



**Board of Trustees Meeting Agenda
January 2, 2022 5:00p.m.
Location: Zoom**

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

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. Justification for funding increase- Lara Lorenzi 5 minutes
 - b. Fundraising events- Feb 2023- Lara Lorenzi 5 minutes
 - c. Budget Committee- Lauren Eustis 5 minutes
 - d. Other new business 5 minutes
- V. Old Business – Discussion Items
 - a. Building Facilities updates- Lauren Eustis & Lara Lorenzi 5 minutes
 - b. 5 minutes
 - d. 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 February 6, 2022 @ 5pm (Zoom)

VIII. – /Adjournment

**PHOENIXVILLE PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
December 5, 2022**

A Regular Meeting was called to order by Lauren Eustis at 5:00 p.m.

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

Lauren Coy

STAFF PRESENT

Lara Lorenzi, Executive Director

PUBLIC PRESENT

Jay Beckerman

CONSENT AGENDA

On motion made by Steve Hirsch, seconded by Mike English, 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 November 7, 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 November 2022.

NEW BUSINESS

- Employee Handbook Update: Lara Lorenzi discussed a change in policy contained in the employee handbook concerning continuing education requirements. On motion made by Stephania Allen, seconded by Mike English, and by unanimous vote thereafter, the Library Board adopted the recommended change to the policy.
- Draft Budget: Lara Lorenzi discussed proposed changes to the Library budget for July 2023 through June 2024. She indicated that the budget is most likely going to change again before June 2023, when the current budget ends. Ms. Lorenzi highlighted a request for a two percent (2%) increase in funding from the Phoenixville Area School District. She also highlighted a slight increase in funding from the Commonwealth, in addition to a slight decrease in funding from Chester County. Turning to local funding, Ms. Lorenzi noted an increased contribution from Schuylkill Township, and noted that, should the Borough of Phoenixville implement the proposed fifty cent (\$.50) per capita tax, the borough would contribute approximately nine thousand dollars (\$9,000.00) to the Library budget. Ms. Lorenzi noted that development income remains flat, while operational income (e.g., Passports services, fines, etc.) is expected to increase. On the expense side, Ms. Lorenzi noted an increase in spending for materials in order to comply with state mandates, as well as increases to salary for both full- and part-time employees. Mike English suggested the request to the Phoenixville Area School District be increased to five percent (5%); on motion made by Mr. English, seconded by Lauren Eustis, and by unanimous vote thereafter, the Library Board adopted the recommended changes to the proposed Library budget, as amended by Mr. English orally.

- Building Facility: Lauren Eustis indicated that she and Lara Lorenzi had surveyed the Library facility on November 11, 2022, and had generated a list of items included with the Library Board materials. Ms. Eustis stated she was not sure as to next steps, to which Mr. English responded prioritization and estimation of needed expenses was in order. Lara Lorenzi suggested some items may be covered with the Maintenance Agreement between the Library and the Phoenixville Area School District.
- Director of Development; Lara Lorenzi indicated that Chris Porcelli, Director of Development, will be leaving the Library at the end of January 2023. Ms. Lorenzi indicated she would be posting the job opening, and Mike English requested that she circulate the job description to the Library Board.

OLD BUSINESS

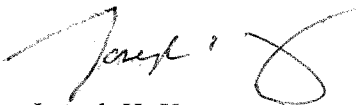
- Patron Book Objection: Lara Lorenzi discussed speaking with a member of the Board from the Lansdale Library Association, a library which had recently enacted a Resolution “banning” book bans. In contrast, Ms. Lorenzi reminded the Library Board that the Phoenixville Library has specific policies and procedures in place, which allow for consideration of materials not necessarily resulting in a ban on the same.

The Library Board entered Executive Session at 5:47 p.m. to consider a personnel matter.

The Library Board exited Executive Session at 6:14 p.m.

Meeting was adjourned at 6:15 p.m.

Respectfully submitted,



Joseph K. Koury



Report submitted by: Lara Lorenzi

January 2022 Library Board of Trustees Meeting

Informational Updates:

- The library will be closed on Monday January 16th for Martin Luther King Jr. Day.
- I attended the Phoenixville Borough December finance committee meeting and the borough monthly meeting via zoom.
- The Phoenixville Borough has approved their 2023 budget. In that budget funding for the library was in the budget and approved. The library will now be getting \$.50 per resident for a total of \$9,301. This is really great news. We now will be receiving funds from all the municipalities that are in our service area.
- 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.
- Furniture Quote Updates: We will have quotes ready to discuss at the February meeting. Unfortunately, with the Thanksgiving holiday and winter holidays, people have been out of the office.
- Open board of trustee position: we will need to post and fill the position that is currently open due to Lauren Coy's transition. Her current terms ends June 2023, so the person would only be in the position for a few months before needing to re-up if they want to continue to serve.

Personnel Updates:

- Becca Livsey has transition into her new role at the library, half of her time will be devoted to youth services and the other portion will be devoted to the office manager position. This transition occurred the last week in December 2022.
- Chris Porcelli's last day as Director of Development will be Tuesday January 31, 2023.
- Lauren Coy will be as Director of Development Monday January 30, 2023.

Facilities Update:

- Routine lawn maintenance continues.
- The pest control company was out for their routine check of the building.
- Continuing- PASD is working on changing out light bulbs and converting our lighting throughout the building to led lights.
- We had the walks treated the week of the 12th to make sure the walks weren't slick due to the freezing rain/sleet.

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

- October 2022
 - E-Book: 3,018
 - E-Audio: 2,646
 - Total: 5,664
- November 2022:
 - E-Book: 3,167
 - E-Audio: 2,624
 - Total: 5,791
- December 2022: (12/1-12/28)
 - E-books: 2,985
 - E-audio: 2,242
 - Total: 5,227

Book Locker:

- January 2022: 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
- June 2022: 334
- July 2022: 279
- August 2022: 203
- September 2022: 266
- October 2022: 198
- November 2022: 193
- December 2022:

Door Count:

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.

December 2021: 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.

January 2022: 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

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

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

August 2022: 9,465 This is a 54% increase over last year.

September 2022: 7,377 This is a 47% increase over last year.

October 2022: 7,371 This is a 28% increase over last year.

November 2022: 7,525 This is a 41% increase over last year.

December 2022: 5,680 (12/1-12/28) This is a 26% increase over last year.

Chester County Library System Updates:

- The next joint DLM/SAC meeting will be on January 10, 2023 starting at 5:30pm. It will be a zoom meeting.
- I have been asked to stay on the Institutional Advancement Committee for the Chester County Library System. I have agreed to continue to serve and enjoy this committee.
- I am also on the funding formula committee. We will be reviewing the system funding formula, our community touchpoints and service areas. It should be an educational process for me. I will keep you all updated on the process.
- I have been asked to continue to serve on the Institutional Advancement Committee. I will continue with this committee for the next year.

State Updates:

- None at this time.

Meetings/Trainings

- 12/7 Meeting with Mike English
- 12/8 Rotary
- 12/12 Meeting with Lauren Eustis- estate, committees, budget
- 12/13 District Librarian's meeting at Exton
CCCF meeting with Chris Porcelli- zoom
Phoenixville Borough monthly meeting
- 12/15 PA Broadband info session-zoom
- 12/16 Vacation Day
- 12/19 PA Broadband info session



- 12/20 CCLS board meeting-zoom
Meeting with Benjamin Roberts- selections to get furniture quote
- 12/21 Funding Formula Committee
In this together meeting- PHX rec center
- 12/23 Floating Holiday
- 12/26-12/30 Vacation

**Youth Services Report for
December 2022
For January 2023 Board Meeting**

Programming:

Programs held on December 1 to December 23 are listed below. The program schedule is shared in the library and listed in the newsletter along with the ability to enroll as required. Programs held December 26 to December 30 will be on the January 2023 report.

December Monthly Statistics:

Event Name	Total Occurrence	Total Student Attendance	Total Adult Attendance	Total Attendance
1-2-3 Learn With Me	5	68	70	
3-4-5 Active Beehive (STEM)	1	5	5	
Babies & Books	5	40	46	
Mighty Preschoolers	2	19	20	
Toddler Time	4	81	83	
Barnstone Art Program	1	4	5	
In-Person Preschool Total	18	217	229	
Elementary Age Events				
Stuffy Sleep Over – Drop off	1	9	6	
Stuffy Sleep Over – Pick Up	1	9	7	
Ages 6-11 Total	2	18	13	
Teen Programs-Virtual/Picking up Materials				
Teen Food Guessing Game	1	6	0	
Total Young Adult	1	6	0	
Virtual Events				
Toddler Time	3	6 views		
Mighty Preschoolers	3	21 views		
Teen Book Reads (Virtual)	1	0 views		
Total Virtual		views		
Total In Person Events	21	241	232	
1000 Books Before Kindergarten	* new registrations	*will be reported in January		

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

December 1 to December 26: 331 sessions, 153 hours, average 27-minute sessions

Newsletter

The Children’s Library Newsletter was sent 4 times in December. A monthly overview of events was sent on December 2 and weekly newsletters on Fridays that listed the next week’s events. The newsletter was sent to an average of 438 subscribers and had an average 57% open rate.

