



Board of Trustees Meeting Agenda

December 8, 2025 5:00 p.m.

Location: Harrop Board room

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 equitable access to information, education, and cultural enrichment for all members of the community.

- 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. 2026-2027 Holiday's and Closings- Lara Lorenzi 5 minutes
 - b. Interior painting- Lauren Eustis 5 minutes
 - c. 5 minutes
 - d. Other new business 5 minutes
- V. Old Business – Discussion Items
 - a. Exterior painting/masonry, timeline-Lauren Eustis 5 minutes
 - b. Update-Passport Processing- Lara Lorenzi 10 minutes
 - c. Update- WWW -Chloe Tolman 10 minutes
 - d. Municipal outreach- Lauren Eustis 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: January 5, 2026- Zoom
- VIII. – /Adjournment

PHOENIXVILLE PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
December 8, 2025

A Regular Meeting was called to order by Lauren Eustis at 5:02 p.m.

BOARD MEMBERS PRESENT

Jessica Bicker; Leah Campbell; Liz Carrabine; Jenn Echikson; Lauren Eustis; Mackenzie Frees; Steve Hirsch; and Joe Koury

BOARD MEMBERS ABSENT

Stephanie Allen

STAFF PRESENT

Lara Lorenzi, Executive Director
Chloe Tolman, Director of Development

CONSENT AGENDA

On motion made by Steve Hirsch, seconded by Liz Carrabine, 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 Meetings held November 3, 2025; (ii) the Director's Report; (iii) the Youth Services Report; (iv) the Adult Services Report; (v) the Development Report; (vi) Statistics; and (vii) Financial Statements.

NEW BUSINESS

- 2026 Holiday Closings: Lara Lorenzi discussed the proposed 2026 holiday closing schedule as circulated to the Library Board, noting the similarity to 2025's holiday closing schedule. Ms. Lorenzi also noted that two holidays in 2026 will fall on Saturday, such that full-time employees, rather than not having the benefit of those days off since the Library will be closed regardless, will instead be granted two "floating" holidays, meaning those staffers can choose when to take their "holiday." On motion made by Leah Campbell, seconded by Mackenzie Frees, and by unanimous vote thereafter, the Board approved the proposed 2026 holiday closing schedule as circulated.
- Interior Painting: Lauren Eustis reminded the Library Board that at the November 3, 2025 Library Board Meeting, the Library Trustees discussed getting the interior of the Library painted before celebrating the Library's 125th anniversary in 2026. Ms. Eustis commented that mostly all of the interior now needs painting, excluding the main reading room and the Carnegie Room. Lara Lorenzi suggested the Phoenixville Area School District should contribute to some of the cost, noting that it has been 15 or more years since the last repainting occurred and that interior painting is a component of the Maintenance Agreement existing between the Library and the School District. Leah Campbell suggested to Ms. Lorenzi that she approach the School District, with a firm date by which the painting should occur. Steve Hirsch then suggested the Rotary Club of Phoenixville may be willing to donate supplies.
- Phoenixville Area School District Board Reorganization: Lara Lorenzi indicated the Board of School Directors of the Phoenixville Area School District held its reorganization meeting on December 5, 2025, and that as a result, the Library Board should expect to have a new representative succeed Stephanie Allen.

OLD BUSINESS

- Exterior Painting and Masonry: Lauren Eustis suggested the exterior work to the Library should not occur before spring 2026, and she questioned whether the bids she recently obtained would remain viable. As a result, Ms. Eustis indicated she would confirm this with Nolan Painting, and that she would report back to the Library Board at its January 2026 Regular Meeting. With regard to the masonry work, Ms. Eustis recommended accepting the Datum Structural Restoration quote, particularly in light of its five (5)-year warranty. Ms. Eustis indicated she would confirm the continuing viability of the Datum

quote, and that she would report back to the Library Board at its January 2026 Regular Meeting. Lara Lorenzi then suggested that payment for both items could come from funds the Library has on hand, but that Chloe Tolman was also working on a fundraising pamphlet for the Library's 125th anniversary and could include these items in some fashion.

- Passport Processing: Lara Lorenzi indicated that paperwork identifying the Library as a "governmental entity" had been submitted to the U.S. Department of State after review by the solicitor of the Board of School Directors of the Phoenixville Area School District. Ms. Lorenzi suggested that given the uncertainty, she was working on an alternate budget all the same.
- Pennsylvania State Budget: Lara Lorenzi informed the Board that the state budget had recently passed, and that, as a result, the Phoenixville Library should see about \$13,000.00 in increased funding.
- Development Update: Chloe Tolman indicated Wine, Wit & Wisdom raised \$32,875, with a net to the Library of about \$16,000.00. She indicated she would use this as a baseline moving forward, and that she hoped to increase sponsorship and silent auction dollars, together with other offerings such as a digital trivia game.
- Municipal Advocacy: Lara Lorenzi requested that Library Trustees hold off contacting local municipalities for support until after she and Chloe Tolman have had the opportunity to reach out to municipal managers beginning in January 2026.

Meeting was adjourned at 6:12 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Joseph K. Koury', with a large, stylized flourish at the end.

Joseph K. Koury



Report submitted by: Lara Lorenzi

December 2025 Library Board of Trustees Meeting

Informational Updates:

- 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.
- I continue to meet monthly with my Community of Learning Group hosted by PCHF.
- Election day in November went as smoothly as possible due to the issues that happened this year.
- The library will be closed on December 24th and 25th for the Christmas Holiday.
- I will be on vacation 12/26 and will return to work January 5th. While I'm out Christine Nicholson-Wrage will be in charge. Both department heads will handle their departments. I will be available in case any issues come up.
- The library will also be closed December 31st and January 1st for New Years.
- Chloe Tolman and I attended the Chamber Gala on November 15, 2025.
- I sent in our response to the Department of State, we are waiting on an update from them. Once I have any news I will be sure to let you all know.
- PASD reorg meeting will take place on December 5th.
- I will be attending the Sepla mid-winter meeting on Friday December 5th.

Personnel Updates:

- None at this time.

Foundation Update:

- The foundation will be meeting in January 2026.

Facilities Update:

- Continuing- PASD is working on changing out light bulbs and converting our lighting throughout the building to led lights.
- PASD will be out to install 2 floor outlets in front of the fireplace so we can plug in our new chairs. They will also be changing out one of the outlets new our new study pods so we can plug two of them at the same outlet. - Pending
- The library really needs a fresh coat of paint on the lower level (youth library), community meeting room and the stairwell. I'll be reaching out to PASD to see when we might be able to get this done. – Update: Phil Vontor is looking into getting us a quote for internal and external painting.
- We will need to do some painting in the non-fiction second area of the library. We will also need to get some holes patched that were left after the previous shelving was removed. We also need to replace one carpet square.
- PASD continue to maintain our lawn-ongoing.
- Update- This issues has been fixed.The heat has been turned on in the passport office, we have continuing HVAC issues in that room. PASD is aware and they continue to work on the issue.
- The state boiler inspector was out on Tuesday October 21, 2025 to inspect our boiler.
- PASD has replaced all our filters and they are getting the building ready for winter weather.
-

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

- August 2025:

- E-books: 3,934
- E-audio: 4,492
- Total: 8,426
- September 2025:
 - E-books: 3,543
 - E-audio: 4,325
 - Total: 7,868
- October 2025:
 - E-books: 3,588
 - E-audio: 4,360
 - Total: 7,948
- November 2025:
 - E-books: 3,745
 - E-audio: 4,275
 - Total: 8,020

Book Locker:

- June 2024- 468
- July 2024- 499
- August 2024- 463
- September 2024- 510
- October 2024- 514
- November 2024- 451
- December 2024- 405
- January 2025- 527
- February 2025: 404
- March 2025: 515-holds 459-checkouts
- April 2025: 404-holds 355-checkouts
- May 2025: 385-holds 345-checkouts
- June 2025: 573-holds 498-checkouts
- July 2025: 662-holds 593-checkouts
- August 2025: 518-holds 450-checkouts
- September 2025: 531-holds 469-checkouts
- October 2025: 491-holds 406- checkouts
- November: 439-holds 392-checkouts

Door Count:

October 2024: 8,347 This is a 7% increase over this month last year.

November 2024: 8,420 This is a 10% increase over this month last year.

December 2024: 6,823 This is a 1% decrease over this time last year.

January 2025: 7,827 This is a 6% increase over this month last year.

February 2025: 7,999 This is a 6% increase over this month last year.

March 2025: 9,186 This is a 4% increase over this month last year.

April 2025: 8,901 This is a 4% increase over this month last year

May 2025: 8,253 This is a 26% increase over this month last year.

June 2025: 9,492 This is a 12% increase over this month last year.

July 2025: 10,454 This is a 5% increase over this month last year.

August 2025: 9,874 This is a 9% increase over this month last year.

September 2025: 7,957 This is a 12% increase over this month last year.

October 2025: 8,301 This is a 1% decrease from this month last year.

November 2025: 7,846 This is a 7% decrease from this month last year.



Chester County Library System Updates:

- The system will be transitioning to Microsoft 365, we anticipate that the process will take 4-6 weeks.
- Due to funding and other reasons the following databases/e-resources have been discontinued:
 - Morningstar
 - Comics Plus
 - NovelistPlus
 - MuseumKey
 - LendingKey
 - Ancestry Library Edition) December 31st
 - Heritage Quest-December 31st
 - Beanstack- Feb 2026

State Updates:

- The state budget was passed in November. The library funding was also increased in this year's budget. We are waiting to hear from CCLS on what our new funding formula amounts will be for 2026. This is great news. I anticipate we will receive state funding later in the year (2026). I will have more information after our December DLM meeting.

Meetings/Trainings

- 11/3 Community of Learning, in-person meeting
- 11/4 Election Day
- 11/6 Wine, Wit & Wisdom
- 11/11 District Librarians meeting and System Advisory Council Meeting
- 11/12 HUB meeting at PASD
- 11/15 Chamber Gala
- 11/18 Meeting with Renae Bierer and Liz Grimshaw
- 11/20 Rotary
- 11/21 Meeting with Tegan Conner-Cole- Youth Services, patron issue, purchasing and programs
- 11/25-26 Vacation Days
- 11/27-28 Library Closed
- 12/3 Non-Profit Round table meeting at the Rec Center
- 12/5 SEPLA mid-winter meeting

November 2025

Adult Services Report

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, posting event announcements to other locally-based online calendars and the Library's Facebook page, and posting printed events calendars on bulletin boards at several local businesses.
- Creating and sending weekly Constant Contact e-mail newsletters to 2,700+ 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: "What Got Us Here Won't Get Us There: Building the Next Generation of Thriving Libraries" from Library Journal, 11/5.
- Google Meet with Danika Mignano of Mobile Beacon regarding transitioning our mobile hotspots to them from T-Mobile, 11/13. Looks like this will happen sometime in the latter half of 2026.
- Meeting with patron Trip Peterson, who will be leading a Dungeons and Dragons session for adults at the Library, 11/24.

Upcoming Special Programs/Events

- "Local Authors Talk: Jan Swarr & Holly Beebee: *Had Enough? Good, Let's Dance!: The Amazing Life and Legacy of Jan*", 12/15.
- "Local Author Talk: Joe Lex: *All Bones Considered: 52 Laurel Hill Women*", 12/18.
- "A Celtic Christmas Celebration with The O'Rourke's", 12/22.
- "Passports 101: Everything You Need to Know to Apply for a U.S. Passport" with me, 1/5.

Program/Event/Other Planning

- Scheduling special online, in-person, and hybrid programs for February and beyond.
- Creating procedures manual for passport services.

November Computer Use/Checkout Statistics

Adult Internet Stations Individual Users	292
Adult Laptop Individual Users	57
Mobile Printing Orders	87
Mobile Hotspot Checkouts	8
Museum Pass Checkouts	92

November Passport Application Acceptance Statistics

Applications Accepted	260
Income	\$9,035.00

November Program Statistics

Program	Attendance
Phoenix Book Club	12
Fourth Wednesday Readers	9
Books on Tap	13
Words in Progress	4
Dancin' Chairs with Holly (	2
Phoenixville Tech Group	64 (4 sessions)
Tech Help appointments	1
PA-MEDI Medicare Counseling appointments (includes Open Enrollment assistance appointments)	13
VNA Personal Navigator Benefits Assistance appointments	0
2-1-1 Human Services Assistance appointments	2
Maternal & Child Health Consortium Family Benefits Assistance appointments	21
Legal Consultation Appointments	4
Sen. Katie Muth Mobile Office appointments	8
Sahaja Yoga Meditation Class	58 (5 sessions)
ESL Conversation Group	15 (3 sessions)
Movies on Tap: Zoom Edition	7
Outreach: Senior Center Book Club	11
Movie Night: <i>My Dead Friend Zoe</i> , 11/13	8
Afternoon at the Movies: <i>The Cider House Rules</i> , 11/21	6
"Eat Fresh Cooking Class"	33 (2 sessions)
"Autumn Tree Walk in Black Rock Sanctuary", 11/1	21
"The Five Phases of an IRA", 11/3	14
"Exploring Physical Therapy", 11/10	4
"Military Encampments of the Continental Army – The Encampments that Won the War", 11/17	34
"The Early Years of Car Manufacturing in Southeastern Pennsylvania", 11/20	16
"Better Living with Hearing Loss", 11/24	11

Respectfully submitted,
Mark Pinto
Adult Services Director

Youth Services Report for November 2025 For December 2025 Board Meeting

Programming:

Programs held on October 30 to November 30 are listed below. The program schedule is shared in the library and listed in the newsletter along with the ability to enroll as required.

November Monthly Statistics:

Event Name	Total Occurrence	Total Student Attendance	Total Adult Attendance	Total Attendance
1-2-3 Learn With Me	8	117	102	219
Babies & Books	8	71	73	144
Barnstone Art on the Go	3	33	29	62
Preschool Story Time	4	47	37	84
Preschool Ballet	1	15	14	29
Toddler Time	7	159	121	280
Family Movie Morning	1	7	8	15
Halloween Storytime	2	49	34	83
Thanksgiving Storytime	2	43	32	75
In-Person Preschool Total	36	541	450	991
Elementary Age Events				
Family Movie Night	2	6	3	9
Lego Club	1	5	4	9
Make & Take: Suncatchers	1	20	18	38
Ages 6-11 Total	4	31	25	56
Young Adult Events				
Make & Take: Thanksgiving Bracelets	1	3	1	4
Colored Pencils Workshop	1	11	2	13
Total Young Adult	2	14	3	17
Total Events/Attendance	42	586	478	1064
Teen Volunteers	0			
1000 Books Before Kindergarten	5			

Newsletter

The Children's Library Newsletter was sent 4 times between October 30 and November 30. Weekly newsletters were sent on Fridays that listed the next week's events. The newsletter was sent to an average of 920 subscribers and had an average 64% open rate.

