



Board of Trustees Meeting Agenda

March 2, 2026 5:00 p.m.

Location: Zoom

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

Mission: To provide 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 5 minutes
 - a. Audit Update-Lara Lorenzi 5 minutes
 - b. Development Office Updates- Chloe Tolman 5 minutes
 - c. Strategic Plan- Lara Lorenzi 10 minutes
 - d. Vacation Reminder- Lara Lorenzi 5 minutes
 - e. Other new business 5 minutes
- V. Old Business – Discussion Items
 - a. Passport Update- Lara Lorenzi 5 minutes
 - b. Other old business? 5 minutes

Public Comments on Meeting – Limit 3 minutes per person

VI. Executive Session

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

VII. Next Meeting: April 6, 2026- Zoom

VIII. – /Adjournment

PHOENIXVILLE PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
March 2, 2026

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

BOARD MEMBERS PRESENT

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

BOARD MEMBERS ABSENT

None

STAFF PRESENT

Lara Lorenzi, Executive Director
Chloe Tolman, Director of Development

CONSENT AGENDA

On motion made by Steve Hirsch, seconded by Jenn Echikson, and by unanimous vote thereafter, the Board approved the Consent Agenda items a. through h., consisting of: (i) the Minutes of the Board's Regular Monthly Meetings held February 2, 2026; (ii) the Director's Report; (iii) the Youth Services Report; (iv) the Adult Services Report; (v) the Development Report; (vi) the Circulation Report; (vi) Statistics; and (vii) Financial Statements for February 2026.

NEW BUSINESS

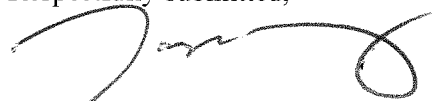
- Audit Update: Lara Lorenzi informed the Board that the auditor is still working on its audit, and that the Library's Form 990 was on extension. Ms. Lorenzi indicated that the Phoenixville Area School District is having a similar issue in having its audit completed. Ms. Lorenzi stressed the importance of the Form 990 for grant requests and similar outreach by the Library.
- Development Update: Chloe Tolman indicated the first round of Wine, Wit & Wisdom solicitation letters would be issued soon, which is earlier than prior years.
- Strategic Plan: Lara Lorenzi indicated a revised Strategic Plan for the Library is overdue, as is the Strategic Plan for the Chester County Library System, which in turn informs the Library's plan. Ms. Lorenzi suggested that in the meantime, Library Trustees could begin their work but posed the threshold question of whether to form a committee, have her come up with the initial draft or some combination thereof. Ms. Lorenzi concluded that she will provide a review synopsis at the April 2026 Library Board Meeting.
- Vacation Reminder: Lara Lorenzi reminded the Board she has plans to travel abroad at the end of March.

OLD BUSINESS

- Passport Update: Lara Lorenzi indicated she had no new information concerning the Library's ability to continue processing Passport applications.
- Masonry Work: Lauren Eustis indicated an expectation that the stone mason will begin work in mid-March.

Meeting was adjourned at 5:25 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'Lara Lorenzi', written over a horizontal line.



Report submitted by: Lara Lorenzi

March 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 was closed on Monday Feb. 16, 2026 for President's Day.
- The Library was closed on Monday Feb.23, 2026 due to weather.
- Vacation Update- I will be away on vacation starting March 26th and I'll be back in the office on Monday April 6th. I will have Chloe Tolman put the board packet together for the April Board Meeting. While I'm away, Christine Nicholson-Wrage will be the person in charge. All department heads will be in charge of their department. I will be out of the county and I'm not sure if I will have access to my work email.
- Staff went through the conversion to ms365, it has been going well. There is a learning curve but staff are aware of trainings they can take to increase their knowledge on the new technology that we are using. We don't have access to teams just yet, that will be coming soon.
- Passport update: Non-profit libraries ceased passport operations on Friday Feb.13th, other libraries that have been asked for more information are getting their information one by one. One library was asked to cease operations by Feb 27th. As of this moment, we haven't heard from them regarding out status.
- Completed that State Annual report for review by out District Consultant. We will continue to update it as needed with consultation with the District Consultant. This is a report that I complete each year and our state aid is established from results for the system reports.

Personnel Updates:

- None at this time.

Foundation Update: None at this time.

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.
- PASD continues to replace lights throughout the library.

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

- December 2025:
 - E-books: 3,959
 - E-audio: 4,300
 - Total: 8,259
- January 2026
 - E-books: 4,174
 - E-audio: 4,647
 - Total: 8,821
- February 2026 (as of February 24, 2026-will update for next month's report)
 - E-books: 3,077
 - E-audio: 3,633
 - Total: 6,710

Book Locker:

- 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: 391 holds 314 check outs
- January 2026: 530 holds 490 check outs
- February 2026: 336 holds 277 check outs (as of February 24, 2026)

Door Count:

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.

December 2025: 6,770. This is a 1% decrease over this month last year.



January 2026: 7,585 This is a 3% decrease over this month last year.

February 2026: 6,051 as of February 24, 2026. (Will update for next months report.)

Chester County Library System Updates:

- We are now using ms365. The transition went smoothly. We are all just getting used to the new system of accessing files and email. As far as I can tell, things are working well.
- The Legislative Breakfast will take place on Friday May 8th at Exton Library 7:30am-9am. Please put a save the date on your calendar, invitations will be going out soon.
- The system is looking for a new Development Coordinator; I am on the selection committee for the position. We anticipate meeting the last week in Feb to discuss the candidates.
-

State Updates: None at this time.

Meetings/Trainings

- 2/2 Membership Agreement Committee Meeting
- 2/3 Community of Learning meeting
- 2/5 Rotary
- 2/6 Meeting with Renae Bierer (HCA)
Phone call with the auditor
- 2/10 District Librarians meeting
- 2/16 Library Closed- Holiday
- 2/17 CCLS Board Meeting
Audit Check-in
- 2/19 Lunch with Brittany Remington- library and pasd board info.
- 2/20 Meeting with Tegan Conner-Cole- youth services/staffing
- 2/23 Library Closed- Snow
- 2/26 Development Director Application Review committee meeting

Youth Services Report for February 2026 For March 2026 Board Meeting

Programming:

Programs held on January 29 to February 25 are listed below. The program schedule is shared in the library, on our event calendar, and listed in the newsletter along with the ability to enroll as required.

