

Montville Township Public Library
Board of Trustees Meeting
September 11, 2023
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045

OPEN SESSION

| |
|-------------------------------|
| <i>MEMBERS PRESENT</i> |
| Mr. Larry Hines |
| Mrs. Debbie Kozell |
| Mr. Robert Donohue |
| Ms. Linda Peskin |
| Mr. David Tubbs (7:15pm) |
| Ms. Deb Nielson |
| Mr. Charles Grau |
| Mrs. Dianna Paradise |
| <i>MEMBERS ABSENT</i> |
| Mayor Matt Kayne |

Catherine LaBelle, Library Director – Present

Mary Grace Zaccaria, Assistant Library Director - Present

Liz Johansen, Board Recording Secretary – Present

I. Call to Order

The meeting was called to order by Mr. Hines, at 7:03p.m.

II. Open Public Meetings Act Statement

Secretary Johansen stated that prior notice of this meeting has been published in accordance with the requirements of the Open Public Meetings Act. Meeting will be digitally recorded. Minutes will be available to the public on the Library’s website once they have been officially approved.

III. Adoption of Minutes

A. *Ms. Nielson made a motion to approve the August 14, 2023, Regular Session minutes, seconded by Ms. Kozell*

Mr. Hines abstained; Ms. Paradise abstained; Ms. Peskin yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried

IV Public Comments –

None

V Reports of Officers –

Larry Hines – President

Mr. Hines had no report.

Charlie Grau – Vice-President

Mr. Grau had no report.

Dianna Paradise – Secretary

Mrs. Paradise had no report.

Linda Peskin – Treasurer

Ms. Peskin stated they met this evening. They reviewed all of the financial documents and all is in order.

Robert Donohue – Assistant Treasurer

Mr. Donohue had no report.

VI Report of Liaisons

Mayor – Mayor Kayne absent, no report.

Superintendent Liaison of Schools – Mr. Tubbs had no report.

VII. Committee Reports

Finance: Ms. Peskin stated that the Statement of Revenue and Expenses is at about 67%.

Personnel – Mr. Grau stated that the committee did not meet.

Buildings & Grounds: Ms. Nielson stated that the committee did not meet.

Patron Services/Technology: Mr. Donohue stated that the committee discussed Voice over IP. They reviewed the proposals and Library Director LaBelle chose Electronic Office Systems for a 60 month contract.

VIII. Library Director – Catherine LaBelle – see attached written report.

Director LaBelle stated that the October meeting is scheduled for October 16 since October 9 is Columbus Day. Intermediate ELL Classes started today and the advanced class will start on Wednesday.

IX. Resolutions/Motions

- A. Resolution to approve the checks numbered 16518 and 16579 dated August 1 to August 31, 2023 in the amount of \$66,795.57.

Motion made by Ms. Peskin and seconded by Mr. Grau

Mr. Hines yes; Ms. Paradise yes; Ms. Peskin yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried.

- B. Resolution to accept staff salaries for the month of August 2023 in the amount of \$96,946.90

Motion made by Ms. Peskin and seconded by Mr. Grau

Mr. Hines yes; Ms. Paradise yes; Ms. Peskin yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried.

- C. Resolution to approve setting up the Montville Township Public Library PayPal account to accept online donations.

Motion made by Mr. Grau and seconded by Mr. Donohue

Mr. Hines yes; Ms. Paradise yes; Ms. Peskin yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried

- D. Resolution to accept the proposal from Electronic Office Systems for a 60-month lease for VoIP at \$445 a month.

Motion made by Mr. Grau and seconded by Ms. Paradise:

Mr. Hines yes; Ms. Paradise no; Ms. Peskin yes; Mr. Donohue no; Ms. Nielson no; Mr. Grau abstain; Ms. Kozell yes; Motion Denied.

Ms. LaBelle will contact the references. After 60-month lease, the Library will own the equipment.

- E. Resolution to change the status of Jo Perez, Senior Library Assistant, from part time to full time effective September 18, 2023.

Motion made by Mr. Grau and seconded by Ms. Paradise

Mr. Hines yes; Ms. Paradise yes; Ms. Peskin yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried

X. Public Comments

None

XI. Old Business

None

XI. New Business

None

XII. Executive Session

None

XIII. Open Session

None

XIV. Adjournment

Motion to adjourn was made by Mr. Grau seconded by Ms. Peskin; meeting was adjourned at 7:17pm.



Director's Report

October 13, 2023

This month, we welcomed 81 new library users and 8,303 visitors passed through our doors. We sent 1,695 items to member libraries. The Circulation team processed 431 new items and mended 45 existing items.

Buildings and Grounds

The electrician, Dean Quilici, is working on the exterior front lights. There is a break between the breaker panel and the lights. The original wires were run underground and impossible to repair. He will run new wires along the interior roof rafters. We have had many problems over the years with the underground wiring. The water table is very high and the underground electrical conduits are full of water and many of the connections were not properly sealed.

Ryan Fitzsimmons winterized the underground lawn sprinklers.

Bill Heaney from Bill's Electronics adjusted the channels on the microphones to sync with the auditorium PA system and adjusted the amplifier to reduce feedback.

The comments we received from Electronic Office Systems VoIP customers were all very positive. There is a resolution on the agenda to approve the proposal.

Finance

The Library's 2024 annual allotment is \$1,910,265 which is an increase of \$123,068 (6.89%) over the 2023 rate.

The \$100,000 Lakeland Capital Reserve CD matures on November 14. It is a 9-month CD at 3.455%. The \$150,000 Lakeland CD matures on December 9, 2023. It is a 9-month CD at 3.455%.

October is open enrollment for the State Health Benefits. Health insurance rates are scheduled to increase by 7% in 2024

The Donations page on the website is now active with a link to PayPal and access to paper forms. There hasn't been any activity yet, but we are planning a donation campaign to businesses in October with an accompanying email newsletter which will guide people to the donations button.

Marketing and Outreach:

Mary Grace Zaccaria and I met hundreds of Montville Township community members at Montville Day on Oct 8. 271 people entered the raffle for our three book baskets and we discussed library programs and services with many more. Many people expressed appreciation for our library programs, resources, and staff and we were able to talk to people about our new Memory Lab, the November book sale, and other upcoming events. On Tuesday, we pulled names for the basket raffle to the delight of the winning residents.

Last month newsletter opens were highest for our emails about the October adult program slate, and the reminders about the Yankee Stadium presentation and Dr. Bellitto's lecture on humility.