Community Outreach & Partnerships

Event	Total Students	Total Adults	Total Reach
PACLC – Main Street	15	2	17
PACLC – Franklin Commons	31	4	35
Mom's House	12	4	16
Gingerbread House	18	2	20
Headstart at TCHS Pickering	45	13	58
Total: 1 on-site, 6 off-site	121	25	146

- Planned and implemented outreach events as listed above. Students enjoyed books and some classes requested more to be read! Many classes remembered me from the first visit last night.

Meetings

- Tegan C. (TC) met with Lara on November 21.
- TC met with Chloe regarding a grant opportunity.
- TC attended CCLS Youth Services meeting at Exton.

Collection Activities:

- Ordered:
 - Made three orders from Follett for J & YA (November 14, November 17 & November 21)
 - Two orders from Amazon (November 10 & November 17)
 - Midwest DVD order (November 11)
 - Amazon DVD order (November 11)
 - Video Game Order from Amazon (November 10)
- Continual and ongoing tasks:
 - Built carts of new items for collections by reading reviews and creating carts in Amazon, Midwest Tapes, and Playaway.
 - Sorted through donations. Selected titles to check against collection, for giveaway to community organizations, to sell, or to give for free.
 - Assessed books in mending for repair, replacement, or removal.
 - Read review books from CCLS and completed review cards. Books are ours to add or give away.

Event Activities

- TC supported or ran the following events in November:
 - Lego Club (November 20)
 - Family Movie Morning (November 21)
 - Tween/Teen Make & Take (November 24)
 - Family Movie Night (November 25)
 - Make & Take Craft (November 26)
- **Looking Ahead**
 - TC reached out to Teen Led Volunteer programs from Summer for Fall 2025. Coding and science classes to be scheduled on days off school. – Ongoing.
 - TC scheduled movies for December.
 - TC created December Story Time Calendars. Created a Kids & Teen Flyer for December.
- **Continual and ongoing tasks:**
 - Created weekly eNewsletters to highlight events coming up within one to two weeks of Friday email. Checked locations of Kids & Teen Calendars and refilled as needed. Made copies of Kids & Teen Calendars as needed. (With support of circulation staff). Added December flyers.
 - Checked attendance of programs. Sent number of attendee updates to presenters as needed. Sent email reminders.
 - Set up and tear down of room for programs.

Displays and Décor

- Shifted and tightened shelves as needed.
- Rachel decorated for fall.
- Updated lobby board for November events.
- Started update of bulletin board over computers.
- Asked staff to help fill in displays as needed.

Trainings

- Tegan C. attended Performer's Showcase, an event where librarians can see performers, get a booklet, and talk with performers to hire during summer and beyond.
- TC virtual meeting with Follett Rep to get tour of interface and ask questions about their service.
-

Teen Services

- Hosted a Drop In Bracelet Making event. Teens who attended enjoyed it.
- Hosted a drawing class (see above). Attendees enjoy it.
- Will bring back Mystery Bag for Winter Break.
- Brainstormed some programs and will review programs suggested by teens for school year.

Correspondence in November

- Used Slack to update staff on Youth Services information.
- Email correspondence with Outreach Schools regarding November & December visits, themes, and dates.
- Ongoing:
 - Email, phone contact, and/or in person conversations with other staff members as needed regarding programming, policies, and patron issues.
 - Emails, phone conversations and/or in-person conversations with questions from patrons about programs, title requests, behavior policy, and volunteering.
 - Email correspondence with Department Heads.
 - Email correspondence with Lara.

Other Tasks

- Roaming/roving reference (worked with patrons to locate items they were looking for).
- Readers Advisory (book suggestions for readers).
- Chatted with families, kids, and teens who come to the library.
- Worked with circulation desk on tasks and to answer any questions that come up.
- Cleaned and straightened YS areas as needed (mostly train table and puzzles).
- Brainstormed with RK ways to provide a fun and safe story time environment for toddler events. Preschool students attended toddler events which presented an issue for a variety of reasons. We will enforce ages and limit toddler program attendance starting November 3.
 - This went into effect. Two complaints noted, but one was children too old to attend and another a late attendee who came after we reached the maximum in the room.
- Shifted Tuesday schedule to now be 11 AM – 7 PM. Hoping to add some later evening programs for all ages.

Compliments

- Families have been requesting drop in crafts like we had in the summer. One grandparent profusely thanked us for having the event so that their grandkids would be off their iPad.
- Parent said they appreciated the themes and book on display on top of our shelves.

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

Attached: Children's Report

December 1, 2025

November 2025
Children's Report – Rachel K.

Program Overview

Creating leading, and assisting with a variety of programs for children, with ages ranging from newborn babies to Elementary schoolers. Activities within these programs include story times, sing-alongs, nursery rhymes, coloring, games, and playtime.

Activities/ Programs

Lead/Assisted programs for various age groups

- 1-2-3 Learn with Me
- Preschool Storytime
- Babies & Books
- Toddler Time
- Barnstone On The Go
- Preschool Ballet
- Special Thanksgiving Storytime (2 separate programs)
- Colored Pencil Drawing Workshop for Tweens/Teen

Weekly Programs

Currently, we have 5 in-person programs running each week for kids of various ages. These classes range from story times with weekly themes to general playtime. For each week, we run 2 1-2-3 Learn with Me sessions, 1 Preschool Storytime session, 2 Babies & Books sessions, and 2 Toddler Time sessions

Reoccurring In-Formal

Toddler Time

Babies + Books

1-2-3 Learn with Me

Preschool Storytime

Barnstone On The Go

Weekly Themes

Preschool Storytime

- Native Americans
- Kindness
- Turkeys
- Bedtime

Toddler Time

- Native Americans
- Kindness
- Turkeys
- Bedtime

Babies & Books

- Native Americans
- Kindness
- Turkeys
- Bedtime

Other Activities

- Created a Native American Heritage Month Display in the upstairs lobby
- Created a cooking-themed display in the YA room
- Put the fall decorations up in the children's library

Patron Feedback

- Over the past month, we have had 11 compliments on our children's programs. We did have one complaint about our attendance policies, but there was nothing we could have done due to safety concerns.

December 2025

Development Report

Prepared by: Chloe Tolman, Director of Development

Meetings / Training / Events

- Continued Rotary participation (sworn in Oct. 23)

Wine, Wit & Wisdom — Post-Event Outcomes

- Total Attendance: **183 registered guests!**
- Revenue Summary:

Sponsorships: \$13,250; Ticket Sales: \$15,740; General Donations: \$125; Silent Auction: \$2,995; Wine Pull: \$765 (51 bottles – Sold Out)

Total: \$32,875
- Expenses: \$16,340.64
- Despite significant technological disruptions earlier in the planning, attendance was strong for the shortened solicitation window and returning to a consistent donor base.
- Key Findings
 - Delayed sponsor outreach and late author confirmation notably limited this year's revenue opportunities.
 - Operations and volunteer support were extremely smooth; staff and board executed responsibilities well.
 - Guests largely remained seated after dinner began, which reduced auction engagement.
- Recommendations for 2026
 - Send Save-the-Date in July; launch ticket sales mid-August.
 - Introduce earlier author program, and new incentive structures (e.g., premium Wine Pull options).
 - Establish firm deadlines for sponsors, Wine Pull, and auction submissions.
 - A full post-event report is available upon request.

Grants

- Library Innovation Lab (LIL) – Application Submitted
 - The Library has submitted an interest form to participate in the Library Innovation Lab PA Pilot, a statewide program supporting immigrant and newcomer centered program design.
 - If selected, Phoenixville Public Library will:

Receive \$6,000 in program funding

Participate in five virtual training sessions Jan–April 2026

Work with a statewide mentor

Co-create a community program with immigrant families

The application highlights Phoenixville’s growing immigrant population, the Library’s shift toward co-created programming, and upcoming bilingual and multicultural initiatives.

125 Years of Stories – Year-Long Giving Campaign (Draft)

- A full campaign deck and materials is being prepared
- Campaign Goals
 - Celebrate the Library building’s 125th anniversary
 - Build a steady base of monthly donors (“Chapter Sponsors”)
 - Raise \$125,000 in unrestricted support via micro-events, appeals, social media, and micro-engagements
 - Collect 125 community stories for display and archival purposes
- Campaign Components
 - Anniversary press release, and media pitch templates
 - 12-month email calendar, themes, and pre-written subject lines
 - Full year of social posts (52 drafted captions)
 - Story Wall
 - Partner strategy with local history, schools, businesses, and media
 - Donor recognition plans for quarterly and year-end stewardship

Other News

- We are the beneficiary for ROUND UP AT THE REGISTER for Kimberton Whole Foods
 - March 2026!!



Circulation Report for November 2025

Circulation Department:

- Number of **checkouts** for November: 11,220
* Including book locker stats
- Number of **check-ins** for November: 10,771
- Number of **holds** placed for November: 315

Volunteers:

- **Total Amount of Volunteer Hours for November: 106.5**
- Total Amount of Volunteer Hours through fiscal year: 513.5

Library Card Sign-ups:

- **Total Amount of Patron Applications for November: 177**

Interlibrary Loans:

- Number of Interlibrary Loans requested for November: 15
- Number of Interlibrary Loans requested in fiscal year: 170
- Number of Interlibrary Loans filled in November: 4
- Number of Interlibrary Loans filled in fiscal year: 12

Meetings/Events:

- Staff Appreciation Dinner – December 10th
- Can You De-escalate? An Educational (and Fun) Game Show – December 11th

Continuing Education:

- Empathy Lens: Humanizing Images & Education for Reducing Stigma Against People Who Use Drugs – December 4th
- Self-Paced Library Foundation Courses – Some staff are completing

Additional Updates:

- November 24th through November 26th – Vacation Days
- Staff are interested in doing a craft night – they will meet with each other and work on crafts