February Monthly Statistics:

Event Name	Total Occurrence	Total Student Attendance	Total Adult Attendance	Total Attendance
1-2-3 Learn With Me	6	75	69	144
Babies & Books	8	83	88	171
Barnstone Art on the Go	3	39	34	73
Nature's Little Explorers	1	13	12	25
Preschool Story Time	2	15	14	29
Preschool Ballet	1	16	12	28
Toddler Time	8	153	144	297
Family Movie Morning	1	11	9	20
In-Person Preschool Total	30	405	382	787
Elementary Age Events				
Stuffy Sleepover Drop Off	1	14	11	25
Stuffy Sleepover Pickup	1	17	13	30
STEAM Time: Valentines	1	4	2	6
Get Lucky with Lunar New Year	1	2	2	4
PASSIVE: Lunar New Year Craft Take & Make	1	13		13
Ages 6-11 Total	4	37	28	65
Total Events/Attendance	34	442	410	852
Teen Volunteers	0			
1000 Books Before Kindergarten	1			

Newsletter

The Children's Library Newsletter was sent 4 times between January 29 to February 25. Weekly newsletters were sent on Fridays that listed the next week's events. The newsletter was sent to an average of 907 subscribers and had an average 49% open rate.

Community Outreach & Partnerships

Event	Total Students	Total Adults	Total Reach
PACLC – Main Street	16	2	18
PACLC – Franklin Commons	31	4	35
Mom's House	7	4	11
Gingerbread House	16	2	18
Head start at TCHS Pickering	44	9	53
PASD Summer Camp Fair	33	29	62
Total: 1 on-site, 4 off-site	147	50	197

- 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 L. (LL).

- Tegan C. had an informal meeting with Molly O'Rourke-Friel, Professor at Ursinus about offering Children's Philosophy Programs in Spring.
- Tegan C. met with Lindsay F. informally regarding her field placement assignment.
- Tegan C. Attended Circulation Meeting on February 13.
- Tegan C. attended CCLS Youth Services Meeting (Virtually) February 3.

Collection Activities:

- Ordered:
 - Met with Corey Abrams of Abrams & Son about non-fiction ordering to bring collection more up-to-date and add high interest titles.
 - Ordered books from Follett January 29, February 3, and February 10.
 - DVD order from Amazon and Midwest on Feb 18.
- 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.
- Started to prep Tonies for circulation. Working with Maria. First 2 sets should be coming soon!
- Tested out making a Showcase in the catalog to go with Black History Month Bulletin Board.

Event Activities

- TC supported or ran the following events in January 2026:
 - Stuffy Sleepover Drop off and Pick up, with RK (February 6 & 7)
 - STEAM Time: Valentines (February 10)
 - Get Lucky with Lunar New Year (February 17)
 - Due to attendance, we turned one of the crafts into a Take & Make (Feb 21-25).
 - Tween/Teen Hour (February 24) – Cancelled due to illness
- Hosted Bilingual Babies & Books with MCHC (February 19)
- **Looking Ahead**
 - TC scheduled events for March 2026.
 - TC created March Story Time Calendars. Created a Kids & Teen Flyer for March.
 - Created SRC flyer. Preview taken to PASD Camp Fair.
 - Confirming Thrilling Thursday performers.
 - TC Scheduling summer events.
- **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).
 - Checked attendance of programs. Sent number of attendee updates to presenters as needed. Sent email reminders.
 - Sent February events to PASD Community Connections eblast.
 - Set up and tear down of room for programs.

Displays and Décor

- Shifted and tightened shelves as needed.
- Asked staff to help fill in displays as needed.
- Tegan:
 - Filled in displays as needed.
- Rachel updated display case to feature Valentine Themed books.

Trainings

- M365 trainings: CCLS & LinkedIn Learning.

Teen Services

- Brainstormed some programs and will review programs suggested by teens for school year.
- Brainstormed an option to have items at the desk for teens to borrow while in the library. In progress.

- Testing out crafts for future teen programs and/or passive teen programs. In progress.
- Focusing on scheduling Tween/Teen Summer sessions in summer.

Correspondence in February

- Used Slack to update staff on Youth Services information.
- Email correspondence with Outreach Schools regarding February visits, themes, and dates.
- Email correspondence with MCHC about bilingual story time.
- Email and phone correspondence with presenter for Lunar New Year event.
- Email correspondence with potential presenters for summer events.
- Email correspondence with Head Start teacher about library cards and books to borrow for classroom.
- Email correspondence with Delco Librarian regarding a Lunar New Year scavenger hunt that they ran.
- 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 schools for visits.
 - 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).
- Lindsay F is completing her MLS Fieldwork in the Youth Services Department from January to May.

Compliments

- Caregiver told TC that while they have a closer library to where they are located, they find this one to be more welcoming.
- Caregiver complimented our events, especially Barnstone Art.
- Caregivers and children were excited for Stuffy Sleepover. Some kids were super excited about what their stuff might get up to.

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

Attached: Children's Report

February 25, 2026

February 2026
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 (once a month Bilingual Storytime)
- Toddler Time
- Barnstone On The Go
- Preschool Ballet
- Preschool Yoga Class
- Nature's Little Explorers
- Stuffy Sleepover

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

- Animals (Lunar New Year Edition)
- Valentine's Day

Toddler Time

- Animals (Lunar New Year Edition)
- Valentine's Day
- Counting
- Birds

Babies & Books

- Animals (Lunar New Year Edition)
- Valentine's Day
- Counting (& Bilingual Books)

- Birds

Other Activities

- Put up a Black Joy Display in the Juvenile Reader's Section
- Put up a Valentine's Day/Love Display in the upstairs lobby
- Decorated the Children's Section for February

Patron Feedback

Over the past month, we have had 8 compliments on our programs.

February 2026
Adult Services Report
All statistics as of 2/25/26

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

- Attended Circulation Staff meeting, 2/13.
- Attended webinar "Responding to ICE at the Library: Real World Approaches" from Public Library Association, 2/24.

Upcoming Special Programs/Events

- "Wealth Confidence Series" with Liam McIntyre, Creative Capital Wealth Management Group, 3/5, 3/19 & 3/26.
- "Clean Slate & Expungement Workshop" with Deborah Steeves, Legal Aid of Southeastern PA, 3/9.
- "An Individual Guide to Personal Income Tax Planning" with Charles Wilfong, Wilfong Tax Service LLC, 3/10.
- "AARP Smart Driver 8-Hour Class", 3/12-13.
- "Local Authors Talk: Marguerite Herrmann Sexton & Patricia Herrmann Conroy: *12 Steps to Mindful Aging*", 3/16.
- "Women's History Month Zoom Presentation: Women's Work" with Kyle Einhorn, The New York Historical: Center for Women's History", 3/23.
- "A Visit with Martha Washington" with Carol Spacht, 3/30.
- "Local Author Event: Ivan Stiles: *Good, Bad, Verse*, 4/6.

