%	2.14%	-3.47%	-0.60%		
136	2011 to 2010	2011<2010	-1.35%	-0.52%	-2.62%	1.83%	0.60%	1.00%	-4.35%	-0.15%	-0.89%	-1.00%	-2.17%	0.41%	-0.75%		
137	2012 to 2011	2012<2011	3.01%	4.52%	-4.15%	-0.25%	-0.41%	-0.77%	2.52%	-7.05%	-7.49%	-1.32%	-1.62%	-5.67%	-1.32%		
138	2013 to 2012	2013<2012	-2.55%	-5.11%	-4.61%	-1.92%	0.21%	-4.39%	2.74%	0.80%	0.05%	1.21%	-4.55%	-0.82%	-1.52%		
139	2014 to 2013	2014<2013	-6.06%	-8.97%	-1.57%	-4.29%	-3.77%	-5.06%	-5.01%	-4.77	4.65	-6.89%	-4.38%	1.94%	-3.83%		
140	2015 to 2014	2015<2014	1.92%	3.07%	-3.95%	-3.30%	-6.34%	4.01%	-4.18%	-0.23%	-4.45%	1.72%	0.54%	-0.97%	-1.09%		
141	2016 to 2015	2016<2015	-3.67%	2.84%	-1.68%	2.02%	4.32%	-0.99%	-4.71%	-0.53%	-3.39%	-3.83%	-3.11%	-4.27%	-1.51%		
142	2017 to 2016	2017<2016	-0.96%	-7.78%	3.26%	-1.53%	0.84%	-3.65%	-0.54%	-2.00%	-0.80%	2.25%	0.98%	-3.96%	-1.18%		
143	2018 to 2017	2018<2017	-2.58%	-0.48%	-2.34%	0.46%	-2.36%	-0.88%	2.55%	0.00%	1.45%	1.30%	-0.30%	3.13%	-0.01%		
144	2019 to 2018	2019<2018	6.96%	4.72%	-0.83%	1.01%	0.56%	-0.76%	1.23%	-0.17%	-0.12%	0.93%	1.10%	3.83%	1.27%		
145	2020 to 2019	2020<2019	-0.49%	5.93%	-39.21%	-73.02%	-69.74%	-60.69%	-42.24%	-27.00%	-14.72%	-13.50%	-14.70%	-10.93%	-30.76%		
146	2021 to 2020	2021/2020	-17.50%	-23.59%	43.31%	215.85%	192.79%	130.83%	51.65%	30.78%	10.43%	5.67%	11.44%	8.14%	29.29%		
147	2022 to 2021		11.80%	17.04%	9.30%	12.03%	8.33%										
148																	
149																	
150	YTD2021		252216	232901	271812	251624	254401	307878							1570832		
151	YTD2022		281971	272597	297101	281902	275580	327729							1736880	10.57%	YTD

June 2022 Circulation			
	Sierra	OverDrive	Total
Atglen	3069	828	3897
Avon Grove	10553	2850	13403
Chester County/Hankin	102903	29872	132775
Chester Springs	2631	1868	4499
Coatesville	4240	901	5141
Downingtown	15932	2574	18506
Easttown	19271	14318	33589
Honey Brook	6102	446	6548
Kennett	11282	6684	17966
Malvern	6048	1721	7769
Oxford	9105	2127	11232
Parkesburg	3868	324	4192
Phoenixville	14592	5458	20050
Spring City	2791	414	3205
Tredyffrin/Paoli	22377	8276	30653
West Chester	11746	2558	14304
TOTAL	246510	81219	327729



OverDrive Percentage														
Library	Percentage	January	February	March	April	May	June	July	August	Sept	October	Nov	Dec	Total
TOTAL		82504	72882	79613	76303	80375	81219							
Atglen	1.02%	841	743	812	778	819	828	0	0	0	0	0	0	482
Avon Grove	3.51%	2895	2558	2794	2678	2821	2850	0	0	0	0	0	0	1659
Chester County/HH	36.78%	30344	26806	29281	28064	29561	29872	0	0	0	0	0	0	17392
Chester Springs	2.30%	1897	1676	1831	1754	1848	1868	0	0	0	0	0	0	1087
Coatesville	1.11%	915	808	883	846	892	901	0	0	0	0	0	0	524
Downingtown	3.17%	2615	2310	2523	2418	2547	2574	0	0	0	0	0	0	1498
Easttown	17.63%	14545	12849	14035	13452	14170	14318	0	0	0	0	0	0	8336
HoneyBrook	0.55%	453	400	437	419	442	446	0	0	0	0	0	0	259
Kennett	8.23%	6790	5998	6552	6279	6614	6684	0	0	0	0	0	0	3891
Malvern	2.12%	1749	1545	1687	1617	1703	1721	0	0	0	0	0	0	1002
Oxford	2.62%	2161	1909	2085	1999	2105	2127	0	0	0	0	0	0	1238
Parkesburg	0.40%	330	291	318	305	322	324	0	0	0	0	0	0	188
Phoenixville	6.72%	5544	4897	5350	5127	5401	5458	0	0	0	0	0	0	3177
Spring City	0.51%	420	371	406	389	409	414	0	0	0	0	0	0	240
Tredyffrin/Paoli	10.19%	8407	7426	8112	7775	8190	8276	0	0	0	0	0	0	4818
West Chester	3.15%	2598	2295	2507	2403	2531	2558	0	0	0	0	0	0	1489
Total	100.0%	82504	72882	79613	76303	80375	81219	0	0	0	0	0	0	47289
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2022		82504	72882	79613	76303	80375	81219							
2021		80781	74160	80475	73476	75495	74908	79305	79118	71318	72303	71207	74147	90669
2020		61115	57905	64191	79045	86400	83866	83754	80805	70712	70254	68060	73139	87924
2019		52474	48270	52779	50521	52922	55778	59442	58194	53763	54197	51585	54681	64460
2018		39517	35554	40880	39606	41221	43825	49446	49190	44838	46512	44617	45459	52066
						OverDriv	e 2018-2	022						
10	00000													
	90000													
	80000													
	70000 50000													
	00000													
	30000													
	20000													
	0	, -	eb Ma	arch A	oril	May	luno	luly	Λιισ	Cont	Oct	Nov	Doo	
	Jai -2022 825					May 80375	June 81219	July	Aug	Sept	Oct	Nov	Dec	
	- 2022 825 - 2021 807						74908	79305	79118	71318	72303	71207	74147	
	2 021 807						83866	83754	80805	70712	70254	68060	73139	
	2 020 611 2 019 524	-					55778	59442	58194	53763	54197	51585	54681	
							43825	49446	49190	44838	46512	44617	45459	
	- 2018 395	1/ 35	334 40	000 39	4	11771	43023	43440	43130	44030	40312	4401/	45455	