September at the library celebrated back to school, falling leaves, fall crafts, and welcoming autumn themes. Our book displays and programs followed the many holidays and happenings in September. We did displays for the 9/11 Tribute,

September is National Library Card Sign-Up Month, National Hispanic Heritage Month, Banned Books Week, Batman Day, Constitution Day, and more.

In outreach, Risa Skerker's story time at Fun Time Kiddie Academy 2 had whopping 35 participants! Twenty-two children were at her Millie's House visit; Kids Academy had 25 in attendance and Kids Connect had 24 kids at her visit this month. They all enjoyed reading books and singing songs about Back to School and Autumn.

Patron Services:

I applied for a \$4225 Local Arts grant from the non-profit Morris Arts. If awarded, the grant will provide a fully funded series of art classes for adults taught by Morris County artists in a variety of mediums such as glass works, oil painting, watercolor and textiles. We will be notified in October if the Library received the grant.

Mary Grace and I began researching costs for an update to the Children's area which is in the Strategic Plan for 2022-24. Many other libraries have more open space for their youngest patrons with seating for parents. Our story times often exceed the capacity of the Story Time room and are done out on the floor of the Children's area. We met with two different furniture and shelving vendors recommended by Main Directors for ideas and cost estimates. I will discuss their reports with Patron Services.

Main is negotiating an agreement with Shemaroo, a film and TV streaming service for Indian language films. They offer classic Bollywood films as well as popular new releases in 5 languages. I am considering joining the 9 other libraries subscribing to Shemaroo, which could replace the physical Indian DVDs we purchase.

Mary Grace started a project in Juvenile Nonfiction to remove outdated books from the collection and to free up shelf space in the children's area.

Teen Programs

Our TAB was off to a busy start this September with many great upcoming programs. Jo had a fun program on Saturday, September 23rd where our Teens designed beautiful Sticker Paint Art.

The SAT Math prep course on Tuesday evenings in the Gasparro Technology Center has been a big success. Participants are working hard and learning a great deal about prepping for the SAT Math Exam in October.

Mary Grace, Jo, and Risa are working with our TAB members to plan a Halloween Glow Party on Friday evening October 27th. This will be our first after-hours program with the Teens since the pandemic. We are all looking forward to a spooktacular evening!

Jo and the TAB Diwali Committee are engaged in planning and prepping for our Annual Diwali Festival on Saturday, November 4th.

The TAB Concert Committee is also very active, planning for the TAB Concert on November 15th. They are collaborating with the Montville High School Tri-M Music Honor Society for a very special formal evening concert. Auditions and rehearsals will begin take place in October. The program brochures are underway in addition to planning for refreshments.

Our kids/teen Chess classes, taught by a local resident, Max Weinstein, continue to be a popular Tuesday evening class.

Adult Programs

Pam O’Gorman, our adult program coordinator, arranged exciting September programs both widely attended and appreciated by our adult patrons. The fall Montville "U" lecture series opened with a talk on humility by Dr. Christopher Bellitto, professor of history at Kean University. Dr. Robert Butts of Drew University gave two talks on the Music of the 1960's. Both professors are patron favorites and their lectures drew a full house. Caitlyn Lennox from Alzheimer's NJ gave a well-attended presentation on Understanding Memory Loss. On Wednesday evening September 27th, local resident Ed Alstrom gave a talk entitled "Yankee Stadium Up Close & Personal". Ed, a Pine Brook resident, has been the weekend organist at Yankee Stadium for the last 20 years. Ed shared colorful anecdotes about his job with a packed room of 51 attendees. The monthly Saturday Afternoon Concert Series got off to a great start with "Broadway Songbook" by vocalist

Olivia Konteatis and accompanist Gabe Valay which was a huge success with 71 in attendance.

This month the Adult Afternoon Book Club discussed Reese Witherspoon's Whiskey in a Teacup. This was our first time tackling the Cookbook genre and it turned out to be a special afternoon for all with 18 in attendance. Most of our Book Club participants selected a recipe from the book to make and share with the group. From Frozen Fruit Salad to Cowboy Cookies the recipes were amazing! Special thanks to Mary Grace who set up the beautiful recipe buffet table including lovely fresh flowers.

Our Evening Book Club read Fiona's Davis's, The Lions of Fifth Avenue. This was a historical fiction/mystery novel that captivated the Book Club from the first page. Everyone enjoyed delving into the history of the New York Public Library.

In Evening Art with Bernadine, 16 adults enjoyed making Fall houses with decoupage. Amy's adult craft class had 12 participants creating a fall foliage tote bag.



Canasta classes have started up again. Due to demand, we opened up the class to 4 additional patrons, which brings the class to 20. We've had 2 classes and our patrons have already started to play on their own.

ELL classes had a total of 73 attend for September with robust participation averaging 15 people per class. Rebecca Holecko of the Montville Literacy Foundation brought in the check to fund the Fall and Spring semesters 2023-24.

Our Knitting Class, now led by Jo had 33 participants this month, gathering to share stitches and stories, and welcome new members to the group.

Children's Programs

After a busy summer of special events, we returned to our regularly scheduled fall programs. Messy Munchkins brought in 22 preschoolers who made a scarecrow from popsicle sticks. ABC,123 began again with 15 kids playing our game of "What begins with an A?", letter A related stories, and an A for Alligator craft. Each month we will continue with a different letter.

For our story times, we read about crayons for back to school, and apples and leaves to welcome in Fall, along with themed crafts. The Woodmont School held their first Paws After Dark Storytime at the library and we provided the accompanying kids craft. Principal Esposito and the Woodmont mascot read a story to a large crowd of 75 kids and their parents. They will visit us two more times this fall.

Miss Jolie visited us on a Saturday in September and 45 kids sang and danced to her beats. Kids Yoga brought in 18 this month, practicing routine yoga positions and learning new ones.

This month at the Kids Book Club we had a great discussion on the book Oh, the Lavas that Flow! All About Volcanoes! by Todd Tarpley.

Jo and Risa ran a Left-Over Drop Craft for the Kids on Saturday, September 2nd. Fifteen kids dropped by and had a fun time making all of our extra craft projects from previous themed story times. This was so popular that it will have to be done again.

Now that Jo Perez had joined the Programs & Services Dept, we have resumed our monthly Drop in Legos for Kids.

Maleia, our student intern from the Craig School, doing a great job assisting with our Tuesday morning programs and assembling crafts for our upcoming Diwali celebration.



Risa launched a new Baby & Toddler Program this month called Baby & Toddlers Rhythm and Rhyme Story time. The babies and toddlers loved playing their instruments, singing songs and moving to the beat!