Program/Event/Other Planning

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

February Computer Use/Checkout Statistics

Adult Internet Stations Individual Users	303
Adult Laptop Individual Users	107
Mobile Printing Orders	128
Mobile Hotspot Checkouts	9
Museum Pass Checkouts	120

February Passport Application Acceptance Statistics

Applications Accepted	314
Income	\$12,760.00

February Program Statistics

Program	Attendance
Phoenix Book Club	7
Fourth Wednesday Readers	12
Books on Tap	13
Words in Progress	8
Phoenixville Tech Group	86 (4 sessions)
Tech Help appointments	4
PA-MEDI Medicare Counseling appointments	0
VNA Personal Navigator Benefits Assistance appointments	1
2-1-1 Human Services Assistance appointments	0
Maternal & Child Health Consortium Family Benefits Assistance appointments	20
Legal Consultation Appointments	0
Sen. Katie Muth Mobile Office appointments	4
“Get Connected: Jumpstart Your Job Search” appointments	
Sahaja Yoga Meditation Class	34 (3 sessions)
ESL Conversation Group	20 (4 sessions)
Movies on Tap: Zoom Edition	6
Outreach: Senior Center Book Club	12
Movie Night: <i>Wicked: For Good</i> , 2/12	20
Afternoon at the Movies: <i>Hidden Figures</i> , 2/27	
“Eat Fresh Cooking Class”	27 (2 sessions)
“Nutrition for a Healthy Heart”, 2/2	22
“The Many Tastes of Cacao”, 2/5	21
“Freedom Songs: The Music of Black America”, 2/9	43
“Digital Literacy Class: Account Recovery”, 2/10	5
“AARP Smart Driver Refresher Class”, 2/13	5
“Painting Workshop for Adults”, 2/19	21
“‘Write Me’ Storytelling Workshop”, 2/20	6

Respectfully submitted,
Mark Pinto
Adult Services Director

March 2026

Development Report

Prepared by: Chloe Tolman, Director of Development

Meetings / Trainings

- Continued participation with Rotary
- Continued participation in Coffee and Connections through the Chamber
- Attended CCCF “Opening Doors to Planned Gifts: The Role of Estate Attorneys”

Wine, Wit & Wisdom: November 5, 2026

- Sponsorship and silent auction solicitation materials are scheduled to begin distribution on March 9

125 Years of Stories

- Received a Certificate of Special Recognition from Congresswoman Chrissy Houlahan in honor of the Library’s 125th Carnegie anniversary

Annual Appeal

- Spring appeal mailing is scheduled to go out this month

Community Partnerships

- Kimberton Whole Foods’ “Round Up at the Register” campaign is taking place throughout the month of March

Grants

- Erb Charitable Fund Grant- previously received this grant in 2023, which funded our Library of Things collection, applying to expand this

Circulation Report for February 2026

Circulation Department:

- Number of **checkouts** from Feb. 1st to Feb. 24th: 8,710
* Including book locker stats
- Number of **check-ins** for Feb. 1st to Feb. 24th: 8,493
- Number of **holds** placed for Feb. 1st to Feb. 24th: 277

Volunteers:

- **Total Amount of Volunteer Hours for Feb. 1st to Feb. 24th: 76.5**
- Total Amount of hours on fiscal year: 764.25
- Volunteer Luncheon Date – April 22nd

Library Card Sign-ups:

- **Total Amount of Patron Applications from Feb. 1st to Feb. 24th: 120**
- **Total Amount of Patron Applications Online: 29**

Interlibrary Loans:

- Number of Interlibrary Loans requested from Feb. 1st to Feb. 24th: 14
- Number of Interlibrary Loans filled from Feb. 1st to Feb. 24th: 1

Meetings/Events:

- Circulation Meeting – Feb. 13th
- Meeting with circulation assistant – Feb. 25th
- LibCal Meeting – March 3rd

Continuing Education:

- M365 Tutorial – Feb. 9th

Additional Updates:

- Vacation Day – Feb. 11th, Feb. 12th, March 16th

Respectfully Submitted,

Christine Wrage

Circulation Manager & Volunteer Coordinator

February 2026

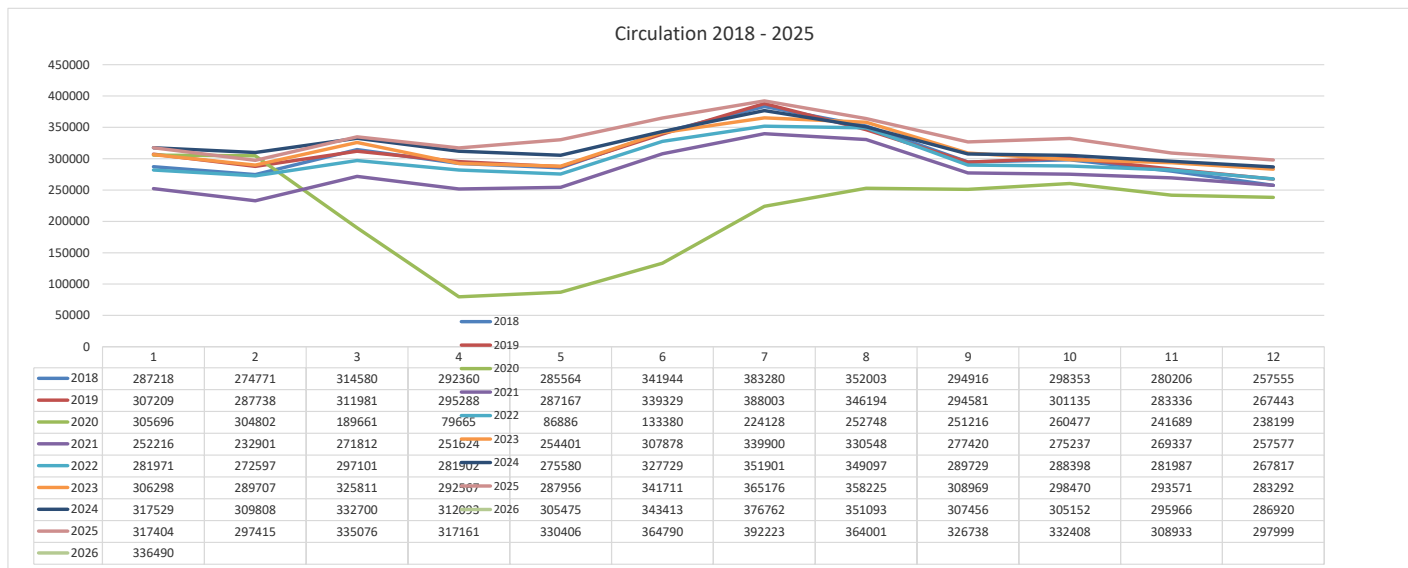
January 2026 Circulation			
	Sierra	OverDrive	Total
Atglen	2550	1376	3926
Avon Grove	7894	2331	10225
Chester County/Hankin	88882	55754	144636
Chester Springs	5	3533	3538
Coatesville	3542	2033	5575
Downingtown	13838	3893	17731
Easttown	15298	14121	29419
Honey Brook	7161	1017	8178
Kennett	12138	8827	20965
Malvern	6383	1513	7896
Oxford	6923	2616	9539
Parkesburg	3877	1947	5824
Phoenixville	13780	12163	25943
Spring City	2317	508	2825
Tredyffrin/Paoli	20054	9658	29712
West Chester	7867	2690	10557
TOTAL	212509	123981	336490