July 2022 Computer Usage (Session	ns)		
	Envisionware	Wireless	Total
Atglen	39	229	268
Avon Grove	255	360	615
Chester County	1595	3391	4986
Chester Springs	23	171	194
Coatesville	447	775	1222
Downingtown	207	542	749
Easttown	415	1575	1990
Hankin	314	1167	1481
Honey Brook	137	98	235
Kennett	364	529	893
Malvern	149	302	451
Oxford	236	396	632
Paoli	132	345	477
Parkesburg	215	145	360
Phoenixville	725	698	1423
Spring City	105	236	341
Tredyffrin	297	1874	2171
West Chester	206	943	1149
TOTAL	5861	13776	19637



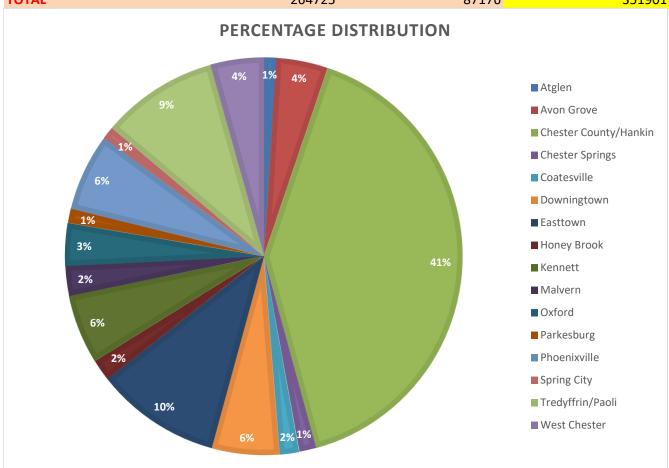
	Α	В	С	D	Е	F	G	Н	ı	J	K	L	М	N	Q	R	S	T
1	Computer Usag			_													-	
2	, i																	
3															2022 YTD	2021 YTD	2020 Annual	2019 Annual
4		January	February	March	April	May	June	July	August	September	October	November	December	Total	Percentage	Percentage	Percentage	Percentage
5																		
	Atglen	127	183	250	485	236	256	268						1805	1.26%	0.77%	1.49%	0.78%
7																		
8	Avon Grove	811	838	859	880	581	640	615						5224	3.64%	4.80%	4.06%	2.93%
9																		
10	Chester County	4541	5297	5965	5776	3777	4687	4986						35029	24.39%	30.54%	25.28%	25.39%
11	a	202	254	407	647	222	200	101						2400	4.720/	4.400/	0.750/	0.540/
12 13	Chester Springs	293	361	497	617	229	289	194						2480	1.73%	1.10%	0.75%	0.54%
14	Coatesville	1440	1619	1879	1445	831	998	1222						9434	6.57%	7.25%	6.78%	6.94%
15	Coatesville	1440	1019	10/9	1445	931	998	1222						9434	0.57%	7.25%	0.76%	0.94%
16	Downingtown	729	888	1194	973	568	769	749						5870	4.09%	3.13%	3.26%	4.63%
17	2 ottoming to the	723		113.	373	300	, 05	, .3						30.0	110370	3.1370	3.2070	110070
18	Easttown	1608	1861	2155	1874	1496	1647	1990						12631	8.80%	6.65%	9.31%	9.77%
19																		
20	Hankin	1616	1847	2156	2381	1331	1330	1481						12142	8.46%	8.34%	7.69%	5.90%
21																		
22	Honey Brook	321	343	449	376	271	287	235						2282	1.59%	1.76%	1.42%	1.00%
23																		
24	Kennett	1281	1279	1504	1590	673	820	893						8040	5.60%	5.92%	5.35%	5.07%
25																		
26	Malvern	530	599	700	637	346	450	451						3713	2.59%	1.98%	2.11%	2.38%
27																		
28	Oxford	700	653	814	859	609	650	632						4917	3.42%	3.91%	3.66%	3.39%
29																		
30	Paoli	635	707	740	689	262	402	477						3912	2.72%	2.08%	3.36%	3.07%
31	Parkesburg	440	459	640	531	370	412	360						3212	2.24%	2.90%	2.14%	1.40%
33	Parkesburg	440	459	640	331	370	412	360						3212	2.24%	2.90%	2.14%	1.40%
34	Phoenixville	1314	1545	1895	1795	1124	1301	1423						10397	7.24%	5.66%	6.35%	7.55%
35	oemzviile	1314	1343	1033	1/33	1124	1301	1423						1033/	7.2470	3.00%	0.33%	1.5576
36	Spring City	278	362	485	426	300	302	341						2494	1.74%	1.92%	1.72%	1.73%
37		2,0	502	.55	.20	330	552	3 71						2.34	2., 7,0	2.5270	2.7.270	2.7.570
38	Tredyffrin	1409	1413	1789	1906	1428	1595	2171						11711	8.16%	6.40%	10.60%	13.33%
39	-																	
40	West Chester	1139	1165	1499	1463	842	1052	1149						8309	5.79%	4.89%	4.66%	4.20%
41																		
42	System	19212	21419	25470	24703	15274	17887	19637						143602	100.00%	100.00%	100.00%	100.00%
43																		
44	Notes:																	
45	2017 and 2018 ba																	
46	2019 and 2020 ba		ons															
47	2020 reflects Civi	d closures																