Respectfully Submitted,

Christine Wrage

Circulation Manager & Volunteer Coordinator

December 2025

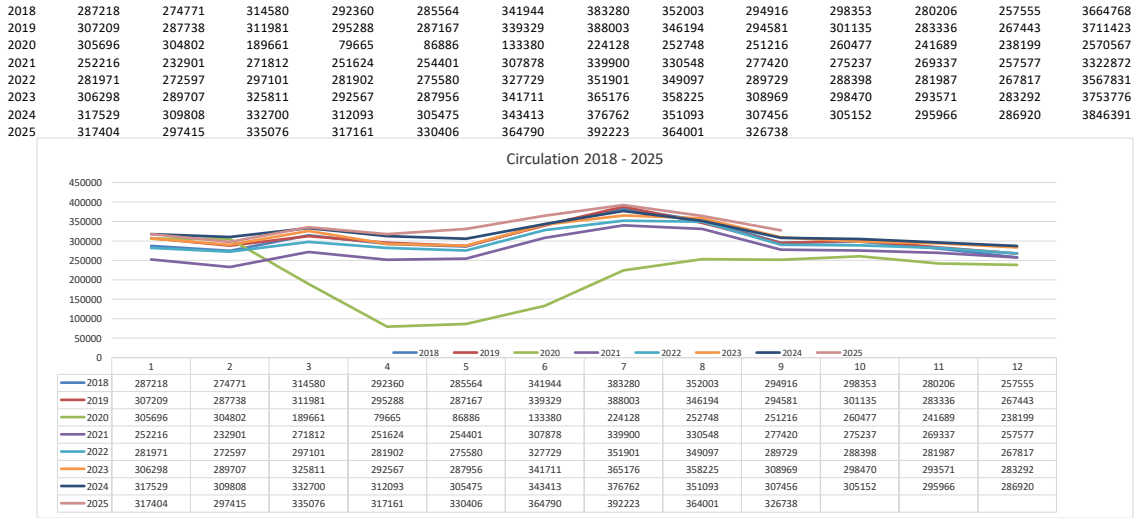
Circulation Comparisons 2025		January	February	March	April	May	June	July	August	September	October	November	December	Total	
ATGLEN	2018	2282	2322	2412	2312	2196	3385	3595	2825	2046	2451	2294	2127	30247	6.88%
	2019	2846	2239	2568	2454	2372	2789	3065	2599	2160	2150	2642	2015	29899	-1.15%
	2020	2560	2548	1487	639	699	1248	2038	1987	1760	1791	1599	1640	19996	-33.12%
	2021	1969	1752	2169	1846	2037	2535	2855	2681	2349	2090	2000	2045	26328	31.67%
	2022	2146	2169	2475	3170	2758	3897	3533	3436	2824	3029	2964	2771	35172	33.59%
	2023	2956	2734	3373	3013	3343	3877	3542	3696	3185	3284	3256	2993	39052	11.03%
	2024	3605	3311	3544	3544	3398	3601	4205	3789	3897	4113	3725	3470	44202	13.19%
	2025	3937	3747	4259	4016	4002	4248	4841	4147	3988					
AVON GROVE	2018	9921	10844	11813	10590	10220	13313	16106	14095	11408	11291	10014	8830	138445	2.02%
	2019	11857	11207	11573	11378	11424	13905	17138	14038	11252	11660	10449	9266	145147	4.84%
	2020	11135	10859	6871	3501	3883	5782	10112	11755	11506	11159	9910	10085	106558	-26.59%
	2021	10876	10119	11212	10167	10057	12494	14186	13134	11359	10858	10703	9621	134786	26.49%
	2022	10123	9532	11261	10580	9832	13403	14790	14741	11376	11390	10947	9757	137732	2.19%
	2023	10725	9770	11562	10460	11201	13992	14197	12962	11276	10621	10051	9484	136301	-1.04%
	2024	9797	9856	10103	9433	9975	12481	13072	11967	10576	9954	9821	9530	126565	-7.14%
	2025	9735	9368	10619	9776	10386	12579	13593	11625	10396					
CCL/HANKIN	2018	126699	121709	138899	127420	123573	145591	162876	149438	127242	125674	119511	111398	1580030	-1.79%
	2019	131898	124255	135942	126009	123301	145315	161746	146273	126353	127487	119761	114852	1583192	0.20%
	2020	130294	129807	77499	28881	31522	51734	91143	107612	107968	112106	107540	113204	1089310	-31.20%
	2021	118865	109705	125117	112334	111801	130436	140068	138223	116701	116868	112933	106500	1439551	32.15%
	2022	120326	114924	123680	117579	115321	132775	142778	141221	120801	118332	115996	110149	1473882	2.38%
	2023	128197	122260	137431	123958	121095	139703	147838	145163	129222	124028	122071	118588	1559554	5.81%
	2024	138525	133352	143345	133774	129200	142618	156819	146997	129436	125958	124074	124015	1628113	4.40%
	2025	139334	131781	145242	135913	140523	154118	164302	153360	139067					
CHESTER SPRINGS	2018	3097	2912	3760	3388	2996	3692	4721	4088	3002	3138	2919	2867	40580	-1.61%
	2019	3628	3444	3634	3328	3121	4089	5216	4611	3753	3839	3723	3232	45618	12.41%
	2020	4369	4371	3094	2337	2550	3294	4988	4790	4350	4178	3948	4000	46269	1.43%
	2021	3609	3465	4256	3630	3854	4291	4774	4792	4047	4086	3918	3841	48563	4.96%
	2022	3636	3914	4200	4233	4009	4499	4811	5115	4105	3989	4061	3647	50219	3.41%
	2023	4546	4318	4871	4144	4297	4941	5293	5574	4645	4706	4543	4327	56205	11.92%
	2024	5106	5245	5152	5030	4833	5316	5868	5683	4988	4964	4817	4605	61607	9.61%
	2025	5305	4064	3103	2797	3124	3178	3282	3233	3071					
COATESVILLE	2018	3751	3337	3769	3930	3955	5007	5175	4241	3376	3825	3343	2985	46694	-11.39%
	2019	4038	3982	4098	4473	4281	5350	6520	5004	4434	4848	4141	4222	55391	18.63%
	2020	4939	4219	2131	488	527	1684	3377	3976	4303	5223	4214	3206	38287	-30.88%
	2021	4622	4336	5155	4061	3323	4866	5477	4959	3890	4080	3677	3554	52000	35.82%
	2022	3823	4157	4372	3997	3949	5141	5549	5959	4728	5072	4904	4220	55871	7.44%
	2023	5530	5561	6162	4928	4880	5916	6246	5729	5011	5190	5027	4875	65055	16.44%
	2024	5092	5009	5889	5778	5853	5764	6011	6462	5215	5488	4604	4568	65733	1.04%
	2025	5400	5165	6046	6378	6058	6134	6806	6218	5794					
DOWNINGTOWN	2018	12705	12259	14176	13312	13709	17203	18394	17109	14778	14552	13931	11328	173456	-2.67%
	2019	14002	13202	14228	13512	13545	16894	19723	17222	14850	14598	13696	12343	177815	2.51%
	2020	15073	14706	8018	2653	2893	4991	7501	7387	8084	8770	7937	6744	94757	-46.71%
	2021	7402	6298	7548	9201	9936	14625	17044	16716	13476	12663	12961	11701	139571	47.29%
	2022	13042	13025	14590	13041	12890	18506	19396	17778	14257	14555	13429	12715	177224	26.98%
	2023	15944	14813	15550	14395	14715	20797	20430	19311	15391	14730	14648	13175	193899	9.41%
	2024	15565	15427	16270	14570	15092	17997	20354	17258	16236	15624	14715	13625	192733	-0.60%
	2025	16015	14961	16857	15331	16970	20455	20954	18328	17607					
EASTTOWN	2018	27973	24084	28349	27487	27068	30526	33781	32462	28684	28684	26673	25587	341358	10.31%
	2019	30566	28729	30529	29221	29231	33377	36995	33153	29586	29798	28005	27419	366609	7.40%
	2020	31521	30967	24061	15699	17160	20736	27497	28951	27952	30489	28141	25249	308423	-15.87%
	2021	25139	22620	25200	27449	28850	33196	36343	35505	31274	28875	29470	29397	353318	14.56%
	2022	30990	28501	30917	29483	30655	33589	35778	35565	30845	30330	30102	29249	376004	6.42%
	2023	30838	28781	31982	29334	29620	33829	33918	34253	29883	28854	28512	27989	367793	-2.18%
	2024	28309	28220	30034	28434	28347	30411	32319	30796	27704	28242	27221	26313	346350	-5.83%
	2025	27629	25570	27912	27501	28626	30649	32055	30700	28166					
HONEY BROOK	2018	5416	5298	6292	5851	5389	6327	7555	6122	5504	5967	5720	5420	70861	4.39%
	2019	6051	6068	5853	5821	5518	6650	7552	6507	5270	5969	5802	4884	71945	1.53%
	2020	5559	6278	3395	561	554	1696	4068	4717	4838	4579	3697	3096	43038	-40.18%
	2021	4810	4502	5955	5079	4984	5597	6829	6303	5774	5589	5399	5147	65968	53.28%
	2022	5130	5554	6007	5202	5166	6548	6209	5919	5108	5481	5446	4770	66540	0.87%
	2023	5681	5350	5899	5630	5382	6370	6689	6559	5588	5801	5892	5086	69927	5.09%
	2024	5607	5873	6579	6429	6004	6555	7105	5729	4541	5858	5549	2735	68564	-1.95%
	2025	1689	1875	7697	7997	8976	8517	10129	8855	7933					

		January	February	March	April	May	June	July	August	September	October	November	December	Total	
KENNETT	2018	13977	13147	15378	13999	14772	17625	20430	19251	14658	15465	14189	13277	186168	-2.80%
	2019	13948	12581	14144	13752	13691	16360	20071	16926	13556	14258	13490	12777	175554	-5.70%
	2020	14354	14084	10648	5252	5702	7342	11411	14181	13638	13960	13553	14245	138370	-21.18%
	2021	14992	14298	16792	15184	15477	18035	19121	17574	14429	14519	14061	13276	187758	35.69%
	2022	15185	14528	16139	15223	15107	17966	19784	19807	15628	14960	14917	14494	193738	3.18%
	2023	16881	15216	17328	15289	11563	13558	24160	23804	20003	19355	19081	18823	215061	11.01%
	2024	20201	19246	21202	20069	19395	22682	24212	22684	19302	19262	19067	17866	245188	14.01%
	2025	19705	18308	20724	19805	20226	22382	23006	22438	18664					
MALVERN	2018	6405	6096	6715	6137	6318	8353	10024	9158	6619	7166	6367	6077	85435	-2.78%
	2019	6959	6470	7080	6435	6482	7957	9783	8479	6384	6491	6042	5679	84241	-1.40%
	2020	6449	6412	3699	1230	1343	2339	3847	3699	3754	4137	3793	3563	44265	-47.45%
	2021	4855	4636	5337	4804	4953	7123	8306	7705	6238	6562	6355	6007	72881	64.65%
	2022	6652	6317	7295	6921	6534	7769	8557	8451	6916	7292	6724	6223	85651	17.52%
	2023	7056	7012	7876	6751	7159	8362	8892	8832	7432	6792	6610	6514	89288	4.25%
	2024	4855	5049	6319	6371	6859	7691	8887	8671	7896	7446	7184	7136	84364	-5.51%
	2025	7094	6827	7917	7512	7768	8636	9536	8907	7918					
OXFORD	2018	8922	8768	9747	9779	9012	11180	12117	11964	9870	10368	9255	7781	118763	1.41%
	2019	10087	8920	10355	10203	9516	10613	12359	11274	9283	9813	9103	8228	119754	0.83%
	2020	9446	9737	6129	2253	2450	4104	8388	9343	9057	9615	8511	8942	87975	-26.54%
	2021	8943	8743	10187	8422	8052	10022	11649	11732	9322	9227	8956	8667	113922	29.49%
	2022	9248	9055	9921	9403	8768	11232	12102	12467	9624	9734	9468	8726	119748	5.11%
	2023	9626	9160	9982	9054	8944	11825	12298	11592	9644	9200	9269	8526	119120	-0.52%
	2024	9654	9287	10039	9598	9502	11032	12331	11490	9818	9237	8963	8154	119105	-0.01%
	2025	9052	8505	9081	9265	8907	10451	12268	11203	9365					
PARKESBURG	2018	4365	4671	4750	5011	3994	4958	5472	5044	4194	4946	4731	4022	56158	-2.78%
	2019	4805	4558	4712	4310	3442	4283	5178	4224	3946	4835	4636	4592	53521	-4.70%
	2020	4984	4685	2773	386	341	1520	3465	3762	4051	4486	4349	4464	39266	-26.63%
	2021	3712	3592	4541	3540	3527	4129	4215	3847	3506	3746	3492	3742	45589	26.49%
	2022	3492	3623	3567	3479	3724	4192	4154	4152	3620	3803	3654	3443	44903	-1.50%
	2023	4062	3688	4966	4168	4254	5137	4716	4656	4120	4412	4146	3902	52227	16.31%
	2024	4795	4672	5068	4992	4864	5399	5720	5802	5159	5777	5576	5074	62898	20.43%
	2025	6007	5862	5972	5423	6011	6734	7210	6670	6123					
PHOENIXVILLE	2018	16378	15456	18147	17387	17182	21454	24052	21636	17349	18362	17113	14747	219263	2.77%
	2019	18264	16664	17865	17693	16611	20239	24236	21452	17445	17899	16604	15078	220050	0.36%
	2020	17764	16994	10396	4091	4473	6806	10460	10489	10356	10627	9706	9926	122088	-44.52%
	2021	11449	10373	11464	9850	10516	15431	18997	18858	15931	15888	15691	15045	169493	38.83%
	2022	16988	16708	18590	17403	16642	20050	22194	21770	18064	18045	17723	16610	220787	30.26%
	2023	19867	18307	20911	19153	19304	23038	23956	23975	20696	19617	19255	18806	246885	11.82%
	2024	21928	21195	22729	20970	20273	23982	26690	24273	20673	21716	21114	20076	265619	7.59%
	2025	23873	22334	24730	23232	24744	27893	30212	28143	24718					
SPRING CITY	2018	2772	2887	3401	2923	3007	4212	4618	4166	3163	3102	2704	2318	39273	-3.99%
	2019	2948	2858	3144	2892	3184	3971	4980	3791	2666	2734	2551	2171	37890	-3.52%
	2020	2908	2946	1715	471	518	1011	2123	2627	2299	2235	2181	1636	22670	-40.17%
	2021	1571	1347	1478	1627	1914	2374	2685	3191	2626	2160	2251	2048	25272	11.48%
	2022	2096	2174	2885	2558	2443	3205	3635	3562	2864	2680	2730	2584	33416	32.23%
	2023	2782	2582	3054	2848	3074	3919	3904	3721	3110	2943	2762	2580	37279	11.56%
	2024	3152	2968	3162	3150	2952	3573	3955	3670	2659	2897	2636	2625	37399	0.32%
	2025	2864	2931	3111	3068	3209	3799	3922	3695	3036					
TREDYFFRIN/PAOLI	2018	30450	29542	33492	30027	29914	34180	37196	34597	30110	30224	29301	27796	376829	1.53%
	2019	32444	30670	33220	31319	29629	32899	36563	35057	31093	31583	29979	29330	383786	1.85%
	2020	32884	33602	20374	8202	8923	13557	22464	25710	25925	25290	22762	19922	259615	-32.35%
	2021	20659	18421	24680	24230	24718	29178	32707	31704	24807	26929	26285	26682	311000	19.79%
	2022	28040	27215	29181	28411	27226	30653	33428	33568	27421	27976	27783	27674	348576	12.08%
	2023	29657	28481	31813	28150	28181	31593	33983	33308	27822	28048	27995	27771	356802	2.65%
	2024	29948	29070	31479	28936	27825	30893	34214	32566	28332	27431	26658	27432	354784	-0.57%
	2025	28702	26487	30430	28536	30176	32123	35422	32962	29509					
WEST CHESTER	2018	12105	11439	13480	12807	12309	14938	17168	15807	12913	13138	12141	10995	159240	-1.21%
	2019	12868	11891	13036	12488	11819	14638	16878	15584	12550	13173	12712	11355	158992	-0.16%
	2020	11457	12587	7371	3021	3348	5536	11246	11762	11375	11832	9848	8277	107660	-32.29%
	2021	8743	8694	10721	10200	10402	13546	14644	13624	11691	11097	11185	10304	134851	25.26%
	2022	11054	11201	12021	11219	10556	14304	15203	15586	11548	11730	10785	10785	146346	8.52%
	2023	11950	11674	13051	11292	11144	14854	15114	14090	11941	10889	10453	9853	146305	-0.03%
	2024	11390	11028	11786	11015	11103	13418	15001	13256	11026	11185	10243	9696	140147	-4.21%
	2025	11061	9632	11377	10610	106999	12891	14687	13517	11384					

System		January	February	March	April	May	June	July	August	September	October	November	December	Total
	2009	314514	316598	351000	330124	313584	393702	438914	395383	336133	332569	318368	286320	4127209
	2010	325911	314476	365487	314192	307260	384072	430039	406160	330681	322851	325194	276392	4102715
	2011	321538	312861	355908	319915	309108	386003	411359	405555	327730	316272	318126	287588	4071963
	2012	331201	327004	351807	319127	307838	383042	421728	376945	303187	312090	312984	271283	4018236
	2013	322760	310288	335590	312997	308489	366229	433261	379949	303346	316223	298777	269065	3956974
	2014	303205	282462	330326	299557	296856	347702	411539	361843	317450	294446	285698	274294	3805378
	2015	309020	291129	317277	289670	278038	361649	394319	361008	303319	299507	287243	271629	3763808
	2016	297683	299386	311959	295526	290048	358040	375734	359101	293046	288026	278320	260038	3706907
	2017	294812	276103	322125	291011	292474	344982	373740	351907	290713	294512	281047	249729	3663155
	2018	287218	274771	314580	292360	285564	341944	383280	352003	294916	298353	280206	257555	3662750
	2019	307209	287738	311981	295288	287167	339329	388003	346194	294581	301135	283336	267443	3709404
	2020	305696	304802	189661	79665	86886	133380	224128	252748	251216	260477	241689	238199	2568547
	2021	252216	232901	271812	251624	254401	307878	339900	330548	277420	275237	269337	257577	3320851
	2022	281971	272597	297101	281902	275580	327729	351901	349097	289729	288398	281987	267817	3565809
	2023	306298	289707	325811	292567	287956	341711	365176	357225	308969	298470	293571	283292	3750753
	2024	317529	308808	332700	312093	305475	343413	376762	351093	307456	305152	295966	286920	3843367
	2025	317404	297415	335076	317161	330406	364790	392223	364001	326738				3045214

