



Board of Trustees Meeting Agenda

January 5, 2026 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. Intro to new Board Member- Lara Lorenzi 5 minutes
 - b. 150th Anniversary Campaign Presentation- Chloe Tolman 15 minutes
 - c. WWW 2026 Update- Chloe Tolman 5 minutes
 - d. 5 minutes
 - e. Other new business 5 minutes
- V. Old Business – Discussion Items
 - a. Updated: Painting & Masonry quotes- Lauren Eustis 15 minutes
 - b.
 - c. 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: Feb 2, 2026- Zoom

VIII. – /Adjournment

PHOENIXVILLE PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
January 5, 2026

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

BOARD MEMBERS PRESENT

Jessica Bicker; Leah Campbell; Liz Carrabine; Lauren Eustis; Steve Hirsch; Joe Koury; and Brittany Remington

BOARD MEMBERS ABSENT

Jenn Echikson and Mackenzie Frees;

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 December 8, 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

- New Library Trustee: Lara Lorenzi introduced the Board to its newest member, the designee from the Board of School Directors of the Phoenixville Area School District, Brittany Remington. Ms. Lorenzi thanked Stephanie Allen for her service prior to Ms. Remington coming on board.
- 125th Anniversary of Library: Chloe Tolman informed the Board that the Library's 125th anniversary, occurring in 2026, would entail a year-long fundraising campaign. Ms. Tolman indicated a desire to solicit unrestricted fund donations, with a goal of \$125,000.00. Ms. Tolman suggested part of the campaign will include a planned giving monthly subscription. She also solicited testimonials from Library Trustees. Steve Hirsch then suggested seeking local television coverage, and Lara Lorenzi added seeking out local politician proclamations. Lauren Eustis suggested a tie-in with Bistro on Bridge, to which Ms. Tolman indicated the Library was already listed as its recipient for charitable donations for the month of June.
- Wine, Wit & Wisdom: Chloe Tolman was pleased to inform the Board an author for the 2026 edition had already been found.
- Employee Death: Lara Lorenzi told the Board she had just received the obituary for Jan Ayres, a longtime Phoenixville resident who worked at the Library for 40 years before retiring in 2020. She indicated the Library would send its condolences.

OLD BUSINESS

- Exterior Painting and Masonry: Lauren Eustis indicated that despite the passage of time, Nolan Painting will continue to honor its October 1, 2025 proposal for exterior painting, in the amount of \$36,708.00 with the option to have wrought iron railings repainted for the amount of \$4,788.00. With regard to the proposal for exterior masonry work received from Datum Structural Restoration, Ms. Eustis indicated an increase in the amount of 3.79%, bringing the quote up to \$119,470.00. Lara Lorenzi indicated \$196,000.00 of Library funds have been earmarked for capital improvements such as these. On motion made by Liz Carrabine, seconded by Steve Hirsch, and by unanimous vote thereafter, the Board voted to accept both proposals and instructed Lauren Eustis to get on the spring schedule for both. Ms. Lorenzi suggested she would inform the Phoenixville Area School District.

Meeting was adjourned at 5:41 p.m.

Respectfully submitted,

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

Joseph K. Koury



Report submitted by: Lara Lorenzi

January 2026 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.
- 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.
- Pending an update from the state department: 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 took place on Friday December 5th. Dr. Stephanie Allen-Savage will no longer be our PASD Board representative. Ms. Brittany Remington is our new representative.
-

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: I have reached out to Phil Vontor to see how we can get on a schedule to have interior painting completed by this spring for our 150 celebration of the building. Waiting for a response.
- 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.
-

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

- 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
- December 2025: (December 1-23, will update for next month's report)
 - E-books: 2,666
 - E-audio: 3,085
 - Total: 5,751

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
- December 2025: 290 holds 232 check outs ((December 1-23, will update for next month's report)

Door Count:

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 las 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.

December 2025: Unable to get them for December, will update for next months meeting.

Chester County Library System Updates:

- The system will be transitioning to Microsoft 365, we anticipate that the process will take 4-6 weeks.



State Updates: None at this time.

Meetings/Trainings

12/9 District Librarians Meeting at Exton-Chester County Library
12/16 CCLS Board meeting-zoom
12/24 Library Closed
12/25 Library Closed
12/26-12/30 Vacation
12/31 Library Closed
1/01 Library Closed
1/2 Vacation

Youth Services Report for December 2025 For January 2026 Board Meeting

Programming:

Programs held on December 1 to December 31 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	6	81	76	157
Babies & Books	6	43	43	86
Barnstone Art on the Go	3	38	34	72
Preschool Story Time	3	30	27	57
Preschool Ballet	1	11	9	20
Toddler Time	6	93	78	171
Family Movie Morning	1	4	3	7
In-Person Preschool Total	26	300	270	570
Elementary Age Events				
Family Movie Night	1	2	1	3
Lego Club	1	3	2	5
Ages 6-11 Total	2	5	3	8
Young Adult Events				
YA Mystery Book Bag	1	3		3
Total Young Adult	1	3		3
Total Events/Attendance	29	308	273	581
Teen Volunteers	0			
1000 Books Before Kindergarten	0			

Newsletter

The Children's Library Newsletter was sent 2 times between December 1 and December 31. Weekly newsletters were sent on Fridays that listed the next week's events. The newsletter was sent to an average of 917 subscribers and had an average 64% open rate. (Sent only 2 due to programming break.)

Community Outreach & Partnerships

Event	Total Students	Total Adults	Total Reach
PACLC – Main Street	16	2	18
PACLC – Franklin Commons	32	5	37
Mom's House	12	5	17
Gingerbread House	14	3	17
Headstart at TCHS Pickering	48	8	56
Total: 1 on-site, 4 off-site	122	23	145

- 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.
- After every visit at Mom's House, TC announces they have a new bag and the students in the older class rush over to the bag and start to look at the books I brought.

Meetings

- Tegan C. (TC) and Rachel K. (RK) met with MCHC virtually to discuss how to introduce a bilingual story time into our schedule. First one on January 16 for babies.