Control Cont		Α	В	С	D	Е	F	G	Н		1	К	1	М	N	0	U	Υ
1	1									July	August		October				Ů	·
1	2			,	, , , , , , , , , , , , , , , , , , , ,			,		,								
\$\frac{1}{2}\$\$\begin{tabular}{ c c c c c c c c c c c c c c c c c c c	3	ATGLEN	2018	2282	2322	2412	2312	2196	3385	3595	2825	2046	2451	2294	2127	30247	6.88%	
To	4		2019	2846	2239	2568	2454	2372	2789	3065	2599	2160	2150	2642	2015	29899	-1.15%	
2	5		2020	2560	2548	1487	639	699	1248	2038	1987	1760	1791	1599	1640	19996	-33.12%	
B NON GROVE 2018 9921 10842 11811 10900 10920 13313 16100 14095 11408 11191 10014 8830 13845 2.0295 105177 2070 11875 11977 11778 11178 11124 13090 17138 14088 11222 1160 10409 2266 145147 4845 4845 13814 1297 1297 1297 1297 1297 11978 11199 11199 10008 305588 2-8599 1297 1297 1297 1297 11978 11199 11199 10008 10008 10008 1297 12440 1297 1297 1297 1297 1197 1197 1197 1297	6		2021	1969	1752	2169	1846	2037	2535	2855	2681	2349	2090	2000	2045	26328	31.67%	
Section Sect	7		2022	2146	2169	2475	3170	2758	3897	3533								
10 2019 1157 1127 11278 11278 11278 11278 11278 11424 13000 17138 14088 11252 11660 10448 9266 144147 4845 1361 1270 1128 1270 12	8																	
17	9	AVON GROVE	2018	9921	10844	11813	10590	10220	13313	16106	14095	11408	11291	10014	8830	138445	2.02%	
1	10		2019	11857	11207	11573	11378	11424	13905	17138	14038	11252	11660	10449	9266	145147	4.84%	
1			2020	11135	10859	6871	3501	3883	5782	10112	11755	11506	11159	9910	10085	106558	-26.59%	
22 CL/HANNIN 2018 126699 121709 138899 127420 123703 14591 156276 14988 127242 125674 119511 11398 1580030 .17956 12755 12750											13134	11359	10858	10703	9621	134786	26.49%	
1.5 1.5			2022	10123	9532	11261	10580	9832	13403	14790								
A	_																	
120 1200 130284 120807 77499 2881 31522 51734 91134 107612 107968 112106 107540 11204 1089310 31.20% 1207		CCL/HANKIN																
186																		
22 2022 10366 14.9924 328.888 117.79 115.921 132.775 142.778																		
28 CHESTER SPRINGS 2018 3897 2912 3760 3388 2996 3692 4721 4088 3002 3138 2919 2867 40580 1.615%											138223	116701	116868	112933	106500	1439551	32.15%	
19 19 19 19 19 19 19 19			2022	120326	114924	123680	117579	115321	132775	142778								
10 2019 39.28 3444 36.24 33.28 33.27 25.05 32.04 40.05 43.25 43.05 43.25 43.05 43.25 4		CHECTED CODINGS	2010	2007	2012	2760	2200	2000	3003	4724	4000	2002	2420	2010	2007	40500	4.640/	
1	-	CHESTER SPRINGS																
22																	·	
33																		
35 CARTSVILLE 2018 3751 3337 3769 3930 3955 5007 5175 4241 3376 3825 3343 2985 46684 -11.19% 376 3826 3982 4098 4473 4281 5330 6520 5004 4434 4484 4141 4222 55331 18.65% 378 2020 4939 4219 2131 488 527 1684 3377 3976 4303 5223 4214 3266 38287 -30.88% 3828 382											4/92	4047	4086	3918	3841	48503	4.96%	
35 COATESVILLE 2018 3751 3327 3769 3930 3955 5007 5175 4241 3376 3825 3343 2985 46694 -11.29%			2022	3030	3314	4200	4233	4003	4433	4011								
37 2019 4038 3982 4098 4473 4281 5350 6520 5004 4434 4848 4141 4222 53391 13.63% 37 37 2020 4939 4219 2131 488 527 1684 3377 3976 4303 5223 4214 3206 38287 -30.88% 38287 -30.88		COATESVILLE	2018	3751	2227	3760	3030	3055	5007	5175	12/1	3376	3825	33/13	2025	16691	-11 30%	
37		COATESVILLE																
38																		
39																		
Add														30.1		5200	00.02,7	
1402 14002 13202 14228 13512 13545 16894 19723 17222 14850 14598 13696 12343 177815 2.51% 43																		
43	41	DOWNINGTOWN	2018	12705	12259	14176	13312	13709	17203	18394	17109	14778	14552	13931	11328	173456	-2.67%	
44 2021 7402 6298 7548 9201 9936 14625 17044 16716 13476 12663 12961 11701 139571 47.29% 45 2022 13042 13025 14590 13041 12890 18506 19396	42		2019	14002	13202	14228	13512	13545	16894	19723	17222	14850	14598	13696	12343	177815	2.51%	
45 2022 13042 13025 14590 13041 12890 18506 19396	43		2020	15073	14706	8018	2653	2893	4991	7501	7387	8084	8770	7937	6744	94757	-46.71%	
46	44		2021	7402	6298	7548	9201	9936	14625	17044	16716	13476	12663	12961	11701	139571	47.29%	
## EASTTOWN 2018 27973 24084 28349 27487 27068 30526 33781 32462 28684 26673 25587 341358 10.31% 2888 2019 30566 28729 30529 29221 29231 33377 36995 33153 29586 29798 28005 27419 366609 7.40% 2890 2020 31521 30967 24061 15699 17160 20736 27497 28951 27952 30489 28141 25249 308423 -15.87% 2021 25139 2260 25200 27449 28850 33196 36343 35505 31274 28875 29470 29397 353318 14.56% 2022 30990 28501 30917 29483 30655 33589 35778			2022	13042	13025	14590	13041	12890	18506	19396								
48	_																	
49 2020 31521 30967 24061 15699 17160 20736 27497 28951 27952 30489 28141 25249 308423 -15.87%		EASTTOWN																
Solution																		
S1																		
52 HONEY BROOK 2018 5416 5298 6292 5851 5389 6327 7555 6122 5504 5967 5720 5420 70861 4.39% 54 2019 6051 6068 5853 5821 5518 6650 7552 6507 5270 5969 5802 4884 71945 1.53% 55 2020 5559 6278 3395 561 554 1696 4068 4717 4838 4579 3697 3096 43038 -40.18% 56 2021 4810 4502 5955 5079 4984 5597 6829 6303 5774 5589 5399 5147 65968 53.28% 57 2022 5130 5554 6007 5202 5166 6548 6209 580 5899 5147 65968 53.28% 59 KENNETT 2018 13977 13147 15378 13999 14772											35505	31274	28875	29470	29397	353318	14.56%	
53 HONEY BROOK 2018 5416 5298 6292 5851 5389 6327 7555 6122 5504 5967 5720 5420 70861 4.39% 54 2019 6051 6068 5853 5821 5518 6650 7552 6507 5270 5969 5802 4884 71945 1.53% 55 2020 5559 6278 3395 561 554 1696 4068 4717 4838 4579 3697 3096 43038 -40.18% 56 2021 4810 4502 5955 5079 4984 5597 6829 6303 5774 5589 5399 5147 65968 53.28% 57 2022 5130 5554 6007 5202 5166 6548 6209 5599 5399 5147 65968 53.28% 58 59 KENNETT 2018 13977 13147 15378 13999 14772			2022	30990	28501	30917	29483	30055	33589	357/8								
54 2019 6051 6068 5853 5821 5518 6650 7552 6507 5270 5969 5802 4884 71945 1.53% 55 2020 5559 6278 3395 561 554 1696 4068 4717 4838 4579 3697 3096 43038 -40.18% 56 2021 4810 4502 5955 5079 4984 5597 6829 6303 5774 5589 5399 5147 65968 53.28% 57 2022 5130 5554 6007 5202 5166 6548 6209		HONEA BBOOK	2010	E/116	E209	6202	E0E1	E200	6277	7555	6122	EE04	5067	E720	E420	70061	4 200/	
55 2020 5559 6278 3395 561 554 1696 4068 4717 4838 4579 3697 3096 43038 -40.18% 56 2021 4810 4502 5955 5079 4984 5597 6829 6303 5774 5589 5399 5147 65968 53.28% 57 2022 5130 5554 6007 5202 5166 6548 6209 588 5399 5147 65968 53.28% 59 KENNETT 2018 13977 13147 15378 13999 14772 17625 20430 19251 14658 15465 14189 13277 186168 -2.80% 60 2019 13948 12581 14144 13752 13691 16360 20071 16926 13556 14258 13490 12777 175554 -5.70% 61 2020 14354 14084 10648 5252 5702 734	-	HONEI BROOK																
56 2021 4810 4502 5955 5079 4984 5597 6829 6303 5774 5589 5399 5147 65968 53.28% 57 2022 5130 5554 6007 5202 5166 6548 6209 588 53.28%																		
57 2022 5130 5554 6007 5202 5166 6548 6209 6																		
58 2018 13977 13147 15378 13999 14772 17625 20430 19251 14658 15465 14189 13277 186168 -2.80% 60 2019 13948 12581 14144 13752 13691 16360 20071 16926 13556 14258 13490 12777 175554 -5.70% 61 2020 14354 14084 10648 5252 5702 7342 11411 14181 13638 13960 13553 14245 138370 -21.18%											5555	3.74	3333	5555	3147	33330	33.2070	
59 KENNETT 2018 13977 13147 15378 13999 14772 17625 20430 19251 14658 15465 14189 13277 186168 -2.80% 60 2019 13948 12581 14144 13752 13691 16360 20071 16926 13556 14258 13490 12777 175554 -5.70% 61 2020 14354 14084 10648 5252 5702 7342 11411 14181 13638 13960 13553 14245 138370 -21.18%				3130	3334	5557	5202	3200	55 40	0203								
60 2019 13948 12581 14144 13752 13691 16360 20071 16926 13556 14258 13490 12777 175554 -5.70% 61 2020 14354 14084 10648 5252 5702 7342 11411 14181 13638 13960 13553 14245 138370 -21.18%		KENNETT	2018	13977	13147	15378	13999	14772	17625	20430	19251	14658	15465	14189	13277	186168	-2.80%	
$\begin{bmatrix} 02 \end{bmatrix} \begin{bmatrix} 2021 \end{bmatrix} 14992 \end{bmatrix} 14298 \end{bmatrix} 10/92 \end{bmatrix} 15184 \end{bmatrix} 15184 \end{bmatrix} 15187 \end{bmatrix} 18035 \end{bmatrix} 19121 \end{bmatrix} 1/574 \end{bmatrix} 14929 \end{bmatrix} 14519 \end{bmatrix} 14010 \end{bmatrix} 13270 \end{bmatrix} 187/58 \end{bmatrix} 35.69% \end{bmatrix}$	62		2021	14992	14298	16792	15184	15477	18035	19121	17574	14429	14519	14061	13276		35.69%	
63 2022 15185 14528 16139 15223 15107 17966 19784																		
64	64																	
65	65																	
66	66																	