Circulation Comparisons 202		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	3143	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	3394	48400	9.50%
	2026	3926													
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	9139	127469	0.71%
	2026	10225													
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	128736	1705417	4.75%
	2026	144636													
CHESTER SPRING	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	3167	40778	-33.81%
	2026	3538													
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	4860	69562	5.83%
	2026	5575													
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	15626	14778	204427	6.07%
	2026	17731													
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	26120	340248	-1.76%
	2026	29419													
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	7035	86430	26.06%
	2026	8178													
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	18368	243142	-0.83%
	2026	20965													
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%

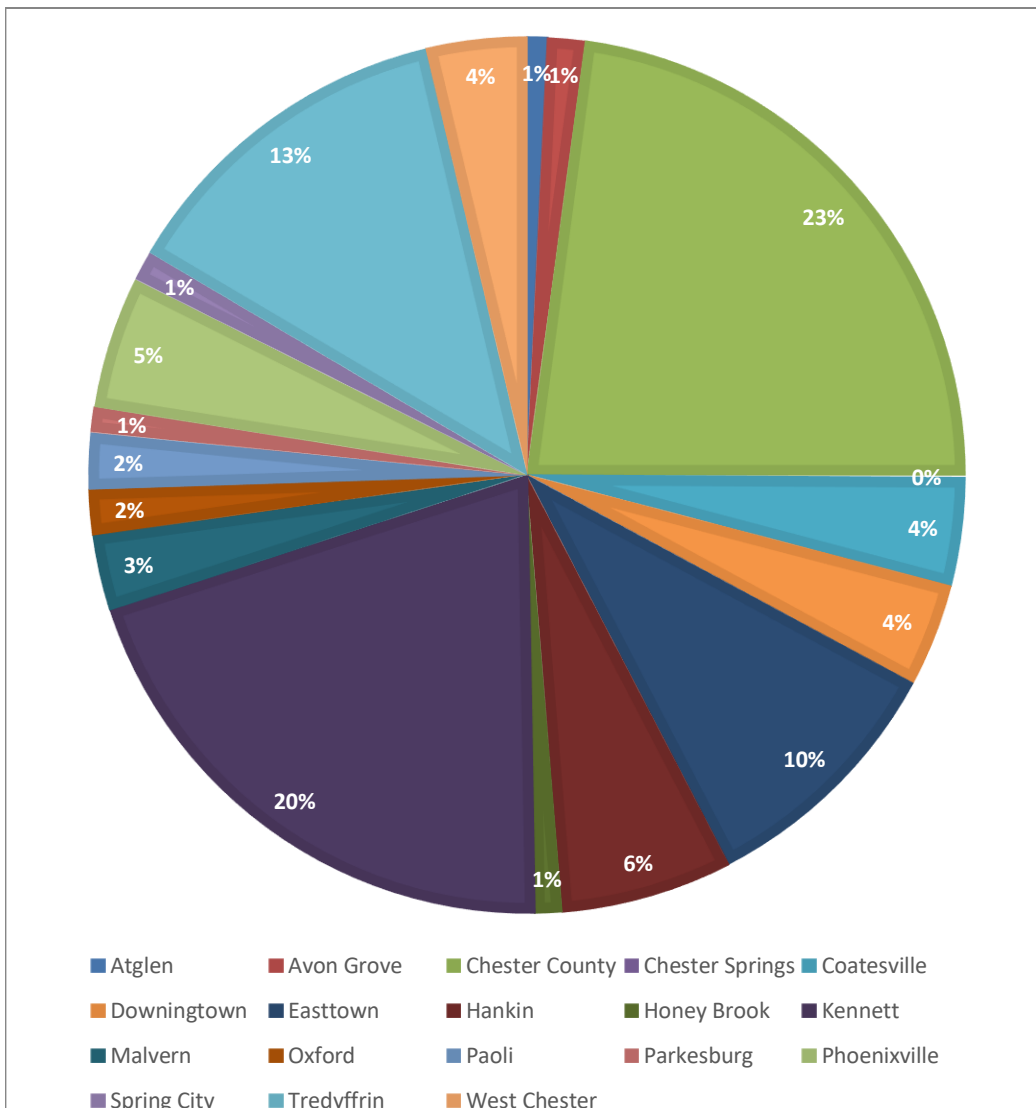
	2023	7056	7012	7876	6751	7159	8362	8892	8832	7432	6792	6610	6514	89288	4.25%
	2024	4855	5049	6319	6371	6859	7691	8887	8671	7896	7446	7184	7136	84364	-5.51%
	2025	7094	6827	7917	7512	7768	8636	9536	8907	7918	7592	7194	6978	93879	11.28%
	2026	7896													
OXFORD	2018	8922	8768	9747	9779	9012	11180	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	7862	113525	-4.68%
	2026	9539													
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	5422	74084	17.78%
	2026	5824													
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	23200	303121	14.12%
	2026	25943													
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	2545	38038	1.71%
	2026	2825													
TREDYFFRIN/PAC	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	26826	358699	1.10%
	2026	29712													
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	10699	12891	14687	13517	11384	11641	10267	9529	137295	-2.04%
	2026	10557													
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	-0.60%
	2011	321538	312861	355908	319915	309108	386003	411359	405555	327730	316272	318126	287588	4071963	-0.76%
	2012	331201	327004	351807	319127	307838	383042	421728	376945	303187	312090	312984	271283	4018236	-1.34%
	2013	322760	310288	335590	312997	308489	366229	433261	379949	303346	316223	298777	269065	3956974	-1.55%
	2014	303205	282462	330326	299557	296856	347702	411539	361843	317450	294446	285698	274294	3805378	-3.98%
	2015	309020	291129	317277	289670	278038	361649	394319	361008	303319	299507	287243	271629	3763808	-1.09%
	2016	297683	299386	311959	295526	290048	358040	375734	359101	293046	288026	278320	260038	3706907	-1.51%
	2017	294812	276103	322125	291011	292474	344982	373740	351907	290713	294512	281047	249729	3663155	-1.18%
	2018	287218	274771	314580	292360	285564	341944	383280	352003	294916	298353	280206	257555	3662750	-0.01%
	2019	307209	287738	311981	295288	287167	339329	388003	346194	294581	301135	283336	267443	3709404	1.27%
	2020	305696	304802	189661	79665	86886	133380	224128	252748	251216	260477	241689	238199	2568547	-30.76%
	2021	252216	232901	271812	251624	254401	307878	339900	330548	277420	275237	269337	257577	3320851	29.29%
	2022	281971	272597	297101	281902	275580	327729	351901	349097	289729	288398	281987	267817	3565809	7.38%
	2023	306298	289707	325811	292567	287956	341711	365176	357225	308969	298470	293571	283292	3750753	5.19%
	2024	317529	308808	332700	312093	305475	343413	376762	351093	307456	305152	295966	286920	3843367	2.47%
	2025	317404	297415	335076	317161	330406	364790	392223	364001	326738	332408	308933	297999	3984554	3.67%
	2026	336490													
2010 to 2009		January	February	March	April	May	June	July	August	September	October	November	December	Total	
	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%