Our food theme Storytime featured Mac & Cheese this month led by Jo with assistance from Maleia. The kids enjoyed stories and a special Mac & Cheese craft.

A very special thanks to Librarian Cindy LaRue who did a themed Storytime on Saturday, September 30th - Blue Ribbon Pup Storytime! As an award-winning owner of an Italian greyhound, who better than Cindy to read stories about Dog Shows and explain her role as Neo's Professional Dog Show handler? The children loved listening to Dog Show books and enjoyed making a Blue-Ribbon Craft designed by Amy. Cindy even brought in some of Neo's dog show ribbons for all to see.

Staff Development

Amy Resnikoff and I attended the Main Fall Book Buzz at Parsippany Library where publishers presented their best books for adults coming out this fall and spring. Amy and I are part of the Main Reader's Advisory Task Force that organizes these events.

Technology

Technology offerings in September included classes on Top PC Troubleshooting Tips, Internet Basics, and Bobby's one-on-one Tech Tip time. Patrons were helped getting acclimated to Libby. The questions that registrants submitted are noteworthy: help with eBooks and audiobooks and making YouTube movies. In addition, we had two stand-alone sessions for the Internet Basics class. Some of the topics covered included internet browser features, tips on how to use Google Search, and dealing with cookies.

Meetings

Sept 14 – Main Board of Directors - Catherine

Sept 19 MAIN Circulation Advisory Group Meeting - Walter, Sue, Nilufer

Sept 20 – Library Management Mtg – Walter, Mary Grace, Jeanne, Catherine, Janina

Sept 21 – Programs & Services Dept Mtg – P&S Staff, Mary Grace, Catherine, Walter

Oct 17 – Library Union Contract Negotiating Committee

Oct 24- Library Buildings & Grounds & Personnel Cmtes

Nov 8 – Library Patron Services/Tech Committee

Nov 13 - Library Board & Finance Committee Meetings

Nov 28 - Library Buildings & Grounds & Personnel Cmtes

Respectfully submitted,

Catherine LaBelle

Director

Montville Township Public Library
FUND 01
BALANCE SHEET
AS OF: 09/30/23

2023

2022

Assets

| | | | |
|-----------|---------------------------------|---------------------|---------------------|
| 01-100-00 | Petty Cash - Circulation Desk | 50.00 | 50.00 |
| 01-100-01 | Petty Cash | 341.92 | 341.92 |
| 01-100-02 | Lakeland - Operating Checking | 280,952.52 | 309,150.84 |
| 01-100-03 | Lakeland - Payroll Account | 39,977.45 | 40,733.36 |
| 01-100-04 | Lakeland - Operating CD | 151,245.82 | 151,245.82 |
| 01-100-05 | Lakeland - Capital Reserve CD | 100,288.85 | 100,288.85 |
| 01-100-08 | Lakeland - Capital Reserve | 304,760.76 | 314,338.28 |
| 01-100-10 | Lakeland - Restricted Donations | 40,503.58 | 39,152.32 |
| 01-140-01 | Furniture & Fixtures | 407,391.73 | 407,391.73 |
| 01-140-02 | Property Plant Improvements | 394,128.59 | 394,128.59 |
| 01-140-03 | Computer Equip & Related Asset | 178,743.19 | 178,743.19 |
| | Total Assets | <u>1,898,384.41</u> | <u>1,935,564.90</u> |

Liabilities & Fund Balance

| | | | |
|-----------|-----------------------------|------------------|-------------------|
| 01-200-11 | Sick Hrs Year End Accrual | 52,802.00 | 52,802.00 |
| 01-211-00 | Section 125 Withholding HDV | 0.00 | 2,096.85 |
| 01-212-00 | PERS 414/CINS Withholding | 7,742.49 | 15,710.90 |
| 01-218-00 | Reserve for Encumbrances | 6,950.41 | 116,471.81 |
| 01-400-01 | Appropriation Reserve | 2,154.26 | 1,054.26 |
| | Total Liabilities | <u>55,748.34</u> | <u>188,135.82</u> |

| | | | |
|-----------|---|---------------------|---------------------|
| 01-351-03 | Restricted Fund Balance | 308,120.78 | 308,120.78 |
| 01-390-04 | Plant Fund - Investment in Fixed Assets | 980,263.51 | 980,263.51 |
| 01-390-05 | Fund Balance | 459,044.79 | 459,044.79 |
| | Total | <u>1,747,429.08</u> | <u>1,747,429.08</u> |

| | | |
|----------------------------------|---------------------|---------------------|
| Revenue | 1,350,532.64 | 0.00 |
| Less Expenses | 1,255,325.65 | 0.00 |
| Net | <u>95,206.99</u> | <u>0.00</u> |
| Total Fund Balance | <u>1,842,636.07</u> | <u>1,747,429.08</u> |
| Total Liabilities & Fund Balance | <u>1,898,384.41</u> | <u>1,935,564.90</u> |