A	В	С	D	Е	F	G	Н		1	К	1	М	N	0	U	Υ
67		January			April		June	July	August	September	October			Total	-	·
68 MALVERN	2018	6405	6096	6715	6137	6318	8353	10024	9158	6619	7166	6367	6077	85435	-2.78%	
69	2019	6959	6470	7080	6435	6482	7957	9783	8479	6384	6491	6042	5679	84241	-1.40%	
70	2020	6449	6412	3699	1230	1343	2339	3847	3699	3754	4137	3793	3563	44265	-47.45%	
71	2021	4855	4636	5337	4804	4953	7123	8306	7705	6238	6562	6355	6007	72881	64.65%	
72	2022	6652	6317	7295	6921	6534	7769	8557								
73																
74 OXFORD	2018	8922	8768	9747	9779	9012	11180	12117	11964	9870	10368	9255	7781	118763	1.41%	
75	2019	10087	8920	10355	10203	9516	10613	12359	11274	9283	9813	9103	8228	119754	0.83%	
76	2020	_		6129	2253	2450	4104	8388	9343	9057	9615	8511	8942	87975	-26.54%	
77	2021	8943	8743	10187	8422	8052	10022	11649	11732	9322	9227	8956	8667	113922	29.49%	
78	2022	9248	9055	9921	9403	8768	11232	12102								
79																
80 PARKESBURG	2018	_	4671	4750	5011	3994	4958	5472	5044	4194	4946	4731	4022	56158	-2.78%	
81	2019	4805	4558	4712	4310	3442	4283	5178	4224	3946	4835	4636	4592	53521	-4.70%	
82	2020	4984	4685	2773	386	341	1520	3465	3762	4051	4486	4349	4464	39266	-26.63%	
83	2021	3712	3592	4541	3540	3527	4129	4215	3847	3506	3746	3492	3742	45589	26.49%	
84 85	2022	3492	3623	3567	3479	3724	4192	4154								
86 PHOENIXVILLE	2018	16378	15456	18147	17387	17182	21454	24052	21636	17349	18362	17113	14747	219263	2.77%	
87	2018	18264		17865	17693	16611	20239	24052	21636	17349	17899	16604	15078	219263	0.36%	
88	2019			10396	4091	4473	6806	10460	10489	10356	10627	9706	9926	122088	-44.52%	
89	2021	11449	10373	11464	9850	10516	15431	18997	18858	15931	15888	15691	15045	169493	38.83%	
90	2022	16988		18590	17403	16642	20050	22194	10030	13331	13000	13031	13043	103433	30.0370	
91	2022	10300	10708	10550	17403	10042	20030	22134								
92 SPRING CITY	2018	2772	2887	3401	2923	3007	4212	4618	4166	3163	3102	2704	2318	39273	-3.99%	
99	2019	2948	2858	3144	2892	3184	3971	4980	3791	2666	2734	2551	2171	37890	-3.52%	
100	2020	2908		1715	471	518	1011	2123	2627	2299	2235	2181	1636	22670	-40.17%	
101	2021	1571	1347	1478	1627	1914	2374	2685	3191	2626	2160	2251	2048	25272	11.48%	
102	2022	2096	2174	2885	2558	2443	3205	3635								
103																
106 TREDYFFRIN/PAOLI	2018	30450	29542	33492	30027	29914	34180	37196	34597	30110	30224	29301	27796	376829	1.53%	
107	2019	32444	30670	33220	31319	29629	32899	36563	35057	31093	31583	29979	29330	383786	1.85%	
108	2020	32884	33602	20374	8202	8923	13557	22464	25710	25925	25290	22762	19922	259615	-32.35%	
109	2021	20659	18421	24680	24230	24718	29178	32707	31704	24807	26929	26285	26682	311000	19.79%	
110	2022	28040	27215	29181	28411	27226	30653	33428								
111																
112 WEST CHESTER	2018	1	11439	13480	12807	12309	14938	17168	15807	12913	13138	12141	10995	159240	-1.21%	
113	2019	12868		13036	12488	11819	14638	16878	15584	12550	13173	12712	11355	158992	-0.16%	
114	2020			7371	3021	3348	5536	11246	11762	11375	11832	9848	8277	107660	-32.29%	
115	2021	8743	8694	10721	10200	10402	13546	14644	13624	11691	11097	11185	10304	134851	25.26%	
116	2022	11054	11201	12021	11219	10556	14304	15203								
117	+	244511	246522	254666	220421	24252	202722	42006	205222	225522	222552	240252	206222	4427000		
118 System	2009	314514	316598	351000	330124	313584	393702	438914	395383	336133	332569	318368	286320	4127209		
119 120	2010			365487	314192	307260	384072	430039	406160	330681	322851	325194	276392	4102715		
120	2011	321538		355908	319915	309108 307838	386003 383042	411359 421728	405555 376945	327730 303187	316272 312090	318126	287588	4071963 4018236		
121	2012	331201 322760	327004 310288	351807 335590	319127 312997	307838	366229	421728	376945	303187		312984 298777	271283 269065	3956974		
123	2013			330326	299557	296856	347702	433261	361843	317450	294446	298777	274294	3956974		
124	2014	303205		317277	289670	278038	361649	394319	361008	303319		287243	274294	3763808	-1.09%	
125	2015			311959	295526	290048	358040	375734	359101	293046	288026	278320	260038	3706907	-1.51%	
126	2017	294812	276103	322125	291011	292474	344982	373734	351907	290713		281047	249729	3663155	-1.18%	
127	2017	_	274771	314580	292360	285564	341944	383280	352003	294916		280206	257555	3662750	-0.01%	
128	2019	307209		311981	295288	287167	339329	388003	346194	294510	301135	283336	267443	3709404	1.27%	
129	2020			189661	79665	86886	133380	224128	252748	251216	260477	241689	238199	2568547	-30.76%	
130	2021	252216	232901	271812	251624	254401	307878	339900	330548	277420	1	269337	257577	3320851	29.29%	
131	2022	281971	272597	297101	281902	275580	327729	351901	330340	2,,,420	2,3237	203337	237377	5520051	25.25/0	
132	2022	2313/1	2,2337	25,101	231302	273300	32,723	331301								
	-	1									1					