Community Outreach & Partnerships

Event	Total Students	Total Adults	Total Visitors
YMCA ELC (Off Site)	86	11	97
Phoenixville High School (Off Site)	45	2	47
Total: 0 on-site, 2 off-site	131	13	144

- On December 20, Tegan Conner-Cole visited the Phoenixville YMCA ELC and read stories about winter to three groups: PreK (40 students, 4 adults), Preschool (25 students, 3 adults), and Toddlers (21 students, 4 adults). Tegan sent a title sheet to caregivers about what titles were read and some related titles.
- On December 21, Tegan Conner-Cole visited Phoenixville High School to offer a craft during lunch periods for students.

Meetings

- Tegan Conner-Cole met with Sai S., Vidya S., and Jessica K. to discuss details of hosting a program for students to fill in education gaps from immigrating to the U.S. with a focus on K-4 students. The program will be called Immigrants 4 Immigrants.
- Tegan Conner-Cole attended Hub Meeting on December 14 and met with various agencies about potential volunteers for Immigrants 4 Immigrants.
- Tegan Conner-Cole attended the Phoenixville CTC meeting and afterward met with representatives from Orion and Crescendo about future partnerships.
- Tegan Conner-Cole met with April N, from CCL on December 19 about potential Pilot Science programs. These are programs CCLS will test out throughout the county in the summer.
- Tegan Conner-Cole met with Lara Lorenzi, Mark Pinto, and Christine Nicholson-Wrage as needed on library services throughout the month.
- Tegan Conner-Cole met with Rebecca Livsey to discuss Youth Services.

Additional Activities

- Continued rigorous assessment of Children's Non-Fiction collection with removal of non-circulating, outdated, and damaged materials.
- Ordering of new items for collections including filling in series titles, missing topics, and replacing damaged titles.
- Publicizing of Children's Library Calendar and events through the e-newsletter and social media.
- Presented, with Rebecca L. a Stuffy Sleepover, a special event where children left their stuffed animals to sleep over at the library. Drop off was on December 9 and Breakfast and Pickup was on December 10. Attendees enjoyed seeing what their stuffed animals were up to overnight.
- Covered Circulation Desk as needed.
- Planned programming and collection with Youth Services & Young Adult Librarian.
- Decorated the bulletin board behind the PCs with a winter theme.
- Youth Services & Young Adult Librarian Activities (Rebecca L.): see attached YA Reports
- David B. shifted chapter books and J Non-fiction to open up display space.

Trainings

- SEPLA Workshop and Business Meeting at Upper Dublin Public Library, December 2. -TC
- CSLP Summer Reading Symposium, December 8. -TC
- See YA Report for Rebecca L trainings.

Correspondence in November

- Email and/or phone contact with other staff members as needed.
- Emails and/or phone conversations with questions from patrons about programs and title requests.
- Communicated with YMCA Child Care Coordinator for visit.
- Email correspondence with Gwen G. (parent and librarian) from Lower Merion Library System for school visit at TCHS – Pickering Campus. Visit postponed due to policy. Will pick up with teacher and reschedule in new year.
- Email correspondence with Phoenixville High School Librarian, Jessica B., about December lunch visit and working with district librarians.
- Email correspondence with Sai S., 2 ELD teachers and Assistant Superintendent to set up Immigrants 4 Immigrants program at the library.
- Correspondence with Barnstone to schedule preschool Art Program in January.
- Email correspondence with performers for potential future programs.

Compliments

- Multiple comments to circulation desk that we have a great children's collection to borrow, even better than some other libraries they've visited.
- Multiple compliments to staff about the great selection of programs for children at the library.

Submitted by Tegan Conner-Cole, Director of Youth Services.
December 23, 2022

December 2022
Youth Adult Report

Program Overview

Creating a multitude of different programs and activities for patrons to enjoy at a variety of different age ranges from story times, to movie trivia, book talks, and more while maintaining the Young Adult collection and our online presence.

Coverage

Coverage at Circulation Desk: on as-needed basis.

Activities/ Programs

Created various posts online for patrons through different media outlets

Facebook/Instagram

- Stuffy Story Time
- Teen Book Reads
- YA Food Guessing Game
- Children's/YA Winter Break

Weekly Programs

Currently we have 8 in-person programs and 2 virtual programs a week for kids birth through 5 years. These classes range from reoccurring in-formal classes to STEM classes and ones with weekly themes. For our young adults, we are currently doing between 3 different programs a month, 1 movie night, 1 virtual and 1 passive.

Reoccurring In-Formal

1-2-3 Learn With Me

Babies & Books

Weekly Themes

Mighty Preschoolers (In-person & online)

- Letter K
- Letter L

Toddler Time (In-person & online)

- Winter
- Holidays

3-4-5 Active Beehive (STEM)

- LEGOs
- Barnstone Art for Kids

Young Adult

- YA Food Guessing Game
- Teen Book Read

Special

- Stuffy Sleep Over Story Time

Webinar's/Meetings

- Penguin Random House Winter Book & Author Festival 2022 - Dec. 8th
- Niche Academy - Passive Library Programming - Dec. 9th
- Niche Academy - Becoming a Teaching Librarian - Dec. 9th
- Gender, Expectations, and Social-Emotional Development in Early Childhood Programs - Dec. 15th
- Outdoor STEM Learning with Young Children - Dec. 15th

Other Planning

- Created a new flyer of upcoming YA programs to display in the YA Room & downstairs
- Updated the online calendar for Children's & YA for our January Programs
- Worked on weeding the Young Adult Room
- Decorated the bulletin board downstairs with a winter theme
- Ordered items for the Young Adult collection

December 2022
Adult Services Report
(all events/statistics as of December 22)

Regular Activities

- Scheduling passport application acceptance and notary appointments; covering 3-hour passport appointment shifts on Wednesdays and Fridays; handling notary appointments as needed and available.
- 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

- Webinar “Building Compassion Resilience in Helping Professions” from Chester County ACEs Coalition and West Chester University 12/6
- Circulation Staff meeting 12/21

Upcoming Special Programs/Events

- “Destination Decluttered: Make Space for What is Important to You” with Beth Lennon 1/5
- “Investment Concerns in a Fragile Market” with Mark Lange, Society for Financial Awareness 1/9
- “Ask the Therapist” with Nancy King 1/19
- “Save-Organize-Share Your Digital Photos” with Terri McDowell, Forever 1/23
- “Daytime Book Club” debuts 1/25
- “Community Gardening around the Village: Native Plants in the Landscape” with Jessie Shiffler, Wild Ones 1/26
- “Essential Oils for Winter Wellness” with Megan Koppel 1/30
- “AARP Smart Driver 8-Hour Class” 2/2 & 2/3
- Valentine’s craft event for adults with Laura Grablutz 2/2
- “Chocolate Tasting Program” with Gail Warner, Bridge Street Chocolates 2/6

Program/Event/Other Planning

- Scheduling special online, in-person, and hybrid programs for March and beyond.

December Computer Use/Checkout Statistics

Adult Internet Stations Individual Users	335
Adult Laptop Individual Users	80
Mobile Printing Users	11
Mobile Hotspot Checkouts	14
Museum Pass Checkouts	23

December Passport Application Acceptance Statistics

Appointments	226
Income	\$18,049.34

December Program Statistics

Program	Attendance	First-7-Day YouTube Views (where applicable)
Phoenix Book Club	10	
Phoenix Fiction Writers	3	
Phoenixville Tech Group	31 (3 sessions)	
Tech Help appointments	1	
Maternal & Child Health Consortium Family Benefits Assistance appointments	Not available	
Sahaja Yoga Meditation Class	11	
ESL Conversation Group	9 (3 sessions)	
Movies on Tap: Zoom Edition	6	
Movie Night: "Jerry and Marge Go Large"	18	
"Downsizing or Discarding: Are You Throwing Away Treasure?" 12/1	10	
"Community Gardening around the Village: Lip Balm and Salve Making Workshop 12/5	15	
"ZenTorpedoZ Christmas Concert" 12/12	28	
"Eric Coyne & Friends Cello Concert" 12/15	26	
"Passports 101: Everything You Need to Know to Get a U.S. Passport" 12/19	5	
"Christmas Film Classics Triple Feature" 12/21	1	
"Victory or Death: Washington's Crossing of the Delaware and the Battle of Trenton" 12/22	23	
PBS Books videos on Facebook page	4+	

Respectfully submitted,
 Mark Pinto
 Adult Services Director

Development Report

FY22 – December Report

Grants: (\$50,000/\$25,000)

- 12/22 Transition Meeting w/Allie Foster – Chester County Grant Administrator
 - Process: Grant Contract is being drafted. We will receive it in the new year.

