Board of Trustees Meeting Agenda
July 6, 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 5 minutes

a. Introduction- New Board Members- Lauren Eustis	10 minutes
b. Introduction-Mileva Repasky- Lara Lorenzi	10 minutes
c. Slate of officers/vote- Lauren Eustis	5 minutes
d. Credit Card minimum charges- Lara Lorenzi	10 minutes
e. 2026-2027 Budget- Lara Lorenzi	15 minutes
f.	
g. Other new business	5 minutes

V. Old Business – Discussion Items

a. Masonry work update-Lauren Eustis	5 minutes
b. 125th Committee Update- Lauren Eustis	5 minutes
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: September 14, 2026- Zoom/Teams
VIII. – /Adjournment

PHOENIXVILLE PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
June 1, 2026

A Regular Meeting was called to order by Lauren Eustis at 5:01 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

CONSENT AGENDA
On motion made by Steve Hirsch, seconded Liz Carrabine, 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 Meeting held May 4, 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 May 2026.

NEW BUSINESS
- Funding from PASD: Lauren Eustis indicated she and Lara Lorenzi had attended a recent meeting of the Board of School Directors of the Phoenixville Area School District in order to make a funding request presentation. Ms. Eustis also indicated that she incorporated the letter previously sent by the Library into her presentation. Ms. Lorenzi suggested an unenthusiastic response to the presentation. Ms. Eustis rejoined indicating a huge number of pending requests before the School District this year, and concluded by informing the Library Board the current status of increased Library funding from the School District is unclear.
- Director of Development Update: Lara Lorenzi indicated the search continues. She recommended an increase to the advertised range of salary for the position. Steve Hirsch suggested that if the candidate pool doesn't increase soon, that would be worth considering; Ms. Lorenzi recommended removing the lower end of the range, and to have the job posting commence at Seventy-Five Thousand Dollars ($75,000.00).
- Municipal Meeting Update: Lauren Eustis informed the Board she had met with two Schuylkill Township representatives, who expressed appreciation for a 5-year plan of increased funding, to be considered by the Township Supervisors. Ms. Eustis then indicated that Phoenixville Borough will begin its budget discussions at the end of July. Ms. Eustis informed that Charlestown Township appeared in favor of an increased contribution. Finally, Ms. Eustis indicated that East Pikeland Township's intention was unclear at present.
- Phoenixville Community Health Foundation Update: Lara Lorenzi relayed that she had attended a strategic update session held by the organization. Ms. Loenzi indicated a change in focus announced with respect to impact awards, shifting to mental health, addiction, and the unhoused. Nonetheless. Ms. Lorenzi explained that the change does not apply to this current grant cycle. Ms. Lorenzi concluded by suggesting the Library already supports addressing these issues such that it may align with the shift in focus as implemented going forward.
- August Board Meeting: Lara Lorenzi reminded there won't be one.
- Grant from CCCF Jonas C, Marian D. & Robert H. Erb Charitable Fund: Lara Lorenzi indicated the surprise receipt of a grant in the amount of Seventy-Five

Thousand Dollars ($75,000.00) from this fund, and that she has reached out to the Chester County Community Foundation for information.

- Officers for 2026 – 2027: Lauren Eustis proposed the following slate of officers to be seated at the July 6, 2026 Regular Meeting of Library Directors: Liz Carrabine, President; Steve Hirsch, Vice President; Joe Koury, Secretary; and Lauren Eustis, Treasurer.

OLD BUSINESS

- Draft Budget: Lara Lorenzi discussed a draft balanced budget for 2026 – 2027 achieved by reducing hours of operation by six hours per week. The proposed reductions would occur Monday evening and Friday afternoon. Ms. Lorenzi indicated the grant from the Erb Fund, if for operations, would cover the shortfall entirely, with no reduction in hours. She indicated she will keep the Board informed.
- Trustee Openings: Lara Lorenzi indicated that the Board of School Directors of the Phoenixville Area School District was expected to appoint Trustees at that board's meeting of June 1, 2026.
- 125th Anniversary Committee: Lauren Eustis indicated the committee had received several art entries celebrating the Library's anniversary. Ms. Eustis also indicated that, with respect to the Library building, masonry work remained to be performed, and that the planned exterior painting would be rescheduled accordingly.

Meeting was adjourned at 6:14 p.m.

Respectfully submitted,

Joseph K. Koury

Report submitted by: Lara Lorenzi
July 2026 Library Board of Trustees Meeting

Informational Updates:

- I continue to watch all of the PASD board meetings 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. This program will not run next year through PCHF, the group is looking to continue on and hope there will be funding for it int he near future. It has been a great support for the non-profit directors in Phoenixville.
- The library will be closed on Saturday, July 4th for the holiday. The library will also be closed on Monday, September 7th for Labor Day.
- Chester County Pride took place on Saturday, June 20, 2026. We were able to share a table with the Chester County Library System. We had a staff member and a volunteer man the table. We were able to give out fans, flags, keychains, and library bookmarks. We saw over 350 people, many teens and young adults.
- The Federal Injunction was rejected by the state department. The school board and Phoenixville Borough are sending a joint letter of support for the legislation that is being discussed at the federal level. They support reinstating passport services to non-profits.
- I will be away on vacation from July 9-18th, I'll be back in the office on Monday, July 20th. While I'm away, Christine Nicholson-Wrage will be in charge of the building. The department heads will handle their own departments.
- I have another vacation from August 30th through September 4th. I will be back in the office on Tuesday, September 8, 2026. While I'm away, Christine Nicholson-Wrage will be in charge of the building. The department heads will handle their own departments.
- While I'm out on vacation in July, Christine Nicholson-Wrage will attend the July DLM in my absence.

Personnel Updates:

- Update: We are in the process of hiring a full-time director of Development. The new director of development will start Monday July 6, 2026.

Foundation Update:

- I have sent in a funding request to the Phoenixville Public Library Foundation for $40,000 from the endowment to be used for operational expenses for the 2026-2027 budget.
- I also send a request of $1,800 from the Bruer Fund held at the CCCF/Library Foundation for youth programming- this is a restricted fund.
- The foundation has been sent invoices for their portion of the 25/26 audit and for their D&O insurance for 26/27.

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 125th celebrations of the building. Waiting for a response.
- We will need to do some painting in the non-fiction 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.
- Update: We will look into removing the unused shelving in the main reading room after the exterior work on the building has been completed. St. Nick's will be out to the library on Tuesday April 28th to look at the shelving we want removed in the Carnegie room. They will give us a quote for the scope of the job.
- Nolan painting is expected to begin painting the exterior of the building/windows in mid-July.
- The masonry work is going well. They continue to work on it daily.

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

- February 2026
  - E-books: 3,556
  - E-audio: 4,184
  - Total: 7,740
- March 2026
  - E-books: 3,930
  - E-audio: 4,646
  - Total: 8,576
- April 2026
  - E-books: 3,590
  - E-Audio: 4,661
  - Total: 8,251
- May 2026
  - E-books: 3,582
  - E-Audio: 4,663
  - Total: 8,245
- June 2026
  - E-books: 3,882
  - E-Audio: 4,740
  - Total: 8,622

Book Locker:

- 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 checkouts
- January 2026: 530 holds 490 checkouts
- February 2026: 442 holds 382 checkouts
- March 2026: 546 holds 471 checkouts
- April 2026: 482 holds 407 checkouts
- May 2026: 468 holds 431 checkouts

Door Count:
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: 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: 7, 403 This is a decrease of 7% from this month last year.
March 2026: 8,664 This is a decrease of 6% from this month last year.
April 2026: 7,978 This is a decrease of 11% from this month last year.
May 2026: 7,087 This is a 14% decrease from this month last year.
June 2026: 8,932 This is a 6% decrease from this month last year.