Collection Activities:

- Ordered:
 - Am starting to order book orders in smaller numbers. There are 25-30 books per order now.
 - Made six orders from Follett for J & YA (Dec 9, 10, 11, 12)
 - Three orders from Amazon (Dec 9 – three times)
- Continual and ongoing tasks:
 - Built carts of new items for collections by reading reviews and creating carts in Follett, 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.
 - Weeded fiction and picture books to create space.
 - Started weeding J Non-Fiction to create space.

Event Activities

- TC supported or ran the following events in December:
 - Family Movie Night (December 9)
 - Lego Club (December 16)
 - Family Movie Morning (December 19)
- **Looking Ahead**
 - TC scheduled events for January 2026.
 - TC created January Story Time Calendars. Created a Kids & Teen Flyer for January.
 - Hosting our first Bilingual Story Time for Babies & Books on January 16, 2026 with MCHC.
- **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 winter.
- Updated lobby board for December and January events.
- Updated bulletin board over computers. Snow Many Books to highlight favorite winter reads for kids by staff.
- Asked staff to help fill in displays as needed.
- Tegan:
 - Set up YA room display featuring Holiday and Winter Reads.
 - Set up cook book display in YS.
 - Set up Winter reads display in YS
 - Filled in displays as needed.
- Rachel updated display case to feature cookbooks.

Trainings

- Tegan C. CSLP (Collaborative Summer Learning Program Symposium) workshops to help brainstorm for summer. (December 4)

-

Teen Services

- Hosted YA Mystery Bag for Winter Break. Rachel handles this program.
- Brainstormed some programs and will review programs suggested by teens for school year.

Correspondence in December

- Used Slack to update staff on Youth Services information.
- Email correspondence with Outreach Schools regarding 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).
- Shifted Tuesday schedule to now be 11 AM – 7 PM. Hoping to add some later evening programs for all ages.

Compliments

- One regularly attending family told a story about how they created a play library of their own at home from creating books to checking them out.
- An OT complimented us on how welcoming our space is to her and her clients. She sees us as something to promote to families because it helps kids develop the skills they are working on. We have been only welcoming to her and she appreciated that.
- A grandparent thanked us for showing Family Movie Mornings and how often did we show them.
- Patrons continue to thank us about our programs, tell us we have great programs, and find us to be welcoming.

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

Attached: Children's Report

December 19, 2025

December 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 storytimes, 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

Weekly Programs

Currently, we have 5 in-person programs running each week for kids of various ages. These classes range from storytimes 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

- Winter
- Holidays
- Monkeys

Toddler Time

- Winter
- Holidays
- Monkeys

Babies & Books

- Winter
- Holidays
- Monkeys

Other Activities

- Created a Baking-themed in the upstairs lobby
- Created the YA Mystery Bags for December
- Put the winter decorations up in the children's library

Patron Feedback

- Over the past month, we have had 4 compliments on our children's programs..

December 2025
Adult Services Report
(Note: All 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, 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 2,800+ 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

- Interview with potential new tech help volunteer, 12/2.
- Webinar: "AI in Libraries: Getting Prepared for 2026" from Office of Commonwealth Libraries & PCI Webinars, 12/10.

Upcoming Special Programs/Events

- "Adult Hands-Only CPR Training" with Glenn Jones, American Red Cross, 1/12.
- "Digital Literacy Class: Accessibility Features for Smart Devices" with RSVP Volunteers, 1/13 (first in an ongoing monthly series).
- "Understanding Alzheimer's and Dementia" with Brad Trout, Alzheimer's Association, Delaware Valley Chapter, 1/15.
- "An Individual Guide to Personal Income Tax Planning" with Charles Wilfong, Wilfong Tax Service LLC, 1/20.
- "Cleanse the Chaos! Local Author Talk: Donna Debs: *Wash Your Brain: Stories. Laughter. Yoga. Life*", 1/22.
- "Income Taxes: Timing & Impact and the Widow's Penalty" with Nathaniel Cooper, Thrivent Financial, 1/26.
- "Adult Board Gaming Night", 1/29.
- "Chronic Inflammation: Finding the Underlying Causes & Yes, You Can Do Something About It!" with Dr. Jim Schaffer, Kimberton Chiropractic, 1/29.
- "Navigating the Aisles" with Meredith McGrath, Redner's HealthCents, 2/2.

Program/Event/Other Planning

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

December Computer Use/Checkout Statistics

Adult Internet Stations Individual Users	295
Adult Laptop Individual Users	28
Mobile Printing Orders	82

Mobile Hotspot Checkouts	10
Museum Pass Checkouts	82*

*Estimate only; individual library statistics not available for digital passes.

December Passport Application Acceptance Statistics

Applications Accepted	201
Income	\$14,535.00

December Program Statistics

Program	Attendance
Phoenix Book Club	6
Fourth Wednesday Readers	9
Books on Tap	
Words in Progress	6
Phoenixville Tech Group	61 (4 sessions)
Tech Help appointments	2
PA-MEDI Medicare Counseling appointments	3
VNA Personal Navigator Benefits Assistance appointments	2
2-1-1 Human Services Assistance appointments	0
Maternal & Child Health Consortium Family Benefits Assistance appointments	16
Legal Consultation Appointments	4
Sen. Katie Muth Mobile Office appointments	
Sahaja Yoga Meditation Class	32 (3 sessions)
ESL Conversation Group	8 (3 sessions)
Movies on Tap: Zoom Edition	8
Outreach: Senior Center Book Club	12
Movie Night: <i>The Best Christmas Pageant Ever</i> , 12/11	6
Afternoon at the Movies: <i>Love Actually</i> , 12/26	
“Eat Fresh Cooking Class”, 12/10	17
“Make Holiday Swags”, 12/1	23
“The Basics of Generative AI”, 12/4	29
“Blood on the Clocktower: A Social Deduction Game”, 12/6	12
“May Your Days Be Merry and Weird: The Other Side of the Holidays”, 12/8	19
“Local Authors Talk: Jan Swarr & Holly Beebee: <i>Had Enough? Good, Let’s Dance!: The Amazing Life and Legacy of Jan</i> ”, 12/15	17
“Local Author Talk: Joe Lex: <i>All Bones Considered: 52 Laurel Hill Women</i> ”, 12/18	16
“A Celtic Christmas Celebration with The O’Rourkes”, 12/22	59
“Dungeons and Dragons for Adults”, 12/27	