Special Events: (\$36,759/\$40,000)

- 12/21 Transition Meeting W/Nicole Richards, CCLS and Jason Hafer, Reads & Company
 - Jason will work with Nicole in continuing our CCLS Author Event
 - Spring CCLS Event (Late March to Early June)

Targeted Individual Giving (*\$9,390/\$40,000)

- 2020: \$11,336.29
- 2021: \$16,387.74
- 2022: \$9,390 *This is an estimate. December online gifts and checks not yet deposited are not included in this total.

Other:

- Sick Leave: December 7th – 12th
- Vacation: December 2nd, 23rd, 26th, 27th, 30th
- Annual Report – 2 Twins Design
- Annual Appeal – Thank you and gift entry into Salsa CRM
- Dec. 13th Jason Arbacheski – Chester County Community Foundation – Estate Gift Planning
- Dec. 28th Salsa Training with Becca Livsey

Social Media Snapshot:

Facebook Stats:

1,915 Reach: the number of people who saw any content from your Page or about your Page. This metric is estimated.

3,270 Total Followers (16 New Followers)

2,923 Total Likes (14 New Likes)

Instagram Stats:

259 Accounts Reached – # of unique accounts that have seen library posts

Audience Reach Breakdown: 85.1% Women / 14.8% Men

35-44 age 29.9%

25-34 age 29.2%

45-54 age 19.3%

55-64 age 10.2%

16 Accounts Engaged – # of unique accounts that have interacted with library posts (72 Sept.)

1,042 Total Followers (9 new followers)



Circulation Report for January 2023

Circulation Department:

- Interviewing for part-time circulation assistant position
 - Interview: January 2nd via ZOOM
- Number of **checkouts** month-to-date: 7,763
- Number of **check-ins** from month-to-date: 8,823
- Number of **holds** from month-to-date: 301

Volunteers:

- **Total Amount of Volunteer Hours through December 1st to December 28th: 55.25**
- **Total Amount of Volunteer Hours for TOTAL fiscal year: 409.75**

Library Card Sign-ups:

- **Total Amount of Patron Applications from November: 74**

Meetings/Events

- PALA Conference Meeting – January 23rd
- CCLS Funding Formula Committee – January 31st

Continuing Education:

- Treat Them with Kindness: Coordinating and Managing Volunteers – January 4th
- Can You Help Me? How Libraries Can Help Non-profits in Your Community Thrive – January 18th

Additional Updates:

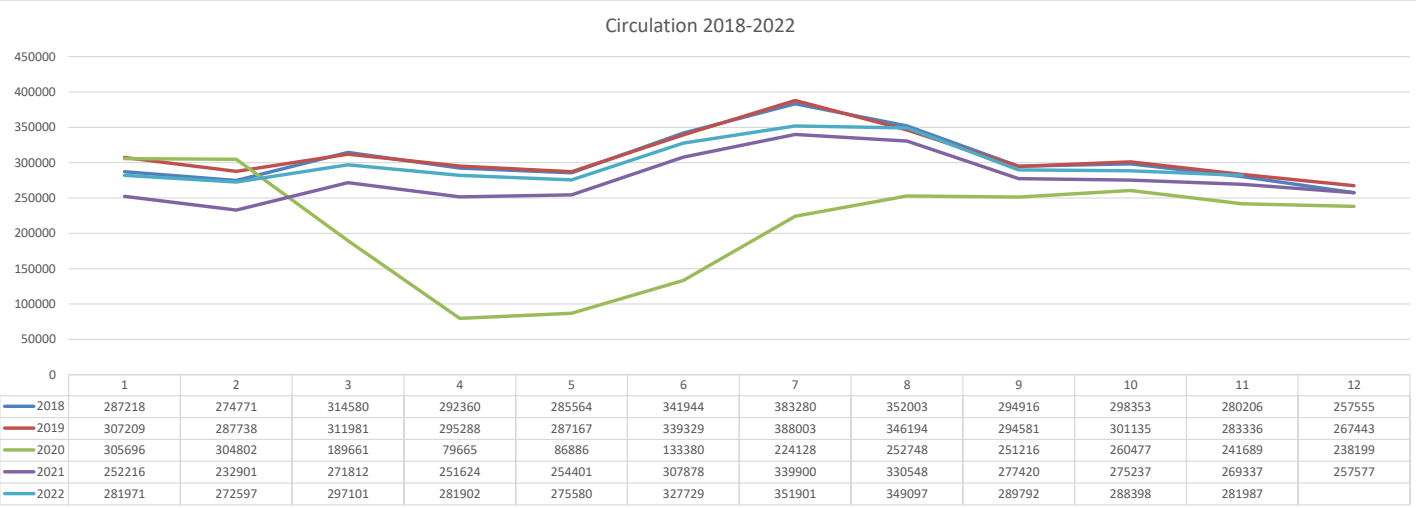
N/A

Respectfully Submitted,

Christine Nicholson
Circulation Manager & Volunteer Coordinator
December 2022

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	U	Y
68			January	February	March	April	May	June	July	August	September	October	November	December	Total		
69	MALVERN	2018	6405	6096	6715	6137	6318	8353	10024	9158	6619	7166	6367	6077	85435		-2.78%
70		2019	6959	6470	7080	6435	6482	7957	9783	8479	6384	6491	6042	5679	84241		-1.40%
71		2020	6449	6412	3699	1230	1343	2339	3847	3699	3754	4137	3793	3563	44265		-47.45%
72		2021	4855	4636	5337	4804	4953	7123	8306	7705	6238	6562	6355	6007	72881		64.65%
73		2022	6652	6317	7295	6921	6534	7769	8557	8451	6916	7292	6724				
74																	
75																	
76	OXFORD	2018	8922	8768	9747	9779	9012	11180	12117	11964	9870	10368	9255	7781	118763		1.41%
77		2019	10087	8920	10355	10203	9516	10613	12359	11274	9283	9813	9103	8228	119754		0.83%
78		2020	9446	9737	6129	2253	2450	4104	8388	9343	9057	9615	8511	8942	87975		-26.54%
79		2021	8943	8743	10187	8422	8052	10022	11649	11732	9322	9227	8956	8667	113922		29.49%
80		2022	9248	9055	9921	9403	8768	11232	12102	12467	9624	9734	9468				
81																	
82	PARKESBURG	2018	4365	4671	4750	5011	3994	4958	5472	5044	4194	4946	4731	4022	56158		-2.78%
83		2019	4805	4558	4712	4310	3442	4283	5178	4224	3946	4835	4636	4592	53521		-4.70%
84		2020	4984	4685	2773	386	341	1520	3465	3762	4051	4486	4349	4464	39266		-26.63%
85		2021	3712	3592	4541	3540	3527	4129	4215	3847	3506	3746	3492	3742	45589		26.49%
86		2022	3492	3623	3567	3479	3724	4192	4154	4152	3620	3803	3654				
87																	
88	PHOENIXVILLE	2018	16378	15456	18147	17387	17182	21454	24052	21636	17349	18362	17113	14747	219263		2.77%
89		2019	18264	16664	17865	17693	16611	20239	24236	21452	17445	17899	16604	15078	220050		0.36%
90		2020	17764	16994	10396	4091	4473	6806	10460	10489	10356	10627	9706	9926	122088		-44.52%
91		2021	11449	10373	11464	9850	10516	15431	18997	18858	15931	15888	15691	15045	169493		38.83%
92		2022	16988	16708	18590	17403	16642	20050	22194	21770	18064	18045	17723				
93																	
94	SPRING CITY	2018	2772	2887	3401	2923	3007	4212	4618	4166	3163	3102	2704	2318	39273		-3.99%
101		2019	2948	2858	3144	2892	3184	3971	4980	3791	2666	2734	2551	2171	37890		-3.52%
102		2020	2908	2946	1715	471	518	1011	2123	2627	2299	2235	2181	1636	22670		-40.17%
103		2021	1571	1347	1478	1627	1914	2374	2685	3191	2626	2160	2251	2048	25272		11.48%
104		2022	2096	2174	2885	2558	2443	3205	3635	3562	2864	2680	2730				
105																	
108	TREDFRIN/PAOLI	2018	30450	29542	33492	30027	29914	34180	37196	34597	30110	30224	29301	27796	376829		1.53%
109		2019	32444	30670	33220	31319	29629	32899	36563	35057	31093	31583	29979	29330	383786		1.85%
110		2020	32884	33602	20374	8202	8923	13557	22464	25710	25925	25290	22762	19922	259615		-32.35%
111		2021	20659	18421	24680	24230	24718	29178	32707	31704	24807	26929	26285	26682	311000		19.79%
112		2022	28040	27215	29181	28411	27226	30653	33428	33568	27421	27976	27783				
113																	
114	WEST CHESTER	2018	12105	11439	13480	12807	12309	14938	17168	15807	12913	13138	12141	10995	159240		-1.21%
115		2019	12868	11891	13036	12488	11819	14638	16878	15584	12550	13173	12712	11355	158992		-0.16%
116		2020	11457	12587	7371	3021	3348	5536	11246	11762	11375	11832	9848	8277	107660		-32.29%
117		2021	8743	8694	10721	10200	10402	13546	14644	13624	11691	11097	11185	10304	134851		25.26%
118		2022	11054	11201	12021	11219	10556	14304	15203	15586	11548	11730	11139				
119																	
120			January	February	March	April	May	June	July	August	September	October	November	December	Total		
121	System	2009	314514	316598	351000	330124	313584	393702	438914	395383	336133	332569	318368	286320	4127209		
122		2010	325911	314476	365487	314192	307260	384072	430039	406160	330681	322851	325194	276392	4102715		
123		2011	321538	312861	355908	319915	309108	386003	411359	405555	327730	316272	318126	287588	4071963		
124		2012	331201	327004	351807	319127	307838	383042	421728	376945	303187	312090	312984	271283	4018236		
125		2013	322760	310288	335590	312997	308489	366229	433261	379949	303346	316223	298777	269065	3956974		
126		2014	303205	282462	330326	299557	296856	347702	411539	361843	317450	294446	285698	274294	3805378		
127		2015	309020	291129	317277	289670	278038	361649	394319	361008	303319	299507	287243	271629	3763808		-1.09%
128		2016	297683	299386	311959	295526	290048	358040	375734	359101	293046	288026	278320	260038	3706907		-1.51%
129		2017	294812	276103	322125	291011	292474	344982	373740	351907	290713	294512	281047	249729	3663155		-1.18%
130		2018	287218	274771	314580	292360	285564	341944	383280	352003	294916	298353	280206	257555	3662750		-0.01%
131		2019	307209	287738	311981	295288	287167	339329	388003	346194	294581	301135	283336	267443	3709404		1.27%
132		2020	305696	304802	189661	79665	86886	133380	224128	252748	251216	260477	241689	238199	2568547		-30.76%
133		2021	252216	232901	271812	251624	254401	307878	339900	330548	277420	275237	269337	257577	3320851		29.29%
134		2022	281971	272597	297101	281902	275580	327729	351901	349097	289792	288398	281987				

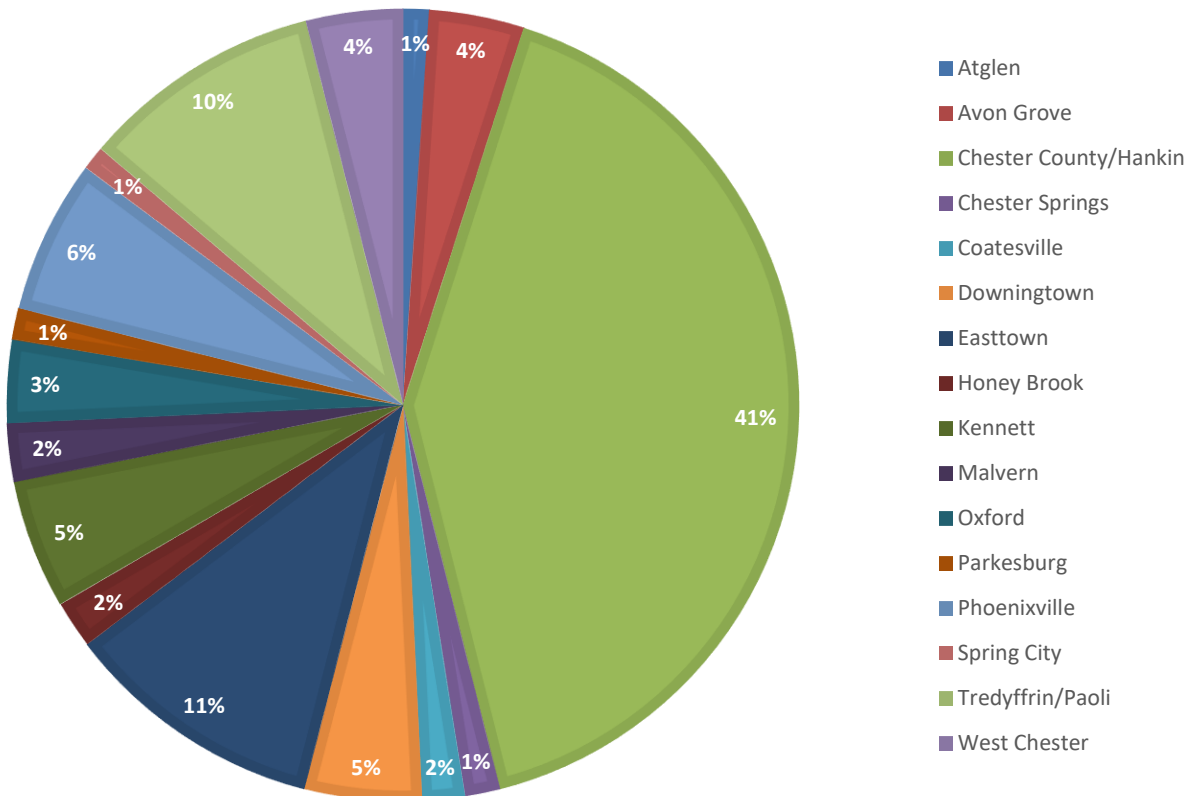
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	U	Y
135																	
136																	
137			January	February	March	April	May	June	July	August	September	October	November	December	Total		
138	2010 to 2009	2010-2009	3.62%	-0.68%	4.12%	-4.83%	-2.02%	-2.45%	-2.03%	2.72%	-1.63%	-2.91%	2.14%	-3.47%	-0.60%		
139	2011 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%		
140	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%		
141	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%		
142	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%		
143	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%		
144	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%		
145	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%		
146	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%		
147	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%		
148	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%		
149	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%		
150	2022 to 2021		11.80%	17.04%	9.30%	12.03%	8.33%	6.45%	3.53%	5.61%	4.46%	4.78%	4.70%				
151																	
152																	
153	YTD2021		252216	232901	271812	251624	254401	307878	339900	330548	277420	275237	269337		3063274		
154	YTD2022		281971	272597	297101	281902	275580	327729	351901	349097	289792	288398	281987		3298055	7.66%	
155																	
156																	
157																	
158			2018	287218	274771	314580	292360	285564	341944	383280	352003	294916	298353	280206	257555		
159			2019	307209	287738	311981	295288	287167	339329	388003	346194	294581	301135	283336	267443		
160			2020	305696	304802	189661	79665	86886	133380	224128	252748	251216	260477	241689	238199		
161			2021	252216	232901	271812	251624	254401	307878	339900	330548	277420	275237	269337	257577		
162			2022	281971	272597	297101	281902	275580	327729	351901	349097	289792	288398	281987			
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November 2022 Circulation

	Sierra	OverDrive	Total
Atglen	2181	783	2964
Avon Grove	8251	2696	10947
Chester County/Hankin	87747	28249	115996
Chester Springs	2295	1766	4061
Coatesville	4052	852	4904
Downingtown	10995	2434	13429
Easttown	16561	13541	30102
Honey Brook	5024	422	5446
Kennett	8596	6321	14917
Malvern	5096	1628	6724
Oxford	7456	2012	9468
Parkesburg	3347	307	3654
Phoenixville	12562	5161	17723
Spring City	2339	391	2730
Tredyffrin/Paoli	19957	7826	27783
West Chester	8720	2419	11139
TOTAL	205179	76808	281987