Range of Checking Accts: 01 OPERATING to 01 OPERATING Range of Check Ids: 16580 to 16650
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # | Check Date | Vendor | Amount Paid | Reconciled/Void | Ref Num |
|---------|------------|---|-------------|-----------------|---------|
| 16580 | 09/30/23 | ALISA DU Alisa Dupuy | 295.00 | | 94 |
| 16581 | 09/30/23 | AMAZON Amazon Capital Services, Inc. | 341.35 | | 94 |
| 16582 | 09/30/23 | AMERICAN American Museum Natural Hist. | 250.00 | | 94 |
| 16583 | 09/30/23 | BAKER005 Baker & Taylor | 0.00 | 09/30/23 VOID | 0 |
| 16584 | 09/30/23 | BAKER005 Baker & Taylor | 0.00 | 09/30/23 VOID | 0 |
| 16585 | 09/30/23 | BAKER005 Baker & Taylor | 0.00 | 09/30/23 VOID | 0 |
| 16586 | 09/30/23 | BAKER005 Baker & Taylor | 0.00 | 09/30/23 VOID | 0 |
| 16587 | 09/30/23 | BAKER005 Baker & Taylor | 0.00 | 09/30/23 VOID | 0 |
| 16588 | 09/30/23 | BAKER005 Baker & Taylor | 0.00 | 09/30/23 VOID | 0 |
| 16589 | 09/30/23 | BAKER005 Baker & Taylor | 0.00 | 09/30/23 VOID | 0 |
| 16590 | 09/30/23 | BAKER005 Baker & Taylor | 0.00 | 09/30/23 VOID | 0 |
| 16591 | 09/30/23 | BAKER005 Baker & Taylor | 7,205.61 | | 94 |
| 16592 | 09/30/23 | BANK OF Bank of America | 440.68 | | 94 |
| 16593 | 09/30/23 | BARNE005 Barnes & Noble, Inc. | 148.93 | | 94 |
| 16594 | 09/30/23 | BERNADIN Bernadine Ferrari | 780.00 | | 94 |
| 16595 | 09/30/23 | BILLS Bill's Electronic Services | 125.00 | | 94 |
| 16596 | 09/30/23 | COLBY B Colby Bernstein | 60.00 | | 94 |
| 16597 | 09/30/23 | COLBY B Colby Bernstein | 60.00 | | 94 |
| 16598 | 09/30/23 | COMPUTER Computer Sharp, Inc. | 1,500.00 | | 94 |
| 16599 | 09/30/23 | DEMCO005 Demco, Inc. | 41.07 | | 94 |
| 16600 | 09/30/23 | DIRECT Direct Energy Business | 6,836.03 | | 94 |
| 16601 | 09/30/23 | EDALS005 Ed Alstrom | 150.00 | | 94 |
| 16602 | 09/30/23 | EDMUN005 Edmunds GovTech | 4,996.54 | | 94 |
| 16603 | 09/30/23 | ELECT005 Electronic Office Systems | 11.00 | | 94 |
| 16604 | 09/30/23 | ELIZA005 Elizabeth Johansen | 250.00 | | 94 |
| 16605 | 09/30/23 | EXCEL005 Excellent Building Services | 2,516.72 | | 94 |
| 16606 | 09/30/23 | FITZS005 Fitzsimmons Irrigation & Light | 279.99 | | 94 |
| 16607 | 09/30/23 | FLOTE005 FLO-TECH | 220.49 | | 94 |
| 16608 | 09/30/23 | GREGO005 Gregory J. Della Pia | 1,000.00 | | 94 |
| 16609 | 09/30/23 | HUGHE005 Hughes Environmental | 188.04 | | 94 |
| 16610 | 09/30/23 | IFPTE005 IFPTE | 198.00 | | 94 |
| 16611 | 09/30/23 | INGRAM Ingram Library Services | 27.01 | | 94 |
| 16612 | 09/30/23 | JANET C Janet C. Mandel | 200.00 | | 94 |
| 16613 | 09/30/23 | JERSE005 Jersey Central Power & Light | 1,764.14 | | 94 |
| 16614 | 09/30/23 | JOLIE DE Ants in the Pants, LLC | 350.00 | | 94 |
| 16615 | 09/30/23 | KANOPY Kanopy, Inc. | 276.00 | | 94 |
| 16616 | 09/30/23 | LAWNW005 Lawn World, Inc. | 547.00 | | 94 |
| 16617 | 09/30/23 | MARIANNE Marianne Ciffer | 450.00 | | 94 |
| 16618 | 09/30/23 | MARIANNE Marianne Ciffer | 175.00 | | 94 |
| 16619 | 09/30/23 | MARIO M Mario Medici Lectures, LLC | 200.00 | | 94 |
| 16620 | 09/30/23 | MIDWE005 Midwest Tape LLC | 0.00 | 09/30/23 VOID | 0 |
| 16621 | 09/30/23 | MIDWE005 Midwest Tape LLC | 1,046.02 | | 94 |
| 16622 | 09/30/23 | NJNAT005 NJ Natural Gas Co. | 513.18 | | 94 |
| 16623 | 09/30/23 | NORMA P Norma A. Pravec | 370.59 | | 94 |
| 16624 | 09/30/23 | NORMA P Norma A. Pravec | 360.00 | | 94 |
| 16625 | 09/30/23 | NOTABLES Notables Singers, Inc. | 500.00 | | 94 |
| 16626 | 09/30/23 | OPTIM005 Optimum | 184.45 | | 94 |
| 16627 | 09/30/23 | OVERD005 OverDrive, Inc. | 0.00 | 09/30/23 VOID | 0 |
| 16628 | 09/30/23 | OVERD005 OverDrive, Inc. | 2,749.09 | | 94 |
| 16629 | 09/30/23 | REBECCA Rebecca Mancini | 50.00 | | 94 |
| 16630 | 09/30/23 | REBECCA Rebecca Mancini | 50.00 | | 94 |

| Check # | Check Date | Vendor | Amount Paid | Reconciled/Void | Ref Num |
|---------|------------|-----------------------------------|-------------|-----------------|---------|
| 16631 | 09/30/23 | REBECCA Rebecca Manci | 50.00 | | 94 |
| 16632 | 09/30/23 | REBECCA Rebecca Manci | 50.00 | | 94 |
| 16633 | 09/30/23 | REBECCA Rebecca Manci | 50.00 | | 94 |
| 16634 | 09/30/23 | REBECCA Rebecca Manci | 50.00 | | 94 |
| 16635 | 09/30/23 | REBECCA Rebecca Manci | 50.00 | | 94 |
| 16636 | 09/30/23 | RHOND005 Rhonda D. Lipscomb | 650.00 | | 94 |
| 16637 | 09/30/23 | SPEAKING Speaking From Spirit | 200.00 | | 94 |
| 16638 | 09/30/23 | STAPL005 Staples Advantage | 414.81 | | 94 |
| 16639 | 09/30/23 | SUNRI005 Sunrise ShopRite | 150.49 | | 94 |
| 16640 | 09/30/23 | TECHN005 Technology Integrators | 135.00 | | 94 |
| 16641 | 09/30/23 | TECHN005 Technology Integrators | 135.00 | | 94 |
| 16642 | 09/30/23 | TECHN005 Technology Integrators | 135.00 | | 94 |
| 16643 | 09/30/23 | TECHN005 Technology Integrators | 135.00 | | 94 |
| 16644 | 09/30/23 | THE ATLA The Atlantic | 69.95 | | 94 |
| 16645 | 09/30/23 | TOWNS005 Township of Montville | 19,690.36 | | 94 |
| 16646 | 09/30/23 | TOWNS005 Township of Montville | 11,704.07 | | 94 |
| 16647 | 09/30/23 | UGI ENER UGI Energy Services, LLC | 117.13 | | 94 |
| 16648 | 09/30/23 | VERI0010 VERIZON | 382.00 | | 94 |
| 16649 | 09/30/23 | VERI0015 Verizon | 99.32 | | 94 |
| 16650 | 09/30/23 | WICK Wick Services, Inc. | 310.00 | | 94 |

| Report Totals | <u>Paid</u> | <u>Void</u> | <u>Amount Paid</u> | <u>Amount Void</u> |
|-----------------|-------------|-------------|--------------------|--------------------|
| Checks: | 61 | 10 | 72,285.06 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | <u>61</u> | <u>10</u> | <u>72,285.06</u> | <u>0.00</u> |

| Totals by Year-Fund Fund Description | Fund | Budget Total | Revenue Total | G/L Total | Total |
|---|------|------------------|---------------|-----------------|------------------|
| | 2-01 | 2,003.42 | 0.00 | 0.00 | 2,003.42 |
| | 3-01 | 67,373.04 | 0.00 | 2,908.60 | 70,281.64 |
| Total of All Funds: | | <u>69,376.46</u> | <u>0.00</u> | <u>2,908.60</u> | <u>72,285.06</u> |