Respectfully submitted,
Mark Pinto
Adult Services Director

January 2026

Development Report

Prepared by: Chloe Tolman, Director of Development

Meetings / Training / Events

- Continued participation with Rotary

Grants

- Chester County Community Foundation (CCCF)
 - Proposal up to \$10,000
 - If approved, the grant will be listed on the Library website for 12 months as an open proposal
- Library Innovation Lab (LIL)
 - Application submitted; decision expected imminently.
 - If selected, Phoenixville Public Library will:
 - Receive \$6,000 in program funding
 - Participate in five virtual training sessions (January–April 2026)
 - Work with a statewide mentor
 - Co-create a community program with immigrant families

125 Years of Stories – Year-Long Giving Campaign

- Campaign planning continues; core goals and structure remain consistent with December's report.
- New update: The Library is scheduling a community fundraising day with Gemelli's Gelato for a Thursday in Summer 2026 as part of the campaign's micro-event strategy

Campaign Goals:

- Celebrate the Library building's 125th anniversary
- Build a steady base of monthly donors ("Chapter Sponsors")
- Raise \$125,000 in unrestricted support through micro-events, appeals, social media, and community engagement

- Collect and archive 125 community stories

Campaign Components in Development:

- Anniversary press release and media pitch templates
- 12-month email calendar with themes and subject lines
- Full year of drafted social media content
- Community Story Wall
- Partner engagement strategy with local organizations, businesses, and media
- Donor recognition and stewardship plan

Wine, Wit & Wisdom

- Save the Date: November 5, 2026
- An Author is secured! Hannah Nicole Maehrer- Adversary to the Villain

Annual Appeal

- The Annual Appeal mailing was sent at the end of November
- As of 12/23/25, total gifts received: \$17,983.34. As of 12/19/24, we had received \$6,508
- A follow-up mailing is scheduled for March 2026 to encourage participation prior to the end of the fiscal year

Other News

- Phoenixville Public Library has been selected as the beneficiary for Kimberton Whole Foods' "Round Up at the Register" campaign in March 2026.



Circulation Report for December 2025

Circulation Department:

- Number of **checkouts** from Dec. 1 to Dec. 22: 13,900
 - * Including book locker stats
- Number of **check-ins** for Dec. 1 to Dec. 22: 12,412
- Number of **holds** placed for Dec. 1 to Dec. 22: 422
- Book locker has been acting up – working with D-Tech International
- Met with circulation assistant regarding job performance – December 22nd

Volunteers:

- **Total Amount of Volunteer Hours for Dec. 1 to Dec. 22: 89.5**
- Total Amount of Volunteer Hours through fiscal year: 603
- Will begin planning annual volunteer luncheon in the new year

Library Card Sign-ups:

- **Total Amount of Patron Applications for Dec. 1 to Dec. 22: 85**

Interlibrary Loans:

- Number of Interlibrary Loans requested for Dec. 1 to Dec. 22: 13
- Number of Interlibrary Loans requested in fiscal year: 183
- Number of Interlibrary Loans filled in Dec. 1 to Dec. 22: 5
- Number of Interlibrary Loans filled in fiscal year: 17

Meetings/Events:

- Staff Appreciation Dinner – December 10th
- Meeting with Lara – December 18th
- Meeting with Lara & staff member – December 22nd

Continuing Education:

- Creating a list of continuing education resources for circulation assistant regarding communication

Additional Updates:

- Staff are interested in doing a craft night – they will meet with each other and work on crafts
 - Planning this after the holiday season
- Circulation staff greatly appreciated their holiday hat gift! Thank you!

Respectfully Submitted,

Christine Wrage

Circulation Manager & Volunteer Coordinator

December 2025

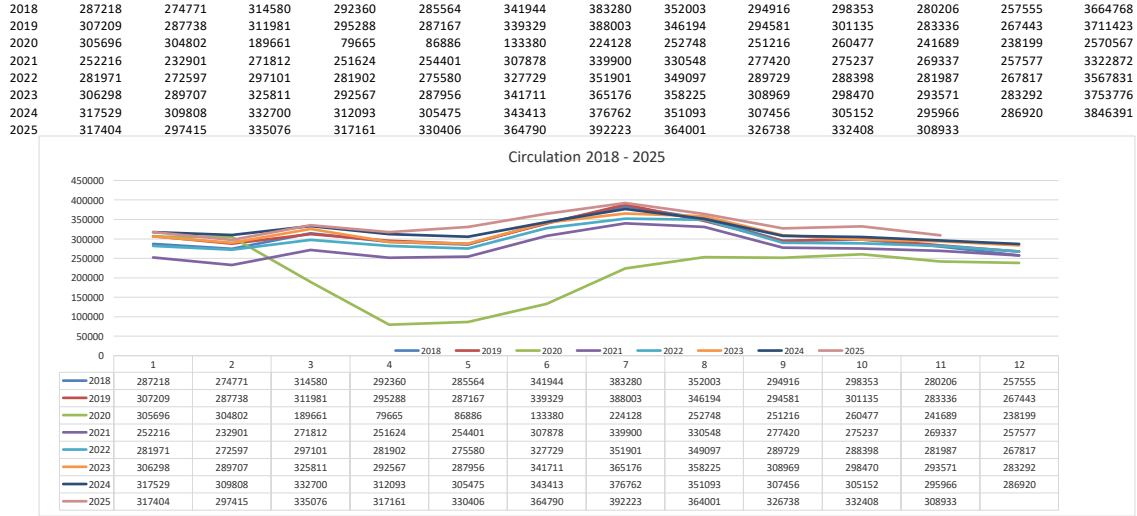
Circulation Comparisons 2025		January	February	March	April	May	June	July	August	September	October	November	December	Total	
ATGLEN	2018	2282	2322	2412	2312	2196	3385	3595	2825	2046	2451	2294	2127	30247	6.88%
	2019	2846	2239	2568	2454	2372	2789	3065	2599	2160	2150	2642	2015	29899	-1.15%
	2020	2560	2548	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	4144	3677			
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	9589			
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	132210			
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	3047			
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	5087			
DOWNTOWN	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	15626			
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	26610			
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	7189			