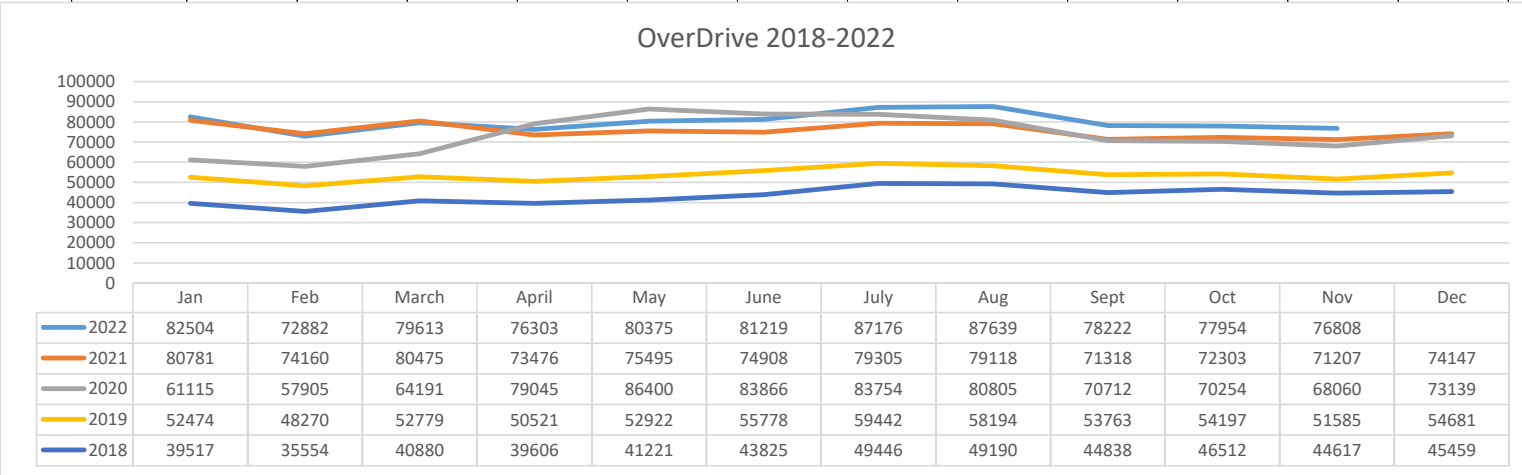
PERCENTAGE DISTRIBUTION



OverDrive Percentage Distribution 2022

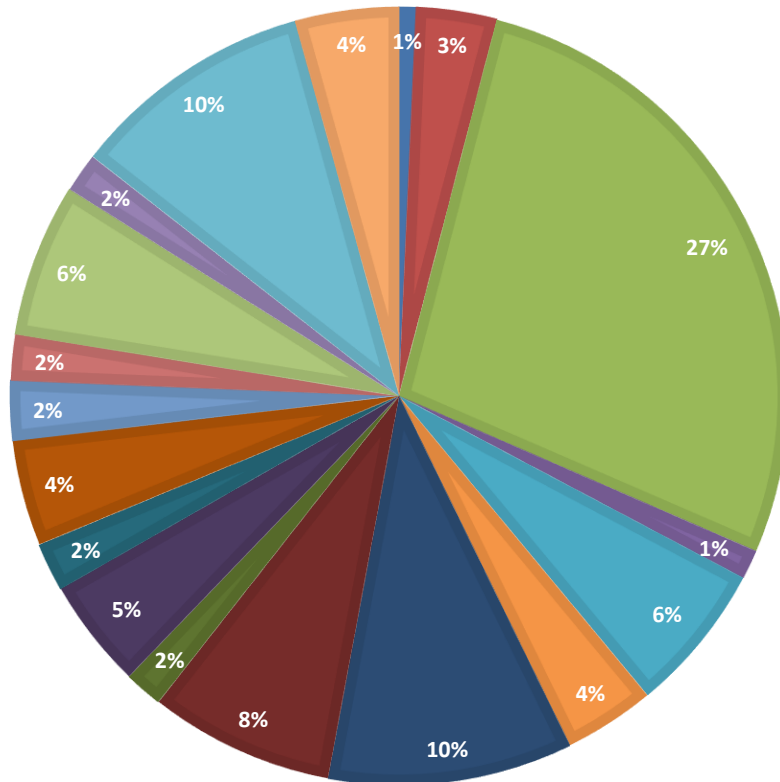
Library	Percentage	January	February	March	April	May	June	July	August	Sept	October	Nov	Dec	Total
TOTAL		82504	72882	79613	76303	80375	81219	87176	87639	78222	77954	76808		
Atglen	1.02%	841	743	812	778	819	828	888	893	797	795	783	0	8977
Avon Grove	3.51%	2895	2558	2794	2678	2821	2850	3059	3076	2745	2736	2696	0	30907
Chester County/HH	36.78%	30344	26806	29281	28064	29561	29872	32063	32233	28769	28671	28249	0	323914
Chester Springs	2.30%	1897	1676	1831	1754	1848	1868	2005	2015	1799	1792	1766	0	20250
Coatesville	1.11%	915	808	883	846	892	901	967	972	868	865	852	0	9770
Downingtown	3.17%	2615	2310	2523	2418	2547	2574	2763	2778	2479	2471	2434	0	27912
Easttown	17.63%	14545	12849	14035	13452	14170	14318	15369	15450	13790	13743	13541	0	155261
HoneyBrook	0.55%	453	400	437	419	442	446	479	481	430	428	422	0	4838
Kennett	8.23%	6790	5998	6552	6279	6614	6684	7174	7212	6437	6415	6321	0	72475
Malvern	2.12%	1749	1545	1687	1617	1703	1721	1848	1857	1658	1652	1628	0	18665
Oxford	2.62%	2161	1909	2085	1999	2105	2127	2283	2296	2049	2042	2012	0	23068
Parkesburg	0.40%	330	291	318	305	322	324	348	350	312	311	307	0	3518
Phoenixville	6.72%	5544	4897	5350	5127	5401	5458	5858	5889	5256	5238	5161	0	59177
Spring City	0.51%	420	371	406	389	409	414	444	446	398	397	391	0	4486
Tredyffrin/Paoli	10.19%	8407	7426	8112	7775	8190	8276	8883	8930	7970	7943	7826	0	89737
West Chester	3.15%	2598	2295	2507	2403	2531	2558	2745	2761	2464	2455	2419	0	27737
Total	100.0%	82504	72882	79613	76303	80375	81219	87176	87639	78221	77954	76808	0	880694

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2022	82504	72882	79613	76303	80375	81219	87176	87639	78222	77954	76808		
2021	80781	74160	80475	73476	75495	74908	79305	79118	71318	72303	71207	74147	906693
2020	61115	57905	64191	79045	86400	83866	83754	80805	70712	70254	68060	73139	879246
2019	52474	48270	52779	50521	52922	55778	59442	58194	53763	54197	51585	54681	644606
2018	39517	35554	40880	39606	41221	43825	49446	49190	44838	46512	44617	45459	520665



November 2022 Computer Usage (Sessions)

	Envisionware	Wireless	Total
Atglen	113	25	138
Avon Grove	425	239	664
Chester County	3945	1499	5444
Chester Springs	216	28	244
Coatesville	848	387	1235
Downingtown	541	209	750
Easttown	1674	341	2015
Hankin	1238	281	1519
Honey Brook	181	135	316
Kennett	591	314	905
Malvern	372	27	399
Oxford	458	413	871
Paoli	330	158	488
Parkesburg	186	192	378
Phoenixville	753	511	1264
Spring City	231	92	323
Tredyffrin	1721	291	2012
West Chester	668	184	852
TOTAL	14491	5326	19817



- Atglen
- Avon Grove
- Chester County
- Chester Springs
- Coatesville
- Downingtown
- Easttown
- Hankin
- Honey Brook
- Kennett
- Malvern
- Oxford
- Paoli
- Parkesburg
- Phoenixville
- Spring City
- Tredyffrin
- West Chester