		January	February	March	April	May	June	July	August	September	October	November	December	Total
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%
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%
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%
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%
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%
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%
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%
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%
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%
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%
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%
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%
2022 to 2021	2022<2021	11.80%	17.04%	9.30%	12.03%	8.33%	6.45%	3.53%	5.61%	4.46%	4.78%	4.70%	3.98%	7.38%
2023 to 2022	2023<2022	8.63%	6.27%	9.7%	3.78%	4.49%	4.27%	3.77%	2.62%	6.64%	3.49%	4.11%	5.78%	5.19%
2024 to 2023	2024<2023	3.67%	6.59%	2.11%	6.67%	6.08%	0.50%	3.08%	-1.75%	-0.49%	2.19%	0.81%	1.26%	2.41%
2025 to 2024	2024<2025	-0.04%	-3.83%	0.71%	1.60%	7.55%	5.70%	3.94%	3.55%	5.90%				

YTD2023		306298	289707	325811	292567	287956	341711	365176	357225	308969	298470	293571	283292	3750753	YTD 3.96%
YTD2024		317529	308808	332700	312093	305475	343413	376762	351093	307456	305152	295966	286920	3843367	2.41%
YTD2025		317404	297415	335076	317161	330406	364190	392223	364001	326738				3044614	

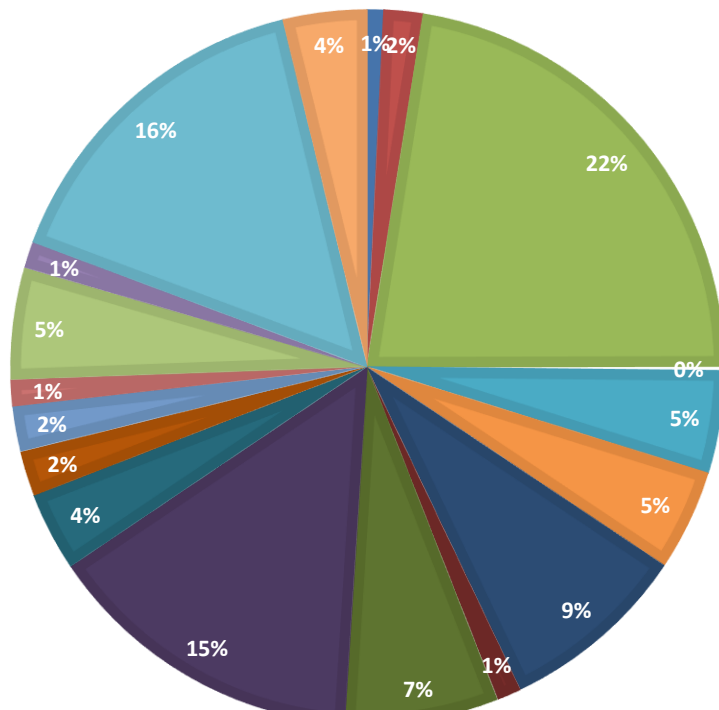


September 2025 Circulation			
	Sierra	OverDrive	Total
Atglen	2795	1193	3988
Avon Grove	8375	2021	10396
Chester County/Hankin	90734	48333	139067
Chester Springs	8	3063	3071
Coatesville	4031	1763	5794
Downingtown	14232	3375	17607
Easttown	15924	12242	28166
Honey Brook	7052	881	7933
Kennett	11011	7653	18664
Malvern	6607	1311	7918
Oxford	7097	2268	9365
Parkesburg	4436	1687	6123
Phoenixville	14174	10544	24718
Spring City	2595	441	3036
Tredyffrin/Paoli	21136	8373	29509
West Chester	9052	2332	11384
TOTAL	219259	107479	326738

Computer Usage																	
2025 (Sessions)																	Pre-Pandemic
	January	February	March	April	May	June	July	August	September	October	November	December	Total	2025 YTD Percentage	2024 YTD Percentage	2023 YTD Percentage	2019 Annual Percentage
Atglen	245	222	325	329	347	275	275	231	202				2451	0.81%	0.85%	0.79%	0.78%
Avon Grove	668	716	831	780	756	718	856	761	621				6707	2.22%	2.42%	2.65%	2.93%
Chester County	6931	7041	7195	7388	7270	8132	8797	7837	6361				66952	22.18%	23.16%	23.55%	25.39%
Chester Springs	221	90	0	0	0	45	67	71	41				535	0.18%	0.70%	0.84%	0.54%
Coatesville	1669	1742	1870	1963	1918	1665	1624	1761	1152				15364	5.09%	6.52%	6.71%	6.94%
Downingtown	1297	1187	1503	1538	1404	1638	1630	1540	1141				12878	4.27%	4.08%	4.29%	4.63%
Easttown	2601	2794	3410	3212	3266	3157	3256	3282	2904				27882	9.24%	9.06%	10.26%	9.77%
Hankin	2385	1954	2058	2047	2176	2129	2545	2395	1801				19490	6.46%	6.58%	7.00%	5.90%
Honey Brook	85	113	610	491	432	447	508	419	331				3436	1.14%	1.12%	1.40%	1.00%
Kennett	5304	4933	5752	5872	5884	6278	4953	5951	5326				50253	16.65%	15.54%	9.85%	5.07%
Malvern	1000	859	878	1110	1085	1046	1272	1058	794				9102	3.01%	2.07%	2.48%	2.38%
Oxford	768	839	850	946	721	842	1142	1023	650				7781	2.58%	3.12%	3.54%	3.39%
Paoli	721	664	792	818	755	803	852	893	686				6984	2.31%	2.01%	2.24%	3.07%
Parkesburg	378	362	477	490	459	557	509	474	426				4132	1.37%	1.65%	1.70%	1.40%
Phoenixville	1774	1927	2208	2106	1831	2065	2196	2159	1561				17827	5.90%	6.07%	6.65%	7.55%
Spring City	355	332	402	417	432	459	559	512	341				3809	1.26%	1.31%	1.60%	1.73%
Tredyffrin	3074	2976	3611	3614	3612	4671	5308	4569	3390				34825	11.54%	10.17%	10.47%	13.33%
West Chester	1099	1073	1293	1381	1402	1340	1521	1367	1016				11492	3.81%	3.56%	3.98%	4.20%
System	30575	29824	34065	34502	33750	36267	37870	36303	28744	0	0	0	301900	100.00%	100.00%	100.00%	100.00%

September 2025 Computer Usage (Sessions)

	Envisionware	Wireless	Total
Atglen	14	188	202
Avon Grove	208	413	621
Chester County	631	5730	6361
Chester Springs	0	41	41
Coatesville	179	973	1152
Downingtown	193	948	1141
Easttown	433	2471	2904
Hankin	135	1666	1801
Honey Brook	111	220	331
Kennett	130	5196	5326
Malvern	80	714	794
Oxford	192	458	650
Paoli	137	549	686
Parkesburg	132	294	426
Phoenixville	379	1182	1561
Spring City	99	242	341
Tredyffrin	240	3150	3390
West Chester	127	889	1016
TOTAL	3420	25324	28744

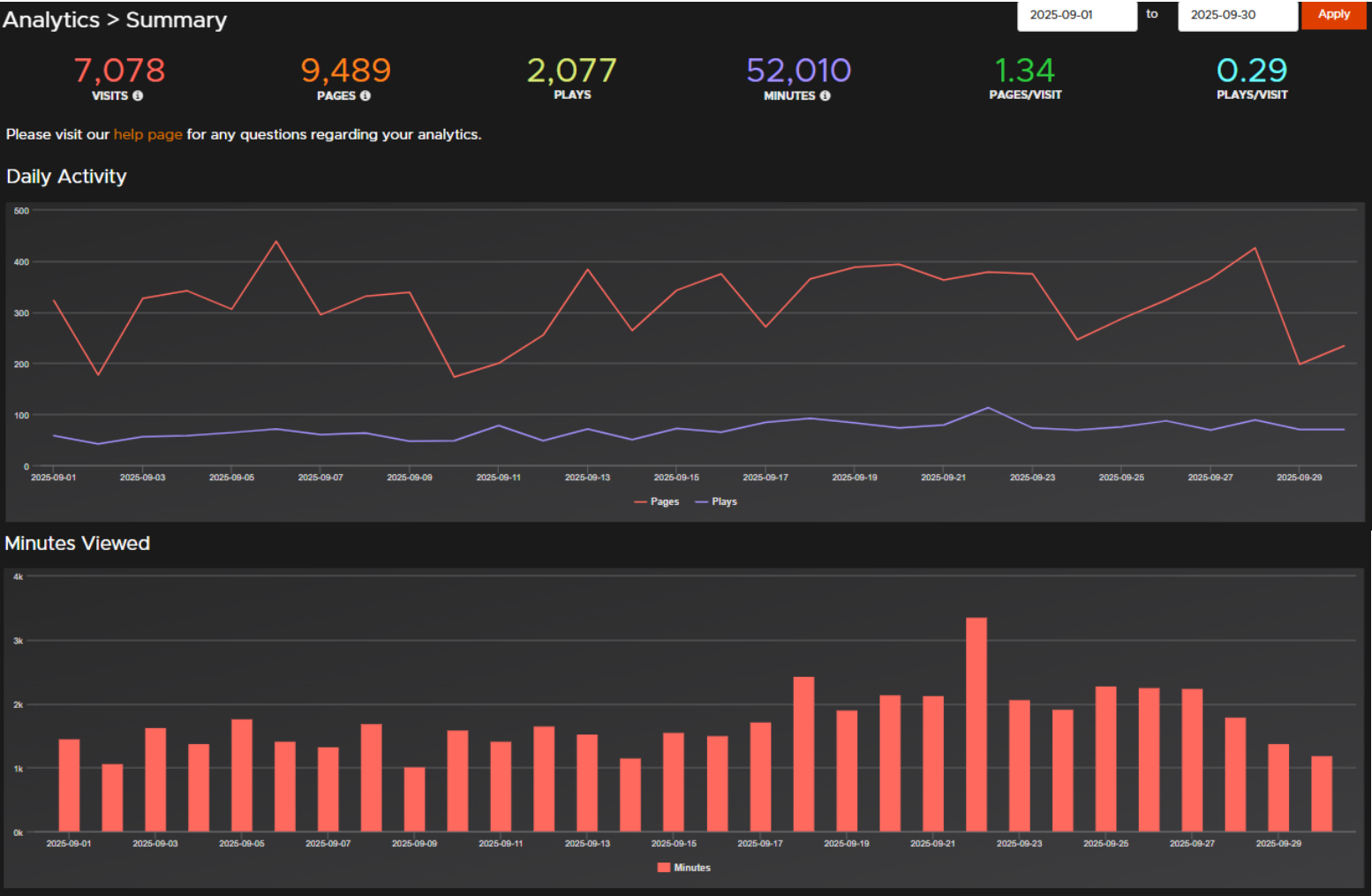




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|------------|--------------|------------------|-------------------|---------------|----------------|
| ■ Atglen | ■ Avon Grove | ■ Chester County | ■ Chester Springs | ■ Coatesville | ■ Downingtown |
| ■ Easttown | ■ Hankin | ■ Honey Brook | ■ Kennett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

Kanopy Statistics

September 2025

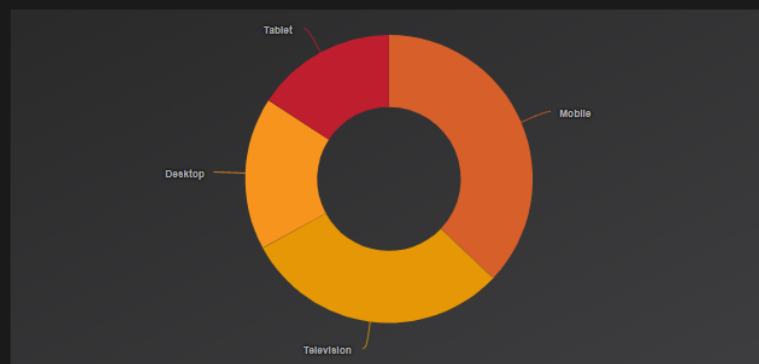


Total Users in September: 316

Top 10 Videos

Rank	Kanopy ID	Video Title	Supplier	Pages	Plays	Mins
1	13694710	T-Rex Ranch	Moonbug Entertainment	140	108	531.75
2	14615205	Pinkalicious & Peterrific: S2	PBS	179	93	651.60
3	13695202	Death In Paradise: S1	BBC Studios	123	65	3153.80
4	16624798	Potty Time	Vooks	84	35	255.43
5	15366854	Pagan Peak: S1	MHz Networks	41	29	1668.18
6	15880859	The Jetty	BBC Studios	108	28	1043.73
7	14960652	Beyond Paradise: S1	BBC Studios	64	27	1126.65
8	15886892	Joseph Campbell and the Power of Myth	Film Movement	53	23	554.33
9	16590107	Molly of Denali: S4	PBS	35	22	391.28
10	15679713	The Night Manager: S1	Fifth Season	45	22	879.70