[illegible]

January 2026 Computer Usage (Sessions)

	Envisionware	Wireless	Total
Atglen		245	245
Avon Grove	175	451	626
Chester County	1256	6399	7655
Chester Springs	0	0	0
Coatesville	209	985	1194
Downingtown	223	1072	1295
Easttown	554	2809	3363
Hankin	277	1999	2276
Honey Brook	159	292	451
Kennett		6169	6169
Malvern		705	705
Oxford	278	453	731
Paoli	127	533	660
Parkesburg	125	247	372
Phoenixville	495	1346	1841
Spring City	113	248	361
Tredyffrin	349	3267	3616
West Chester		866	866
TOTAL	4340	28086	32426



Balance Sheet Comparison

Phoenixville Public Library

As of February 26, 2026

DISTRIBUTION ACCOUNT	TOTAL	
	AS OF FEBRUARY 26, 2026	AS OF FEBRUARY 26, 2025 (PY)
Assets		
Current Assets		
Bank Accounts		
100 Phoenixville Federal Savings #1	\$0.00	\$0.00
100.1 Operating Checking (040016792)	65,799.99	74,298.18
100.2 Operating Money Market (45001815)	317,073.42	357,937.88
100.3 Operating Credit Card Receipts (110030095)	13,930.49	9,849.44
100.5 Certificate of Deposit (61513)	22,782.74	22,100.60
100.6 Certificate of Deposit (61514)	23,295.40	22,597.93
100.7 Certificate of Deposit (59971)	36,573.90	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	\$479,455.94	\$522,086.47
101 StoneCastle/Cantor		
101.1 StoneCastle/Cantor - Harrop Capital Funds (Restricted)	197,177.97	199,937.46
101.2 StoneCastle/Cantor - Operating (Unrestricted)	465,176.37	401,655.41
Total for 101 StoneCastle/Cantor	\$662,354.34	\$601,592.87
105 Petty Cash	\$266.71	\$432.12
105.6 Paypal	-40.00	-40.00
Total for 105 Petty Cash	\$226.71	\$392.12
106 Circulation Cash	399.20	399.20
Total for Bank Accounts	\$1,142,436.19	\$1,124,470.66
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	\$1,142,889.19	\$1,124,923.66

Balance Sheet Comparison

Phoenixville Public Library

As of February 26, 2026

DISTRIBUTION ACCOUNT	TOTAL	
	AS OF FEBRUARY 26, 2026	AS OF FEBRUARY 26, 2025 (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	\$1,149,818.15	\$1,131,252.02
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable		
201 Accounts Payable	17,592.14	15,275.05
220 Credit Card Payables	200.00	200.00
Total for Accounts Payable	\$17,792.14	\$15,475.05
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	\$90,604.38	\$88,287.29
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	\$90,604.38	\$88,287.29

Balance Sheet Comparison

Phoenixville Public Library

As of February 26, 2026

DISTRIBUTION ACCOUNT	TOTAL	
	AS OF FEBRUARY 26, 2026	AS OF FEBRUARY 26, 2025 (PY)
Equity		
319 Net Assets	645,281.87	781,969.26
Net Income	353,563.00	200,626.57
300 Opening Bal Equity	60,368.66	60,368.66
310 Contributed Capital	0.24	0.24
Total for Equity	\$1,059,213.77	\$1,042,964.73
Total for Liabilities and Equity	\$1,149,818.15	\$1,131,252.02