	А	В	С	D	E	F	G	Н	I	J	K	L	М	N	0	U	Υ
133																	
134			January	February	March	April	May	June	July	August	September	October	November	December	Total		
135	2010 to 2009	2010<2009	3.62%	-0.68%	4.12%	-4.83%	-2.02%	-2.45%	-2.03%	2.72%	-1.63%	-2.91%	2.14%	-3.47%	-0.60%		
136	2011 to 2010	2011<2010	-1.35%	-0.52%	-2.62%	1.83%	0.60%	1.00%	-4.35%	-0.15%	-0.89%	-1.00%	-2.17%	0.41%	-0.75%		
137	2012 to 2011	2012<2011	3.01%	4.52%	-4.15%	-0.25%	-0.41%	-0.77%	2.52%	-7.05%	-7.49%	-1.32%	-1.62%	-5.67%	-1.32%		
138	2013 to 2012	2013<2012	-2.55%	-5.11%	-4.61%	-1.92%	0.21%	-4.39%	2.74%	0.80%	0.05%	1.21%	-4.55%	-0.82%	-1.52%		
139	2014 to 2013	2014<2013	-6.06%	-8.97%	-1.57%	-4.29%	-3.77%	-5.06%	-5.01%	-4.77	4.65	-6.89%	-4.38%	1.94%	-3.83%		
140	2015 to 2014	2015<2014	1.92%	3.07%	-3.95%	-3.30%	-6.34%	4.01%	-4.18%	-0.23%	-4.45%	1.72%	0.54%	-0.97%	-1.09%		
141	2016 to 2015	2016<2015	-3.67%	2.84%	-1.68%	2.02%	4.32%	-0.99%	-4.71%	-0.53%	-3.39%	-3.83%	-3.11%	-4.27%	-1.51%		
142	2017 to 2016	2017<2016	-0.96%	-7.78%	3.26%	-1.53%	0.84%	-3.65%	-0.54%	-2.00%	-0.80%	2.25%	0.98%	-3.96%	-1.18%		
143	2018 to 2017	2018<2017	-2.58%	-0.48%	-2.34%	0.46%	-2.36%	-0.88%	2.55%	0.00%	1.45%	1.30%	-0.30%	3.13%	-0.01%		
144	2019 to 2018	2019<2018	6.96%	4.72%	-0.83%	1.01%	0.56%	-0.76%	1.23%	-0.17%	-0.12%	0.93%	1.10%	3.83%	1.27%		
145	2020 to 2019	2020<2019	-0.49%	5.93%	-39.21%	-73.02%	-69.74%	-60.69%	-42.24%	-27.00%	-14.72%	-13.50%	-14.70%	-10.93%	-30.76%		
146	2021 to 2020	2021/2020	-17.50%	-23.59%	43.31%	215.85%	192.79%	130.83%	51.65%	30.78%	10.43%	5.67%	11.44%	8.14%	29.29%		
147	2022 to 2021		11.80%	17.04%	9.30%	12.03%	8.33%	6.45%	3.53%								
148																	
149																	
150	YTD2021		252216	232901	271812	251624	254401	307878	339900						1910732		
151	YTD2022		281971	272597	297101	281902	275580	327729	351901						2088781	9.32%	YTD

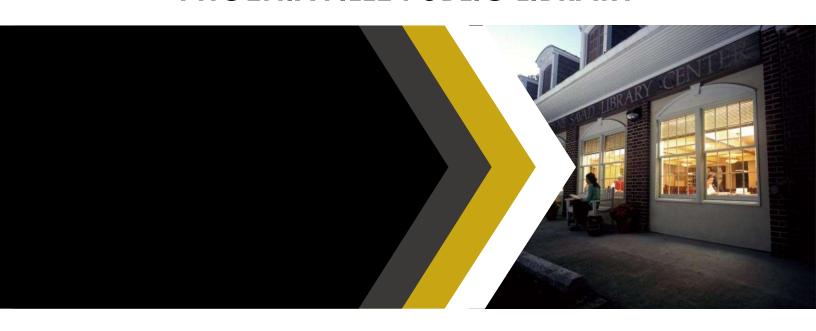
July 2022 Circulation			
	Sierra	OverDrive	Total
Atglen	2645	888	3533
Avon Grove	11731	3059	14790
Chester County/Hankin	110715	32063	142778
Chester Springs	2806	2005	4811
Coatesville	4582	967	5549
Downingtown	16633	2763	19396
Easttown	20409	15369	35778
Honey Brook	5730	479	6209
Kennett	12610	7174	19784
Malvern	6709	1848	8557
Oxford	9819	2283	12102
Parkesburg	3806	348	4154
Phoenixville	16336	5858	22194
Spring City	3191	444	3635
Tredyffrin/Paoli	24545	8883	33428
West Chester	12458	2745	15203
TOTAL	264725	87176	351901