		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	18708				
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	7194				
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	8293				
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	6193				
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	24292				
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	2872				
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	28080				
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	10267				

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	308933		3686555

		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%	8.20%	4.20%		

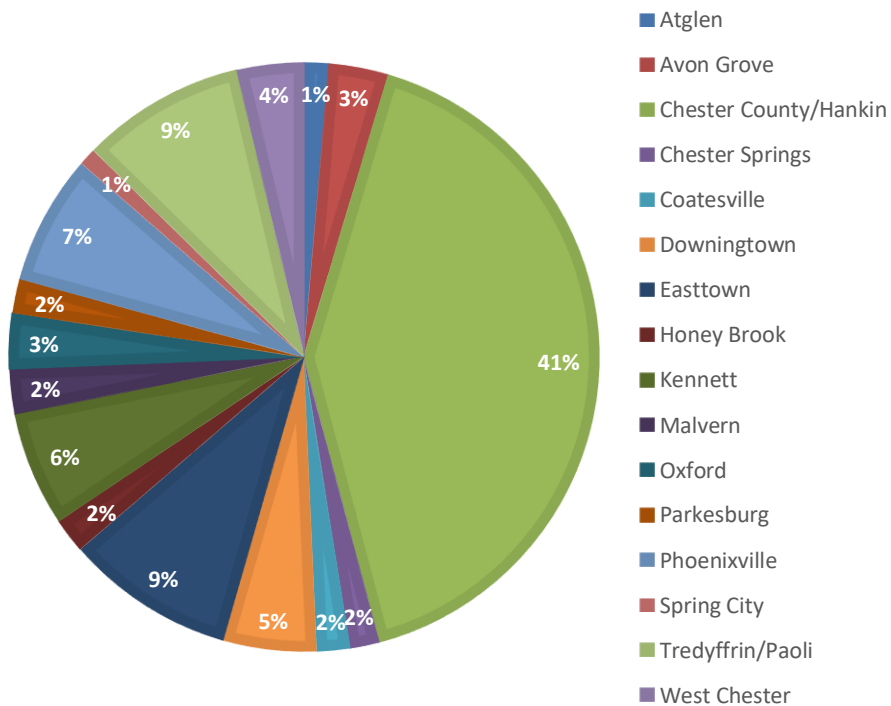
YTD2023		306298	289707	325811	292567	287956	341711	365176	357225	308969	298470	293571	283292	3750753	YTD 3.96%
YTD2024		317529	308808	332700	312093	305475	343413	376762	351093	307456	305152	295966	286920	3843367	2.41%
YTD2025		317404	297415	335076	317161	330406	364190	392223	364001	326738	332408	308933		3685955	



November 2025 Circulation

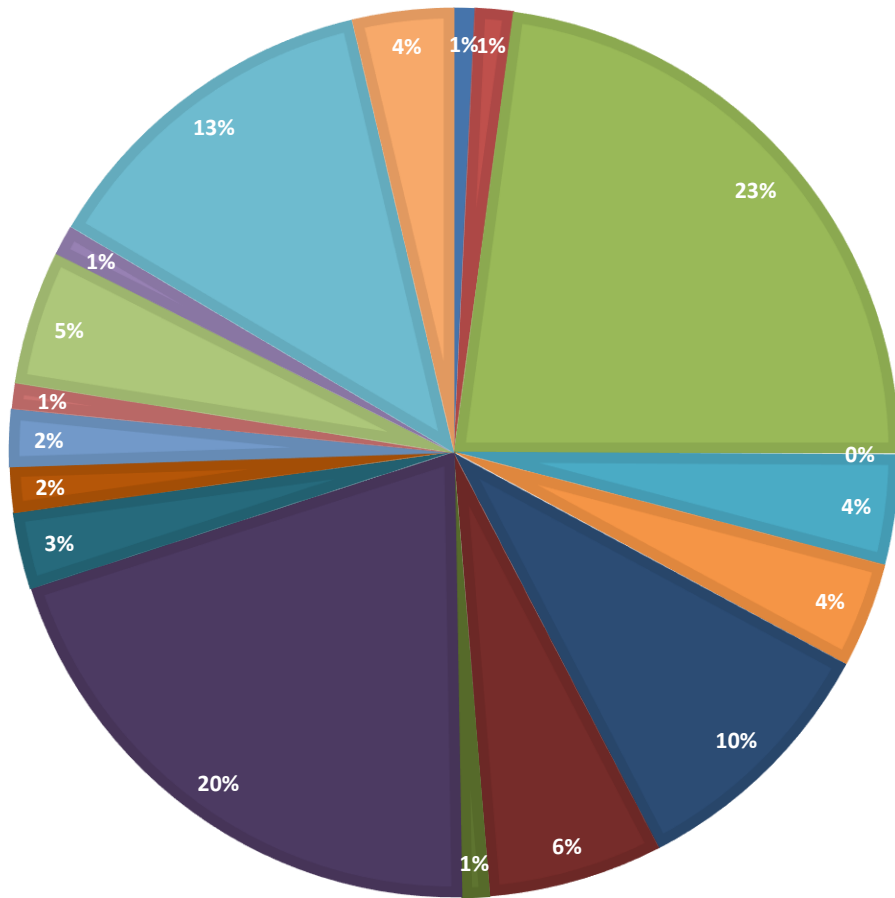
	Sierra	OverDrive	Total
Atglen	2492	1185	3677
Avon Grove	7582	2007	9589
Chester County/Hankin	84210	48000	132210
Chester Springs	5	3042	3047
Coatesville	3336	1751	5087
Downingtown	12274	3352	15626
Easttown	14453	12157	26610
Honey Brook	6314	875	7189
Kennett	11108	7600	18708
Malvern	5892	1302	7194
Oxford	6041	2252	8293
Parkesburg	4517	1676	6193
Phoenixville	13821	10471	24292
Spring City	2434	438	2872
Tredyffrin/Paoli	19765	8315	28080
West Chester	7951	2316	10267
TOTAL	202195	106738	308933