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

Revenue Account Range: First to Last Include Non-Anticipated: Yes
 Budget Account Range: First to Last Include Non-Budget: No
 Print Zero YTD Activity: No Year To Date As Of: 09/30/23
 Current Period: 09/01/23 to 09/30/23
 Prior Year: 09/01/22 to 09/30/22

| Revenue Account | Description | Prior Yr Rev | Anticipated | Current Rev | YTD Revenue | Excess/Deficit | % Real |
|-----------------|---------------------------------|--------------|--------------|-------------|--------------|----------------|--------|
| 3-01-401-01 | Fines Income | 376.05 | 4,200.00 | 395.25 | 3,416.71 | 783.29- | 81 |
| 3-01-401-03 | Copier Income | 55.50 | 491.00 | 18.13 | 374.29 | 116.71- | 76 |
| 3-01-401-05 | Computer Print Outs Income | 226.10 | 2,000.00 | 173.85 | 1,590.45 | 409.55- | 80 |
| 3-01-401-07 | Township Income | 143,169.42 | 1,787,197.00 | 148,933.08 | 1,340,397.72 | 446,799.28- | 75 |
| 3-01-401-09 | Lost Items | 140.30 | 1,900.00 | 30.00 | 1,198.63 | 701.37- | 63 |
| 3-01-401-10 | State Aid Income | 0.00 | 12,000.00 | 0.00 | 0.00 | 12,000.00- | 0 |
| 3-01-401-11 | Miscellaneous Income | 0.00 | 0.00 | 39.99 | 269.39 | 269.39 | 0 |
| 3-01-401-15 | Interest Income | 56.56 | 700.00 | 58.43 | 551.36 | 148.64- | 79 |
| 3-01-401-16 | Lost Cards | 10.00 | 110.00 | 8.00 | 90.00 | 20.00- | 82 |
| 3-01-401-17 | Level Up Grant - LibraryLink NJ | 0.00 | 0.00 | 0.00 | 1,800.00 | 1,800.00 | 0 |
| 3-01-401-18 | Disks/Faxes | 0.00 | 70.00 | 0.00 | 23.00 | 47.00- | 33 |
| | 401 Total | 144,033.93 | 1,808,668.00 | 149,656.73 | 1,349,711.55 | 458,956.45- | 75 |
| 3-01-402-30 | Restricted Contributions | 0.00 | 5,000.00 | 250.00 | 821.09 | 4,178.91- | 16 |
| 3-01-402-35 | ELL Program Grant | 5,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-402-60 | Clean Communities | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| | 402 Total | 5,300.00 | 5,000.00 | 250.00 | 821.09 | 4,178.91- | 16 |
| | 01 Fund 01 Revenue Total | 149,333.93 | 1,813,668.00 | 149,906.73 | 1,350,532.64 | 463,135.36- | 74 |

| Budget Account | Description | Prior Yr Expd | Budgeted | Current Expd | YTD Expended | Encumbered | Balance | % Used |
|----------------|---------------------------------|---------------|--------------|--------------|--------------|------------|------------|--------|
| 3-01-601-000 | B-1 - COMPENSATION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-601-010 | Salaries & Wages Expense | 58,112.91 | 910,451.00 | 63,716.74 | 633,140.52 | 0.00 | 277,310.48 | 70 |
| 3-01-601-100 | Taxes/FICA/UE | 4,746.94 | 74,850.00 | 5,010.05 | 52,002.60 | 0.00 | 22,847.40 | 69 |
| 3-01-601-110 | Health Benefits Expense | 13,971.18 | 142,500.00 | 8,813.35 | 67,529.48 | 0.00 | 74,970.52 | 47 |
| 3-01-601-120 | PERS Expense | 0.00 | 110,000.00 | 0.00 | 99,851.14 | 0.00 | 10,148.86 | 91 |
| 3-01-601-130 | DCRP Expense | 0.00 | 4,300.00 | 0.00 | 2,476.25 | 0.00 | 1,823.75 | 58 |
| | 601 B-1 - COMPENSATION | 76,831.03 | 1,242,101.00 | 77,540.14 | 854,999.99 | 0.00 | 387,101.01 | 69 |
| 3-01-602-000 | B-2 - COLLECTION | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-602-010 | Collection Development Software | 3,500.00 | 3,500.00 | 0.00 | 4,195.00 | 0.00 | 695.00- | 120 |
| 3-01-602-020 | Adult Books | 3,228.66 | 32,000.00 | 3,575.61 | 22,324.58 | 1,274.19 | 8,401.23 | 74 |