Chester County Library System Updates:

- Library Trustees 101: https://rise.articulate.com/share/DuRNFoP718Z9ctdQOmtY0ZF7BS9Zq8BK
- CCLS Organization & Funding: https://rise.articulate.com/share/S_Pu5rmbpBWAw70Ns-XtJQ7Vriihfj2l
- Fundraising & Development Planning for your Library: https://rise.articulate.com/share/kbpcvOMaNpHZAksnzZNxCSKRFmEZr59b
- Library Advocacy: https://rise.articulate.com/share/KbSa2hUqI_el0-ENQiEnqiSIYdi5Mp50

State Updates: The state annual budget is not done. We anticipate hearing something after the July 4th holiday weekend. With elections coming up in November, we don't think they will take too long to approve the state budget.

Development updates:

- I have been updating our donor management software with annual appeal information and processing the gifts.
- I am collecting books for WWW.
- I had a meeting with RiverCrest to set the dinner menu and confirm the space for WWW.
- Our author is confirmed for WWW, I will take Meliva Repasky over to Reads & Co later on in July so she can meet and chat with Jason Hafer.
- Lauren Eustis and I met with the township manager and assistant township manager for Schuylkill. It was a very productive meeting. We have been invited to attend a budget meeting in August to flesh out our request. We are hoping to put a multi-year plan in place like what we had with the Phoenixville Borough. We will be at the Phx Borough finance committee meeting on July 28th.
- Drafted and submitted our grant to PCHF for operating funds. The ask was for $25,000. We should get an answer to our request in late August or September.

Meetings/Trainings

6/3 Marketing Training
6/4 Marketing training
6/9 District Librarians Meeting
Lunch with new board members
6/10 Interviews for Director of Development position
6/11 Rotary
6/12 Office of Commonwealth Libraries- Statewide Gathering
6/15 Interview for Director of Development position
6/18 Interview for Director of Development position
6/19 Library Closed- Holiday-Juneteenth
6/25 Community of learning- in person meeting
Meeting with T. Vennettilli at RiverCrest County Club
6/26 Meeting with Tegan Conner-Cole- youth services
6/30 Pearson Testing Proctoring
7/2 Lunch meeting with Renae Bierer (HCA)
6/4 Library Closed-Holiday Independence Day
7/9-17 Vacation

Youth Services Report for
June 2026
For July 2026 Board Meeting

Programming:

Programs held on May 26 to June 30 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.

As of June 8, we are officially in our Summer Programming which will continue until August 14, 2026.

June Monthly Statistics:

Event Name	Total Occurrence	Total Student Attendance	Total Adult Attendance	Total Attendance
1-2-3 Learn With Me	4	66	64	130
Babies & Books	4	49	52	101
Action Karate: Preschool Class	1	18	11	29
Preschool Playtime	2	33	24	57
Fun For All Story Time	4	91	62	153
Sing Along Story Time	3	47	33	80
Toddler Time	7	139	116	255
In-Person Preschool Total	**25**	**443**	**362**	**805**
Elementary Age Events				
Action Karate: Elementary Class	1	6	3	9
Book to Movie Club	1	6	3	9
Lego Club	2	33	19	52
Family Movie	3	25	17	42
Introduction to Robotics	1	20	7	27
Make & Take	1	40	25	65
Scratch 1	1	11	3	14
CuriosityQuest	1	13	4	17
Ages 6-11 Total	**11**	**154**	**81**	**235**
YA Events				
Tween/Teen: Dino Paper Circuits	1	3	2	5
Tween/Teen: Beads Craft Time	1	4	1	5
YA Totals	**2**	**7**	**3**	**10**
Total Events/Attendance	**38**	**604**	**446**	**1050**
1000 Books Before Kindergarten				
Summer Reading Registrations	**ER&SA: 443**	**YA: 13**	**TOTAL: 456**	

Newsletter

The Children's Library Newsletter was sent 3 times between May 26 to June 30. Weekly newsletters were sent on Fridays that listed the next week's events. The newsletter was sent to an average of 930 subscribers and had an average 53% open rate.

Community Outreach & Partnerships

Event	Total Students	Total Adults	Total Reach
PACLC – Main Street	17	2	19
Mom's House	10	5	15
Colonial Theatre: Wild Robot	7	4	11

Total: 1 on-site, 2 off-site	**34**	**11**	**45**

- Planned and implemented outreach events as listed above. Students enjoyed books and some classes requested more to be read!
- Summer School Outreach Schedule started: PACLC-MS, Mom's House, and Preschool Special Education.
- Tabled at Colonial Theatre showing of Wild Robot as part of our partnership.
- Attended a dinner meeting for the ChesMont Business and Professional Women to share the books we purchased with their donation and talk about the library. (June 22)

Meetings

- Tegan C. met with Lara L.

Collection Activities:

- Ordered:
    - Ordered books from Amazon, June 8.
    - Ordered Playaway for YA, June 8.
- 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 assess YA ordering for new fiscal year to expand audios, videos, non-fiction, and comics/manga.

Event Activities

- TC supported or ran the following events in June 2026:
    - Family Movie Nights (June 16, 23, and 30)
    - Lego Club (June 18)
    - Story times (June 17, 18, 22)
    - CuriosityQuest (June 17)
    - Intro to Robotics (June 22)
    - Scratch 1 (June 24)
    - Make & Take (June 26)
    - Action Karate Elementary Class (June 29)
- Hosted Bilingual Babies & Books with MCHC (June 16, RK). This will be in our Toddler Class in July.
- **Looking Ahead**
    - Will be planning fall events in August.
- **Continual and ongoing tasks:**
    - Created weekly eNewsletters to highlight events coming up within one week to one month of Friday email. Checked locations of Kids & Teen Calendars and refilled as needed.
    - 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.
- Shelf read chapter books, Decodables, Bridge, and Readers. Fixed cataloging issues.
- Asked staff to help fill in displays as needed.
- Filled in displays as needed.
- Updated YA Room Display for Pride Month (TC)
- Updated Computer/Large Bulletin board for Summer (TC)

Trainings

- Starting & Maintaining an Autism Support Group Webinar Panel, June 9. Presented by ASERT

Teen Services

- Supported or ran the following Tween/Teen Session:
    - Dino Circuts (June 23)
    - Beads, Beads, Beads (June 30)

    - Barnstone Art Workshop canceled due to no interest/registrations.
- Am reevaluating ordering for section to include more materials (Playaways, Videos, manga/comics).

Correspondence in June

- Used Teams to update staff on Youth Services information.
- Email correspondence with Outreach Schools regarding summer visits. Bags on hold for June, July, and August.
- Email correspondence with MCHC about bilingual story time, doula program.
- Email correspondence with presenters for summer events.
- Email correspondence with Colonial Theatre for series of book and movie events.
- Email correspondence with teen volunteer presenters for summer programs.
- 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.
- Assist with incident by helping to determine what happened (was not present, June 16)
- Professional reading of School Library Journal.

Compliments

- We continue to receive praise for our collection and our programs.