PERCENTAGE DISTRIBUTION



November 2025 Computer Usage (Sessions)

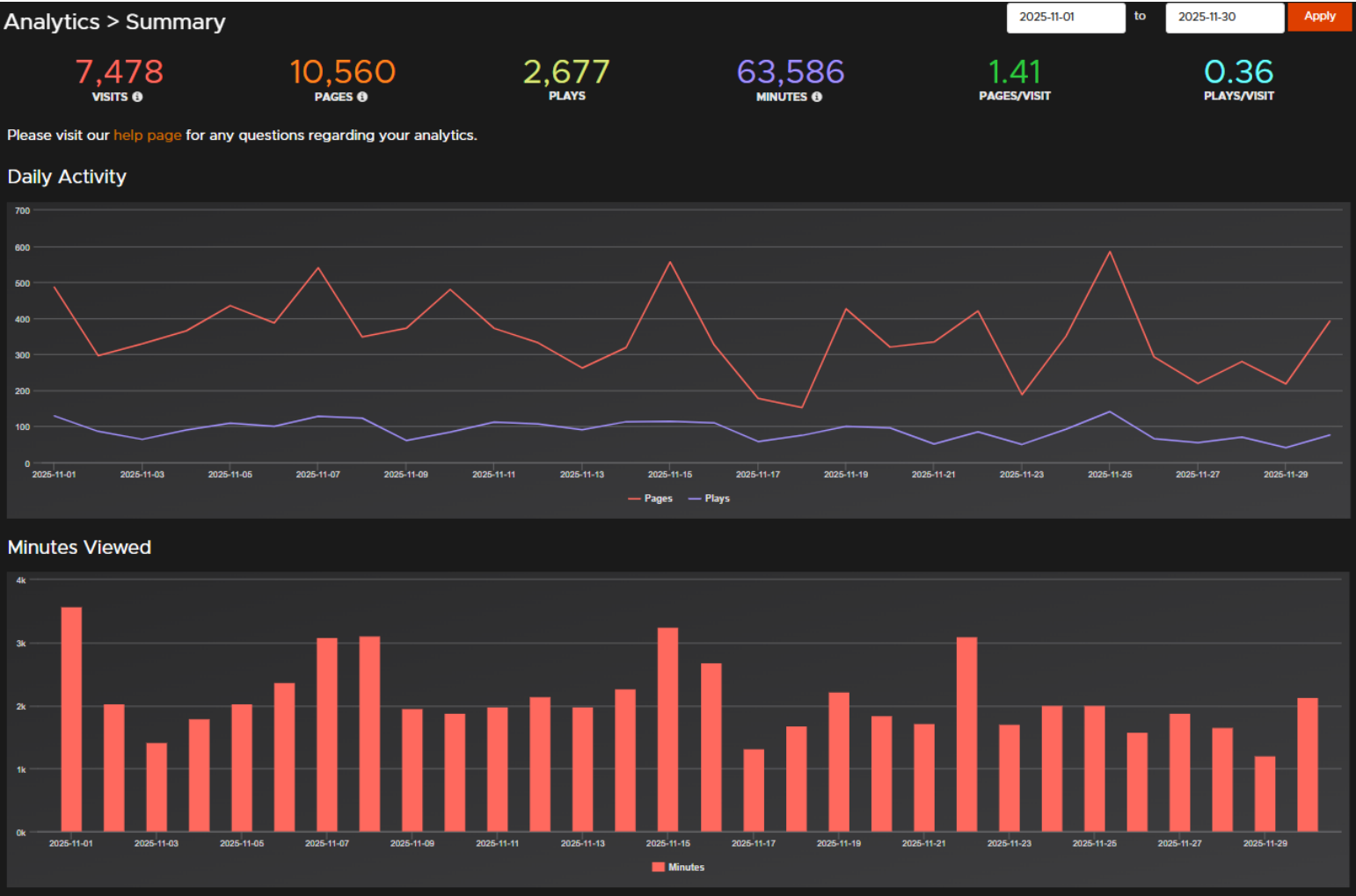
	Envisionware	Wireless	Total
Atglen	27	211	238
Avon Grove	206	400	606
Chester County	1245	6551	7796
Chester Springs	0	27	27
Coatesville	237	1138	1375
Downingtown	206	1091	1297
Easttown	491	2729	3220
Hankin	224	1811	2035
Honey Brook	119	290	409
Kennett	138	5818	5956
Malvern	132	801	933
Oxford	266	474	740
Paoli	135	596	731
Parkesburg	162	268	430
Phoenixville	391	1398	1789
Spring City	128	316	444
Tredyffrin	387	3672	4059
West Chester		1059	1059
TOTAL	4494	28650	33144