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

| Budget Account | Description | Prior Yr Expd | Budgeted | Current Expd | YTD Expended | Encumbered | Balance | % Used |
|----------------|---|---------------|------------|--------------|--------------|------------|-----------|--------|
| 3-01-602-030 | Adult BOCB | 257.79 | 2,500.00 | 1,282.83 | 2,421.49 | 15.03 | 63.48 | 97 |
| 3-01-602-040 | Adult DVD | 455.00 | 10,000.00 | 459.62 | 2,428.01 | 398.39 | 7,173.60 | 28 |
| 3-01-602-050 | Adult eBooks | 35.37 | 7,500.00 | 1,024.89 | 6,180.31 | 213.35 | 1,106.34 | 85 |
| 3-01-602-060 | Adult eAudio | 31.89 | 5,000.00 | 850.91 | 3,842.28 | 47.50 | 1,110.22 | 78 |
| 3-01-602-090 | Periodicals | 768.40 | 11,000.00 | 69.95 | 9,338.71 | 0.00 | 1,661.29 | 85 |
| 3-01-602-110 | Games | 313.54 | 4,000.00 | 0.00 | 1,602.29 | 1,278.25 | 1,119.46 | 72 |
| 3-01-602-120 | J Books | 1,903.39 | 29,000.00 | 1,651.48 | 9,100.79 | 903.49 | 18,995.72 | 34 |
| 3-01-602-140 | J DVD | 220.80 | 2,000.00 | 193.05 | 398.27 | 18.79 | 1,582.94 | 21 |
| 3-01-602-150 | J eBooks | 0.00 | 1,500.00 | 165.38 | 662.22 | 13.50 | 824.28 | 45 |
| 3-01-602-160 | J eAudio | 0.00 | 1,000.00 | 192.48 | 514.24 | 0.00 | 485.76 | 51 |
| 3-01-602-180 | YA Books | 340.60 | 6,000.00 | 258.94 | 1,636.05 | 192.93 | 4,171.02 | 30 |
| 3-01-602-210 | YA eBooks | 0.00 | 1,000.00 | 298.49 | 438.49 | 0.00 | 561.51 | 44 |
| 3-01-602-220 | Young Adults eAudio | 0.00 | 1,000.00 | 216.94 | 374.94 | 0.00 | 625.06 | 37 |
| 3-01-602-230 | Streaming | 568.46 | 8,000.00 | 697.05 | 5,675.24 | 0.00 | 2,324.76 | 71 |
| 3-01-602-240 | Level Up Grant | 0.00 | 1,800.00 | 0.00 | 1,550.63 | 0.00 | 249.37 | 86 |
| | 602 B-2 - COLLECTION | 11,623.90 | 126,800.00 | 10,937.62 | 72,683.54 | 4,355.42 | 49,761.04 | 61 |
| 3-01-603-000 | B3 - PROGRAMS: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-603-230 | Program - Adult | 1,050.00 | 14,000.00 | 3,384.49 | 14,452.31 | 100.00 | 552.31- | 104 |
| 3-01-603-240 | Program - Children | 1,271.78 | 6,000.00 | 1,168.56 | 5,245.15 | 0.00 | 754.85 | 87 |
| 3-01-603-250 | Summer Reading / Reading Programs | 800.00- | 5,000.00 | 0.00 | 4,253.52 | 0.00 | 746.48 | 85 |
| 3-01-603-260 | Museum Passes | 0.00 | 3,500.00 | 150.00 | 2,780.00 | 0.00 | 720.00 | 79 |
| 3-01-603-270 | Programs YA | 112.22 | 2,500.00 | 174.42 | 1,716.90 | 0.00 | 783.10 | 69 |
| 3-01-603-280 | Library-wide Cultural/Family Programing | 134.70 | 2,000.00 | 182.06 | 778.60 | 43.66 | 1,177.74 | 41 |
| 3-01-603-300 | Technology Programming | 1,215.00 | 3,500.00 | 540.00 | 3,240.00 | 0.00 | 260.00 | 93 |
| | 603 B3 - PROGRAMS: | 2,983.70 | 36,500.00 | 5,599.53 | 32,466.48 | 143.66 | 3,889.86 | 89 |
| 3-01-604-000 | B-4 - SUPPLIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-604-010 | Business Office/Library/Print | 1,621.07 | 11,500.00 | 577.52 | 4,371.94 | 500.00 | 6,628.06 | 42 |
| 3-01-604-070 | Postage - Supplies | 250.00 | 900.00 | 0.00 | 1,043.73 | 0.00 | 143.73- | 116 |
| 3-01-604-080 | Freight-Shipg (Non-collection) | 220.83 | 2,000.00 | 261.01 | 1,291.17 | 0.00 | 708.83 | 65 |
| | 604 B-4 - SUPPLIES | 2,091.90 | 14,400.00 | 838.53 | 6,706.84 | 500.00 | 7,193.16 | 50 |
| 3-01-605-000 | B-5 - PUBLIC RELATIONS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-605-040 | PR - Mailing | 0.00 | 1,000.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0 |
| 3-01-605-060 | PR - Materials | 100.12 | 600.00 | 0.00 | 17.04 | 0.00 | 582.96 | 3 |
| 3-01-605-070 | Staff/Volunteer Recognition | 7.87 | 500.00 | 20.57 | 142.77 | 0.00 | 357.23 | 29 |