OverDrive Percentage													_	
Library	Percentage	January	February	March	April	May	June	July	August	Sept	October	Nov	Dec	Total
TOTAL		82504	72882	79613	76303	80375	81219	87176						
Atglen	1.02%	841	743	812	778	819	828	888	0	0	0	0	0	570
Avon Grove	3.51%	2895	2558	2794	2678	2821	2850	3059	0	0	0	0	0	1965
Chester County/HH	36.78%	30344	26806	29281	28064	29561	29872	32063	0	0	0	0	0	20599
Chester Springs	2.30%	1897	1676	1831	1754	1848	1868	2005	0	0	0	0	0	1287
Coatesville	1.11%	915	808	883	846	892	901	967	0	0	0	0	0	621
Downingtown	3.17%	2615	2310	2523	2418	2547	2574	2763	0	0	0	0	0	1775
Easttown	17.63%	14545	12849	14035	13452	14170	14318	15369	0	0	0	0	0	9873
HoneyBrook	0.55%	453	400	437	419	442	446	479	0	0	0	0	0	307
Kennett	8.23%	6790	5998	6552	6279	6614	6684	7174	0	0	0	0	0	4609
Malvern	2.12%	1749	1545	1687	1617	1703	1721	1848	0	0	0	0	0	1187
Oxford	2.62%	2161	1909	2085	1999	2105	2127	2283	0	0	0	0	0	1467
Parkesburg	0.40%	330	291	318	305	322	324	348	0	0	0	0	0	223
Phoenixville	6.72%	5544	4897	5350	5127	5401	5458	5858	0	0	0	0	0	3763
Spring City	0.51%	420	371	406	389	409	414	444	0	0	0	0	0	285
Tredyffrin/Paoli	10.19%	8407	7426	8112	7775	8190	8276	8883	0	0	0	0	0	5706
West Chester	3.15%	2598	2295	2507	2403	2531	2558	2745	0	0	0	0	0	1763
Total	100.0%	82504	72882	79613	76303	80375	81219	87176	0	0	0	0	0	56007
		Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2022		82504	72882	79613	76303	80375	81219	87176						
2021		80781	74160	80475	73476	75495	74908	79305	79118	71318	72303	71207	74147	90669
2020		61115	57905	64191	79045	86400	83866	83754	80805	70712	70254	68060	73139	87924
2019		52474	48270	52779	50521	52922	55778	59442	58194	53763	54197	51585	54681	64460
2018		39517	35554	40880	39606	41221	43825	49446	49190	44838	46512	44617	45459	52066
						OverDriv	re 2018-2	022						
						OVCIDIN	C 2010 2	.022						
	00000													
8	30000													
	70000													
	50000													
	10000													
2	20000													
1	00000													
	Jai					May	June	July	Aug	Sept	Oct	Nov	Dec	
	- 2022 825						81219	87176						
	- 2021 807						74908	79305	79118	71318	72303	71207	74147	
	— 2020 611						83866	83754	80805	70712	70254	68060	73139	
	- 2019 524						55778	59442	58194	53763	54197	51585	54681	
	- 2018 395	17 35	554 40	880 39	606 4	1221	43825	49446	49190	44838	46512	44617	45459	-



Prepared Especially For: PHOENIXVILLE PUBLIC LIBRARY



By: Jay Malise July 28, 2022

1313 Roth Avenue, Allentown, PA 18102 610-435-9666 www.jpjay.com



PROPOSAL

Sold To: Phoenixville Public Library

Ms. Lara Lorenzi 183 Second Ave. Phoenixville, PA 19460

Phone: 610-933-3013 Email: || llorenzi@ccls.org

Reply to quotation JPMB072822 Sheet 1 of 5 Date 07/28/22

Item # Qty Catalog # Description

Unit Price

Ext. Price

J. P. Jay Associates is pleased to quote on the following shelving and furniture. Wherever possible, Pennsylvania COSTARS-35 Contract 035-049 discount has been applied.

T1 12 KTS/7575/?? Muzo-Works Kite folding/nesting table -

\$1,142.21

\$13,706.52

square

Dimensions: 29.5"W x 29.5"D x 29"H

Straight Leg: Silver finish

Laminate top: TBD from Tier 1 or Tier 2

standards

PB1a DTPB/WH 12

Powerball desktop charging station

Dimensions: 6" in diameter x 3"H Two (2) A/C power and one (1) TUF outlet

Color: White

\$535.68

\$6,428.16

Item #	Otv	Catalog #	Description	Unit Price	Ext. Price
CH1	18	SFLA11318??	TMC Flick Chair - no cut-out Dimensions: 19.25"W x 21"D x 33.5"H (overall) Seat Height: 18" Wood Finish TBD Leg Finish Options: Black, White or Silver Back Style: TBD from Arc, Round, Tapered, Hip, Fan or Square	\$303.80	\$5,468.40
CH2	6	3889	Cape Contract Kara arm chair Dimensions: 20.5"W x 20.75"D x 33"H (overall). Seat height is 17.75" Arm height is 26.25" Chair features molded maple plywood shell. Round tube metal frame - polished chrome.	\$620.80	\$3,724.80
T2	1	TT-2496/2000	Northway/Gibraltar rectangular table Dimensions: 96"L x 24"D x 29"H. High pressure laminate top with PVC edges. Round metal legs	\$956.04	\$956.04

Item#	Qty	Catalog #	Description	Unit Price	Ext. Price
MS1	4	SSDOS6370- ?	Swiftspace Dos Meeting Space Footprint: 29" x 70" Wall Height: 63" Seat Height: 19" Seat Depth: 20" Seat Width: 28" (per side) Seat Weight Rating: 500 lbs. (per side) Panel Finish: Swiftspace standard laminate Surface Finish: Swiftspace standard laminate *Must be performance seating fabric on back - vinyl seats *Fold down back wall standard *Unit includes phone booth enhancement (roof, light, ventilation, fans, power & doors)	\$5,662.15	\$22,648.60
LC1	4	SKU-F150	Fomcore Social Series low arm club chair Dimensions: 35"L x 34.75"W x 32"H (overall) Seat height is 18" Chair has metal 6" premium legs. Chair includes:Laminate armsIntegrated power unit with 3 outlets, 1 USB/AC port and 10' long cord	\$3,797.95	\$15,191.80

Receipt and installation of above shelving and furniture by J. P. Jay Associates personnel.

SubTotal

Installation

1

\$1,702.00

\$69,826.32

\$1,702.00

Item#	Qty	Catalog #		Unit Price	Ext. Price
ТЗ	2	KTR/75150/S S	MEETING ROOM Muzo-Works Kite folding/nesting table - rectangle Dimensions: 59"W x 29.5"D x 29"H Straight Leg: Silver finish Laminate top: TBD from Tier 1 or Tier 2 standards	\$1,271.81	\$2,543.62
T4	2	KTSC/75150/ SS	Muzo-Works Kite folding/nesting table - semi-circle Dimensions: 59"W x 29.5"D x 29"H Straight Leg: Silver finish Laminate top: TBD from Tier 1 or Tier 2 standards	\$1,414.37	\$2,828.74
CH1- OPT	16	1051 FT1 A0 PS SC23 GL1 FC? AC	SitOnlt Rio four-leg armless side chair Dimensions: 21.2"W x 21.6"D x 33."H (overall) Seat height is 17.9". Chair has plastic shell and metal legs. Chair features ARC Technology (Active Rebound Control) ARC enables chair to flex based on amount of weight pressed against it.	\$170.95	\$2,735.20



Item # Qty	Catalog #	Description	Unit Price	Ext. Price
16	C13	Upcharge for carpet casters	\$26.00	\$416.00
1	Installation	Receipt and installation of above meeting room furniture by J. P. Jay Associates personnel.	\$299.25	\$299.25
		SubTotal		\$8,822.81

- --All pricing is based on all finishes being selected from manufacturer's standard offerings. Non-standard, premium, high definition or custom finishes will carry an upcharge.
- --Pictures are for representation only. Please refer to product description for exact details on proposed item.
- --Pricing includes freight to the library, but does not include any additional services such as lift gate and/or inside delivery. If J. P. Jay is contracted to perform the installation our installer will be on site to receive the trucks.
- --Due to the volatile materials market prices are only good for 30 days from date of quote.