Phoenixville Public Library

Balance Sheet

As of December 31, 2022

	TOTAL			
	AS OF DEC 31, 2022	AS OF DEC 31, 2021 (PY)	CHANGE	% CHANGE
ASSETS				
Current Assets				
Bank Accounts				
100 Phoenixville Federal Savings #1				
100.1 Operating Checking (040016792)	117,144.68	37,088.70	80,055.98	215.85 %
100.2 Operating Money Market	557,589.72	620,049.36	-62,459.64	-10.07 %
100.3 Operating Credit Card Receipts	29,454.58	11,843.04	17,611.54	148.71 %
100.5 Certificate of Deposit (59969)	20,637.00	20,637.00	0.00	0.00 %
100.6 Certificate of Deposit (59970)	21,036.00	21,036.00	0.00	0.00 %
100.7 Certificate of Deposit (59971)	31,711.00	31,711.00	0.00	0.00 %
Total 100 Phoenixville Federal Savings #1	777,572.98	742,365.10	35,207.88	4.74 %
105 Petty Cash	500.00	500.00	0.00	0.00 %
105.6 Paypal	0.00	0.00	0.00	
Total 105 Petty Cash	500.00	500.00	0.00	0.00 %
106 Circulation Cash	500.00	500.00	0.00	0.00 %
Total Bank Accounts	\$778,572.98	\$743,365.10	\$35,207.88	4.74 %
Other Current Assets				
125 Supplies	0.00	0.00	0.00	
130 Prepaid Expenses	453.00	453.00	0.00	0.00 %
140 Accounts Receivable - Other	0.00	0.00	0.00	
Total Other Current Assets	\$453.00	\$453.00	\$0.00	0.00 %
Total Current Assets	\$779,025.98	\$743,818.10	\$35,207.88	4.73 %
Fixed Assets				
150 General Fixed Assets				
150.1 Leasehold Improvements				
150.1.1 1999/2000 Addition	0.02	0.02	0.00	0.00 %
150.1.2 General	0.06	0.06	0.00	0.00 %
Total 150.1 Leasehold Improvements	0.08	0.08	0.00	0.00 %
150.2 2012/2013 Renovation	0.00	0.00	0.00	
150.6 Computer Equipment	-0.12	-0.12	0.00	0.00 %
150.8 Furniture & Fixtures	0.28	0.28	0.00	0.00 %
Total 150 General Fixed Assets	0.24	0.24	0.00	0.00 %
Total Fixed Assets	\$0.24	\$0.24	\$0.00	0.00 %
TOTAL ASSETS	\$779,026.22	\$743,818.34	\$35,207.88	4.73 %

Phoenixville Public Library

Balance Sheet

As of December 31, 2022

	TOTAL			
	AS OF DEC 31, 2022	AS OF DEC 31, 2021 (PY)	CHANGE	% CHANGE
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
201 Accounts Payable	31,319.00	31,319.00	0.00	0.00 %
220 Credit Card Payables	200.00	200.00	0.00	0.00 %
Total Accounts Payable	\$31,519.00	\$31,519.00	\$0.00	0.00 %
Other Current Liabilities				
221 Accounts Payable - Other	0.01	0.01	0.00	0.00 %
230 Employee Costs Payable				
230.1 Salaries Payable	16,801.95	16,801.95	0.00	0.00 %
230.5 Accrued Vacation	7,158.00	7,158.00	0.00	0.00 %
230.9 Reimbursements by PPL	0.00	0.00	0.00	
Total 230 Employee Costs Payable	23,959.95	23,959.95	0.00	0.00 %
250 Deferred Income	0.00	0.00	0.00	
Total Other Current Liabilities	\$23,959.96	\$23,959.96	\$0.00	0.00 %
Total Current Liabilities	\$55,478.96	\$55,478.96	\$0.00	0.00 %
Long-Term Liabilities				
280 Line of Credit (3 year)	0.00	0.00	0.00	
Total Long-Term Liabilities	\$0.00	\$0.00	\$0.00	0.00 %
Total Liabilities	\$55,478.96	\$55,478.96	\$0.00	0.00 %
Equity				
300 Opening Bal Equity	0.00	0.00	0.00	
310 Contributed Capital	0.24	0.24	0.00	0.00 %
319 Net Assets	745,073.75	684,903.30	60,170.45	8.79 %
Net Income	-21,526.73	3,435.84	-24,962.57	-726.53 %
Total Equity	\$723,547.26	\$688,339.38	\$35,207.88	5.11 %
TOTAL LIABILITIES AND EQUITY	\$779,026.22	\$743,818.34	\$35,207.88	4.73 %

Phoenixville Public Library
Budget vs. Actuals: Budget 2022-2023 - FY23 P&L
 July 2022 - December 2022

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
400 Appropriations			0.00	
400.1 Appropriation - P.A.S.D.	289,170.00	578,340.00	-289,170.00	50.00%
400.2 Appropriation - County	51,160.00	102,320.00	-51,160.00	50.00%
400.3 Appropriation - State		93,524.00	-93,524.00	0.00%
400.4 Appropriation - Charlestown Tws		5,500.00	-5,500.00	0.00%
400.5 Appropriation - Schuylkill Twp		6,250.00	-6,250.00	0.00%
400.6 Appropriation - East Pikeland	8,600.00	7,000.00	1,600.00	122.86%
Total 400 Appropriations	\$ 348,930.00	\$ 792,934.00	-\$ 444,004.00	44.00%
412 Development Income			0.00	
412.1 Grants	20,000.00	25,000.00	-5,000.00	80.00%
412.2 Projects/Events	15,577.27	45,000.00	-29,422.73	34.62%
412.4 Donations			0.00	
412.4.2 Restricted - General	275.00		275.00	
Total 412.4 Donations	\$ 275.00	\$ 0.00	\$ 275.00	
412.6 Individual Giving			0.00	
412.6.1 Unsolicited	2,800.83		2,800.83	
412.6.3 Target Donors	30,571.35	40,000.00	-9,428.65	76.43%
412.6.4 Restricted - General		3,000.00	-3,000.00	0.00%
412.6.5 Restricted - Children	527.18	3,000.00	-2,472.82	17.57%
Total 412.6 Individual Giving	\$ 33,899.36	\$ 46,000.00	-\$ 12,100.64	73.69%
412.7 Corporate Engagement		10,000.00	-10,000.00	0.00%
412.7.1 Third Party Fundraising	229.49		229.49	
412.7.3 Matching Gifts	389.64		389.64	
Total 412.7 Corporate Engagement	\$ 619.13	\$ 10,000.00	-\$ 9,380.87	6.19%
Total 412 Development Income	\$ 70,370.76	\$ 126,000.00	-\$ 55,629.24	55.85%
420 Operations Income			0.00	
420.1 Fines	7,395.94	12,000.00	-4,604.06	61.63%
420.10 Notary Services	129.00	1,000.00	-871.00	12.90%
420.2 Passport Applications	88,014.70	170,000.00	-81,985.30	51.77%
420.3 Interest	1,142.27	1,000.00	142.27	114.23%
420.4 Items Sold			0.00	
420.4.1 Library Income	1,207.66	2,500.00	-1,292.34	48.31%
420.4.2 PA Sales Tax	-200.22		-200.22	
Total 420.4 Items Sold	\$ 1,007.44	\$ 2,500.00	-\$ 1,492.56	40.30%
420.5 Lost Books	1,278.13	1,500.00	-221.87	85.21%
420.6 Other (Copier, etc.)			0.00	
420.6.1 Library Income	1,517.83	2,500.00	-982.17	60.71%
420.6.2 PA Sales Tax	60.03		60.03	
Total 420.6 Other (Copier, etc.)	\$ 1,577.86	\$ 2,500.00	-\$ 922.14	63.11%