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

| Budget Account | Description | Prior Yr Expd | Budgeted | Current Expd | YTD Expended | Encumbered | Balance | % Used |
|----------------|---------------------------------|---------------|-----------|--------------|--------------|------------|-----------|--------|
| | 605 B-5 - PUBLIC RELATIONS | 107.99 | 2,100.00 | 20.57 | 159.81 | 0.00 | 1,940.19 | 8 |
| 3-01-606-000 | B- 6 - STAFF DEVELOPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-606-010 | Staff Development | 250.00 | 1,200.00 | 32.83 | 1,035.32 | 0.00 | 164.68 | 86 |
| 3-01-606-030 | Reimb.Exp. (milg, lodg, meals) | 0.00 | 200.00 | 0.00 | 332.60 | 0.00 | 132.60 | 166 |
| 3-01-606-040 | Professional Dues | 150.00 | 1,300.00 | 0.00 | 596.00 | 0.00 | 704.00 | 46 |
| 3-01-606-050 | Conference Travel | 0.00 | 700.00 | 0.00 | 1,846.21 | 0.00 | 1,146.21 | 264 |
| | 606 B- 6 - STAFF DEVELOPMENT | 100.00 | 3,400.00 | 32.83 | 3,810.13 | 0.00 | 410.13 | 112 |
| 3-01-607-000 | B-7 - UTILITIES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-607-010 | Utilities - Electric | 4,844.00 | 59,500.00 | 8,600.17 | 30,693.49 | 0.00 | 28,806.51 | 52 |
| 3-01-607-030 | Utilities - Gas | 432.65 | 17,500.00 | 630.31 | 13,046.48 | 0.00 | 4,453.52 | 75 |
| 3-01-607-040 | Utilities - Telephone | 610.21 | 6,600.00 | 481.32 | 4,774.09 | 0.00 | 1,825.91 | 72 |
| 3-01-607-050 | Internet Provider | 184.94 | 2,300.00 | 184.45 | 1,847.44 | 0.00 | 452.56 | 80 |
| | 607 B-7 - UTILITIES | 6,071.80 | 85,900.00 | 9,896.25 | 50,361.50 | 0.00 | 35,538.50 | 59 |
| 3-01-608-000 | B-8 - PHYSICAL PLANT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-608-010 | Plant - Repairs, Bldgs, Grounds | 200.00 | 13,800.00 | 125.00 | 7,549.48 | 5,742.14 | 508.38 | 96 |
| 3-01-608-030 | Plant - Cleaning/Maintenance | 2,516.72 | 32,000.00 | 2,516.72 | 22,650.48 | 0.00 | 9,349.52 | 71 |
| 3-01-608-040 | Plant - Fire/Burglery Alarm | 275.00 | 2,700.00 | 0.00 | 2,860.80 | 216.00 | 376.80 | 114 |
| 3-01-608-050 | Plant - HVAC Maintenance | 0.00 | 18,000.00 | 0.00 | 8,791.00 | 4,534.00 | 4,675.00 | 74 |
| 3-01-608-060 | Plant - Lawn Sprinklers Maint | 475.00 | 3,000.00 | 826.99 | 2,625.73 | 0.00 | 374.27 | 88 |
| 3-01-608-110 | Plant - Repairs HVAC | 0.00 | 18,000.00 | 0.00 | 0.00 | 0.00 | 18,000.00 | 0 |
| 3-01-608-120 | Plant - Carpet Cleaning | 0.00 | 2,000.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0 |
| 3-01-608-140 | Plant - Landscape Maintenance | 300.00 | 1,500.00 | 310.00 | 1,470.00 | 0.00 | 30.00 | 98 |
| | 608 B-8 - PHYSICAL PLANT | 3,766.72 | 91,000.00 | 3,778.71 | 45,947.49 | 10,492.14 | 34,560.37 | 62 |
| 3-01-609-000 | B-9 - EQUIPMENT/MAINTENANCE | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-609-030 | EM RFID Equipment | 0.00 | 12,000.00 | 0.00 | 0.00 | 0.00 | 12,000.00 | 0 |
| 3-01-609-050 | EM - Copiers | 0.00 | 1,500.00 | 0.00 | 0.00 | 0.00 | 1,500.00 | 0 |
| 3-01-609-070 | Computer Software | 0.00 | 11,000.00 | 0.00 | 8,237.20 | 0.00 | 2,762.80 | 75 |
| 3-01-609-075 | Edmunds Software | 0.00 | 5,000.00 | 4,996.54 | 4,996.54 | 0.00 | 3.46 | 100 |
| 3-01-609-100 | EM - Postage Meter | 0.00 | 800.00 | 0.00 | 416.46 | 0.00 | 383.54 | 52 |
| | 609 B-9 - EQUIPMENT/MAINTENANCE | 0.00 | 30,300.00 | 4,996.54 | 13,650.20 | 0.00 | 16,649.80 | 45 |

| Budget Account | Description | Prior Yr Expd | Budgeted | Current Expd | YTD Expended | Encumbered | Balance | % Used |
|----------------|----------------------------------|---------------|--------------|--------------|--------------|------------|------------|--------|
| 3-01-610-000 | B-10 - EXPENSED EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-610-010 | Color Copy Usage | 0.00 | 200.00 | 0.00 | 0.00 | 0.00 | 200.00 | 0 |
| 3-01-610-020 | Copier Usage B&W | 0.00 | 100.00 | 36.22 | 36.22 | 0.00 | 63.78 | 36 |
| | 610 B-10 - EXPENSED EQUIPMENT | 0.00 | 300.00 | 36.22 | 36.22 | 0.00 | 263.78 | 12 |
| 3-01-611-000 | B-11 - PROFESSIONAL SERVICES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-611-010 | Audit | 0.00 | 4,500.00 | 0.00 | 4,500.00 | 0.00 | 0.00 | 100 |
| 3-01-611-020 | Accounting Fees | 1,000.00 | 12,000.00 | 1,000.00 | 9,000.00 | 0.00 | 3,000.00 | 75 |
| 3-01-611-030 | MAIN Assessment | 0.00 | 51,350.00 | 0.00 | 51,304.00 | 0.00 | 46.00 | 100 |
| 3-01-611-070 | Computer Support & Service | 0.00 | 1,500.00 | 500.00 | 935.71 | 0.00 | 564.29 | 62 |
| 3-01-611-100 | Web Site Maintanace | 0.00 | 500.00 | 72.32 | 72.32 | 0.00 | 427.68 | 14 |
| 3-01-611-150 | Legal | 150.00 | 1,500.00 | 0.00 | 250.00 | 0.00 | 1,250.00 | 17 |
| 3-01-611-250 | Board Secretary | 250.00 | 3,000.00 | 250.00 | 1,750.00 | 0.00 | 1,250.00 | 58 |
| 3-01-611-260 | Payroll Service Fee | 747.49 | 8,400.00 | 781.74 | 6,492.40 | 0.00 | 1,907.60 | 77 |
| 3-01-611-320 | Other Professional Services | 0.00 | 200.00 | 0.00 | 20.00 | 0.00 | 180.00 | 10 |
| 3-01-611-350 | ELL Teacher | 960.00 | 2,500.00 | 0.00 | 0.00 | 0.00 | 2,500.00 | 0 |
| | 611 B-11 - PROFESSIONAL SERVICES | 3,107.49 | 85,450.00 | 2,604.06 | 74,324.43 | 0.00 | 11,125.57 | 87 |
| 3-01-612-000 | B-12 OTHER EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-612-010 | Township In-Kind Services | 11,997.00 | 49,067.00 | 12,266.75 | 49,067.00 | 0.00 | 0.00 | 100 |
| 3-01-612-020 | Township Insurances | 6,872.38 | 29,100.00 | 7,423.61 | 29,694.50 | 0.00 | 594.50 | 102 |
| 3-01-612-030 | O/E- Contingencies | 0.00 | 5,000.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | 0 |
| 3-01-612-040 | O/E - Licenses & Fees | 0.00 | 600.00 | 0.00 | 0.00 | 0.00 | 600.00 | 0 |
| 3-01-612-060 | O/E - Board Misc | 0.00 | 1,300.00 | 0.00 | 87.85 | 0.00 | 1,212.15 | 7 |
| 3-01-612-065 | Delivery | 0.00 | 2,000.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0 |
| | 612 B-12 OTHER EXPENSES | 18,869.38 | 87,067.00 | 19,690.36 | 78,849.35 | 0.00 | 8,217.65 | 91 |
| 3-01-613-000 | B-13 - GRANT EXPENSES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-613-010 | ELL Program Grant Expenses | 0.00 | 0.00 | 730.59 | 730.59 | 720.00 | 1,450.59 | 0 |
| 3-01-613-25 | Blue Foundry Foundation | 500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-613-60 | Clean Communities | 300.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-01-613-63 | Library Link | 250.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| | 613 B-13 - GRANT EXPENSES | 1,050.00 | 0.00 | 730.59 | 730.59 | 720.00 | 1,450.59 | 0 |
| | 01 Fund 01 Expend Total | 126,403.91 | 1,805,318.00 | 136,701.95 | 1,234,726.57 | 16,211.22 | 554,380.21 | 69 |