Note: Please verify the above information. J.P. Jay Associates, Inc. is not responsible for errors or omissions.

Note: Unless otherwise noted, the above prices are based on all finishes and

Accepted by:	_	-	Total	\$78,649.13
Title:	_			
Date:	_ By:			
Trash will be removed by J. P. Jay Associates personnel to a receptacle provided by the client.			J. P. Jay Associates, In	C.

STANDARD TERMS AND CONDITIONS

LIMITS OF AGREEMENT. The terms and conditions set forth herein when accepted by Buyer, as set for the below, shall constitute the entire agreement between J. P. Jay Associates, Inc. and Buyer. Any provisions of Conditions of Buyer's order which are in any way inconsistent with or in addition to these terms and conditions shall not be binding upon J. P. Jay Associates, Inc. and shall not be applicable, not withstanding its acceptance of Buyer's purchase order

PRICE/TAXES

The retail list prices that pertain to orders for J. P. Jay Associates, Inc. products placed by Buyer under this agreement will be the respective retail list prices in effect when the particular order is placed. Prices do not include Federal, state or local taxes now or hereafter enacted, applicable to the goods sold or this transaction which tax or taxes will be added by J. P. Jay Associates, Inc. has the legal obligation to the collect same, and will be paid by Buyer unless Buyer provides J. P. Jay Associates, Inc. with a proper Tax exemption certificate.

2. TERMS AND METHOD PAYMENT

Where J. P. Jay Associates, Inc. has extended credit to Buyer terms of payment shall be NET cash; i.e. "Payment in full upon receipt of invoice." The amount of credit or terms of payment may be changed or credit withdrawn by J. P. Jay Associates, Inc., Inc. at any time. On an order on which credit is not extended by J. P. Jay Associates, Inc. shipment or delivery shall be made at J. P. Jay Associates, Inc. election, cash with order (in whole or in part), C.O.D., or Sight Draft attached to Bill of Lading or other shipping documents, will all costs of collection for the amount of Buyer. Shipments outside the United States shall require confirmed irrevocable letter of credit in favor of J. P. Jay Associates, Inc. issued by a United States bank for the full amount of the contract price plus all taxes, shipping, insurance and import costs.

If the goods are sold on INSTALLMENT terms Buyer shall pay for installment in accordance with the terms hereof.

- 1/3 due upon acceptance of order
- 1/3 due upon receipt at warehouse and
- 1/3 due upon acceptance of installation.

Payment shall be made for the goods without regard to whether Buyer has made or may make any inspection of the goods. If shipments are delayed by Buyer, payments are due from date when

J. P. Jay Associates, Inc. is prepared to make shipments and Buyer shall be liable for the cost of storage charges as then prevailing and any increase in the cost of labor and/or materials to effect the installation upon the termination of the delay period.

FINANCE CHARGES* - A delinquency charge of 1 ½% per month (which is an ANNUAL PERCENTAGE RATE OF 18% - but not in excess of applicable lawful maximum) may be added to all amounts not paid within 60 days after invoice date. *NOT APPLICABLE TO FEDERAL GOVERNMENT

- 3. Title to the goods describes on the face hereof shall not pass until the purchase price is paid in full and purchaser hereby grants a security interest in said goods to secure payment and performance to seller. It is mutually agreed that the billing of such goods is for convenience only and does not carry title with it.
- 4. In case of default of payment, or in case of removal of said goods or any part thereof without the consent of the seller or in the event the purchaser shall mortgage or part with the possession of said property, voluntarily or involuntarily, without the consent of the seller, the latter shall have the right to resume immediate possession of the same wherever it may be found, and remove it with or without process of law, and may declare this agreement terminated and may retain all money paid hereunder as liquidated damages and rental for said goods. In the event a claim is placed in an attorney's hands for collection or in the event of litigation, a reasonable attorney's fee and cost shall be added thereto.

- 5. The seller shall not be liable for any delay or for failure to deliver the goods covered hereunder because of fire, strikes, war or other emergency, whether national or state, or due to control, laws or regulations issued by any Nation or State, or any political sub-division thereof, or other causes beyond its control. IN NO EVENT SHALL THE SELLER BE LIABLE FOR INDIRECT OR CONSEQUENTIAL DAMAGES SUCH AS BUT NOT LIMITED TO LOSS OF ANTICIPATED PROFITS OR OTHER ECONOMIC LOSS IN CONNECTION WITH OR ARISING OUT OF THE EXISTENCE, FURNISHING, FAILURE TO FURNISH, FUNCTIONING OR CUSTOMER'S USE OF THE GOODS.
- 6. Any equipment sold hereunder is warranted to be in satisfactory operating condition when delivered. Should any part prove defective in material or workmanship during the warranty period, replacement of same will be made without charge. Mechanical adjustments will be provided without charge during the warranty period. Buyer shall permit full and free access to perform these services when equipment is not portable; otherwire, Buyer shall at its expense return equipment for service. This warranty does not include replacement or parts due to misuse, neglect.

THE FOREGOING WARRANTY AND LIMITATIONS ARE EXCLUSIVE REMEDIES AND ARE IN LIEU OF ALL OTHER WARRANTIES EXPRESS OR IMPLIED INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE.

7. PRICES QUOTED ARE FOR WORK PERFORMED BY VENDOR AUTHORIZED PERSONNEL ONLY; WORKING FROM 9:00 AM TO 5:00 PM, MONDAY THROUGH FRIDAY ONLY, UNLESS OTHERWISE INDICATED. CUSTOMER AGREES TO PAY ADDITIONAL FOR UNION INVOLVEMENT, OTHER INTERFERENCE OR OVERTIME WORK, UNLESS THE PRICES QUOTED SPECIFICALLY INCLUDE THESE ITEMS.

CUSTOMER WILL PROVIDE ADEQUATE FREIGHT ELEVATOR SERVICE, AS REQUIRED, WITHOUT COST TO THE VENDOR AND/OR HIS SUBCONTRACTORS.