■ 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

November 2025

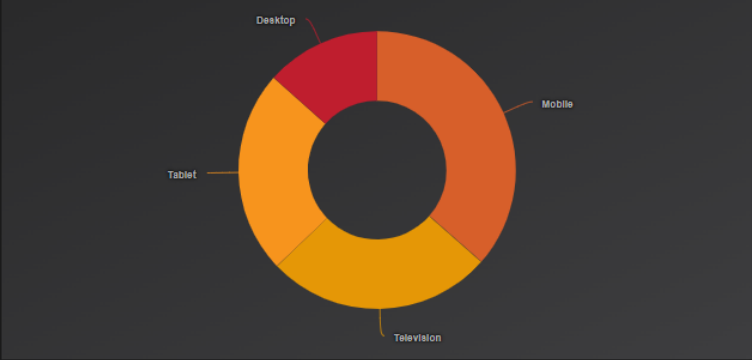


Total Users in November: 344

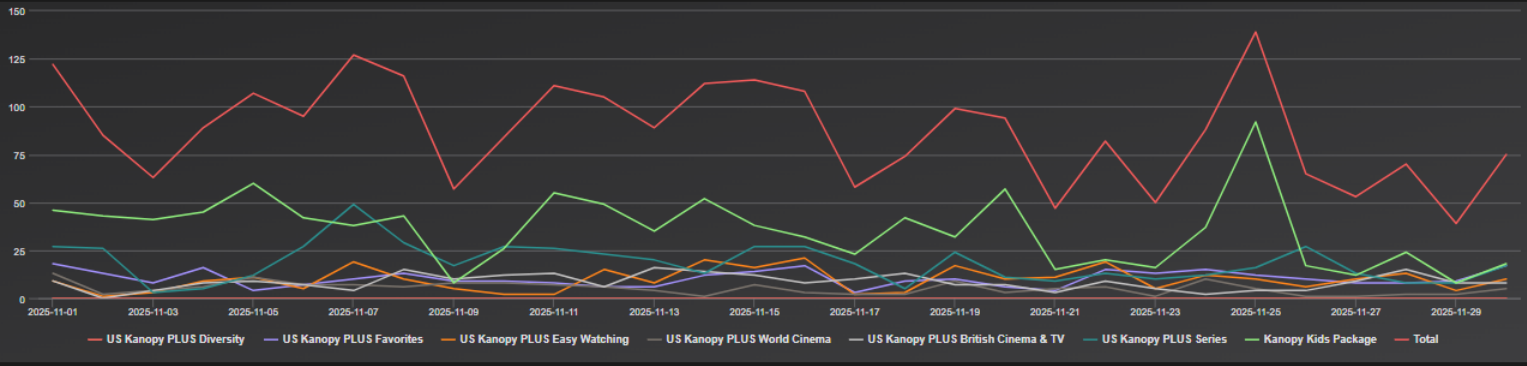
Top 10 Videos

Rank	Kanopy ID	Video Title	Supplier	Pages	Plays	Mins
1	13808030	Hurray for Huckle	WildBrain	115	102	1059.78
2	11667762	Ultimate Guide to the Presidents	The History® Channel	136	100	2596.02
3	6527844	Stash Short Film Festival: Comedy	Stash Media	134	80	283.90
4	15880859	The Jetty	BBC Studios	196	71	2979.37
5	14359994	Supertato	BBC Studios	55	39	221.65
6	16118833	Potato Pants	Weston Woods	69	33	262.78
7	15440646	Work It Out Wombats: S1	PBS	49	31	451.75
8	15650808	JPL and the Space Age	NASA	110	31	1029.37
9	13694710	T-Rex Ranch	Moonbug Entertainment	43	31	238.25
10	13695202	Death in Paradise: S1	BBC Studios	47	27	1037.68

Plays by Device



Subscription Package stats



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	2,072.06		2,072.06	
412.6.2 Restricted - Unsolicited Memorial Gifts - Adult	500.00		500.00	
412.6.3 Target Donors/Annual Appeal	31,867.28	50,000.00	-18,132.72	63.73 %
412.6.4 Restricted - General		3,000.00	-3,000.00	
412.6.5 Restricted - Children	574.12	3,000.00	-2,425.88	19.14 %
Total 412.6 Individual Giving	35,013.46	56,000.00	-20,986.54	62.52 %
412.7 Corporate Engagement				
412.7.1 Third Party Fundraising	1,222.00	10,000.00	-10,000.00	
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	90,215.46	166,000.00	-75,784.54	54.35 %
420 Operations Income				
420.1 Fines	10,183.12	22,500.00	-12,316.88	45.26 %
420.1.9 Collection Agency Report Charge	216.00		216.00	
420.10 Notary Services	622.00	800.00	-178.00	77.75 %
420.2 Passport Applications	86,825.00	195,000.00	-108,175.00	44.53 %
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	1,277.53		1,277.53	
420.4.2 PA Sales Tax	-5.96		-5.96	
Total 420.4 Items Sold	1,271.57	2,800.00	-1,528.43	45.41 %
420.5 Lost Books	1,039.18	3,000.00	-1,960.82	34.64 %
420.6 Other (Copier, etc.)	93.65	5,000.00	-4,906.35	1.87 %
420.6.1 Library Income	3,159.47		3,159.47	

Phoenixville Public Library

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

July 2025 - June 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
420.6.2 PA Sales Tax	2.29		2.29	
Total 420.6 Other (Copier, etc.)	3,255.41	5,000.00	-1,744.59	65.11 %
420.7 Rentals/Community Room	150.00		150.00	
420.8 Rentals/Collection		900.00	-900.00	
420.8.1 Library Income	573.65		573.65	
420.8.2 PA Sales Tax	-5.36		-5.36	
Total 420.8 Rentals/Collection	568.29	900.00	-331.71	63.14 %
420.9 Hot Spots		3,000.00	-3,000.00	
420.9.1 Library Income	697.48		697.48	
420.9.2 PA Sales Tax	-7.87		-7.87	
Total 420.9 Hot Spots	689.61	3,000.00	-2,310.39	22.99 %
Total 420 Operations Income	113,721.23	240,000.00	-126,278.77	47.38 %
Total Income	\$659,945.29	\$1,273,801.00	\$ -613,855.71	51.81 %
GROSS PROFIT	\$659,945.29	\$1,273,801.00	\$ -613,855.71	51.81 %
Expenses				
500 Adult Library				
500.1 Books				
500.1.1 Physical Books	15,810.12	37,000.00	-21,189.88	42.73 %
500.1.2 E-Materials	11,366.19	18,205.00	-6,838.81	62.43 %
500.1.3 Overdrive Holds Manager	9,953.84	27,958.00	-18,004.16	35.60 %
500.1.6 ARPA Adult e-materials	1,811.08		1,811.08	
500.1.7 Flipster		650.00	-650.00	
Total 500.1 Books	38,941.23	83,813.00	-44,871.77	46.46 %
500.1.11 Library of Things	779.24	2,750.00	-1,970.76	28.34 %
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	2,600.00	5,500.00	-2,900.00	47.27 %
500.15 Mobile Hotspots	2,328.62	4,500.00	-2,171.38	51.75 %
500.2 Magazines & Newspapers	2,766.95	6,000.00	-3,233.05	46.12 %
500.3 Audios	2,606.94	5,000.00	-2,393.06	52.14 %
500.4 Videos	1,451.72	4,000.00	-2,548.28	36.29 %
500.5 Software	384.82	600.00	-215.18	64.14 %
500.6 Reference	366.12		366.12	
500.7 Programs - Adult	2,316.78	5,000.00	-2,683.22	46.34 %
500.8 Program Supplies - Adult	301.95	1,500.00	-1,198.05	20.13 %
Total 500 Adult Library	55,081.36	119,463.00	-64,381.64	46.11 %
510 Youth Library				
510.1 Books				
510.1.1 Physical Books	8,807.51	20,000.00	-11,192.49	44.04 %
510.1.2 E-Materials	5,722.01	9,753.00	-4,030.99	58.67 %
510.1.3 ARPA Children e-materials	950.40		950.40	
Total 510.1 Books	16,066.83	29,753.00	-13,686.17	54.00 %