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

| Budget Account | Description | Prior Yr Expd | Budgeted | Current Expd | YTD Expended | Encumbered | Balance | % Used |
|----------------|-------------|-------------------|-------------------|---------------------|--------------|------------|---------|--------|
| | 01 Fund | | | | | | | |
| | | <u>Prior</u> | <u>Current</u> | <u>YTD</u> | | | | |
| | Revenues: | 149,333.93 | 149,906.73 | 1,350,532.64 | | | | |
| | Expended: | <u>126,403.91</u> | <u>136,701.95</u> | <u>1,250,937.79</u> | | | | |
| | Net Income: | 22,930.02 | 13,204.78 | 99,594.85 | | | | |

| Budget Account | Description | Prior Yr Expd | Budgeted | Current Expd | YTD Expended | Encumbered | Balance | % Used |
|----------------|----------------------------------|---------------|------------------|--------------|-----------------|---------------|-----------------|-----------|
| 3-02-803-000 | PROPERTY & PLANT IMPROVEMENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-02-803-250 | Professional Services | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 | 1,500.00- | 0 |
| 3-02-804-000 | COMPUTER & RELATED EQUIPMENT | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 3-02-804-010 | Computer Equipment | 0.00 | 7,650.00 | 0.00 | 917.98 | 875.18 | 5,856.84 | 23 |
| 3-02-804-015 | Computer Related Equipment | 0.00 | 2,500.00 | 0.00 | 359.66 | 0.00 | 2,140.34 | 14 |
| 3-02-804-060 | Memory Lab Equipment | 0.00 | 0.00 | 0.00 | 735.24 | 0.00 | 735.24- | 0 |
| | 804 COMPUTER & RELATED EQUIPMENT | <u>0.00</u> | <u>10,150.00</u> | <u>0.00</u> | <u>2,012.88</u> | <u>875.18</u> | <u>7,261.94</u> | <u>28</u> |
| | 02 CAPITAL BUDGET Expend Total | <u>0.00</u> | <u>10,150.00</u> | <u>0.00</u> | <u>3,512.88</u> | <u>875.18</u> | <u>5,761.94</u> | <u>43</u> |

02 CAPITAL BUDGET

| | <u>Prior</u> | <u>Current</u> | <u>YTD</u> |
|-------------|--------------|----------------|-----------------|
| Revenues: | 0.00 | 0.00 | 0.00 |
| Expended: | <u>0.00</u> | <u>0.00</u> | <u>4,388.06</u> |
| Net Income: | 0.00 | 0.00 | 4,388.06- |

Grand Totals

| | <u>Prior</u> | <u>Current</u> | <u>YTD</u> |
|-------------|-------------------|-------------------|---------------------|
| Revenues: | 149,333.93 | 149,906.73 | 1,350,532.64 |
| Expended: | <u>126,403.91</u> | <u>136,701.95</u> | <u>1,255,325.85</u> |
| Net Income: | 22,930.02 | 13,204.78 | 95,206.79 |

MONTVILLE TOWNSHIP PUBLIC LIBRARY SEPTEMBER 2023 PROGRAM ATTENDANCE
October 16, 2023 Board Meeting

| LIBRARY SPONSORED PROGRAMS | Sept 2023 | Sept 2022 |
|---|------------------|------------------|
| Children - Staff Programs | | |
| Story Time | 92 | |
| Crafts & Games | 19 | |
| Kids Book Club | 2 | |
| Messy Munchkins | 22 | |
| ABC's | 15 | |
| Wacky Wednesdays | | |
| Bouncing Babies | 22 | |
| Family Bingo | | |
| Outreach Story Time Pre-School Visits | 84 | |
| Babies & Toddlers | 18 | |
| Children - Staff Programs Total | 274 | 230 |
| Children - Paid Presenters | | |
| Miss Jolie Move n'Groove | 45 | |
| Kids Yoga | 18 | |
| Children - Paid Presenters Total | 63 | 40 |
| Total All Children's Programs | 337 | 270 |
| Young Adults - Staff Programs | | |
| TAB Meeting | 25 | |
| Teen Craft | 9 | |
| TAB Program Assistant Volunteers | 5 | |
| Young Adult - Staff Programs Total | 39 | 39 |
| Young Adult - Paid Presenters | | |
| Chess Class (kids and teens) presenter no fee | 16 | |
| SAT Class (presenter no fee) | 25 | |
| Young Adult - Paid Presenters Total | 41 | 0 |
| Total All Young Adult Programs | 80 | 39 |
| Adult - Staff Programs | | |
| Movies | 32 | |
| Book Club | 31 | |
| Adult Craft with Amy | 12 | |
| Knitting | 33 | |
| Memory Lab | 21 | |
| Computer/Technology Classes | 8 | |
| Adult Staff Programs Total | 137 | 45 |
| Adult - Paid Presenters | | |
| Chair Yoga | 87 | |
| Montville "U" Lecture & Concerts | 322 | |
| Canasta (no charge) | 18 | |
| Qigong | 35 | |
| Technology Classes | 22 | |
| Arts & Craft Class | 16 | |
| Virtual Author Talk (no charge) | 18 | |
| ELL Classes (grant funded) | 73 | |
| Adult - Paid Presenters Total | 591 | 408 |
| Total All Adult Programs | 728 | 453 |
| Library Sponsored Total | 1,145 | 762 |
| OUTSIDE GROUPS | | 0 |
| Woodmont School w/ Principal Story Time | 75 | |
| Outside Groups Total | 75 | 5 |
| GRAND TOTAL | 1,220 | 767 |

| September Book Displays |
|--|
| 9/11 Tribute - Adults, Young Adults, Children |
| September is National Library Card Sign Up Month - All Ages |
| National Hispanic Heritage Month (9/15 - 10/15) - All Ages |
| Back to School - Children |
| Batman Day - September 16th - Children |
| Constitution Day - September 17th - Adults, Young Adults, Children |
| Birds - Adults |
| Halloween - Children |
| Rosh Hashanah - Children |
| September is National Yoga Month - Adults, Children |
| Fall Into Gardening - Adults |
| NY Times Best Sellers - Adults, Teens, Children |
| LibraryReads - Adults |
| Staff Picks - Adults, Young Adults |