Submitted by Tegan Conner-Cole, Director of Youth Services.
Attached: Children's Report
July 1, 2026

June 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
- Fun For All Ages Storytime
- Babies & Books (once a month Bilingual Storytime)
- Toddler Time
- Preschool Ballet
- Sing-Along Storytime
- Preschool Playtime
- Lego Club

Weekly Programs
Currently, we have 7 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 1 1-2-3 Learn with Me session, 1 Fun For All Ages Storytime session, 1 Babies & Books session, 2 Toddler Time sessions, 1 Sing-Along Storytime Session, 1 Preschool Storytime Session, and 1 Lego Club Session.
Reoccurring In-Formal

- Toddler Time
- Babies + Books
- 1-2-3 Learn with Me
- Fun For All Ages Storytime
- Sing-Along Storytime
- Preschool Playtime
- Lego Club

Weekly Themes
Fun For All Ages Storytime

- Dino Play
- Fresh Dirt
- Digging For Information
- Paleontology

Toddler Time

- Dino Play
- Fresh Dirt
- Digging For Information
- Paleontology

Babies & Books

- Dino Play
- Fresh Dirt
- Digging For Information
- Paleontology

Sing-Along Storytime

- Lovely Day
- My Favorite Things
- Respect

Other Activities

- Decorated the Downstairs area for our Unearth A Story summer
- Put up an Unearth A Story display in the Juvenile Reader's Section
- Began writing blurbs for the newsletter titled "What's Ms. Rachel Reading?"

Outreach

- Youth Services District Meeting-Attended May 26, 2026

Patron Feedback

Over the past month, we have had 4 compliments on our programs.

June 2026
Adult Services Report
(All statistics as of June 30)

Regular Activities

- Schedule and handle notary appointments.
- Update Library website as needed.
- Schedule and host online and in-person programs with outside presenters; post selected program videos to YouTube channel.
- Update online Library Events Calendar, create and send e-mail press releases, post event announcements to other locally-based online calendars and the Library's Facebook page, and post printed events calendars on bulletin boards at several local businesses.
- Create and send weekly Constant Contact e-mail newsletters to 2,900+ adult contacts regarding Library services and programs, online resources for education and cultural entertainment, and important Library and community/government announcements.
- Order books and other materials for Adult Library collection; weed collection regularly.
- Select book and lead monthly book discussion group at Phoenixville Area Senior Center.
- Fill in at Adult Circ Desk as needed and available.

Meetings/Workshops/Other Events Attended

- Attended Marketing & Design for Libraries webinar series, presented by CCLS, 6/1, 6/3 & 6/4.

Upcoming Special Programs/Events

- "Medicare 101" with Gary Davis, PA-MEDI, 7/6 (second offering of this program due to a registration glitch with the previous offering)
- "Unclaimed Property Assistance: Come Search for Property" with staff from PA Treasurer Stacy Garrity's office, 7/9
- "Blood on the Clocktower: A Social Deduction Game" with Bill Dawe, 7/11
- "Digital Literacy Class: Apps for Android and Apple – Learn Skills to Use and Manage Them with Ease" with RSVP Volunteers, 7/14
- "Summer Movie Series: Great Sports Films", Thursdays, 7/23 – 8/13
- "Vinyl/CD Listening Club" (debut) with Mark Pinto, 7/27
- "Board Gaming Night for Adults" (now regularly scheduled for last Thursday of month), 7/30
- "Programming in SQL" with Ernie Tidball, 8/1
- "Teens, Tech & Gambling: A Presentation for Parents" with Hannah Mellott, Compass Mark, 8/3

Program/Event/Other Planning

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

June Computer Use/Checkout Statistics

Adult Internet Stations Individual Users	396
Adult Laptop Individual Users	90
Mobile Printing Orders	116
Mobile Hotspot Checkouts	18
Museum Pass Checkouts	332

June Program Statistics

Program	Attendance
Phoenix Book Club	7
Fourth Wednesday Readers	15
Books on Tap	10
Words in Progress	3
Phoenixville Tech Group	84 (5 sessions)
Tech Help appointments	4
PA-MEDI Medicare Counseling appointments	2
VNA Personal Navigator Benefits Assistance appointments	4
2-1-1 Human Services Assistance appointments	1
Legal Consultation Appointments	1
Sen. Katie Muth Mobile Office appointments	4
"Get Connected: Jumpstart Your Job Search" appointments	8
Sahaja Yoga Meditation Class	26 (3 sessions)
ESL Conversation Group	25 (5 sessions)
Movies on Tap	8
Outreach: Senior Center Book Club	12
Movie Night: *Solo Mio*, 6/11	30
Afternoon at the Movies: *The Impossible*, 6/26	9
"Spiritual Wisdom on Karma and Reincarnation", 6/1	28
"Songs and Stories of the American Revolution", 6/4	28
"WHYY Bridging Blocks: Artificial Intelligence: Embrace or Fear It?", 6/8	20
"Digital Literacy Class: Apple Watch Workshop", 6/9	1
"Dungeons and Dragons for Adults", 6/13	6
"Back to Broadway with the 49ers Chorus", 6/15	54
"Local Author Talk: Patricia Herrmann Conroy: *12 Steps to Mindful Aging*", 6/18	19
"Medicare 101", 6/22	12
"Trio Que Sera in Concert", 6/25	49
"Board Gaming Night for Adults", 6/25	5
"Local Author Talk: Joe Varady: *Tales of Phoenixville*", 6/29	53

Respectfully submitted,
Mark Pinto
Adult Services Director

Circulation Report for June 2026

Circulation Department:

- Number of **checkouts** from June 1st to June 28th: 13,159
- *Including book drop stats
- Number of **check-ins** from June 1st to June 28th: 11,878
- Number of **holds** placed from June 1st to June 28th: 378

Volunteers:

- **Total Amount of Volunteer Hours from June 1st to June 29th: 107.5**
- Total Amount of hours on fiscal year (June 29th): 724.75
- Some of last year's teen summer volunteers are returning
- New Volunteer Shelving Test – June 8th

Library Card Sign-ups:

- **Total Amount of Patron Applications: 191**
- **Total Amount of Patron Applications Online: 92**

Interlibrary Loans:

- Number of Interlibrary Loans requested from June 1st to June 28th: 9
- Number of Interlibrary Loans requested in year: 117
- Number of Interlibrary Loans filled from June 1st to June 28th: 4

Meetings/Events:

- Meeting with Circulation Assistant – June 30th
- LibCal Meeting – July 16th
- LibCal Meeting – July 7th
- DLM Meeting (for Lara) – July 14th

Continuing Education:

- Marketing and Design Course – June 1st & June 3rd
- The Intentional One-On-One Conversation – June 24th

Additional Updates:

- Vacation – July 1st, July 2nd, and July 3rd

Respectfully Submitted,

Christine Wrage
Circulation Manager & Volunteer Coordinator
June 2026

Circulation Comparisons 2026		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	3730	4071	3905	3588	0	0	0	0	0	0	0	0	
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	9448	10038	10115	9635	0	0	0	0	0	0	0	0	
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	133418	140075	137505	129311	0	0	0	0	0	0	0	0	
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	3167	40778	-33.81%
	2026	3538	3091	2937	3292	2939	0	0	0	0	0	0	0	0	
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	5628	6217	6009	4880	0	0	0	0	0	0	0	0	
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	16381	16901	16774	15283	0	0	0	0	0	0	0	0	
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	26941	28231	28206	25814	0	0	0	0	0	0	0	0	
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	7508	8366	8039	8228	0	0	0	0	0	0	0	0	
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	19628	20805	19846	20444	0	0	0	0	0	0	0	0	
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	7311	8355	7793	7735	0	0	0	0	0	0	0	0	
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	8802	9288	9006	8869	0	0	0	0	0	0	0	0	
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	5958	6193	5983	5760	0	0	0	0	0	0	0	0	
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	23616	24589	25612	24573	0	0	0	0	0	0	0	0	
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	2540	2935	2638	2647	0	0	0	0	0	0	0	0	
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%

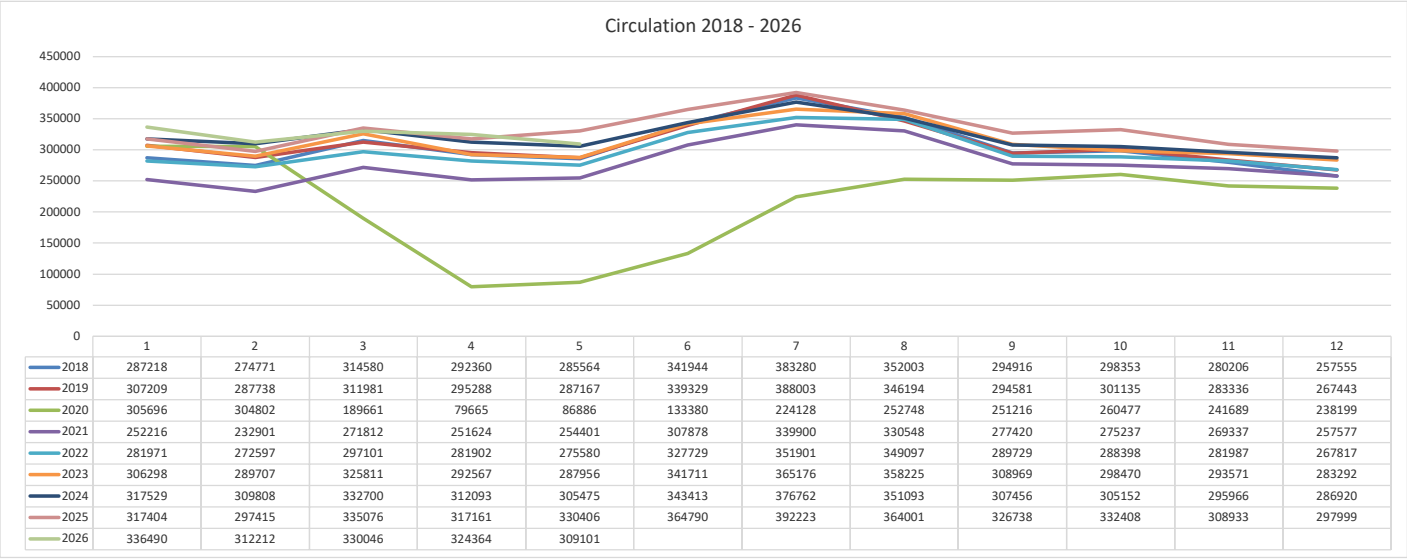
	2023	29657	28481	31813	28150	28181	31593	33983	33308	27822	28048	27995	27771	356802	2.65%
	2024	29948	29070	31479	28936	27825	30893	34214	32566	28332	27431	26658	27432	354784	-0.57%
	2025	28702	26487	30430	28536	30176	32123	35422	32962	29509	29446	28080	26826	358699	1.10%
	2026	29712	28110	30258	28706	29130	0	0	0	0	0	0	0	0	
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	10101	10787	10935	10265	0	0	0	0	0	0	0	0	

		January	February	March	April	May	June	July	August	September	October	November	December	Total	
System	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	312212	330046	324364	309101									

		January	February	March	April	May	June	July	August	September	October	November	December	Total
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%	3.72%	3.53%
2025 to 2026	2026/2025	-1.29%	-1.29%	-2%	2%	-7%								

YTD2023		306298	289707	325811	292567	287956	341711	365176	357225	308969	298470	293571	283292	3750753	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	297999	3983954	3.53%
YTD2026		336490	312212	330046	324364	309101									3%
		January	February	March	April	May	June	July	August	September	October	November	December		
	2018	287218	274771	314580	292360	285564	341944	383280	352003	294916	298353	280206	257555	3664768	
	2019	307209	287738	311981	295288	287167	339329	388003	346194	294581	301135	283336	267443	3711423	
	2020	305696	304802	189661	79665	86886	133380	224128	252748	251216	260477	241689	238199	2570567	
	2021	252216	232901	271812	251624	254401	307878	339900	330548	277420	275237	269337	257577	3322872	
	2022	281971	272597	297101	281902	275580	327729	351901	349097	289729	288398	281987	267817	3567831	
	2023	306298	289707	325811	292567	287956	341711	365176	358225	308969	298470	293571	283292	3753776	
	2024	317529	309808	332700	312093	305475	343413	376762	351093	307456	305152	295966	286920	3846391	
	2025	317404	297415	335076	317161	330406	364790	392223	364001	326738	332408	308933	297999	3986579	
	2026	336490	312212	330046	324364	309101									