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.	607,257.00	607,257.00	0.00	100.00 %
400.2 Appropriation - County	77,361.84	102,341.00	-24,979.16	75.59 %
400.3 Appropriation - State	131,632.88	116,843.00	14,789.88	112.66 %
400.4 Appropriation - Charlestown Tws		5,500.00	-5,500.00	
400.5 Appropriation - Schuylkill Twp	9,000.00	8,600.00	400.00	104.65 %
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	825,251.72	867,801.00	-42,549.28	95.10 %
412 Development Income				
412.1 Grants	25,000.00	25,000.00	0.00	100.00 %
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	3,655.53		3,655.53	
412.6.2 Restricted - Unsolicited Memorial Gifts - Adult	500.00		500.00	
412.6.3 Target Donors/Annual Appeal	43,088.17	50,000.00	-6,911.83	86.18 %
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	47,817.82	56,000.00	-8,182.18	85.39 %
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	113,019.82	166,000.00	-52,980.18	68.08 %
420 Operations Income				
420.1 Fines	13,396.88	22,500.00	-9,103.12	59.54 %
420.1.9 Collection Agency Report Charge	241.00		241.00	
420.10 Notary Services	717.00	800.00	-83.00	89.63 %
420.2 Passport Applications	120,925.00	195,000.00	-74,075.00	62.01 %
420.3 Interest	13,175.21	7,000.00	6,175.21	188.22 %
420.4 Items Sold		2,800.00	-2,800.00	
420.4.1 Library Income	1,701.47		1,701.47	
420.4.2 PA Sales Tax	-7.92		-7.92	
Total 420.4 Items Sold	1,693.55	2,800.00	-1,106.45	60.48 %
420.5 Lost Books	1,279.96	3,000.00	-1,720.04	42.67 %
420.6 Other (Copier, etc.)	93.65	5,000.00	-4,906.35	1.87 %
420.6.1 Library Income	4,049.45		4,049.45	

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	-36.35		-36.35	
Total 420.6 Other (Copier, etc.)	4,106.75	5,000.00	-893.25	82.14 %
420.7 Rentals/Community Room	150.00		150.00	
420.8 Rentals/Collection		900.00	-900.00	
420.8.1 Library Income	776.93		776.93	
420.8.2 PA Sales Tax	-4.71		-4.71	
Total 420.8 Rentals/Collection	772.22	900.00	-127.78	85.80 %
420.9 Hot Spots		3,000.00	-3,000.00	
420.9.1 Library Income	789.60		789.60	
420.9.2 PA Sales Tax	-16.96		-16.96	
Total 420.9 Hot Spots	772.64	3,000.00	-2,227.36	25.75 %
Total 420 Operations Income	157,230.21	240,000.00	-82,769.79	65.51 %
Total Income	\$1,095,501.75	\$1,273,801.00	\$ -178,299.25	86.00 %
GROSS PROFIT	\$1,095,501.75	\$1,273,801.00	\$ -178,299.25	86.00 %
Expenses				
500 Adult Library				
500.1 Books				
500.1.1 Physical Books	21,393.49	37,000.00	-15,606.51	57.82 %
500.1.2 E-Materials	14,686.31	18,205.00	-3,518.69	80.67 %
500.1.3 Overdrive Holds Manager	11,578.66	27,958.00	-16,379.34	41.41 %
500.1.6 ARPA Adult e-materials	2,146.99		2,146.99	
500.1.7 Flipster		650.00	-650.00	
Total 500.1 Books	49,805.45	83,813.00	-34,007.55	59.42 %
500.1.11 Library of Things	794.22	2,750.00	-1,955.78	28.88 %
500.13 Professional Develop. Material	136.99	800.00	-663.01	17.12 %
500.14 Museum Passes	4,450.00	5,500.00	-1,050.00	80.91 %
500.15 Mobile Hotspots	682.22	4,500.00	-3,817.78	15.16 %
500.2 Magazines & Newspapers	4,444.95	6,000.00	-1,555.05	74.08 %
500.3 Audios	2,990.99	5,000.00	-2,009.01	59.82 %
500.4 Videos	2,149.39	4,000.00	-1,850.61	53.73 %
500.5 Software	460.31	600.00	-139.69	76.72 %
500.6 Reference	366.12		366.12	
500.7 Programs - Adult	3,171.78	5,000.00	-1,828.22	63.44 %
500.8 Program Supplies - Adult	392.31	1,500.00	-1,107.69	26.15 %
Total 500 Adult Library	69,844.73	119,463.00	-49,618.27	58.47 %
510 Youth Library				
510.1 Books				
510.1.1 Physical Books	15,050.80	20,000.00	-4,949.20	75.25 %
510.1.2 E-Materials	7,862.87	9,753.00	-1,890.13	80.62 %
510.1.3 ARPA Children e-materials	950.40		950.40	
Total 510.1 Books	24,477.31	29,753.00	-5,275.69	82.27 %
510.13 Young Adult - All	2,032.90	4,000.00	-1,967.10	50.82 %

Phoenixville Public Library

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

July 2025 - June 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
510.14 Programs - Young Adults	425.00	750.00	-325.00	56.67 %
510.15 Program Supplies - Young Adult	103.47	500.00	-396.53	20.69 %
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	2,045.00	4,750.00	-2,705.00	43.05 %
510.8 Program Supplies - Children	722.95	1,750.00	-1,027.05	41.31 %
Total 510 Youth Library	33,276.86	47,203.00	-13,926.14	70.50 %
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	3,372.77	2,500.00	872.77	134.91 %
530.1.3 Staff Development/Memberships	2,488.24	3,648.00	-1,159.76	68.21 %
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	10,046.76	8,000.00	2,046.76	125.58 %
530.1.8 Marketing and Website	3,541.94	3,501.00	40.94	101.17 %
530.1.9 Miscellaneous/Collection Agency Report Charge	287.00		287.00	
Total 530.1 General	20,362.32	27,949.00	-7,586.68	72.86 %
540 Utilities				
540.1 Electricity	10,487.38	18,500.00	-8,012.62	56.69 %
540.2 Gas	2,015.73	4,500.00	-2,484.27	44.79 %
540.3 Telephone	3,808.86	5,000.00	-1,191.14	76.18 %
540.4 Trash Collection	244.50	440.00	-195.50	55.57 %
540.5 Water & Sewer	568.22	1,100.00	-531.78	51.66 %
Total 540 Utilities	17,124.69	29,540.00	-12,415.31	57.97 %
550 Computer Expense				
550.2 Hardware	288.07	750.00	-461.93	38.41 %
550.4 Software	945.00	750.00	195.00	126.00 %
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	4,123.17	7,000.00	-2,876.83	58.90 %
560 Other Supplies and Expense				
560.1 Collection Maintenance	1,562.90	4,000.00	-2,437.10	39.07 %
560.2 Library	3,516.45	5,000.00	-1,483.55	70.33 %