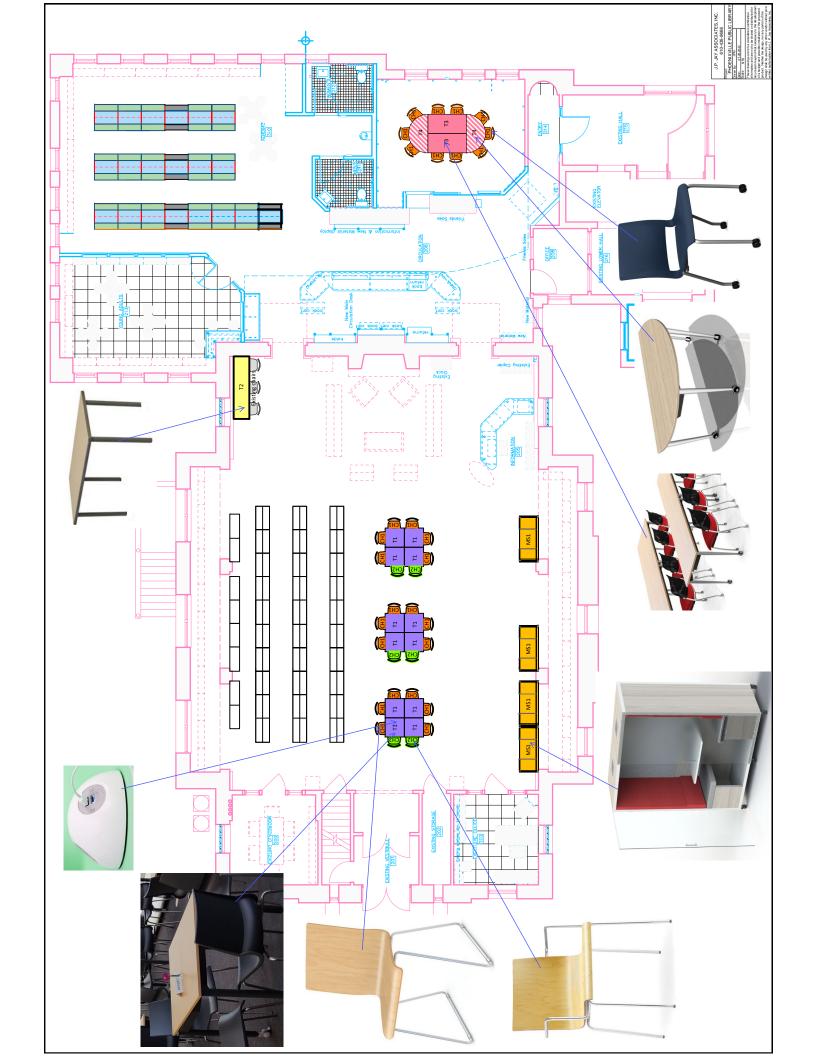
8. Customer hereby authorizes J. P. Jay Associates, Inc. to use its name and diagrams, photographs or other depictions of the subject installation in J. P. Jay Associates, Inc. promotional releases and/or literature.

9. GENERAL

If any of the provisions or portions of these terms and conditions are invalid under any applicable statute or rule of law, they are to that extent to be deemed omitted. Buyer acknowledges that he has read and understands these terms and conditions and agrees to be bound by them, further aggress it is the complete and exclusive statement of the agreement between the parties and supersedes all proposals, oral or written and all other communications between the parties relating to the subject matter hereof. This agreement may be modified only by writing signed by J. P. Jay Associates, Inc. and the Buyer. No waiver or breach of any provision of this order shall constitute a waiver of any other breach or such provision.

10. CONTROLLING LAW

This contract of sale shall be governed by, subject to and construed according to the laws of the State of Pennsylvania.





610-435-9666 1313 Roth Avenue, Allentown, PA 18102 www.jpjay.com

Holiday's and Closing 2023-2024 fiscal year

Independence Day	Tuesday July 4, 2023
Labor Day	Monday September 4, 2023
Thanksgiving Day	Thursday November 23, 2023
Black Friday	Friday November 24, 2023
Christmas Eve	Sunday December 24, 2023*
Christmas Day	Monday December 25, 2023
New Year's Eve	Sunday December 31, 2023*
New Year's Day	Monday January 1, 2024
Martin Luther King Jr. Day	Monday January 15, 2024
President's Day	Monday February 19, 2024
Good Friday	Friday March 29, 2024
Dogwood Festival Day	Saturday May , 2024 (?)
Memorial Day	Monday May 27, 2024
Juneteenth	Wednesday June 19, 2024

The Library is currently closed on Sunday's

The Floating Holiday's are: Christmas Eve and New Year's Eve (2 days total)

Library Board Meetings 2022-2023

All meetings are on the first Monday evening of the month at 5pm. Meetings will occur on zoom unless otherwise noted.

August 2022-no meeting

September 6, 2022

October 3, 2022

November7, 2022

December 5, 2022

January 2, 2023 * (Might need to reschedule- library will be open)

February 6, 2023

March 6, 2023

April 3, 2023

May 1, 2023

June 5, 2023

Operating Reserves

What is an operating reserve?

- An operating reserve is an unrestricted fund balance set aside to stabilize a nonprofit's finances by providing a cushion against unexpected events, losses of income, and large unbudgeted expenses.
- Operating reserves are essentially the accumulation of unrestricted surpluses that are available for use at the discretion of an organization's board. The presence of an operating reserve increases an organization's ability to absorb or respond to temporary changes in its environment or circumstances.
- Operating reserves should not be used to cover a long-term or permanent income shortfall. To be prudent, reserves should be used to solve temporary problems, not structural financial problems.
- Reserves are "unrestricted" funds that can be used in any way that the nonprofit's management and board chooses.
- An important factor in using reserves is also having a realistic plan to replenish them.

Operating Reserve Fund Goal

- A commonly used reserve goal is three to six months' total expenses.
- At the high end, reserves should not exceed the amount of two years' budget. At the low end, reserves should be enough to cover at least one full payroll including taxes.

Five Essentials for Policies

The intent of the operating reserve policy is to describe and document the purpose, goals, and mechanics for maintaining and using operating reserve funds. In order to accomplish this, the operating reserve policy needs to address five areas:

- 1. Purpose of building and maintaining reserves
- 2. Definitions of the types of reserves, intended use, and calculation of target amounts
- 3. Assignment of authority for making use of each type of reserve fund, which may include delegation of some authority to staff leaders
- 4. Responsibilities for reporting reserve fund amounts and use of reserve funds
- 5. Any specific policies, if needed, about investment of reserve fund



1851 Tollgate Road Palm PA 18070 Phone 215-679-5921 Fax 215-679-5307

QUOTE

DATE

INVOICE #

CUST#

8/10/2022

0000303991

0007666

BILL TO:

Phoenixville Library 183 Second Ave Phoenixville PA 19460

SHIP TO:

Phoenixville Library 183 Second Ave Phoenixville PA 19460

	P.O. NUMBER	TERMS	SALES P	ERSON
		NET 30	KS	I
QUAN		DESCRIPTION	PRICE EACH	AMOUNT
1.00 1.00 1.00 8.00	Upgrade NVR to Open Eye Open Eye - 16 analog/TVI i Shipping and Handling Labor PA	CMVR with Cloud Access nput 24 channel MA series recorder with 20TB drive	3,864.71	3,864.71
16.00	Open Eye - 1 CH - Monthly subscription price for cloud	OWS 24/7 Standard Subscription (this is a monthly access)	6.00	96.00

TOTAL \$3,960.71

Feel Free to Contact us with Questions or Comments

Kriebel Security Inc. 1851 Tollgate Road PO Box 97

Palm PA 18070

215-679-5921 sales@kriebelsecurity.com

Approval Signature and Date