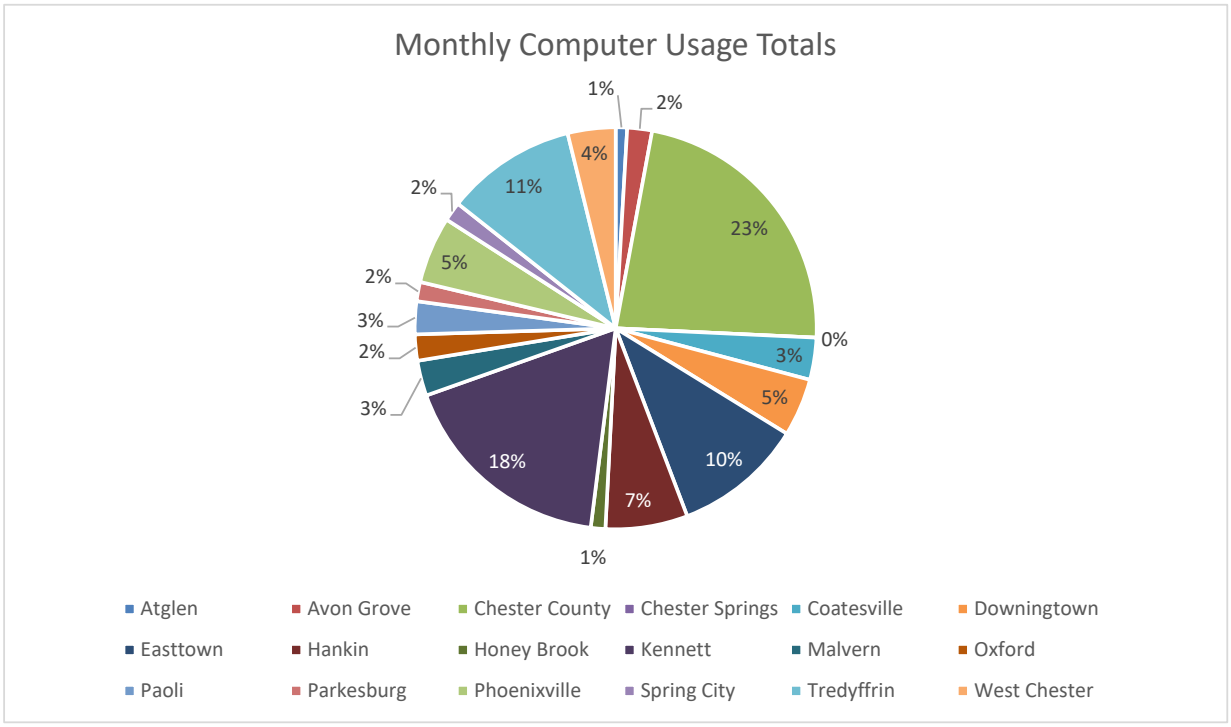


	1	2	3	4	5	6	7	8	9	10	11	12
2018	287218	274771	314580	292360	285564	341944	383280	352003	294916	298353	280206	257555
2019	307209	287738	311981	295288	287167	339329	388003	346194	294581	301135	283336	267443
2020	305696	304802	189661	79665	86886	133380	224128	252748	251216	260477	241689	238199
2021	252216	232901	271812	251624	254401	307878	339900	330548	277420	275237	269337	257577
2022	281971	272597	297101	281902	275580	327729	351901	349097	289729	288398	281987	267817
2023	306298	289707	325811	292567	287956	341711	365176	358225	308969	298470	293571	283292
2024	317529	309808	332700	312093	305475	343413	376762	351093	307456	305152	295966	286920
2025	317404	297415	335076	317161	330406	364790	392223	364001	326738	332408	308933	297999
2026	336490	312212	330046	324364	309101							

May 2026 Circulation		OverDrive	
	Sierra	eBooks + eAudio	Total
Atglen	2392	1196	3588
Avon Grove	7635	2000	9635
Chester County/Hankin	85108	44203	129311
Chester Springs	0	2939	2939
Coatesville	3426	1454	4880
Downingtown	12551	2732	15283
Easttown	14554	11260	25814
Honey Brook	7166	1062	8228
Kennett	11659	8785	20444
Malvern	6539	1196	7735
Oxford	6343	2526	8869
Parkesburg	4255	1505	5760
Phoenixville	13777	10796	24573
Spring City	2255	392	2647
Tredyffrin/Paoli	20613	8517	29130
West Chester	7708	2557	10265
TOTAL	205981	103120	309101

Computer Usage																				
2026 (Sessions)																				Pre-Pandemic
																2026 YTD	2025 YTD	2024 YTD	2023 YTD	2019 Annual
	January	February	March	April	May	June	July	August	September	October	November	December	Total			Percentage	Percentage	Percentage	Percentage	Percentage
Atglen	245	253	326	306	317								1447			0.85%	0.80%	0.85%	0.79%	0.78%
Avon Grove	626	630	644	642	691								3233			1.89%	2.15%	2.42%	2.65%	2.93%
Chester County	7655	9110	8339	8316	7899								41319			24.15%	22.45%	23.16%	23.55%	25.39%
Chester Springs	0	0	0	0	0								0			0.00%	0.15%	0.70%	0.84%	0.54%
Coatesville	1194	984	1469	1194	1172								6013			3.51%	4.80%	6.52%	6.71%	6.94%
Downingtown	1295	1351	1716	1817	1612								7791			4.55%	4.23%	4.08%	4.29%	4.63%
Easttown	3363	3266	3435	3436	3606								17106			10.00%	9.45%	9.06%	10.26%	9.77%
Hankin	2276	1944	2296	2079	2288								10883			6.36%	6.33%	6.58%	7.00%	5.90%
Honey Brook	451	404	465	412	404								2136			1.25%	1.17%	1.12%	1.40%	1.00%
Kennett	6332	5662	6080	5901	6086								30061			17.57%	16.96%	15.54%	9.85%	5.07%
Malvern	825	849	996	1021	982								4673			2.73%	2.95%	2.07%	2.48%	2.38%
Oxford	731	754	796	807	728								3816			2.23%	2.50%	3.12%	3.54%	3.39%
Paoli	660	728	852	877	914								4031			2.36%	2.36%	2.01%	2.24%	3.07%
Parkesburg	372	384	518	577	535								2386			1.39%	1.36%	1.65%	1.70%	1.40%
Phoenixville	1841	1840	2014	1908	1864								9467			5.53%	5.80%	6.07%	6.65%	7.55%
Spring City	361	411	495	509	535								2311			1.35%	1.27%	1.31%	1.60%	1.73%
Tredyffrin	3616	3633	3763	3853	3637								18502			10.82%	11.46%	10.17%	10.47%	13.33%
West Chester	866	850	1307	1544	1332								5899			3.45%	3.82%	3.56%	3.98%	4.20%
																	0.00%			
System	32709	33053	35511	35199	34602	0	0	0	0	0	0	0	171074			100.00%	100.00%	100.00%	100.00%	100.00%

May 2026 Computer Usage (Sessions)	Envisionware	Wireless	Total
Atglen	23	294	317
Avon Grove	159	532	691
Chester County	1250	6649	7899
Chester Springs	0	0	0
Coatesville		1172	1172
Downingtown	243	1369	1612
Easttown	570	3036	3606
Hankin	259	2029	2288
Honey Brook	141	263	404
Kennett	169	5917	6086
Malvern	86	896	982
Oxford	204	524	728
Paoli	145	769	914
Parkesburg	157	378	535
Phoenixville	500	1364	1864
Spring City	183	352	535
Tredyffrin		3637	3637
West Chester	192	1140	1332
TOTAL	4281	30321	34602



Phoenixville Public Library

Balance Sheet Comparison

As of Jun 30, 2026

	TOTAL	
	AS OF JUN 30, 2026	AS OF JUN 30, 2025 (PY)
Assets		
Current Assets		
Bank Accounts		
100 Phoenixville Federal Savings #1	$0.00	$0.00
100.1 Operating Checking (040016792)	8,001.52	85,274.90
100.2 Operating Money Market (45001815)	22,320.76	67,166.52
100.3 Operating Credit Card Receipts (110030095)	9,713.59	21,038.41
100.5 Certificate of Deposit (61513)	22,951.95	22,437.59
100.6 Certificate of Deposit (61514)	23,468.42	22,942.49
100.7 Certificate of Deposit (59971)	36,894.39	35,927.32
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	**$123,350.63**	**$254,787.23**
101 StoneCastle/Cantor		
101.1 StoneCastle/Cantor - Harrop Capital Funds (Restricted)	179,603.80	193,318.72
101.2 StoneCastle/Cantor - Operating (Unrestricted)	469,704.37	407,766.62
Total for 101 StoneCastle/Cantor	**$649,308.17**	**$601,085.34**
105 Petty Cash	$373.82	$409.79
105.6 Paypal	-40.00	-40.00
Total for 105 Petty Cash	**$333.82**	**$369.79**
106 Circulation Cash	399.20	399.20
Total for Bank Accounts	**$773,391.82**	**$856,641.56**
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	**$773,844.82**	**$857,094.56**
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	4,441.10
150.8 Furniture & Fixtures	2,487.78	2,487.78
Total for 150 General Fixed Assets	**$6,928.96**	**$6,928.96**
Total for Fixed Assets	**$6,928.96**	**$6,928.96**
Total for Assets	**$780,773.78**	**$864,023.52**