Phoenixville Public Library

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

July 2025 - June 2026

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
560.3 Office	1,041.61	5,000.00	-3,958.39	20.83 %
560.4 Postage	8,701.58	8,500.00	201.58	102.37 %
560.6 Passport Supplies	2,071.62	2,000.00	71.62	103.58 %
Total 560 Other Supplies and Expense	16,894.16	24,500.00	-7,605.84	68.96 %
570 Equipment Leasing/Rental	4,400.00	6,000.00	-1,600.00	73.33 %
580 Buildings & Grounds	21.71		21.71	
580.1 Maintenance				
580.1.2 Grounds	4,565.50	500.00	4,065.50	913.10 %
Total 580.1 Maintenance	4,565.50	500.00	4,065.50	913.10 %
580.5 Janitorial Expense	48.45		48.45	
580.5.1 Service	19,125.00	25,000.00	-5,875.00	76.50 %
580.5.2 Supplies	1,225.12	4,000.00	-2,774.88	30.63 %
Total 580.5 Janitorial Expense	20,398.57	29,000.00	-8,601.43	70.34 %
580.7 Minor Improvements and Repairs	22.40		22.40	
Total 580 Buildings & Grounds	25,008.18	29,500.00	-4,491.82	84.77 %
Total 530 Administration	87,912.52	124,489.00	-36,576.48	70.62 %
610 Salaries & Benefits				
610.1 Salaries				
610.1.1 Full-Time	265,287.42	470,987.00	-205,699.58	56.33 %
610.1.2 Part-Time	104,888.21	178,586.00	-73,697.79	58.73 %
610.1.3 Passport Agents	15,288.58	35,131.00	-19,842.42	43.52 %
Total 610.1 Salaries	385,464.21	684,704.00	-299,239.79	56.30 %
610.2 Social Security Expense	13,943.28	26,282.00	-12,338.72	53.05 %
610.3 Employee Benefit Expense	57,501.71	128,766.00	-71,264.29	44.66 %
610.3.2 H.S.A. Contribution	7,000.00	9,000.00	-2,000.00	77.78 %
Total 610.3 Employee Benefit Expense	64,501.71	137,766.00	-73,264.29	46.82 %
610.4 Retirement Expense	64,075.66	105,056.00	-40,980.34	60.99 %
Total 610 Salaries & Benefits	527,984.86	953,808.00	-425,823.14	55.36 %
Total Expenses	\$737,042.32	\$1,274,451.00	\$ -537,408.68	57.83 %
NET OPERATING INCOME	\$358,459.43	\$ -650.00	\$359,109.43	-55,147.60 %
Other Expenses				
750 Non-Operating Expense				
750.1 Furniture, etc.	4,746.43		4,746.43	
750.8 Other	500.00		500.00	
Total 750 Non-Operating Expense	5,246.43		5,246.43	
Total Other Expenses	\$5,246.43	\$0.00	\$5,246.43	0.00%
NET OTHER INCOME	\$ -5,246.43	\$0.00	\$ -5,246.43	0.00%
NET INCOME	\$353,213.00	\$ -650.00	\$353,863.00	-54,340.46 %

Phoenixville Public Library 2016-2021 Strategic Plan

Mission Statement:

Provide access to information and services that address the educational, cultural and recreational needs of the community the library serves.

Values

Respect: We are committed through our actions and attitudes to value, support and respect all patrons and staff members.

Integrity: We strive to consistently adhere to sound principles and strong interpersonal values by serving the needs and demands of our community with commitment, integrity and excellence.

Stewardship: The PPL is a steward of information for our patrons, businesses and civic organizations, and the surrounding community.

Intellectual Freedom: We champion everyone's right to intellectual freedom, the right to receive and impart information and ideas through any media. We ensure open access and equal access to our shared information.

Innovation: We are constantly exploring new ways to provide services and materials that meet the needs of our community and more effective ways in which to provide these services.

Service Area

The Phoenixville Public Library serves the residents in the Phoenixville Borough, East Pikeland, Schuylkill and Charlestown Townships. These four service areas have a total population of 37,706. The library also serves the surrounding communities including Montgomery County.

Goal: Funding

Strengthen public funding and grow private funding to ensure the longevity of the library and its services

Key Objectives	• Establish a more financially sustainable business model for the library • Strengthen and implement role for PPL Foundation and PPL relative to private fundraising • Reinvigorate current civic and private foundation relationships • Develop new relationships with potential funders •
Strategic Initiative	• Lead local efforts to reduce operational expenses through efficiencies. 01/16, responsibility of the Executive Director • Coordinating between PPL Foundation and PPL Board on all facets of fundraising and special events. 01/16-12/21, responsibility of the Executive Director and Development Director • Across the board education on the nuances of private fundraising and the establishment of signature events. 01/16-12/21, responsibility of the Development Director • Hold cultivation events at least biannually, mail out informational packet about the library and its services (annual report), hold individual meetings with potential civic and private donors. 01/16-12/21, responsibility of the Development Director • Resolve working relationships between the PPL Library and the PPL Foundation 01/16, responsibility of the Executive Director and Development Director.
Success Measures	• % of money saved due to reducing operational expenses through efficiencies • # of joint meetings between PPL and PPL Foundation for fundraising purposes • Attendance at cultivation and fundraising events • # of private meetings held • Meeting or exceeding the development department annual budget objective of raising \$147,000 (15/16 budget) • Meeting or exceeding the operational revenue budget objective of \$132,900 (15/16 budget)

Goal: Marketing

Increase the visibility of the library and its services

Key Objectives	• Raise brand awareness, identity and loyalty of the PPL • Build capacity for library brand raising, marketing and communication activities • Increase communication with current and potential users and donors
Strategic Initiative	• Develop a communication/outreach plan and calendar for board members, staff, and volunteers to identify and communicate with service organizations, municipalities, PASD, businesses and non-profits to provide a presence at events, responsibility of Executive Director and Development Director. • Create an updated, current, user friendly community calendar of events, responsibility of Development Director, Adult and Youth Services Directors. • Create a general information packet for current and potential users, responsibility of Executive Director and Development Director. • Streamline electronic communication through use of dedicated software (ex. Constant Contact), responsibility of Executive Director, Development Director Adult and Youth Services Directors. • Complete the action items and goals set forth in the PPL Marketing Plan. This plan will be reviewed and updated annually, responsibility of Library Trustees, Executive Director and Development Director. • These initiatives will begin 1/16 and will be ongoing activities.
Success Measures	• An increase of print, online and social media coverage • Increase # of cardholders and users by 2% for each year of the strategic plan • # of events PPL representative attend locally • # of people opting in to receive electronic communications • Increase # of library hosted events, classes and trainings • Increase % of market penetration in target geographical areas using statistics and analytics on demand

Goal: Technology

To use forward thinking, accessible, assistive and integrative technology to enable all generations to advance their knowledge and develop their skills.