Plays by Device



Subscription Package stats

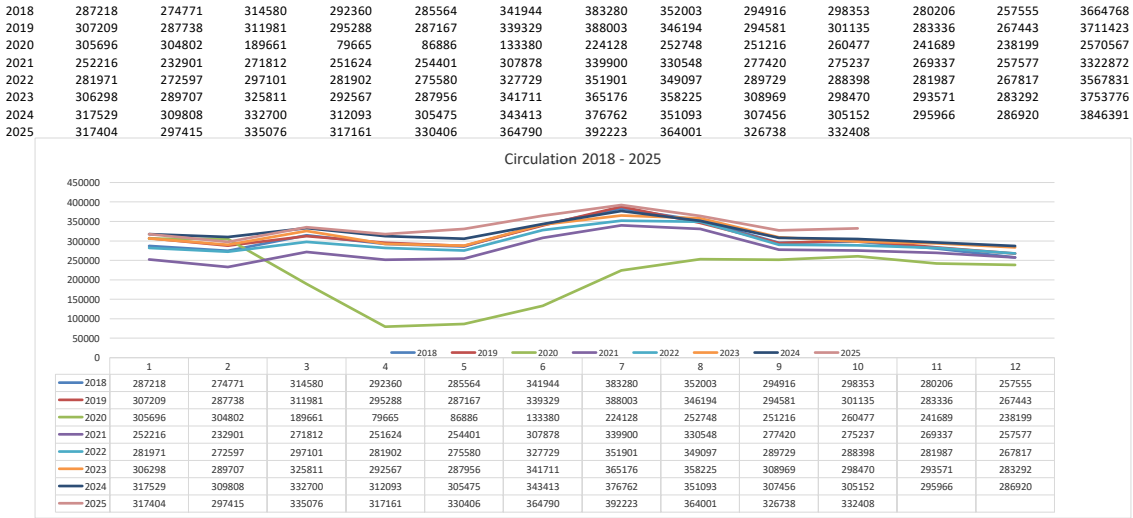
Circulation Comparisons 2025		January	February	March	April	May	June	July	August	September	October	November	December	Total	
ATGLEN	2018	2282	2322	2412	2312	2196	3385	3595	2825	2046	2451	2294	2127	30247	6.88%
	2019	2846	2239	2568	2454	2372	2789	3065	2599	2160	2150	2642	2015	29899	-1.15%
	2020	2560	2548	1487	639	699	1248	2038	1987	1760	1791	1599	1640	19996	-33.12%
	2021	1969	1752	2169	1846	2037	2535	2855	2681	2349	2090	2000	2045	26328	31.67%
	2022	2146	2169	2475	3170	2758	3897	3533	3436	2824	3029	2964	2771	35172	33.59%
	2023	2956	2734	3373	3013	3343	3877	3542	3696	3185	3284	3256	2993	39052	11.03%
	2024	3605	3311	3544	3544	3398	3601	4205	3789	3897	4113	3725	3470	44202	13.19%
	2025	3937	3747	4259	4016	4002	4248	4841	4147	3988	4144				
AVON GROVE	2018	9921	10844	11813	10590	10220	13313	16106	14095	11408	11291	10014	8830	138445	2.02%
	2019	11857	11207	11573	11378	11424	13905	17138	14038	11252	11660	10449	9266	145147	4.84%
	2020	11135	10859	6871	3501	3883	5782	10112	11755	11506	11159	9910	10085	106558	-26.59%
	2021	10876	10119	11212	10167	10057	12494	14186	13134	11359	10858	10703	9621	134786	26.49%
	2022	10123	9532	11261	10580	9832	13403	14790	14741	11376	11390	10947	9757	137732	2.19%
	2023	10725	9770	11562	10460	11201	13992	14197	12962	11276	10621	10051	9484	136301	-1.04%
	2024	9797	9856	10103	9433	9975	12481	13072	11967	10576	9954	9821	9530	126565	-7.14%
	2025	9735	9368	10619	9776	10386	12579	13593	11625	10396	10664				
CCL/HANKIN	2018	126699	121709	138899	127420	123573	145591	162876	149438	127242	125674	119511	111398	1580030	-1.79%
	2019	131898	124255	135942	126009	123301	145315	161746	146273	126353	127487	119761	114852	1583192	0.20%
	2020	130294	129807	77499	28881	31522	51734	91143	107612	107968	112106	107540	113204	1089310	-31.20%
	2021	118865	109705	125117	112334	111801	130436	140068	138223	116701	116868	112933	106500	1439551	32.15%
	2022	120326	114924	123680	117579	115321	132775	142778	141221	120801	118332	115996	110149	1473882	2.38%
	2023	128197	122260	137431	123958	121095	139703	147838	145163	129222	124028	122071	118588	1559554	5.81%
	2024	138525	133352	143345	133774	129200	142618	156819	146997	129436	125958	124074	124015	1628113	4.40%
	2025	139334	131781	145242	135913	140523	154118	164302	153360	139067	140831				
CHESTER SPRINGS	2018	3097	2912	3760	3388	2996	3692	4721	4088	3002	3138	2919	2867	40580	-1.61%
	2019	3628	3444	3634	3328	3121	4089	5216	4611	3753	3839	3723	3232	45618	12.41%
	2020	4369	4371	3094	2337	2550	3294	4988	4790	4350	4178	3948	4000	46269	1.43%
	2021	3609	3465	4256	3630	3854	4291	4774	4792	4047	4086	3918	3841	48563	4.96%
	2022	3636	3914	4200	4233	4009	4499	4811	5115	4105	3989	4061	3647	50219	3.41%
	2023	4546	4318	4871	4144	4297	4941	5293	5574	4645	4706	4543	4327	56205	11.92%
	2024	5106	5245	5152	5030	4833	5316	5868	5683	4988	4964	4817	4605	61607	9.61%
	2025	5305	4064	3103	2797	3124	3178	3282	3233	3071	3407				
COATESVILLE	2018	3751	3337	3769	3930	3955	5007	5175	4241	3376	3825	3343	2985	46694	-11.39%
	2019	4038	3982	4098	4473	4281	5350	6520	5004	4434	4848	4141	4222	55391	18.63%
	2020	4939	4219	2131	488	527	1684	3377	3976	4303	5223	4214	3206	38287	-30.88%
	2021	4622	4336	5155	4061	3323	4866	5477	4959	3890	4080	3677	3554	52000	35.82%
	2022	3823	4157	4372	3997	3949	5141	5549	5959	4728	5072	4904	4220	55871	7.44%
	2023	5530	5561	6162	4928	4880	5916	6246	5729	5011	5190	5027	4875	65055	16.44%
	2024	5092	5009	5889	5778	5853	5764	6011	6462	5215	5488	4604	4568	65733	1.04%
	2025	5400	5165	6046	6378	6058	6134	6806	6218	5794	5616				
DOWNINGTOWN	2018	12705	12259	14176	13312	13709	17203	18394	17109	14778	14552	13931	11328	173456	-2.67%
	2019	14002	13202	14228	13512	13545	16894	19723	17222	14850	14598	13696	12343	177815	2.51%
	2020	15073	14706	8018	2653	2893	4991	7501	7387	8084	8770	7937	6744	94757	-46.71%
	2021	7402	6298	7548	9201	9936	14625	17044	16716	13476	12663	12961	11701	139571	47.29%
	2022	13042	13025	14590	13041	12890	18506	19396	17778	14257	14555	13429	12715	177224	26.98%
	2023	15944	14813	15550	14395	14715	20797	20430	19311	15391	14730	14648	13175	193899	9.41%
	2024	15565	15427	16270	14570	15092	17997	20354	17258	16236	15624	14715	13625	192733	-0.60%
	2025	16015	14961	16857	15331	16970	20455	20954	18328	17607	16545				
EASTTOWN	2018	27973	24084	28349	27487	27068	30526	33781	32462	28684	28684	26673	25587	341358	10.31%
	2019	30566	28729	30529	29221	29231	33377	36995	33153	29586	29798	28005	27419	366609	7.40%
	2020	31521	30967	24061	15699	17160	20736	27497	28951	27952	30489	28141	25249	308423	-15.87%
	2021	25139	22620	25200	27449	28850	33196	36343	35505	31274	28875	29470	29397	353318	14.56%
	2022	30990	28501	30917	29483	30655	33589	35778	35565	30845	30330	30102	29249	376004	6.42%
	2023	30838	28781	31982	29334	29620	33829	33918	34253	29883	28854	28512	27989	367793	-2.18%
	2024	28309	28220	30034	28434	28347	30411	32319	30796	27704	28242	27221	26313	346350	-5.83%
	2025	27629	25570	27912	27501	28626	30649	32055	30700	28166	28710				
HONEY BROOK	2018	5416	5298	6292	5851	5389	6327	7555	6122	5504	5967	5720	5420	70861	4.39%
	2019	6051	6068	5853	5821	5518	6650	7552	6507	5270	5969	5802	4884	71945	1.53%
	2020	5559	6278	3395	561	554	1696	4068	4717	4838	4579	3697	3096	43038	-40.18%
	2021	4810	4502	5955	5079	4984	5597	6829	6303	5774	5589	5399	5147	65968	53.28%
	2022	5130	5554	6007	5202	5166	6548	6209	5919	5108	5481	5446	4770	66540	0.87%
	2023	5681	5350	5899	5630	5382	6370	6689	6559	5588	5801	5892	5086	69927	5.09%
	2024	5607	5873	6579	6429	6004	6555	7105	5729	4541	5858	5549	2735	68564	-1.95%
	2025	1689	1875	7697	7997	8976	8517	10129	8855	7933	8538				

		January	February	March	April	May	June	July	August	September	October	November	December	Total		
KENNETT	2018	13977	13147	15378	13999	14772	17625	20430	19251	14658	15465	14189	13277	186168	-2.80%	
	2019	13948	12581	14144	13752	13691	16360	20071	16926	13556	14258	13490	12777	175554	-5.70%	
	2020	14354	14084	10648	5252	5702	7342	11411	14181	13638	13960	13553	14245	138370	-21.18%	
	2021	14992	14298	16792	15184	15477	18035	19121	17574	14429	14519	14061	13276	187758	35.69%	
	2022	15185	14528	16139	15223	15107	17966	19784	19807	15628	14960	14917	14494	193738	3.18%	
	2023	16881	15216	17328	15289	11563	13558	24160	23804	20003	19355	19081	18823	215061	11.01%	
	2024	20201	19246	21202	20069	19395	22682	24212	22684	19302	19262	19067	17866	245188	14.01%	
	2025	19705	18308	20724	19805	20226	22382	23006	22438	18664	20808					
MALVERN	2018	6405	6096	6715	6137	6318	8353	10024	9158	6619	7166	6367	6077	85435	-2.78%	
	2019	6959	6470	7080	6435	6482	7957	9783	8479	6384	6491	6042	5679	84241	-1.40%	
	2020	6449	6412	3699	1230	1343	2339	3847	3699	3754	4137	3793	3563	44265	-47.45%	
	2021	4855	4636	5337	4804	4953	7123	8306	7705	6238	6562	6355	6007	72881	64.65%	
	2022	6652	6317	7295	6921	6534	7769	8557	8451	6916	7292	6724	6223	85651	17.52%	
	2023	7056	7012	7876	6751	7159	8362	8892	8832	7432	6792	6610	6514	89288	4.25%	
	2024	4855	5049	6319	6371	6859	7691	8887	8671	7896	7446	7184	7136	84364	-5.51%	
	2025	7094	6827	7917	7512	7768	8636	9536	8907	7918	7592					
OXFORD	2018	8922	8768	9747	9779	9012	11180	12117	11964	9870	10368	9255	7781	118763	1.41%	
	2019	10087	8920	10355	10203	9516	10613	12359	11274	9283	9813	9103	8228	119754	0.83%	
	2020	9446	9737	6129	2253	2450	4104	8388	9343	9057	9615	8511	8942	87975	-26.54%	
	2021	8943	8743	10187	8422	8052	10022	11649	11732	9322	9227	8956	8667	113922	29.49%	
	2022	9248	9055	9921	9403	8768	11232	12102	12467	9624	9734	9468	8726	119748	5.11%	
	2023	9626	9160	9982	9054	8944	11825	12298	11592	9644	9200	9269	8526	119120	-0.52%	
	2024	9654	9287	10039	9598	9502	11032	12331	11490	9818	9237	8963	8154	119105	-0.01%	
	2025	9052	8505	9081	9265	8907	10451	12268	11203	9365	9273					
PARKESBURG	2018	4365	4671	4750	5011	3994	4958	5472	5044	4194	4946	4731	4022	56158	-2.78%	
	2019	4805	4558	4712	4310	3442	4283	5178	4224	3946	4835	4636	4592	53521	-4.70%	
	2020	4984	4685	2773	386	341	1520	3465	3762	4051	4486	4349	4464	39266	-26.63%	
	2021	3712	3592	4541	3540	3527	4129	4215	3847	3506	3746	3492	3742	45589	26.49%	
	2022	3492	3623	3567	3479	3724	4192	4154	4152	3620	3803	3654	3443	44903	-1.50%	
	2023	4062	3688	4966	4168	4254	5137	4716	4656	4120	4412	4146	3902	52227	16.31%	
	2024	4795	4672	5068	4992	4864	5399	5720	5802	5159	5777	5576	5074	62898	20.43%	
	2025	6007	5862	5972	5423	6011	6734	7210	6670	6123	6457					
PHOENIXVILLE	2018	16378	15456	18147	17387	17182	21454	24052	21636	17349	18362	17113	14747	219263	2.77%	
	2019	18264	16664	17865	17693	16611	20239	24236	21452	17445	17899	16604	15078	220050	0.36%	
	2020	17764	16994	10396	4091	4473	6806	10460	10489	10356	10627	9706	9926	122088	-44.52%	
	2021	11449	10373	11464	9850	10516	15431	18997	18858	15931	15888	15691	15045	169493	38.83%	
	2022	16988	16708	18590	17403	16642	20050	22194	21770	18064	18045	17723	16610	220787	30.26%	
	2023	19867	18307	20911	19153	19304	23038	23956	23975	20696	19617	19255	18806	246885	11.82%	
	2024	21928	21195	22729	20970	20273	23982	26690	24273	20673	21716	21114	20076	265619	7.59%	
	2025	23873	22334	24730	23232	24744	27893	30212	28143	24718	25750					
SPRING CITY	2018	2772	2887	3401	2923	3007	4212	4618	4166	3163	3102	2704	2318	39273	-3.99%	
	2019	2948	2858	3144	2892	3184	3971	4980	3791	2666	2734	2551	2171	37890	-3.52%	
	2020	2908	2946	1715	471	518	1011	2123	2627	2299	2235	2181	1636	22670	-40.17%	
	2021	1571	1347	1478	1627	1914	2374	2685	3191	2626	2160	2251	2048	25272	11.48%	
	2022	2096	2174	2885	2558	2443	3205	3635	3562	2864	2680	2730	2584	33416	32.23%	
	2023	2782	2582	3054	2848	3074	3919	3904	3721	3110	2943	2762	2580	37279	11.56%	
	2024	3152	2968	3162	3150	2952	3573	3955	3670	2659	2897	2636	2625	37399	0.32%	
	2025	2864	2931	3111	3068	3209	3799	3922	3695	3036	2986					
TREDYFFRIN/PAOLI	2018	30450	29542	33492	30027	29914	34180	37196	34597	30110	30224	29301	27796	376829	1.53%	
	2019	32444	30670	33220	31319	29629	32899	36563	35057	31093	31583	29979	29330	383786	1.85%	
	2020	32884	33602	20374	8202	8923	13557	22464	25710	25925	25290	22762	19922	259615	-32.35%	
	2021	20659	18421	24680	24230	24718	29178	32707	31704	24807	26929	26285	26682	311000	19.79%	
	2022	28040	27215	29181	28411	27226	30653	33428	33568	27421	27976	27783	27674	348576	12.08%	
	2023	29657	28481	31813	28150	28181	31593	33983	33308	27822	28048	27995	27771	356802	2.65%	
	2024	29948	29070	31479	28936	27825	30893	34214	32566	28332	27431	26658	27432	354784	-0.57%	
	2025	28702	26487	30430	28536	30176	32123	35422	32962	29509	29446					
WEST CHESTER	2018	12105	11439	13480	12807	12309	14938	17168	15807	12913	13138	12141	10995	159240	-1.21%	
	2019	12868	11891	13036	12488	11819	14638	16878	15584	12550	13173	12712	11355	158992	-0.16%	
	2020	11457	12587	7371	3021	3348	5536	11246	11762	11375	11832	9848	8277	107660	-32.29%	
	2021	8743	8694	10721	10200	10402	13546	14644	13624	11691	11097	11185	10304	134851	25.26%	
	2022	11054	11201	12021	11219	10556	14304	15203	15586	11548	11730	11139	10785	146346	8.52%	
	2023	11950	11674	13051	11292	11144	14854	15114	14090	11941	10889	10453	9853	146305	-0.03%	
	2024	11390	11028	11786	11015	11103	13418	15001	13256	11026	11185	10243	9696	140147	-4.21%	
	2025	11061	9632	11377	10610	106999	12891	14687	13517	11384	11641					