Phoenixville Public Library

Balance Sheet Comparison

As of Jun 30, 2026

	TOTAL	
	AS OF JUN 30, 2026	AS OF JUN 30, 2025 (PY)
Liabilities and Equity		
Liabilities		
Current Liabilities		
Accounts Payable		
201 Accounts Payable	32,497.89	85,360.51
220 Credit Card Payables	200.00	200.00
Total for Accounts Payable	**$32,697.89**	**$85,560.51**
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	**$105,510.13**	**$158,372.75**
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	**$105,510.13**	**$158,372.75**
Equity		
300 Opening Bal Equity	60,368.66	60,368.66
310 Contributed Capital	0.24	0.24
319 Net Assets	645,281.87	781,969.26
Net Income	-30,387.12	-136,687.39
Total for Equity	**$675,263.65**	**$705,650.77**
Total for Liabilities and Equity	**$780,773.78**	**$864,023.52**

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	103,553.08	102,341.00	1,212.08	101.18 %
400.3 Appropriation - State	131,632.88	116,843.00	14,789.88	112.66 %
400.4 Appropriation - Charlestown Tws	6,000.00	5,500.00	500.00	109.09 %
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	0.00	100.00 %
400.7 Appropriation - Phoenixville Borough	19,600.00	19,000.00	600.00	103.16 %
Total 400 Appropriations	**885,302.96**	**867,801.00**	**17,501.96**	**102.02 %**
412 Development Income				
412.1 Grants	25,000.00	25,000.00	0.00	100.00 %
412.2 Projects/Events	1,025.00	45,000.00	-43,975.00	2.28 %
412.2.1 WWW - Restricted	33,035.19		33,035.19	
Total 412.2 Projects/Events	**34,060.19**	**45,000.00**	**-10,939.81**	**75.69 %**
412.6 Individual Giving				
412.6.1 Unsolicited	4,921.91		4,921.91	
412.6.2 Restricted - Unsolicited Memorial Gifts - Adult	500.00		500.00	
412.6.3 Target Donors/Annual Appeal	41,412.20	50,000.00	-8,587.80	82.82 %
412.6.4 Restricted - General		3,000.00	-3,000.00	
412.6.5 Restricted - Children	674.12	3,000.00	-2,325.88	22.47 %
Total 412.6 Individual Giving	**47,508.23**	**56,000.00**	**-8,491.77**	**84.84 %**
412.7 Corporate Engagement		10,000.00	-10,000.00	
412.7.1 Third Party Fundraising	12,082.58		12,082.58	
Total 412.7 Corporate Engagement	**12,082.58**	**10,000.00**	**2,082.58**	**120.83 %**
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	**148,651.00**	**166,000.00**	**-17,349.00**	**89.55 %**
420 Operations Income				
420.1 Fines	20,787.51	22,500.00	-1,712.49	92.39 %
420.1.9 Collection Agency Report Charge	501.00		501.00	
420.10 Notary Services	1,383.00	800.00	583.00	172.88 %
420.2 Passport Applications	136,880.00	195,000.00	-58,120.00	70.19 %
420.3 Interest	20,729.13	7,000.00	13,729.13	296.13 %
420.4 Items Sold		2,800.00	-2,800.00	
420.4.1 Library Income	2,581.31		2,581.31	
420.4.2 PA Sales Tax	4.88		4.88	
Total 420.4 Items Sold	**2,586.19**	**2,800.00**	**-213.81**	**92.36 %**
420.5 Lost Books	2,172.39	3,000.00	-827.61	72.41 %
420.6 Other (Copier, etc.)	93.65	5,000.00	-4,906.35	1.87 %
420.6.1 Library Income	6,431.75		6,431.75	

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	18.17		18.17	
Total 420.6 Other (Copier, etc.)	**6,543.57**	**5,000.00**	**1,543.57**	**130.87 %**
420.7 Rentals/Community Room	150.00		150.00	
420.8 Rentals/Collection		900.00	-900.00	
420.8.1 Library Income	1,150.16		1,150.16	
420.8.2 PA Sales Tax	-1.69		-1.69	
Total 420.8 Rentals/Collection	**1,148.47**	**900.00**	**248.47**	**127.61 %**
420.9 Hot Spots		3,000.00	-3,000.00	
420.9.1 Library Income	1,408.12		1,408.12	
420.9.2 PA Sales Tax	10.88		10.88	
Total 420.9 Hot Spots	**1,419.00**	**3,000.00**	**-1,581.00**	**47.30 %**
Total 420 Operations Income	**194,300.26**	**240,000.00**	**-45,699.74**	**80.96 %**
Total Income	**$1,228,254.22**	**$1,273,801.00**	**$ -45,546.78**	**96.42 %**
GROSS PROFIT	**$1,228,254.22**	**$1,273,801.00**	**$ -45,546.78**	**96.42 %**
Expenses				
500 Adult Library				
500.1 Books				
500.1.1 Physical Books	35,881.75	37,000.00	-1,118.25	96.98 %
500.1.2 E-Materials	27,721.94	18,205.00	9,516.94	152.28 %
500.1.3 Overdrive Holds Manager	22,826.25	27,958.00	-5,131.75	81.64 %
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	**88,576.93**	**83,813.00**	**4,763.93**	**105.68 %**
500.1.11 Library of Things	2,064.56	2,750.00	-685.44	75.07 %
500.13 Professional Develop. Material	136.99	800.00	-663.01	17.12 %
500.14 Museum Passes	6,763.00	5,500.00	1,263.00	122.96 %
500.15 Mobile Hotspots	1,769.74	4,500.00	-2,730.26	39.33 %
500.2 Magazines & Newspapers	3,987.87	6,000.00	-2,012.13	66.46 %
500.3 Audios	4,676.47	5,000.00	-323.53	93.53 %
500.4 Videos	3,896.85	4,000.00	-103.15	97.42 %
500.5 Software	530.30	600.00	-69.70	88.38 %
500.6 Reference	366.12		366.12	
500.7 Programs - Adult	4,971.78	5,000.00	-28.22	99.44 %
500.8 Program Supplies - Adult	1,348.49	1,500.00	-151.51	89.90 %
Total 500 Adult Library	**119,089.10**	**119,463.00**	**-373.90**	**99.69 %**
510 Youth Library				
510.1 Books				
510.1.1 Physical Books	20,307.24	20,000.00	307.24	101.54 %
510.1.2 E-Materials	9,862.49	9,753.00	109.49	101.12 %
510.1.3 ARPA Children e-materials	950.40		950.40	
Total 510.1 Books	**31,120.13**	**29,753.00**	**1,367.13**	**104.59 %**
510.13 Young Adult - All	3,930.45	4,000.00	-69.55	98.26 %