Key Objectives	• Improve and increase access to online library information and relevant digital content • Provide more meaningful and accessible program experiences • Enable community members to employ and develop skills in the creation of digital content • Give a customer survey to determine the technological advances our patrons and community feel would be meaningful and worthwhile for the library to invest in
Strategic Initiatives	• Advocate on the library system level for the purchase and implementation of streaming music and video services by 01/17, responsibility of Executive Director • Upgrade to a mobile-friendly, Spanish language optional library website by 6/16, responsibility of Executive Director • Purchase Envisionware's MobilePrint service for printing from non-library devices by 6/17, responsibility of Adult Services Director • Establish a Makerspace for community creation of digital content by 12/16, responsibility of Adult Services Director • Purchase and install a state-of-the-art, integrated, and ADA compliant audio and video system for Community Education Room by 12/18, responsibility of Adult Services Director • Expand and develop programs for children and teens to teach computer coding and robotics skills by 6/16, responsibility of the Adult Services and Youth Services Director
Success Measures	• Customer satisfaction surveys. • Website usage statistics. • Program attendance statistics. • Income from customer printing. • Electronic media circulation statistics.

Goal: Expanding Services to Underserved Populations

Commit the library to serving the largest geographic area and most diverse population possible.

Key Objectives	• Investigate providing library services in new ways by gaining a better understanding of underserved customer needs and information-seeking behaviors
-----------------------	--

	• Participate in community engagement initiatives including outreach to schools, fairs, hosting public lectures, and other educational events, continuing to support collaboration with other organizations with similar missions and goals. • Implement measures to address and resolve customers prevalent, recurring issues and suggestions; publicize resolved issues and successes. • Favor a greater focus on community engagement via outreach and pre-service strategies versus fixed referrals and self-referrals into library.
Strategic Initiatives	• Give a survey to help determine preferences that different groups have for the Library by 01/16, responsibility Executive Director, Development Director, Adult and Youth Services Directors • Create and offer courses to give direct, formal instruction in library use for all ages and Spanish speakers by 6/16, responsibility of the Adult and Youth Services Directors • Facilitate increased development of diverse collections/material acquisitions to reflect the population being served, featuring them prominently and frequently by 1/16, responsibility of the Adult and Youth Services Directors • Hire staff and volunteers that represent the community we serve by 1/16, responsibility of the Executive Director and Director of Circulation. • Solicit and establish a Young Adult Advisory Committee obliged to meet a few times a year to advise, counsel, and confer with library staff regarding teen materials and programs by 1/17, responsibility of Youth Services Director. • • Conduct library card sign-up campaigns at municipal/local facilities for the dependent (ex. nursing homes, homeless shelters) and arrange for follow-up visits to the library by 1/18, responsibility of Adult Services Director
Success Measures	• Increased attendance at programs • # circulation of materials • Customer satisfaction reports/survey • Diversity valued as an asset to library by paraprofessional ranks. • # of cultural competency and sensitivity training sessions incorporated into human relations and communication strategy programs, required of all staff and offered on an on-going basis.

Goal: Collaborating with PASD and Local Schools

To provide access to information and services to children of all ages by building on our strong foundation of collaboration with public and private schools in our service area.

Key Objectives	• Investigate partnership with PASD for joint purchasing, shared materials, and possibility of combine collections to better serve school age children • Collaborate with media specialists /school librarians • Expand services and programming to middle and high school students • Serve underserved children in the community • Advocate lifelong learning • Maintain and grow our strong foundation of early education services and programs
Initiatives	• Data share, attend meetings and planning session with PASD administration/staff and CBAC members for investigating shared resources and capabilities by 1/16, responsibility of Executive Director • The following initiatives are the responsibility of the Youth Services Director: • Offer assistance to teachers via circulation of materials, library tours, and research instruction by 01/16 • Provide curriculum and summer reading support by providing materials and special programming in the library and through outreach by 01/16 • Co-lead a school club that pertains to the mission of the library by 01/17 • Offer more young adult library programs on in-service, vacation, and early dismissal days by 01/16 • Offer specialized programs for children with low reading levels, at risk children, special needs, and homebound students to assist with school readiness, support and preparation by 01/18 • Presence at back to school open house nights, curriculum related events and assist at school literacy events by 01/16 • Co-host author visits with schools, family program nights with Parent/School Association in order to encourage lifelong learning by 01/18 • Continue early literacy, summer camp offerings, and outreach programs to prepare children for school; expand as possible by 01/16-12/21
Success Measures	• Circulation statistics of materials • Reference statistics • # of media specialists/school librarians and teachers who participate • # of school events attended • # of new patrons registered for library cards at events • Program attendance • Annual survey

Goal: Future Building Needs

Enhance the use of existing library space to better meet the needs of customers and employees while providing universal access to materials and resources.

Objectives	• Optimize space within existing facilities for staff and customers in regards to storage, reading, working, creating, gathering, and community activities. • Repurpose library space to create a special community place where customers may comfortably read and learn individually and in groups in a way that meets their needs. • Create an open floor plan and access within the library. • Maintain and enhance our community garden to create a more pleasing exterior appearance.
Initiatives	• Acquire new furniture and fixtures that are durable, allow for maximization of space, that can be reconfigured based on use and can be used by individuals or groups by 01/18, responsibility of Executive Director • Create a schedule and research plan to monitor use and wear of the furniture and materials by 01/16 responsibility of Executive Director • Determine the possible reconfiguration of shelving and collection locations to improve circulation of material and easy access to our materials and services that are used most frequently by patrons by 06/16, responsibility of Executive Director, Director of Circulation, Adult and Youth Services Directors • Research space and collection usage to determine the need for small group meeting spaces and for passport service appointments where privacy is required by 01/16, responsibility of Executive Director and Director of Circulation. • Reconfigure furniture and equipment to help create ease of flow within the building and easy access to all patrons based on ADA compliance standards for placement by 06/16, responsibility of Executive Director • <u>Create inviting and comfortable outdoor library space by 01/19, responsibility of Executive Director</u>
Success Measures	• Ratio of library space used for customer experience versus collections storage • Customer satisfaction via survey • Collection usage and circulation rates • Increased # of library cardholders and active users • Increased amount of operational revenue