System		January	February	March	April	May	June	July	August	September	October	November	December	Total
	2009	314514	316598	351000	330124	313584	393702	438914	395383	336133	332569	318368	286320	4127209
	2010	325911	314476	365487	314192	307260	384072	430039	406160	330681	322851	325194	276392	4102715
	2011	321538	312861	355908	319915	309108	386003	411359	405555	327730	316272	318126	287588	4071963
	2012	331201	327004	351807	319127	307838	383042	421728	376945	303187	312090	312984	271283	4018236
	2013	322760	310288	335590	312997	308489	366229	433261	379949	303346	316223	298777	269065	3956974
	2014	303205	282462	330326	299557	296856	347702	411539	361843	317450	294446	285698	274294	3805378
	2015	309020	291129	317277	289670	278038	361649	394319	361008	303319	299507	287243	271629	3763808
	2016	297683	299386	311959	295526	290048	358040	375734	359101	293046	288026	278320	260038	3706907
	2017	294812	276103	322125	291011	292474	344982	373740	351907	290713	294512	281047	249729	3663155
	2018	287218	274771	314580	292360	285564	341944	383280	352003	294916	298353	280206	257555	3662750
	2019	307209	287738	311981	295288	287167	339329	388003	346194	294581	301135	283336	267443	3709404
	2020	305696	304802	189661	79665	86886	133380	224128	252748	251216	260477	241689	238199	2568547
	2021	252216	232901	271812	251624	254401	307878	339900	330548	277420	275237	269337	257577	3320851
	2022	281971	272597	297101	281902	275580	327729	351901	349097	289729	288398	281987	267817	3565809
	2023	306298	289707	325811	292567	287956	341711	365176	357225	308969	298470	293571	283292	3750753
	2024	317529	308808	332700	312093	305475	343413	376762	351093	307456	305152	295966	286920	3843367
	2025	317404	297415	335076	317161	330406	364790	392223	364001	326738	332408			3377622

		January	February	March	April	May	June	July	August	September	October	November	December	Total
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%
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%
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%
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%
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%
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%
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%
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%
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%
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%
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%
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%
2022 to 2021	2022<2021	11.80%	17.04%	9.30%	12.03%	8.33%	6.45%	3.53%	5.61%	4.46%	4.78%	4.70%	3.98%	7.38%
2023 to 2022	2023<2022	8.63%	6.27%	9.7%	3.78%	4.49%	4.27%	3.77%	2.62%	6.64%	3.49%	4.11%	5.78%	5.19%
2024 to 2023	2024<2023	3.67%	6.59%	2.11%	6.67%	6.08%	0.50%	3.08%	-1.75%	-0.49%	2.19%	0.81%	1.26%	2.41%
2025 to 2024	2024<2025	-0.04%	-3.83%	0.71%	1.60%	7.55%	5.70%	3.94%	3.55%	5.90%				

YTD2023	306298	289707	325811	292567	287956	341711	365176	357225	308969	298470	293571	283292	3750753	YTD 3.96%
YTD2024	317529	308808	332700	312093	305475	343413	376762	351093	307456	305152	295966	286920	3843367	2.41%
YTD2025	317404	297415	335076	317161	330406	364190	392223	364001	326738	332408			3377022	

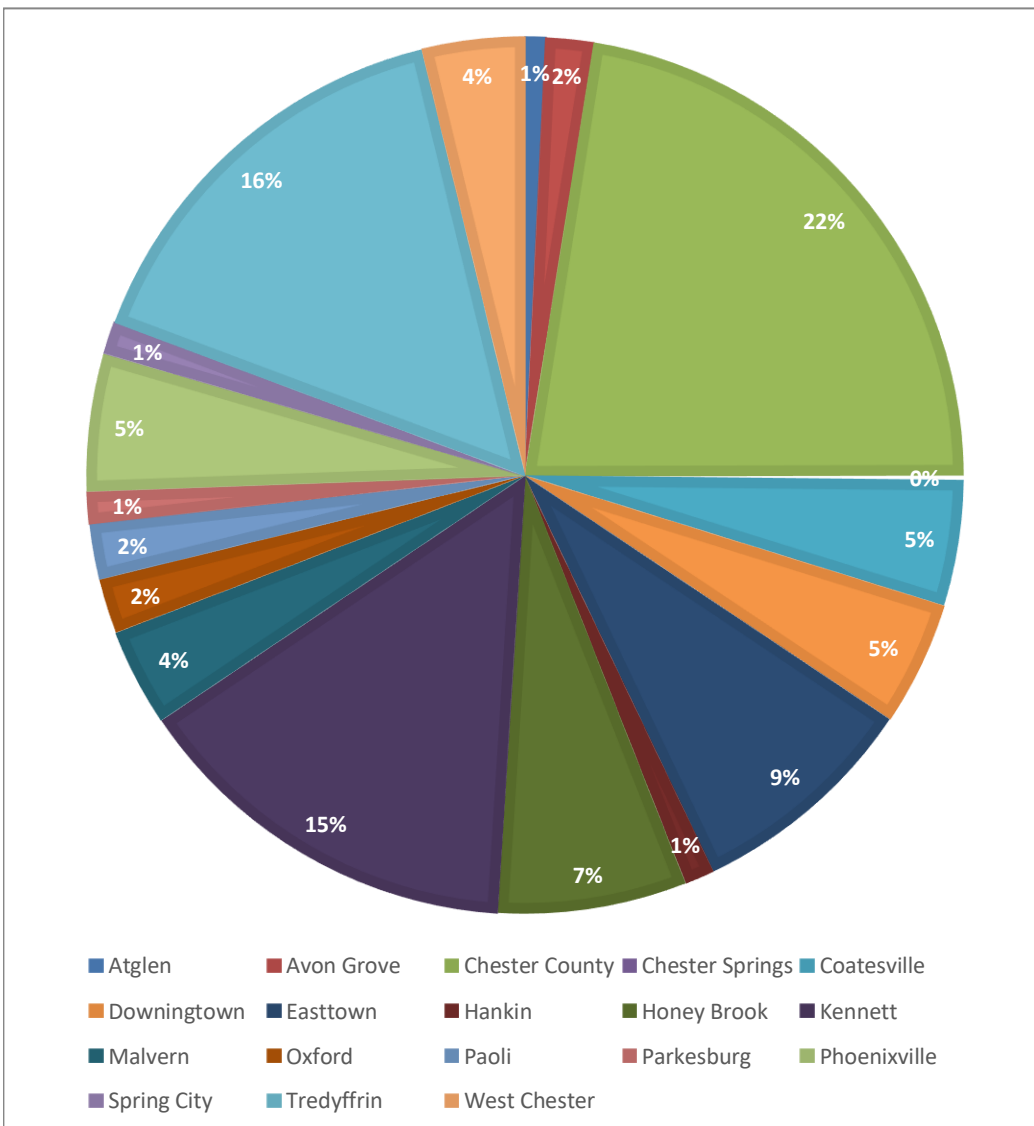


October 2025 Circulation			
	Sierra	OverDrive	Total
Atglen	2820	1324	4144
Avon Grove	8422	2242	10664
Chester County/Hankin	87199	53632	140831
Chester Springs	8	3399	3407
Coatesville	3660	1956	5616
Downingtown	12800	3745	16545
Easttown	15126	13584	28710
Honey Brook	7560	978	8538
Kennett	12317	8491	20808
Malvern	6137	1455	7592
Oxford	6757	2516	9273
Parkesburg	4585	1872	6457
Phoenixville	14050	11700	25750
Spring City	2497	489	2986
Tredyffrin/Paoli	20155	9291	29446
West Chester	9053	2588	11641
TOTAL	213146	119262	332408

Computer Usage																	
2025 (Sessions)																	Pre-Pandemic
	January	February	March	April	May	June	July	August	September	October	November	December	Total	2025 YTD Percentage	2024 YTD Percentage	2023 YTD Percentage	2019 Annual Percentage
Atglen	245	222	325	329	347	275	275	231	202	277			2728	0.80%	0.85%	0.79%	0.78%
Avon Grove	668	716	831	780	756	718	856	761	621	767			7474	2.20%	2.42%	2.65%	2.93%
Chester County	6931	7041	7195	7388	7270	8132	8797	7837	6361	8473			75425	22.18%	23.16%	23.55%	25.39%
Chester Springs	221	90	0	0	0	45	67	71	41	63			598	0.18%	0.70%	0.84%	0.54%
Coatesville	1669	1742	1870	1963	1918	1665	1624	1761	1152	1534			16898	4.97%	6.52%	6.71%	6.94%
Downingtown	1297	1187	1503	1538	1404	1638	1630	1540	1141	1747			14625	4.30%	4.08%	4.29%	4.63%
Easttown	2601	2794	3410	3212	3266	3157	3256	3282	2904	3933			31815	9.36%	9.06%	10.26%	9.77%
Hankin	2385	1954	2058	2047	2176	2129	2545	2395	1801	2289			21779	6.41%	6.58%	7.00%	5.90%
Honey Brook	85	113	610	491	432	447	508	419	331	496			3932	1.16%	1.12%	1.40%	1.00%
Kennett	5304	4933	5752	5872	5884	6278	4953	5951	5326	6915			57168	16.81%	15.54%	9.85%	5.07%
Malvern	1000	859	878	1110	1085	1046	1272	1058	794	1050			10152	2.99%	2.07%	2.48%	2.38%
Oxford	768	839	850	946	721	842	1142	1023	650	815			8596	2.53%	3.12%	3.54%	3.39%
Paoli	721	664	792	818	755	803	852	893	686	851			7835	2.30%	2.01%	2.24%	3.07%
Parkesburg	378	362	477	490	459	557	509	474	426	569			4701	1.38%	1.65%	1.70%	1.40%
Phoenixville	1774	1927	2208	2106	1831	2065	2196	2159	1561	2154			19981	5.88%	6.07%	6.65%	7.55%
Spring City	355	332	402	417	432	459	559	512	341	500			4309	1.27%	1.31%	1.60%	1.73%
Tredyffrin	3074	2976	3611	3614	3612	4671	5308	4569	3390	4068			38893	11.44%	10.17%	10.47%	13.33%
West Chester	1099	1073	1293	1381	1402	1340	1521	1367	1016	1590			13082	3.85%	3.56%	3.98%	4.20%
System	30575	29824	34065	34502	33750	36267	37870	36303	28744	38091	0	0	339991	100.00%	100.00%	100.00%	100.00%

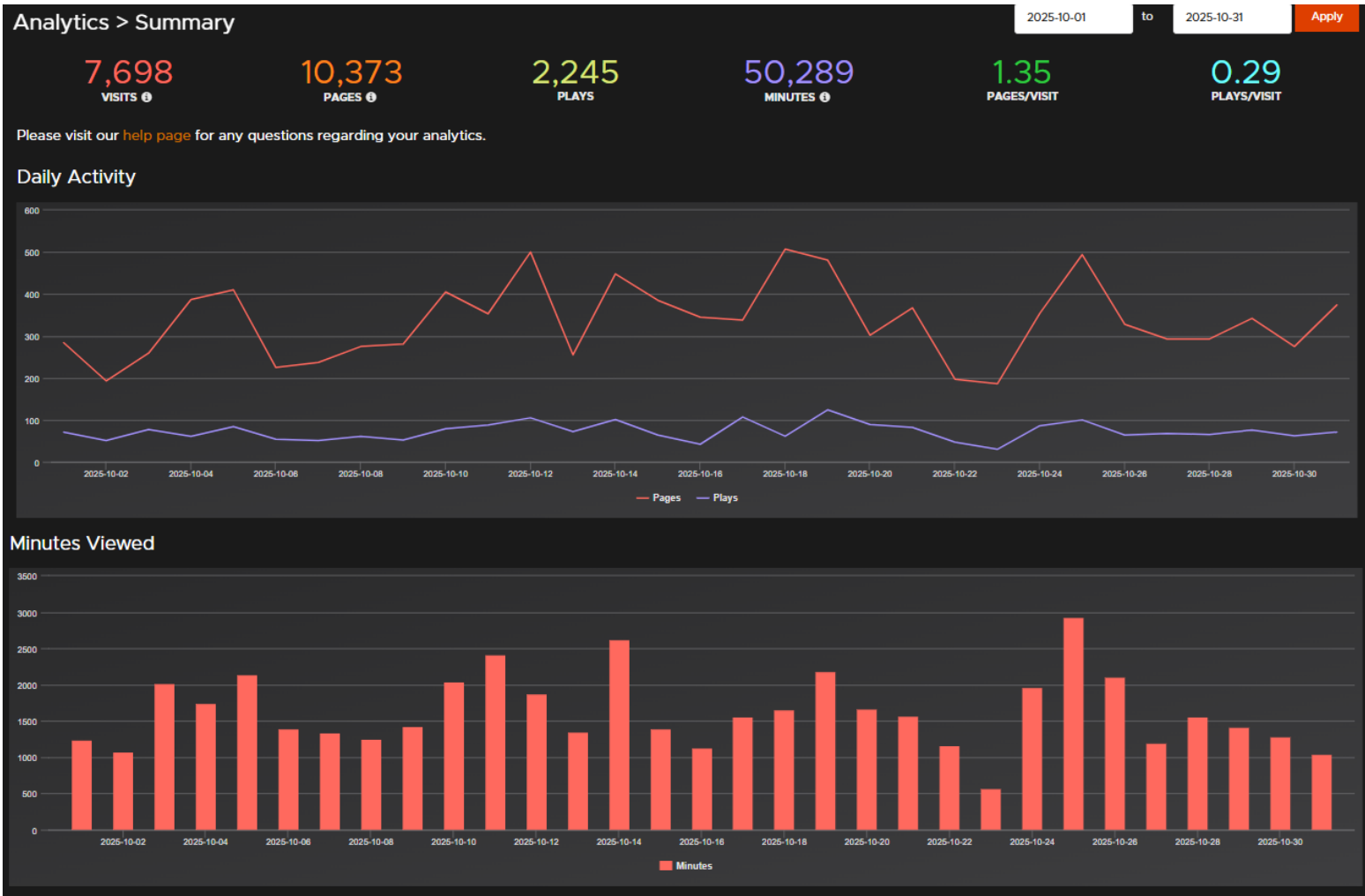
October 2025 Computer Usage (Sessions)