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	675.00	750.00	-75.00	90.00 %
510.15 Program Supplies - Young Adult	494.26	500.00	-5.74	98.85 %
510.2 Magazines	497.06	700.00	-202.94	71.01 %
510.3 Audios	1,875.70	2,000.00	-124.30	93.79 %
510.4 Videos	1,924.85	2,000.00	-75.15	96.24 %
510.5 Software	985.51	1,000.00	-14.49	98.55 %
510.7 Programs - Children	4,440.00	4,750.00	-310.00	93.47 %
510.8 Program Supplies - Children	1,825.99	1,750.00	75.99	104.34 %
Total 510 Youth Library	**47,768.95**	**47,203.00**	**565.95**	**101.20 %**
520 Development Expense	73.32		73.32	
520.1 Annual Appeal	5,226.67	5,000.00	226.67	104.53 %
520.3 Special Events	17,646.45	20,000.00	-2,353.55	88.23 %
520.5 Marketing	271.14	500.00	-228.86	54.23 %
520.8 Donor Management	4,422.30	3,988.00	434.30	110.89 %
Total 520 Development Expense	**27,639.88**	**29,488.00**	**-1,848.12**	**93.73 %**
530 Administration				
530.1 General	241.61		241.61	
530.1.1 Audit/Form 990	8,000.00	8,300.00	-300.00	96.39 %
530.1.2 Library Board Expenses	3,289.03	2,500.00	789.03	131.56 %
530.1.3 Staff Development/Memberships	3,645.29	3,648.00	-2.71	99.93 %
530.1.4 Insurance	0.00	1,500.00	-1,500.00	0.00 %
530.1.5 Advertising		500.00	-500.00	
530.1.7 Credit Card Fees	14,759.45	8,000.00	6,759.45	184.49 %
530.1.8 Marketing and Website	4,675.40	3,501.00	1,174.40	133.54 %
530.1.9 Miscellaneous/Collection Agency Report Charge	260.01		260.01	
Total 530.1 General	**34,870.79**	**27,949.00**	**6,921.79**	**124.77 %**
540 Utilities				
540.1 Electricity	18,284.24	18,500.00	-215.76	98.83 %
540.2 Gas	6,051.98	4,500.00	1,551.98	134.49 %
540.3 Telephone	6,134.76	5,000.00	1,134.76	122.70 %
540.4 Trash Collection	570.86	440.00	130.86	129.74 %
540.5 Water & Sewer	1,067.08	1,100.00	-32.92	97.01 %
Total 540 Utilities	**32,108.92**	**29,540.00**	**2,568.92**	**108.70 %**
550 Computer Expense				
550.2 Hardware	288.07	750.00	-461.93	38.41 %
550.4 Software	1,575.00	750.00	825.00	210.00 %
550.5 Software Maintenance	2,970.10	3,500.00	-529.90	84.86 %
550.6 Supplies		2,000.00	-2,000.00	
Total 550 Computer Expense	**4,833.17**	**7,000.00**	**-2,166.83**	**69.05 %**
560 Other Supplies and Expense				
560.1 Collection Maintenance	3,975.66	4,000.00	-24.34	99.39 %
560.2 Library	4,975.48	5,000.00	-24.52	99.51 %

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	4,762.19	5,000.00	-237.81	95.24 %
560.4 Postage	8,796.01	8,500.00	296.01	103.48 %
560.6 Passport Supplies	2,098.67	2,000.00	98.67	104.93 %
Total 560 Other Supplies and Expense	**24,608.01**	**24,500.00**	**108.01**	**100.44 %**
570 Equipment Leasing/Rental	6,071.34	6,000.00	71.34	101.19 %
580 Buildings & Grounds	21.71		21.71	
580.1 Maintenance				
580.1.2 Grounds	4,582.88	500.00	4,082.88	916.58 %
Total 580.1 Maintenance	**4,582.88**	**500.00**	**4,082.88**	**916.58 %**
580.5 Janitorial Expense				
580.5.1 Service	29,250.00	25,000.00	4,250.00	117.00 %
580.5.2 Supplies	1,087.94	4,000.00	-2,912.06	27.20 %
Total 580.5 Janitorial Expense	**30,337.94**	**29,000.00**	**1,337.94**	**104.61 %**
580.7 Minor Improvements and Repairs	22.40		22.40	
Total 580 Buildings & Grounds	**34,964.93**	**29,500.00**	**5,464.93**	**118.53 %**
Total 530 Administration	**137,457.16**	**124,489.00**	**12,968.16**	**110.42 %**
610 Salaries & Benefits				
610.1 Salaries				
610.1.1 Full-Time	429,067.24	470,987.00	-41,919.76	91.10 %
610.1.2 Part-Time	186,141.01	178,586.00	7,555.01	104.23 %
610.1.3 Passport Agents	21,446.20	35,131.00	-13,684.80	61.05 %
Total 610.1 Salaries	**636,654.45**	**684,704.00**	**-48,049.55**	**92.98 %**
610.2 Social Security Expense	22,989.42	26,282.00	-3,292.58	87.47 %
610.3 Employee Benefit Expense	98,011.04	128,766.00	-30,754.96	76.12 %
610.3.2 H.S.A. Contribution	7,166.66	9,000.00	-1,833.34	79.63 %
Total 610.3 Employee Benefit Expense	**105,177.70**	**137,766.00**	**-32,588.30**	**76.35 %**
610.4 Retirement Expense	105,865.25	105,056.00	809.25	100.77 %
Total 610 Salaries & Benefits	**870,686.82**	**953,808.00**	**-83,121.18**	**91.29 %**
Total Expenses	**$1,202,641.91**	**$1,274,451.00**	**$ -71,809.09**	**94.37 %**
NET OPERATING INCOME	**$25,612.31**	**$ -650.00**	**$26,262.31**	**-3,940.36 %**
Other Expenses				
750 Non-Operating Expense	51,253.00		51,253.00	
750.1 Furniture, etc.	4,746.43		4,746.43	
750.8 Other	0.00		0.00	
Total 750 Non-Operating Expense	**55,999.43**		**55,999.43**	
Total Other Expenses	**$55,999.43**	**$0.00**	**$55,999.43**	**0.00%**
NET OTHER INCOME	**$ -55,999.43**	**$0.00**	**$ -55,999.43**	**0.00%**
NET INCOME	**$ -30,387.12**	**$ -650.00**	**$ -29,737.12**	**4,674.94 %**

Phoenixville Public Library

Profit and Loss

July 1, 2025-June 30, 2026

	TOTAL
Income	
400 Appropriations	
400.1 Appropriation - P.A.S.D.	607,257.00
400.2 Appropriation - County	103,553.08
400.3 Appropriation - State	131,632.88
400.4 Appropriation - Charlestown Tws	6,000.00
400.5 Appropriation - Schuylkill Twp	9,000.00
400.6 Appropriation - East Pikeland	8,260.00
400.7 Appropriation - Phoenixville Borough	19,600.00
Total for 400 Appropriations	**$885,302.96**
412 Development Income	
412.1 Grants	25,000.00
412.2 Projects/Events	$1,025.00
412.2.1 WWW - Restricted	33,035.19
Total for 412.2 Projects/Events	**$34,060.19**
412.6 Individual Giving	
412.6.1 Unsolicited	4,921.91
412.6.2 Restricted - Unsolicited Memorial Gifts - Adult	500.00
412.6.3 Target Donors/Annual Appeal	41,412.20
412.6.5 Restricted - Children	674.12
Total for 412.6 Individual Giving	**$47,508.23**
412.7 Corporate Engagement	
412.7.1 Third Party Fundraising	12,082.58
Total for 412.7 Corporate Engagement	**$12,082.58**
412.8 Planned Giving	
412.8.3 Unrestricted - Endowment	30,000.00
Total for 412.8 Planned Giving	**$30,000.00**
Total for 412 Development Income	**$148,651.00**
420 Operations Income	
420.1 Fines	20,787.51
420.1.9 Collection Agency Report Charge	501.00
420.10 Notary Services	1,383.00
420.2 Passport Applications	136,880.00
420.3 Interest	20,729.13
420.4 Items Sold	
420.4.1 Library Income	2,581.31
420.4.2 PA Sales Tax	4.88
Total for 420.4 Items Sold	**$2,586.19**
420.5 Lost Books	2,172.39
420.6 Other (Copier, etc.)	$93.65
420.6.1 Library Income	6,431.75
420.6.2 PA Sales Tax	18.17
Total for 420.6 Other (Copier, etc.)	**$6,543.57**