420.8 Rentals/Collection			0.00	
420.8.1 Library Income	367.09	500.00	-132.91	73.42%
420.8.2 PA Sales Tax	18.66		18.66	
Total 420.8 Rentals/Collection	\$ 385.75	\$ 500.00	-\$ 114.25	77.15%
420.9 Hot Spots			0.00	
420.9.1 Library Income	1,301.12	3,000.00	-1,698.88	43.37%
420.9.2 PA Sales Tax	58.88		58.88	
Total 420.9 Hot Spots	\$ 1,360.00	\$ 3,000.00	-\$ 1,640.00	45.33%
Total 420 Operations Income	\$ 102,291.09	\$ 194,000.00	-\$ 91,708.91	52.73%
Total Income	\$ 521,591.85	\$ 1,112,934.00	-\$ 591,342.15	46.87%
Gross Profit	\$ 521,591.85	\$ 1,112,934.00	-\$ 591,342.15	46.87%
Expenses				
500 Adult Library			0.00	
500.1 Books			0.00	
500.1.1 Physical Books	15,341.30	31,000.00	-15,658.70	49.49%
500.1.2 E-Materials	13,473.07	24,000.00	-10,526.93	56.14%
500.1.3 Print Materials -County Funded	224.68		224.68	
500.1.6 ARPA Adult e-materials	1,972.94		1,972.94	
500.1.7 Flipster		1,500.00	-1,500.00	0.00%
Total 500.1 Books	\$ 31,011.99	\$ 56,500.00	-\$ 25,488.01	54.89%
500.13 Professional Develop. Material	801.57	800.00	1.57	100.20%
500.14 Museum Passes	1,100.00	3,600.00	-2,500.00	30.56%
500.15 Mobile Hotspots	1,780.37	4,500.00	-2,719.63	39.56%
500.2 Magazines & Newspapers	2,608.52	6,000.00	-3,391.48	43.48%
500.3 Audios	2,088.39	5,000.00	-2,911.61	41.77%
500.4 Videos	1,484.31	4,000.00	-2,515.69	37.11%
500.5 Software	154.28		154.28	
500.6 Reference	157.23	700.00	-542.77	22.46%
500.7 Programs - Adult	1,566.80	3,000.00	-1,433.20	52.23%
500.8 Program Supplies - Adult	307.29	1,000.00	-692.71	30.73%
Total 500 Adult Library	\$ 43,060.75	\$ 85,100.00	-\$ 42,039.25	50.60%
510 Youth Library			0.00	
510.1 Books			0.00	
510.1.1 Physical Books	13,803.02	25,000.00	-11,196.98	55.21%
510.1.2 E-Materials	4,508.40	8,000.00	-3,491.60	56.36%
510.1.3 ARPA Children e-materials	1,357.88		1,357.88	
Total 510.1 Books	\$ 19,669.30	\$ 33,000.00	-\$ 13,330.70	59.60%
510.13 Young Adult - All	1,541.64	3,000.00	-1,458.36	51.39%
510.14 Programs - Young Adults	31.98	500.00	-468.02	6.40%
510.15 Program Supplies - Young Adult	47.95	500.00	-452.05	9.59%
510.2 Magazines	358.70	700.00	-341.30	51.24%
510.3 Audios	342.90	1,500.00	-1,157.10	22.86%
510.4 Videos	859.36	2,000.00	-1,140.64	42.97%
510.5 Software	395.33	1,000.00	-604.67	39.53%
510.7 Programs - Children	646.89	4,000.00	-3,353.11	16.17%
510.8 Program Supplies - Children	152.01	2,000.00	-1,847.99	7.60%
Total 510 Youth Library	\$ 24,046.06	\$ 48,200.00	-\$ 24,153.94	49.89%

520 Development Expense				0.00	
520.1 Annual Appeal	7,779.31	5,600.00	2,179.31	138.92%	
520.3 Special Events	18,360.28	22,500.00	-4,139.72	81.60%	
520.5 Marketing	836.03	500.00	336.03	167.21%	
520.8 Donor Management		3,988.00	-3,988.00	0.00%	
Total 520 Development Expense	\$ 26,975.62	\$ 32,588.00	-\$ 5,612.38	82.78%	
530 Administration				0.00	
530.1 General				0.00	
530.1.1 Audit/Form 990		8,200.00	-8,200.00	0.00%	
530.1.2 Library Board Expenses	1,872.41	1,500.00	372.41	124.83%	
530.1.3 Staff Development/Memberships	2,375.12	3,395.00	-1,019.88	69.96%	
530.1.4 Insurance		1,500.00	-1,500.00	0.00%	
530.1.5 Advertising		500.00	-500.00	0.00%	
530.1.6 Legal Expense		3,000.00	-3,000.00	0.00%	
530.1.7 Credit Card Fees	1,581.02	3,000.00	-1,418.98	52.70%	
530.1.8 Marketing and Website	4,123.27	3,000.00	1,123.27	137.44%	
530.1.9 Miscellaneous	25.51		25.51		
Total 530.1 General	\$ 9,977.33	\$ 24,095.00	-\$ 14,117.67	41.41%	
540 Utilities				0.00	
540.1 Electricity	8,927.62	17,000.00	-8,072.38	52.52%	
540.2 Gas	1,467.18	4,835.00	-3,367.82	30.34%	
540.3 Telephone	4,055.16	6,000.00	-1,944.84	67.59%	
540.4 Trash Collection	92.00	450.00	-358.00	20.44%	
540.5 Water & Sewer	177.86	1,500.00	-1,322.14	11.86%	
Total 540 Utilities	\$ 14,719.82	\$ 29,785.00	-\$ 15,065.18	49.42%	
550 Computer Expense				0.00	
550.2 Hardware	275.97	1,000.00	-724.03	27.60%	
550.4 Software		1,800.00	-1,800.00	0.00%	
550.5 Software Maintenance	7,467.26	2,000.00	5,467.26	373.36%	
550.6 Supplies	706.52	2,000.00	-1,293.48	35.33%	
Total 550 Computer Expense	\$ 8,449.75	\$ 6,800.00	\$ 1,649.75	124.26%	
560 Other Supplies and Expense				0.00	
560.1 Collection Maintenance	1,609.45	2,800.00	-1,190.55	57.48%	
560.2 Library	3,319.38	3,500.00	-180.62	94.84%	
560.3 Office	4,943.14	3,500.00	1,443.14	141.23%	
560.4 Postage	4,797.85	6,500.00	-1,702.15	73.81%	
Total 560 Other Supplies and Expense	\$ 14,669.82	\$ 16,300.00	-\$ 1,630.18	90.00%	
570 Equipment Leasing/Rental	2,889.89	5,090.00	-2,200.11	56.78%	
580 Buildings & Grounds				0.00	
580.1 Maintenance				0.00	
580.1.2 Grounds	667.25	500.00	167.25	133.45%	
Total 580.1 Maintenance	\$ 667.25	\$ 500.00	\$ 167.25	133.45%	
580.5 Janitorial Expense				0.00	
580.5.1 Service	14,625.00	25,000.00	-10,375.00	58.50%	
580.5.2 Supplies	688.78	4,000.00	-3,311.22	17.22%	
Total 580.5 Janitorial Expense	\$ 15,313.78	\$ 29,000.00	-\$ 13,686.22	52.81%	
580.7 Minor Improvements and Repairs		500.00	-500.00	0.00%	

Total 580 Buildings & Grounds	\$	15,981.03	\$	30,000.00	-\$	14,018.97	53.27%
Total 530 Administration	\$	66,687.64	\$	112,070.00	-\$	45,382.36	59.51%
610 Salaries & Benefits						0.00	
610.1 Salaries						0.00	
610.1.1 Full-Time		176,874.80		437,712.00		-260,837.20	40.41%
610.1.2 Part-Time		50,409.35		122,294.00		-71,884.65	41.22%
610.1.3 Passport Agents		14,819.02		27,144.00		-12,324.98	54.59%
Total 610.1 Salaries	\$	242,103.17	\$	587,150.00	-\$	345,046.83	41.23%
610.2 Social Security Expense		17,842.43		43,330.00		-25,487.57	41.18%
610.3 Employee Benefit Expense		66,616.55		103,691.00		-37,074.45	64.25%
610.3.2 H.S.A. Contribution		2,999.88		9,000.00		-6,000.12	33.33%
Total 610.3 Employee Benefit Expense	\$	69,616.43	\$	112,691.00	-\$	43,074.57	61.78%
610.4 Retirement Expense		46,957.77		91,805.00		-44,847.23	51.15%
Total 610 Salaries & Benefits	\$	376,519.80	\$	834,976.00	-\$	458,456.20	45.09%
Total Expenses	\$	537,289.87	\$	1,112,934.00	-\$	575,644.13	48.28%
Net Operating Income	-\$	15,698.02	\$	0.00	-\$	15,698.02	
Other Expenses							
750 Non-Operating Expense						0.00	
750.1 Furniture, etc.		219.98				219.98	
Total 750 Non-Operating Expense	\$	219.98	\$	0.00	\$	219.98	
Total Other Expenses	\$	219.98	\$	0.00	\$	219.98	
Net Other Income	-\$	219.98	\$	0.00	-\$	219.98	
Net Income	-\$	15,918.00	\$	0.00	-\$	15,918.00	

Thursday, Dec 29, 2022 08:02:52 AM GMT-8 - Accrual Basis

The Phoenixville Public Library Board of Trustees is requesting a 5% increase over our current funding for the 2023/2024 year. This would be an increase of \$28,917.00. The library last received an increase in 2021/2022.