	Envisionware	Wireless	Total
Atglen	26	251	277
Avon Grove	211	556	767
Chester County	1397	7076	8473
Chester Springs	0	63	63
Coatesville	250	1284	1534
Downingtown	266	1481	1747
Easttown	564	3369	3933
Hankin	265	2024	2289
Honey Brook	157	339	496
Kennett	178	6737	6915
Malvern	112	938	1050
Oxford	228	587	815
Paoli	208	643	851
Parkesburg	185	384	569
Phoenixville	540	1614	2154
Spring City	141	359	500
Tredyffrin	316	3752	4068
West Chester	209	1381	1590
TOTAL	5253	32838	38091



Kanopy Statistics

October 2025

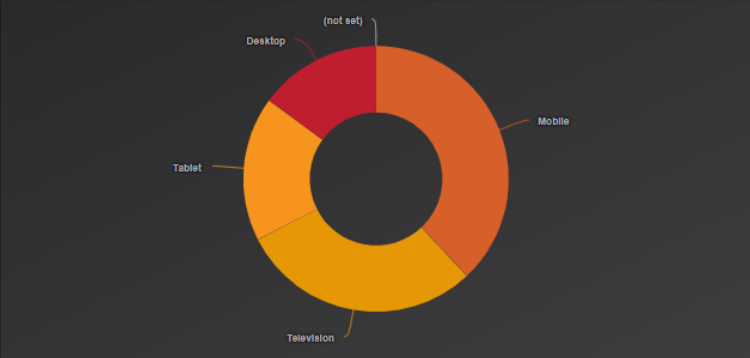


Total Users in October: 334

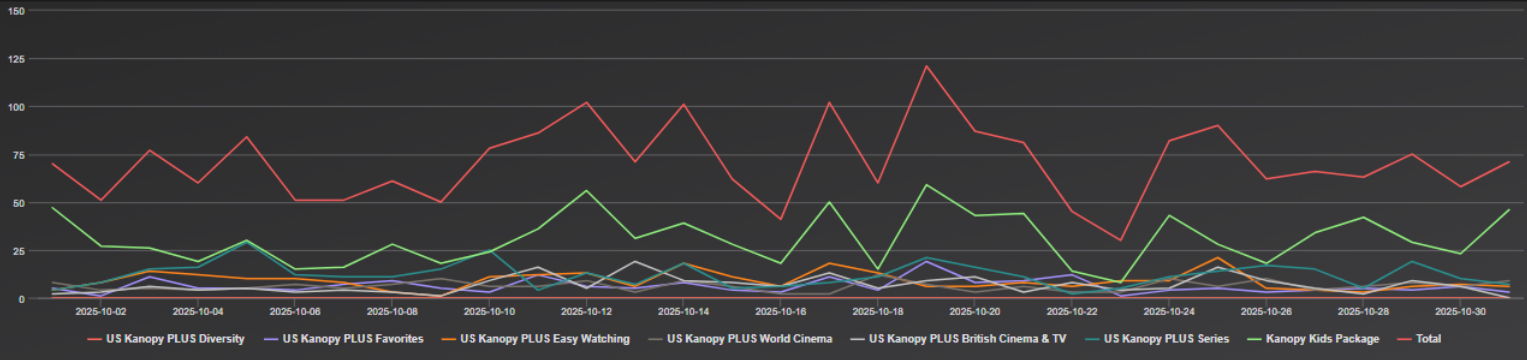
Top 10 Videos

Rank	Kanopy ID	Video Title	Supplier	Pages	Plays	Mins
1	16668423	CoComelon - Volume 1	Moonbug Entertainment	56	51	106.38
2	15943537	North & South	BBC Studios	72	37	728.80
3	16487450	Masha and the Bear: S1	Filmhub, Inc.	43	37	225.33
4	15943730	Sense and Sensibility	BBC Studios	69	30	887.43
5	13694704	Gecko's Garage	Moonbug Entertainment	54	30	181.22
6	14615205	Pinkalicious & Peterrific: S2	PBS	54	29	175.48
7	15880859	The Jetty	BBC Studios	103	27	860.10
8	16624798	Potty Time	Vooks	57	26	217.62
9	15886892	Joseph Campbell and the Power of Myth	Film Movement	71	26	932.67
10	16541089	Masha's Spooky Stories	Filmhub, Inc.	48	26	116.48

Plays by Device



Subscription Package stats



Balance Sheet Comparison

Phoenixville Public Library

As of December 4, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	AS OF DECEMBER 4, 2025	AS OF DECEMBER 4, 2024 (PY)
Assets		
Current Assets		
Bank Accounts		
100 Phoenixville Federal Savings #1	\$0.00	\$0.00
100.1 Operating Checking (040016792)	66,886.10	64,173.60
100.2 Operating Money Market (45001815)	72,501.13	311,770.68
100.3 Operating Credit Card Receipts (110030095)	7,584.67	8,700.89
100.5 Certificate of Deposit (61513)	22,610.84	21,931.26
100.6 Certificate of Deposit (61514)	23,119.64	22,424.78
100.7 Certificate of Deposit (59971)	36,249.17	34,989.00
100.8 Certificate of Deposit (61515) - CLOSED	0.00	0.00
100.9 Customers Bank - MM (5987) Restricted - CLOSED	0.00	0.00
Total for 100 Phoenixville Federal Savings #1	\$228,951.55	\$463,990.21
101 StoneCastle/Cantor		
101.1 StoneCastle/Cantor - Harrop Capital Funds (Restricted)	196,180.48	198,675.96
101.2 StoneCastle/Cantor - Operating (Unrestricted)	462,823.13	241,310.35
Total for 101 StoneCastle/Cantor	\$659,003.61	\$439,986.31
105 Petty Cash	\$266.71	\$184.08
105.6 Paypal	-40.00	-40.00
Total for 105 Petty Cash	\$226.71	\$144.08
106 Circulation Cash	399.20	399.20
Total for Bank Accounts	\$888,581.07	\$904,519.80
Accounts Receivable		
Other Current Assets		
125 Supplies	0.00	0.00
130 Prepaid Expenses	453.00	453.00
140 Accounts Receivable - Other	0.00	0.00
Total for Other Current Assets	\$453.00	\$453.00
Total for Current Assets	\$889,034.07	\$904,972.80

Balance Sheet Comparison

Phoenixville Public Library

As of December 4, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	AS OF DECEMBER 4, 2025	AS OF DECEMBER 4, 2024 (PY)
Fixed Assets		
150 General Fixed Assets		
150.1 Leasehold Improvements		
150.1.1 1999/2000 Addition	0.02	0.02
150.1.2 General	0.06	0.06
Total for 150.1 Leasehold Improvements	\$0.08	\$0.08
150.2 2012/2013 Renovation	0.00	0.00
150.6 Computer Equipment	4,441.10	4,125.51
150.8 Furniture & Fixtures	2,487.78	1,992.78
Total for 150 General Fixed Assets	\$6,928.96	\$6,118.37
Total for Fixed Assets	\$6,928.96	\$6,118.37
Other Assets		
Total for Assets	\$895,963.03	\$911,091.17
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable		
201 Accounts Payable	10,248.95	14,073.83
220 Credit Card Payables	200.00	200.00
Total for Accounts Payable	\$10,448.95	\$14,273.83
Credit Cards		
Other Current Liabilities		
221 Accounts Payable - Other	0.01	0.01
230 Employee Costs Payable		
230.1 Salaries Payable	72,812.23	72,812.23
230.5 Accrued Vacation	0.00	0.00
230.9 Reimbursements by PPL	0.00	0.00
Total for 230 Employee Costs Payable	\$72,812.23	\$72,812.23
250 Deferred Income	0.00	0.00
Total for Other Current Liabilities	\$72,812.24	\$72,812.24
Total for Current Liabilities	\$83,261.19	\$87,086.07
Long-term Liabilities		
280 Line of Credit (3 year)	0.00	0.00
Total for Long-term Liabilities	\$0.00	\$0.00
Total for Liabilities	\$83,261.19	\$87,086.07

Balance Sheet Comparison

Phoenixville Public Library

As of December 4, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	AS OF DECEMBER 4, 2025	AS OF DECEMBER 4, 2024 (PY)
Equity		
319 Net Assets	645,281.87	781,969.26
Net Income	107,051.07	-18,333.06
300 Opening Bal Equity	60,368.66	60,368.66
310 Contributed Capital	0.24	0.24
Total for Equity	\$812,701.84	\$824,005.10
Total for Liabilities and Equity	\$895,963.03	\$911,091.17

Phoenixville Public Library

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

July 2025 - June 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
400 Appropriations				
400.1 Appropriation - P.A.S.D.	404,838.00	607,257.00	-202,419.00	66.67 %
400.2 Appropriation - County	51,170.60	102,341.00	-51,170.40	50.00 %
400.3 Appropriation - State		116,843.00	-116,843.00	
400.4 Appropriation - Charlestown Tws		5,500.00	-5,500.00	
400.5 Appropriation - Schuylkill Twp		8,600.00	-8,600.00	
400.6 Appropriation - East Pikeland		8,260.00	-8,260.00	
400.7 Appropriation - Phoenixville Borough		19,000.00	-19,000.00	
Total 400 Appropriations	456,008.60	867,801.00	-411,792.40	52.55 %
412 Development Income				
412.1 Grants	15,000.00	25,000.00	-10,000.00	60.00 %
412.2 Projects/Events		45,000.00	-45,000.00	
412.2.1 WWW - Restricted	8,980.00		8,980.00	
Total 412.2 Projects/Events	8,980.00	45,000.00	-36,020.00	19.96 %
412.6 Individual Giving				
412.6.1 Unsolicited	2,031.85		2,031.85	
412.6.2 Restricted - Unsolicited Memorial Gifts - Adult	500.00		500.00	
412.6.3 Target Donors/Annual Appeal	19,472.28	50,000.00	-30,527.72	38.94 %
412.6.4 Restricted - General		3,000.00	-3,000.00	
412.6.5 Restricted - Children	500.00	3,000.00	-2,500.00	16.67 %
Total 412.6 Individual Giving	22,504.13	56,000.00	-33,495.87	40.19 %
412.7 Corporate Engagement		10,000.00	-10,000.00	
412.7.1 Third Party Fundraising	1,222.00		1,222.00	
Total 412.7 Corporate Engagement	1,222.00	10,000.00	-8,778.00	12.22 %
412.8 Planned Giving				
412.8.3 Unrestricted - Endowment	30,000.00	30,000.00	0.00	100.00 %
Total 412.8 Planned Giving	30,000.00	30,000.00	0.00	100.00 %
Total 412 Development Income	77,706.13	166,000.00	-88,293.87	46.81 %
420 Operations Income				
420.1 Fines	8,810.25	22,500.00	-13,689.75	39.16 %
420.10 Notary Services	495.00	800.00	-305.00	61.88 %
420.2 Passport Applications	72,290.00	195,000.00	-122,710.00	37.07 %
420.3 Interest	8,901.05	7,000.00	1,901.05	127.16 %
420.4 Items Sold		2,800.00	-2,800.00	
420.4.1 Library Income	1,113.97		1,113.97	
420.4.2 PA Sales Tax	-16.40		-16.40	
Total 420.4 Items Sold	1,097.57	2,800.00	-1,702.43	39.20 %
420.5 Lost Books	954.23	3,000.00	-2,045.77	31.81 %
420.6 Other (Copier, etc.)	93.65	5,000.00	-4,906.35	1.87 %
420.6.1 Library Income	2,711.09		2,711.09	
420.6.2 PA Sales Tax	-26.33		-26.33	

Phoenixville Public Library

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

July 2025 - June 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Total 420.6 Other (Copier, etc.)	2,778.41	5,000.00	-2,221.59	55.57 %
420.7 Rentals/Community Room	150.00		150.00	
420.8 Rentals/Collection		900.00	-900.00	
420.8.1 Library Income	513.49		513.49	
420.8.2 PA Sales Tax	-9.20		-9.20	
Total 420.8 Rentals/Collection	504.29	900.00	-395.71	56.03 %
420.9 Hot Spots		3,000.00	-3,000.00	
420.9.1 Library Income	618.52		618.52	
420.9.2 PA Sales Tax	-12.91		-12.91	
Total 420.9 Hot Spots	605.61	3,000.00	-2,394.39	20.19 %
Total 420 Operations Income	96,586.41	240,000.00	-143,413.59	40.24 %
Total Income	\$630,301.14	\$1,273,801.00	\$ -643,499.86	49.48 %
GROSS PROFIT	\$630,301.14	\$1,273,801.00	\$ -643,499.86	49.48 %
Expenses				
500 Adult Library				
500.1 Books				
500.1.1 Physical Books	13,892.10	37,000.00	-23,107.90	37.55 %
500.1.2 E-Materials	9,543.72	18,205.00	-8,661.28	52.42 %
500.1.3 Overdrive Holds Manager	8,287.88	27,958.00	-19,670.12	29.64 %
500.1.6 ARPA Adult e-materials	1,811.08		1,811.08	
Total 500.1 Books	33,534.78	83,163.00	-49,628.22	40.32 %
500.1.11 Library of Things	765.29	2,750.00	-1,984.71	27.83 %
500.1.9 ERB - Museum Passes	100.00		100.00	
500.13 Professional Develop. Material	136.99	800.00	-663.01	17.12 %
500.14 Museum Passes	2,400.00	5,500.00	-3,100.00	43.64 %
500.15 Mobile Hotspots	1,917.02	4,500.00	-2,582.98	42.60 %
500.2 Magazines & Newspapers	2,766.95	6,000.00	-3,233.05	46.12 %
500.3 Audios	2,166.03	5,000.00	-2,833.97	43.32 %
500.4 Videos	1,329.97	4,000.00	-2,670.03	33.25 %
500.5 Software	384.82	600.00	-215.18	64.14 %
500.6 Reference	259.38		259.38	
500.7 Programs - Adult	2,316.78	5,000.00	-2,683.22	46.34 %
500.8 Program Supplies - Adult	267.30	1,500.00	-1,232.70	17.82 %
Total 500 Adult Library	48,345.31	118,813.00	-70,467.69	40.69 %
510 Youth Library				
510.1 Books				
510.1.1 Physical Books	7,387.64	20,000.00	-12,612.36	36.94 %
510.1.2 E-Materials	5,171.25	9,753.00	-4,581.75	53.02 %
510.1.3 ARPA Children e-materials	950.40		950.40	
Total 510.1 Books	14,096.20	29,753.00	-15,656.80	47.38 %
510.13 Young Adult - All	1,611.87	4,000.00	-2,388.13	40.30 %
510.14 Programs - Young Adults		750.00	-750.00	