Phoenixville Public Library

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

July 2025 - June 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
510.13 Young Adult - All	1,819.64	4,000.00	-2,180.36	45.49 %
510.14 Programs - Young Adults		750.00	-750.00	
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	1,090.29	2,000.00	-909.71	54.51 %
510.5 Software	925.52	1,000.00	-74.48	92.55 %
510.7 Programs - Children	2,000.00	4,750.00	-2,750.00	42.11 %
510.8 Program Supplies - Children	512.33	1,750.00	-1,237.67	29.28 %
Total 510 Youth Library	23,944.96	47,203.00	-23,258.04	50.73 %
520 Development Expense				
520.1 Annual Appeal		5,000.00	-5,000.00	
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	18,023.35	29,488.00	-11,464.65	61.12 %
530 Administration				
530.1 General	241.61		241.61	
530.1.1 Audit/Form 990	3,000.00	8,300.00	-5,300.00	36.14 %
530.1.2 Library Board Expenses	3,429.92	2,500.00	929.92	137.20 %
530.1.3 Staff Development/Memberships	2,298.54	3,648.00	-1,349.46	63.01 %
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	1,809.93	3,501.00	-1,691.07	51.70 %
530.1.9 Miscellaneous/Collection Agency Report Charge	262.00		262.00	
Total 530.1 General	14,334.69	27,949.00	-13,614.31	51.29 %
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	3,015.10	5,000.00	-1,984.90	60.30 %
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	11,724.44	29,540.00	-17,815.56	39.69 %
550 Computer Expense				
550.2 Hardware	66.97	750.00	-683.03	8.93 %
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	3,587.07	7,000.00	-3,412.93	51.24 %
560 Other Supplies and Expense				
560.1 Collection Maintenance	1,163.63	4,000.00	-2,836.37	29.09 %

Phoenixville Public Library

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

July 2025 - June 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
560.2 Library	2,736.03	5,000.00	-2,263.97	54.72 %
560.3 Office	1,006.77	5,000.00	-3,993.23	20.14 %
560.4 Postage	5,616.00	8,500.00	-2,884.00	66.07 %
560.6 Passport Supplies	1,607.68	2,000.00	-392.32	80.38 %
Total 560 Other Supplies and Expense	12,130.11	24,500.00	-12,369.89	49.51 %
570 Equipment Leasing/Rental	2,926.97	6,000.00	-3,073.03	48.78 %
580 Buildings & Grounds	21.71		21.71	
580.1 Maintenance				
580.1.2 Grounds	161.00	500.00	-339.00	32.20 %
Total 580.1 Maintenance	161.00	500.00	-339.00	32.20 %
580.5 Janitorial Expense	48.45		48.45	
580.5.1 Service	14,625.00	25,000.00	-10,375.00	58.50 %
580.5.2 Supplies	1,116.76	4,000.00	-2,883.24	27.92 %
Total 580.5 Janitorial Expense	15,790.21	29,000.00	-13,209.79	54.45 %
Total 580 Buildings & Grounds	15,972.92	29,500.00	-13,527.08	54.15 %
Total 530 Administration	60,676.20	124,489.00	-63,812.80	48.74 %
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	\$536,562.83	\$1,274,451.00	\$ -737,888.17	42.10 %
NET OPERATING INCOME	\$123,382.46	\$ -650.00	\$124,032.46	-18,981.92 %
Other Expenses				
750 Non-Operating Expense				
750.1 Furniture, etc.	4,746.43		4,746.43	
750.8 Other	0.00		0.00	
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	\$118,636.03	\$ -650.00	\$119,286.03	-18,251.70 %

Balance Sheet Comparison

Phoenixville Public Library

As of December 23, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	AS OF DECEMBER 23, 2025	AS OF DECEMBER 23, 2024 (PY)
Assets		
Current Assets		
Bank Accounts		
100 Phoenixville Federal Savings #1	\$0.00	\$0.00
100.1 Operating Checking (040016792)	53,725.90	34,241.86
100.2 Operating Money Market (45001815)	98,788.17	173,692.02
100.3 Operating Credit Card Receipts (110030095)	10,911.52	2,201.44
100.5 Certificate of Deposit (61513)	22,610.84	22,100.60
100.6 Certificate of Deposit (61514)	23,119.64	22,597.93
100.7 Certificate of Deposit (59971)	36,249.17	35,302.44
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	\$245,405.24	\$290,136.29
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	399,310.35
Total for 101 StoneCastle/Cantor	\$659,003.61	\$597,986.31
105 Petty Cash	\$266.71	\$121.37
105.6 Paypal	-40.00	-40.00
Total for 105 Petty Cash	\$226.71	\$81.37
106 Circulation Cash	399.20	399.20
Total for Bank Accounts	\$905,034.76	\$888,603.17
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	\$905,487.76	\$889,056.17