The library currently raises or brings in funds through operations/passports, municipal, state and county funding sources. Even though we have been increasing these funds through greater fundraising, outreach, increased passport appointments and bigger appropriations, it's just not enough to combat the current inflation rates, increases to medical insurance, PSERS increases and growing staff costs. Within our budget, the library is also required by the Library Code (Law) to spend 12% of our expenditures on materials (books, DVD's, e-materials, etc.). We have limited areas in which we can cut back our budget without impacting direct services to our community.

This year we are looking at a 6% increase in medical coverage, a 4% increase for dental/vision, inflation rates of 7%, PSERS increase of .43%, an increase for utilities of 20%. These numbers are daunting as you well know.

Fundraising efforts have been increasing over the years, but with higher inflation, increased costs for food and other items, we anticipate that people will be more judicious in their financial giving. This could also have a negative impact on our overall budget goals.

We currently receive funding from all the municipalities we serve, with funding coming to the library in 2023 from the Borough of Phoenixville. This is a great accomplishment and a goal of the library for many years.

Last year the library did not receive an increase in funding for the Phoenixville Area School District, since we did have a budget surplus at the end of the year. Those funds have been earmarked for a much-needed refresh of the furniture on the upper level of the library. With the addition of this new furniture we will be able to better serve our community in a post Covid era with individual tables, breakout spaces, and semi-private meeting rooms/tutor spaces. We are also earmarking parts of these funds for increased in-house signage in multiple languages to help communicate better with our community. We will be moving forward with these projects in the spring of 2023 once quotes have been finalized and decided upon by the board.

Even though we have increased our revenue streams and have seen a bounce back post covid closures, we are still in need of additional funds from the school district. The library provides services, materials, a community space, computer/internet access, classes, and much much more. With every \$1 spent on libraries the community receives a \$5.50 return on investment. We provide educational opportunity to the entire community and support to students and families of the Phoenixville Area School District.

List of repair items- Phoenixville Public Library Building

Exterior:

- Touch up painting at fascia, soffit and pediments on all elevations (identified peeling paint) Repair and paint front door wood surround- PASD
- Repair cast stone applied column bases on either side of front door Repair glass in storm window on left side (in Harrop room)- PASD
- Add side yard fencing and gate to secure area- PASD

Interior Ground Floor:

- Repaint vestibule and stair where worn (not needed at turquoise accent wall)-PASD
- Improve lower level vestibule lighting outside of elevator-PASD
- Remove Children's library book sensors attached to floor (no longer used) -PASD
- Add story time room corner guard and corner guard near staff lounge -Library
- Clean story time room windows- Library
- Replace carpet tiles where stained (excess inventory in attic)- PASD
- Paint Story time room-PASD
- Replace carpet in Youth Librarian's office- PASD
- Add storage units behind columns (along 2nd Ave side)-Library
- Replace stair carpet (maybe with rubber)-PASD

Interior Main Floor:

- Touch up adult library entry's paint-PASD
- Remove Adult library book sensors attached to floor (no longer used)-PASD
- Repair and paint plaster ceilings in Harrop room and Executive director's office Verify restroom sink is reattached to wall- PASD

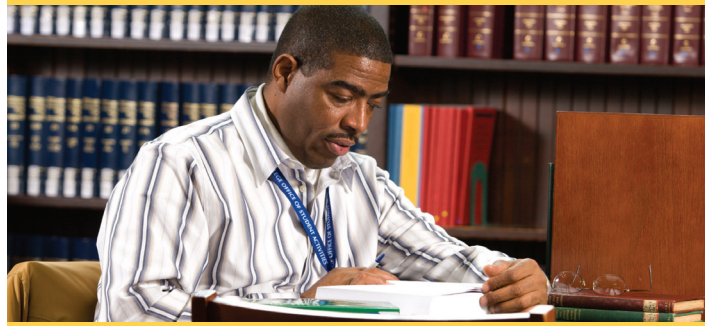
- Other: Investigate front doors for long-term security (have non-wood replicas made?)

Surprising Survey Results

- Pennsylvanians need and use their libraries for much more than finding a good book to read.
- Libraries are considered extremely reliable resources. “Trustworthiness” was rated a top trait of information provided by public libraries.
- In the last year, 52 percent of all adults physically visited a library, and 13 percent connected through remote access.
- In total, adults and children comprised 41 million in-library visits and 11.4 million Internet visits last year.
- Almost six million in-person adult visits brought children to the library, whether for a children’s program, to read, check out a book for a child or another child-related purpose.
- Without public libraries, salaries and wages lost to the economy would amount to \$180 million.
- Pennsylvanians gain by not having to expend the time and money to locate and use alternate, more expensive sources of information. If lifelong learners had to obtain independently the needed information they now find free at the public library, it would cost them \$181 million.

Okay, this is good to know. What would you like me to do?

- Visit your local library and see what’s new! You’ll be surprised.
- Take a child to the library – and give them a gift for life.
- Take a friend or relative to a cultural event or lecture at your library.
- Having an event, meeting or book club? Your local library may have room.
- Looking to rent or buy entertainment? Check it out first for free at your local library.
- Refer others to the complete *Taxpayer Return-on-Investment (ROI) in Pennsylvania Public Libraries* study at www.statelibrary.state.pa.us.



PUBLIC LIBRARIES: A FUNDING PARTNERSHIP

Library Revenue Per Capita and National Rankings*

• State Funds	\$4.90	5th in U.S.
• Non-Tax Sources	\$3.74	10th in U.S.
• Local Gov't. Funds	\$15.25	43rd in U.S.

All Sources Combined \$24.22 38th in U.S.

** E.D. TAB: Public Libraries in the United States: Fiscal Year 2004 (National Center for Educational Statistics (N.C.E.S.) released August 2006.)*



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PENNSYLVANIA'S PUBLIC LIBRARIES:

Filling Real Needs,
Returning Real Value





Library users and advocates have long known the value that libraries deliver to communities and people of all ages. But until now, there hasn't been a good way to quantify what libraries mean to the people of Pennsylvania.

Now, a research-based study commissioned to determine libraries' return on investment (ROI) value tells the story in hard dollar terms: If public libraries did not exist in Pennsylvania, the economic loss to our communities would be an estimated \$1.34 billion.

The bottom line? For every \$1 invested in public libraries, \$5.50 is returned to Pennsylvania taxpayers. That means a return of \$55 for every \$10 of local, state and federal taxes invested in supporting our public libraries.

The Study's "Who" and "How"

The University of North Carolina's School of Information and Library Science conducted the study, *Taxpayer Return-on-Investment (ROI) in Pennsylvania Public Libraries*, in spring 2006 using four integrated surveys.

The survey results were processed by the University of Pittsburgh's University Center for Social and Urban Research to interpret and highlight economic and other benefits achieved through use of public libraries.

Who Needs Our Libraries? Everyone!

Libraries are commonly misperceived as being used predominantly for recreation or entertainment. However, this survey reported a mere 24 percent of this type of use. A three-to-one majority of library use is for non-recreational purposes.

There are 474 libraries (630 including satellites such as branches and bookmobiles) serving Pennsylvania's 12 million residents. Pennsylvanians in every phase and walk of life are using their libraries to learn about the topics that matter to them. You can too!

- Individuals research health, current events, do-it-yourself projects, culture or religion and personal finances.
- Students study, research assignments or enroll in virtual or distance learning programs.
- Teachers prepare for class, keep up with literature and use the library for their own continuing education.
- Academic and other organizational or business libraries use public libraries as a resource because of their comprehensive collections, inexpensive access and the efficiency and speed of the staff.
- Preschool children are enrolled in early learning programs.
- Older adults and retirees engage in lifelong learning.
- Workers utilize Pennsylvania's work- or job-related information including research, marketing or sales and finance, tax or legal issues.

If Public Libraries Didn't Exist

If public libraries didn't exist, the study said, the economic loss to our communities across the Commonwealth would total nearly \$1.34 billion. That's 5.5 times what we dedicate annually in local, state, and federal taxes for public libraries.

Without public libraries, we'd have to expend a massive amount of time and money to come up with alternative sources for the information we need. We'd lose library jobs and wages, and the larger community would lose, as well.

Library visitors often patronize local shops, restaurants and other services before or after their trip. The revenue benefit to these businesses from such visits is called the "halo" effect. Conversely, some revenue to those businesses would be lost if there were no public libraries to visit. Based on other statistical studies, the estimate of the lost "halo" effect would be \$80 million a year.

But Aren't Libraries Being Replaced by the Internet?

To serve the growing essential information needs of citizens and organizations, Pennsylvania public libraries provide a full range of services and materials, both print and electronic. Public libraries have broadened their capabilities through Internet access both in the library and remotely through PA Power Library, AskHerePA 24/7 virtual reference service and other electronic services.