Phoenixville Public Library

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

July 2025 - June 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
510.15 Program Supplies - Young Adult	75.93	500.00	-424.07	15.19 %
510.2 Magazines	497.06	700.00	-202.94	71.01 %
510.3 Audios	957.36	2,000.00	-1,042.64	47.87 %
510.4 Videos	1,030.06	2,000.00	-969.94	51.50 %
510.5 Software	925.52	1,000.00	-74.48	92.55 %
510.7 Programs - Children	1,090.00	4,750.00	-3,660.00	22.95 %
510.8 Program Supplies - Children	331.69	1,750.00	-1,418.31	18.95 %
Total 510 Youth Library	20,615.69	47,203.00	-26,587.31	43.67 %
520 Development Expense				
520.1 Annual Appeal	1,363.62	5,000.00	-3,636.38	27.27 %
520.3 Special Events	17,646.45	20,000.00	-2,353.55	88.23 %
520.5 Marketing	100.00	500.00	-400.00	20.00 %
520.8 Donor Management	276.90	3,988.00	-3,711.10	6.94 %
Total 520 Development Expense	19,386.97	29,488.00	-10,101.03	65.75 %
530 Administration				
530.1 General	241.61		241.61	
530.1.1 Audit/Form 990		8,300.00	-8,300.00	
530.1.2 Library Board Expenses	677.53	2,500.00	-1,822.47	27.10 %
530.1.3 Staff Development/Memberships	2,216.54	3,648.00	-1,431.46	60.76 %
530.1.4 Insurance	-2,616.00	1,500.00	-4,116.00	-174.40 %
530.1.5 Advertising		500.00	-500.00	
530.1.7 Credit Card Fees	5,908.69	8,000.00	-2,091.31	73.86 %
530.1.8 Marketing and Website	1,787.93	3,501.00	-1,713.07	51.07 %
530.1.9 Miscellaneous	-58.00		-58.00	
Total 530.1 General	8,158.30	27,949.00	-19,790.70	29.19 %
540 Utilities				
540.1 Electricity	7,746.66	18,500.00	-10,753.34	41.87 %
540.2 Gas	648.82	4,500.00	-3,851.18	14.42 %
540.3 Telephone	2,770.95	5,000.00	-2,229.05	55.42 %
540.4 Trash Collection	116.00	440.00	-324.00	26.36 %
540.5 Water & Sewer	197.86	1,100.00	-902.14	17.99 %
Total 540 Utilities	11,480.29	29,540.00	-18,059.71	38.86 %
550 Computer Expense				
550.2 Hardware	51.78	750.00	-698.22	6.90 %
550.4 Software	630.00	750.00	-120.00	84.00 %
550.5 Software Maintenance	2,890.10	3,500.00	-609.90	82.57 %
550.6 Supplies		2,000.00	-2,000.00	
Total 550 Computer Expense	3,571.88	7,000.00	-3,428.12	51.03 %
560 Other Supplies and Expense				
560.1 Collection Maintenance	1,163.63	4,000.00	-2,836.37	29.09 %
560.2 Library	2,573.18	5,000.00	-2,426.82	51.46 %
560.3 Office	747.92	5,000.00	-4,252.08	14.96 %

Phoenixville Public Library

Budget vs. Actuals: Budget_FY26_P&L - FY26 P&L

July 2025 - June 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
560.4 Postage	4,252.38	8,500.00	-4,247.62	50.03 %
560.6 Passport Supplies	1,561.91	2,000.00	-438.09	78.10 %
Total 560 Other Supplies and Expense	10,299.02	24,500.00	-14,200.98	42.04 %
570 Equipment Leasing/Rental	2,586.27	6,000.00	-3,413.73	43.10 %
580 Buildings & Grounds				
580.1 Maintenance				
580.1.2 Grounds		500.00	-500.00	
Total 580.1 Maintenance		500.00	-500.00	
580.5 Janitorial Expense				
580.5.1 Service	14,625.00	25,000.00	-10,375.00	58.50 %
580.5.2 Supplies	852.16	4,000.00	-3,147.84	21.30 %
Total 580.5 Janitorial Expense	15,477.16	29,000.00	-13,522.84	53.37 %
Total 580 Buildings & Grounds	15,477.16	29,500.00	-14,022.84	52.46 %
Total 530 Administration	51,572.92	124,489.00	-72,916.08	41.43 %
610 Salaries & Benefits				
610.1 Salaries				
610.1.1 Full-Time	189,165.74	470,987.00	-281,821.26	40.16 %
610.1.2 Part-Time	74,978.05	178,586.00	-103,607.95	41.98 %
610.1.3 Passport Agents	11,666.27	35,131.00	-23,464.73	33.21 %
Total 610.1 Salaries	275,810.06	684,704.00	-408,893.94	40.28 %
610.2 Social Security Expense	9,984.13	26,282.00	-16,297.87	37.99 %
610.3 Employee Benefit Expense	40,530.61	128,766.00	-88,235.39	31.48 %
610.3.2 H.S.A. Contribution	7,000.00	9,000.00	-2,000.00	77.78 %
Total 610.3 Employee Benefit Expense	47,530.61	137,766.00	-90,235.39	34.50 %
610.4 Retirement Expense	45,512.16	105,056.00	-59,543.84	43.32 %
Total 610 Salaries & Benefits	378,836.96	953,808.00	-574,971.04	39.72 %
Total Expenses	\$518,757.85	\$1,273,801.00	\$ -755,043.15	40.73 %
NET OPERATING INCOME	\$111,543.29	\$0.00	\$111,543.29	0.00%
Other Expenses				
750 Non-Operating Expense				
750.1 Furniture, etc.	4,746.43		4,746.43	
Total 750 Non-Operating Expense	4,746.43		4,746.43	
Total Other Expenses	\$4,746.43	\$0.00	\$4,746.43	0.00%
NET OTHER INCOME	\$ -4,746.43	\$0.00	\$ -4,746.43	0.00%
NET INCOME	\$106,796.86	\$0.00	\$106,796.86	0.00%

Profit and Loss

Phoenixville Public Library

July 1-December 4, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
400 Appropriations	
400.1 Appropriation - P.A.S.D.	404,838.00
400.2 Appropriation - County	51,170.60
Total for 400 Appropriations	\$456,008.60
412 Development Income	
412.1 Grants	15,000.00
412.2 Projects/Events	
412.2.1 WWW - Restricted	8,980.00
Total for 412.2 Projects/Events	\$8,980.00
412.6 Individual Giving	
412.6.1 Unsolicited	2,031.85
412.6.2 Restricted - Unsolicited Memorial Gifts - Adult	500.00
412.6.3 Target Donors/Annual Appeal	19,472.28
412.6.5 Restricted - Children	500.00
Total for 412.6 Individual Giving	\$22,504.13
412.7 Corporate Engagement	
412.7.1 Third Party Fundraising	1,222.00
Total for 412.7 Corporate Engagement	\$1,222.00
412.8 Planned Giving	
412.8.3 Unrestricted - Endowment	30,000.00
Total for 412.8 Planned Giving	\$30,000.00
Total for 412 Development Income	\$77,706.13
420 Operations Income	
420.10 Notary Services	495.00
420.1 Fines	8,810.25
420.2 Passport Applications	72,290.00
420.3 Interest	8,901.05
420.4 Items Sold	
420.4.1 Library Income	1,113.97
420.4.2 PA Sales Tax	-16.40
Total for 420.4 Items Sold	\$1,097.57
420.5 Lost Books	954.23
420.6 Other (Copier, etc.)	\$93.65
420.6.1 Library Income	2,711.09
420.6.2 PA Sales Tax	-26.33
Total for 420.6 Other (Copier, etc.)	\$2,778.41
420.7 Rentals/Community Room	150.00

Profit and Loss

Phoenixville Public Library

July 1-December 4, 2025

DISTRIBUTION ACCOUNT	TOTAL
420.8 Rentals/Collection	
420.8.1 Library Income	513.49
420.8.2 PA Sales Tax	-9.20
Total for 420.8 Rentals/Collection	\$504.29
420.9 Hot Spots	
420.9.1 Library Income	618.52
420.9.2 PA Sales Tax	-12.91
Total for 420.9 Hot Spots	\$605.61
Total for 420 Operations Income	\$96,586.41
Total for Income	\$630,301.14
Gross Profit	\$630,301.14
Expenses	
500 Adult Library	
500.1.1.1 Library of Things	765.29
500.1.3 Professional Develop. Material	136.99
500.1.4 Museum Passes	2,400.00
500.1.5 Mobile Hotspots	1,917.02
500.1.9 ERB - Museum Passes	100.00
500.1 Books	
500.1.1 Physical Books	13,892.10
500.1.2 E-Materials	9,543.72
500.1.3 Overdrive Holds Manager	8,287.88
500.1.6 ARPA Adult e-materials	1,811.08
Total for 500.1 Books	\$33,534.78
500.2 Magazines & Newspapers	2,766.95
500.3 Audios	2,166.03
500.4 Videos	1,329.97
500.5 Software	384.82
500.6 Reference	259.38
500.7 Programs - Adult	2,316.78
500.8 Program Supplies - Adult	267.30
Total for 500 Adult Library	\$48,345.31
510 Youth Library	
510.1.3 Young Adult - All	1,611.87
510.1.5 Program Supplies - Young Adult	75.93
510.1 Books	\$586.91
510.1.1 Physical Books	7,387.64
510.1.2 E-Materials	5,171.25
510.1.3 ARPA Children e-materials	950.40
Total for 510.1 Books	\$14,096.20

Profit and Loss

Phoenixville Public Library

July 1-December 4, 2025

DISTRIBUTION ACCOUNT	TOTAL
510.2 Magazines	497.06
510.3 Audios	957.36
510.4 Videos	1,030.06
510.5 Software	925.52
510.7 Programs - Children	1,090.00
510.8 Program Supplies - Children	331.69
Total for 510 Youth Library	\$20,615.69
520 Development Expense	
520.1 Annual Appeal	1,363.62
520.3 Special Events	17,646.45
520.5 Marketing	100.00
520.8 Donor Management	276.90
Total for 520 Development Expense	\$19,386.97
530 Administration	
530.1 General	\$241.61
530.1.2 Library Board Expenses	677.53
530.1.3 Staff Development/Memberships	2,216.54
530.1.4 Insurance	-2,616.00
530.1.7 Credit Card Fees	5,908.69
530.1.8 Marketing and Website	1,787.93
530.1.9 Miscellaneous	-58.00
Total for 530.1 General	\$8,158.30
540 Utilities	
540.1 Electricity	7,746.66
540.2 Gas	648.82
540.3 Telephone	2,516.74
540.4 Trash Collection	116.00
540.5 Water & Sewer	197.86
Total for 540 Utilities	\$11,226.08
550 Computer Expense	
550.2 Hardware	51.78
550.4 Software	630.00
550.5 Software Maintenance	2,890.10
Total for 550 Computer Expense	\$3,571.88
560 Other Supplies and Expense	
560.1 Collection Maintenance	1,163.63
560.2 Library	2,573.18
560.3 Office	747.92
560.4 Postage	4,252.38
560.6 Passport Supplies	1,561.91
Total for 560 Other Supplies and Expense	\$10,299.02

Profit and Loss

Phoenixville Public Library

July 1-December 4, 2025

DISTRIBUTION ACCOUNT	TOTAL
570 Equipment Leasing/Rental	2,586.27
580 Buildings & Grounds	
580.5 Janitorial Expense	
580.5.1 Service	14,625.00
580.5.2 Supplies	852.16
Total for 580.5 Janitorial Expense	\$15,477.16
Total for 580 Buildings & Grounds	\$15,477.16
Total for 530 Administration	\$51,318.71
610 Salaries & Benefits	
610.1 Salaries	
610.1.1 Full-Time	189,165.74
610.1.2 Part-Time	74,978.05
610.1.3 Passport Agents	11,666.27
Total for 610.1 Salaries	\$275,810.06
610.2 Social Security Expense	9,984.13
610.3 Employee Benefit Expense	\$40,530.61
610.3.2 H.S.A. Contribution	7,000.00
Total for 610.3 Employee Benefit Expense	\$47,530.61
610.4 Retirement Expense	45,512.16
Total for 610 Salaries & Benefits	\$378,836.96
Total for Expenses	\$518,503.64
Net Operating Income	\$111,797.50
Other Expenses	
750 Non-Operating Expense	
750.1 Furniture, etc.	4,746.43
Total for 750 Non-Operating Expense	\$4,746.43
Total for Other Expenses	\$4,746.43
Net Other Income	-\$4,746.43
Net Income	\$107,051.07

From: [Christi Buker](#)
To: [Christi Buker](#)
Subject: *EXTERNAL* - Passport acceptance facility - updates
Date: Wednesday, December 3, 2025 2:21:53 PM
Importance: High

Hi all,

You are receiving this email because you completed our quick survey about your status as a Passport Acceptance Facility. Thank you for completing and share this information. You are all BCC'ed because I didn't ask your permission to share your names at first.

1. We have had 28 PA libraries respond to the survey at this point. On average, you all have been doing this for more than 14 years, with the longest being 23 years. On average, you process 1694 applications per year!
2. At this point, we know that libraries across the country have been asked to verify their governmental/non-profit status. In Georgia, the state librarian directed libraries to respond as there are quasi-government because of specific state level legislation. In New York State, they were told they are not governmental entities and should respond that way.
3. GOOD NEWS! A few of you have heard from US Congressman John Joyce that he is working to help 501(c)(3) non-profit libraries remain as acceptance facilities.
 - a. **Background:** Congressman Joyce said someone went to a public library outside the area and applied for a passport. They had a bad experience and made it their mission to have all non-government public libraries removed from the passport acceptance facility program
 - b. **Current:** A reprieve/extension has been offered that the US State Department will not pull certificates until late January. This email is NOT authoritative on this – so please follow US State Department directives but ask for the extension if you don't receive individual outreach.
 - c. **FUTURE:** this requires federal legislative action to change permanently. Congressman Joyce is willing to spearhead this, but he is going to need lots of other legislators and support and data. In order to get that, **are you ok with my sharing your contact information (name, library name, email)? Part two, are you ok with my sharing the data you shared – either anonymously or in the aggregate?**

Thank you for a quick response!

PS – The survey is still open if you know colleagues that haven't responded yet.
<https://forms.gle/Pzdsq3svVWTkm3mu5>

Christi Buker, CAE
Executive Director

Pennsylvania Library Association

www.palibraries.org

717-766-7663