Balance Sheet Comparison

Phoenixville Public Library

As of December 23, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	AS OF DECEMBER 23, 2025	AS OF DECEMBER 23, 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	4,335.50
150.8 Furniture & Fixtures	2,487.78	1,992.78
Total for 150 General Fixed Assets	\$6,928.96	\$6,328.36
Total for Fixed Assets	\$6,928.96	\$6,328.36
Other Assets		
Total for Assets	\$912,416.72	\$895,384.53
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable		
201 Accounts Payable	14,226.79	16,857.94
220 Credit Card Payables	200.00	200.00
Total for Accounts Payable	\$14,426.79	\$17,057.94
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	\$87,239.03	\$89,870.18
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	\$87,239.03	\$89,870.18

Balance Sheet Comparison

Phoenixville Public Library

As of December 23, 2025

DISTRIBUTION ACCOUNT	TOTAL	
	AS OF DECEMBER 23, 2025	AS OF DECEMBER 23, 2024 (PY)
Equity		
319 Net Assets	645,281.87	781,969.26
Net Income	119,526.92	-36,823.81
300 Opening Bal Equity	60,368.66	60,368.66
310 Contributed Capital	0.24	0.24
Total for Equity	\$825,177.69	\$805,514.35
Total for Liabilities and Equity	\$912,416.72	\$895,384.53

125 YEARS OF STORIES

A Yearlong Celebration of the
Phoenixville Library Building (1901 –
2026)

Overview for January Board Meeting

Purpose

For 125 years, the Phoenixville Public Library building has stood at the heart of our community as place where neighbors learn, gather, and grow together.

This campaign, 125 Years of Stories, honors that legacy while building toward the future. It invites our community to celebrate the Carnegie building that has housed countless memories and to invest in the next chapter of its story.

Unrestricted funds raised through this year-long effort will sustain core operations, modernize technology, expand public programming, and preserve our historic facility for generations to come.

Campaign Objectives

Financial

Raise \$125,000 in unrestricted funds through individual gifts, monthly donors, and sponsorships.
Enroll 15 new monthly donors giving \$12.50 per month.

Engagement

Collect 125 community stories to feature throughout the year (in building and online).
Achieve consistent social media engagement (+25 % growth)
Re-engage lapsed donors and volunteers through nostalgia -based storytelling.

Awareness

Reinforce the library as a trusted community hub and historic landmark.
Position the campaign as a model for heritage -based fundraising in our region.

Fundraising Strategies

Robust Social Media Plan

Monthly Email campaign

integration with regular fundraising strategies such as annual appeal

Local Business partnerships and sponsorships

Micro -Events and Engagements

Metrics of Success

Financial \$125,000 raised CRM reports (Salsa)

Monthly Donors 15 recurring supporters Recurring gift tracking

Community Stories Collected 125 stories submitted Submissions via forms + story wall cards

Social Engagement +25 % increase year-over-year

Public Visibility Media mentions in ≥ 2 regional outlets

Brand Voice

Purpose: Keep all writing consistent no matter who creates the content.

Voice personality: warm · grateful · story -driven · neighborly · hopeful.

Tone spectrum:

Inspiration → for appeals and storytelling posts

Celebration → for events and milestones

Stewardship → for thank-yous

Writing rules:

Use “we” and “you” language (never institutional or bureaucratic).

Emphasize shared ownership (“Your library,” “Our community”).

Lead with emotion, end with invitation.

Monthly Giving

Purpose : Build sustainable, unrestricted revenue through small, automatic gifts .

Program Branding :

“Become a Chapter Sponsor - Give \$1250 a month in honor of our 125th anniversary .”

Messaging Highlights :

\$1250/month = just 40 ¢ a day to support your community library .

Every New monthly donor will receive a thank you letter with “Chapter Sponsor” Bookmark

Recruitment Strategy :

Promote monthly giving at events and in all appeals .

Offer “Join Today” QR codes on posters, table tents



Annual Appeal

We will integrate the campaign messaging into the existing Spring and Year-End Appeals, instead of adding new mailings .

This ensures consistent messaging, reduces print costs, and keeps donor communication streamlined .

Micro Events/Engagements

Micro engagements should: Take ≤ 3 staff hours to plan. Use existing materials and volunteers. Feature an opportunity to engage or give

Examples/ideas :

Library Trivia Night “Do You Know Your Library?” : small admission fee, small prizes (library swag)

Story Booth Weekend Set up a tablet or phone tripod for patrons to record 60-second library memories .

Behind the Shelves Tour Exclusive thank -you event for major donors $\geq \$1,250$

In Progress :

Birthday Fundraising Day at Gemelli's - Date TBD (Thursday in summer)

Wine, Wit & Wisdom Grand Finale Tie -In

Purpose : Tie the annual event into the 125th celebration and cap the year with a major giving push .

Short PowerPoint montage : “125 Years of Stories”, 125th branded signage, incorporate a Story Spotlight reading from one patron story in speeches

Messaging : Close any gap to reach the \$125K campaign target .

Digital Communications

Each month has: a theme, a featured story type, and a main call to action

Examples :

Jan: The First Chapter Launch -Historic kickoff & gratitude

Feb: Love Letters to the Library - Share your story Patron testimonials

Mar: If Walls Could Talk - Donate \$1250 Building history *March 9th is day Carnegie money was granted

Apr: Libraries Change Lives - Highlight impact Modern programs

May: 125 Acts of Kindness - Volunteer or give Community service

Jun: Halfway to Our Goal Mid-year update Progress + thanks

Story Collection

Stories to be shared on website, and social media and with staff (will request permission from patrons for story usage)

Lobby display and display at WWW 2026

Story Collection :

Patron Story Cards : printed templates for handwritten memories, available at circulation desks

Digital QR Code : links to online form for longer stories or those solicited through digital comms

Today's Board Ask

Share your story! - help us get the ball rolling

Why are you a board member?

How have you used and benefitted from the library?

What is one fond memory you have in this space?

Suggested length: 200 words