Phoenixville Public Library

Profit and Loss

July 1, 2025-June 30, 2026

	TOTAL
420.7 Rentals/Community Room	150.00
420.8 Rentals/Collection	
420.8.1 Library Income	1,150.16
420.8.2 PA Sales Tax	-1.69
Total for 420.8 Rentals/Collection	**$1,148.47**
420.9 Hot Spots	
420.9.1 Library Income	1,408.12
420.9.2 PA Sales Tax	10.88
Total for 420.9 Hot Spots	**$1,419.00**
Total for 420 Operations Income	**$194,300.26**
Total for Income	**$1,228,254.22**
Gross Profit	**$1,228,254.22**
Expenses	
500 Adult Library	
500.1 Books	
500.1.1 Physical Books	35,881.75
500.1.2 E-Materials	27,721.94
500.1.3 Overdrive Holds Manager	22,826.25
500.1.6 ARPA Adult e-materials	2,146.99
Total for 500.1 Books	**$88,576.93**
500.1.11 Library of Things	2,064.56
500.13 Professional Develop. Material	136.99
500.14 Museum Passes	6,763.00
500.15 Mobile Hotspots	1,769.74
500.2 Magazines & Newspapers	3,987.87
500.3 Audios	4,676.47
500.4 Videos	3,896.85
500.5 Software	530.30
500.6 Reference	366.12
500.7 Programs - Adult	4,971.78
500.8 Program Supplies - Adult	1,348.49
Total for 500 Adult Library	**$119,089.10**
510 Youth Library	
510.1 Books	
510.1.1 Physical Books	20,307.24
510.1.2 E-Materials	9,862.49
510.1.3 ARPA Children e-materials	950.40
Total for 510.1 Books	**$31,120.13**
510.13 Young Adult - All	3,930.45
510.14 Programs - Young Adults	675.00
510.15 Program Supplies - Young Adult	494.26
510.2 Magazines	497.06

Phoenixville Public Library

Profit and Loss

July 1, 2025-June 30, 2026

	TOTAL
510.3 Audios	1,875.70
510.4 Videos	1,924.85
510.5 Software	985.51
510.7 Programs - Children	4,440.00
510.8 Program Supplies - Children	1,825.99
Total for 510 Youth Library	**$47,768.95**
520 Development Expense	$73.32
520.1 Annual Appeal	5,226.67
520.3 Special Events	17,646.45
520.5 Marketing	271.14
520.8 Donor Management	4,422.30
Total for 520 Development Expense	**$27,639.88**
530 Administration	
530.1 General	$241.61
530.1.1 Audit/Form 990	8,000.00
530.1.2 Library Board Expenses	3,289.03
530.1.3 Staff Development/Memberships	3,645.29
530.1.4 Insurance	0.00
530.1.7 Credit Card Fees	14,759.45
530.1.8 Marketing and Website	4,675.40
530.1.9 Miscellaneous/Collection Agency Report Charge	260.01
Total for 530.1 General	**$34,870.79**
540 Utilities	
540.1 Electricity	18,284.24
540.2 Gas	6,051.98
540.3 Telephone	6,134.76
540.4 Trash Collection	570.86
540.5 Water & Sewer	1,067.08
Total for 540 Utilities	**$32,108.92**
550 Computer Expense	
550.2 Hardware	288.07
550.4 Software	1,575.00
550.5 Software Maintenance	2,970.10
Total for 550 Computer Expense	**$4,833.17**
560 Other Supplies and Expense	
560.1 Collection Maintenance	3,975.66
560.2 Library	4,975.48
560.3 Office	4,762.19
560.4 Postage	8,796.01
560.6 Passport Supplies	2,098.67
Total for 560 Other Supplies and Expense	**$24,608.01**
570 Equipment Leasing/Rental	6,071.34

Phoenixville Public Library

Profit and Loss

July 1, 2025-June 30, 2026

	TOTAL
580 Buildings & Grounds	$21.71
580.1 Maintenance	
580.1.2 Grounds	4,582.88
Total for 580.1 Maintenance	**$4,582.88**
580.5 Janitorial Expense	
580.5.1 Service	29,250.00
580.5.2 Supplies	1,087.94
Total for 580.5 Janitorial Expense	**$30,337.94**
580.7 Minor Improvements and Repairs	22.40
Total for 580 Buildings & Grounds	**$34,964.93**
Total for 530 Administration	**$137,457.16**
610 Salaries & Benefits	
610.1 Salaries	
610.1.1 Full-Time	429,067.24
610.1.2 Part-Time	186,141.01
610.1.3 Passport Agents	21,446.20
Total for 610.1 Salaries	**$636,654.45**
610.2 Social Security Expense	22,989.42
610.3 Employee Benefit Expense	$98,011.04
610.3.2 H.S.A. Contribution	7,166.66
Total for 610.3 Employee Benefit Expense	**$105,177.70**
610.4 Retirement Expense	105,865.25
Total for 610 Salaries & Benefits	**$870,686.82**
Total for Expenses	**$1,202,641.91**
Net Operating Income	**$25,612.31**
Other Expenses	
750 Non-Operating Expense	$51,253.00
750.1 Furniture, etc.	4,746.43
750.8 Other	0.00
Total for 750 Non-Operating Expense	**$55,999.43**
Total for Other Expenses	**$55,999.43**
Net Other Income	**-$55,999.43**
Net Income	**-$30,387.12**

Library Board Meetings 2026-2027

(All board meetings will be held via zoom at 5pm unless otherwise stated)

July 6, 2026

August 2026- no meeting

September 14, 2026

October 5, 2026

November 2, 2026

December 7, 2026 (in person)

January 4, 2027

February 1, 2027

March 1, 2027

April 5, 2027

May 3, 2027

June 7, 2027 (in person)

July 5, 2027

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. We have been sending out dates and information for board members to get involved at the board meetings, through reports and emails. We are seeing greater involvement by board members. • Create an updated, current, user friendly community calendar of events, responsibility of Development Director, Adult and Youth Services Directors.- our community calendar is an ongoing task, will continue this activity, these events can also now be accessed on our system app and website. • Create a general information packet for current and potential users, responsibility of Executive Director and Development Director. Will continue to update our information packets for new and current patrons. • Streamline electronic communication through use of dedicated software (ex. Constant Contact), responsibility of Executive Director, Development Director Adult and Youth Services Directors. This is an ongoing tasks. We have a high open/read rate for our newsletters, Adult and youth newsletters go out each week. • 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. A new marketing plan will need to be put in place depending on passports, will update/create with new DD. • 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 This is an ongoing activity for me. There just aren't streaming music platforms that libraries can afford and this is not something the system is currently looking into. We have as a system purchased streaming services, they are specific and limited since there is not a Netflix option for libraries. • 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 • Create inviting and comfortable outdoor library space by 01/19, responsibility of Executive Director
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