

Montville Township Public Library
Board of Trustees Meeting
January 11, 2021
Montville Township Public Library
Meeting held on GotoMeeting
90 Horseneck Road
Montville, New Jersey 07045

OPEN SESSION

<i>MEMBERS PRESENT</i>
Mr. Robert Donohue
Mr. Carmen Allora
Mr. Charlie Grau
Mrs. Jane Hines
Mr. David Tubbs
Mr. Thomas Mazzaccaro
Mrs. Dianna Paradise
Ms. Linda Peskin
Mayor Cooney

Allan M. Kleiman, Library Director – Present

Catherine LaBelle, Assistant Library Director - Present

Liz Johansen, Board Recording Secretary – Present

I. Call to Order

The meeting was called to order by Mr. Mazzaccaro, at 7:12p.m.

II. Open Public Meetings Act Statement

Mr. Mazzaccaro 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 and at the Library’s Information Desk once they have been officially approved.

III. Adoption of Minutes

A. *Ms. Peskin made a motion to approve the December 14, 2020, Regular Session minutes, seconded by Mr. Grau*

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mrs. Hines yes; Mr. Allora yes; Mr. Tubbs yes; Mr. Donohue yes; Mayor Cooney yes; Mr. Grau yes; Motion Carried.

B. *Mr. Grau made a motion to approve the December 14, 2020, Executive Session minutes, seconded by Mrs. Paradise*

Mr. Mazzaccaro yes; Mrs. Paradise yes; Ms. Peskin yes; Mrs. Hines yes; Mr. Allora yes; Mr. Tubbs yes; Mr. Donohue abstained; Mayor Cooney yes; Mr. Grau yes; Motion Carried.

IV Public Comments –

None

V Reports of Officers –

Tom Mazzaccaro – President

Mr. Mazzaccaro announced that Allan has resigned and thanked him for his all his hard work with the Library.

Linda Peskin – Vice-President

Ms. Peskin had no report.

Dianna Paradise – Secretary

Mrs. Paradise stated she enjoyed working with Allan.

Carmen Allora – Treasurer

Mr. Allora thanked Allan for being fiscally responsible.

Mr. Allora stated that the normalized budget attainment is at 100%. Year to date revenue is on target at 98% of annual budget. Year to date operating expenditures, plus encumbrances are at 88% of annual budget. Included in expenditures is year to date salaries which is at \$683,119.00 or 92% of the total annual budget. The year to date capital expenditures are 90% of annual budget. Total capital and operating expenditures, plus encumbrances resulted in the budget surplus revenue being a positive \$175,495.00 YTD.

Robert Donohue – Assistant Treasurer

Mr. Donohue had no report.

VI Report of Liaisons

Mayor – Mayor Cooney stated the Township is very busy with the vaccine rollout. The Township is sad to see Allan leave as they receive excellent feedback regarding the Library.

Superintendent Liaison of Schools – Mr. Tubbs stated that all the schools are virtual. Hybrid will start on January 19th. He thanked Allan for working well with the schools.

VII. Committee Reports

Finance: Mr. Allora stated he would like to get a procurement card for Library use. A quarterly report can be done through the general ledger.

Personnel: Mr. Grau stated that Allan’s last day of work will be January 15th. Catherine will be the Interim Director, beginning on January 16th. As per civil service the position does not need to be posted.

Buildings & Grounds: Mrs. Hines stated that the Township inspectors have approved the chiller project. Allan will send out a schedule of work to be completed.

Patron Services/Technology: Mr. Donohue stated that Allan gave them a year in review. Allan and Catherine are working on a to do list with a time frame for completion.

VIII. Library Director – Allan Kleiman – see attached written report.

Allan stated the he will get an estimate for the roof and send it out to everyone. He was asked to write an excerpt for a book, Pivoting During the Pandemic. He thanked all of the Board Members.

IX. Resolutions/Motions

- A. Resolution to approve the checks numbered 14586 and 14620 dated December 1 to December 31, 2020 in the amount of \$36,136.87

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

Mr. Mazzaccaro yes; Mr. Grau yes; Mrs. Paradise yes; Ms. Peskin yes; Mrs. Hines yes; Mr. Allora yes; Mr. Tubbs yes; Mayor Cooney yes; Mr. Donohue yes; Motion Carried.

- B. Resolution to accept staff salaries for the month of December 2020 in the amount of \$55,014.17

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

Mr. Mazzaccaro yes; Mr. Grau yes; Mrs. Paradise yes; Ms. Peskin yes; Mrs. Hines yes; Mr. Allora yes; Mr. Tubbs yes; Mayor Cooney yes; Mr. Donohue yes;
Motion Carried

- C. Resolution to accept the resignation of Allan Kleiman, Library Director, effective January 15, 2021

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

Mr. Mazzaccaro yes; Mr. Grau yes; Mrs. Paradise yes; Ms. Peskin yes; Mrs. Hines yes; Mr. Allora yes; Mr. Tubbs yes; Mayor Cooney yes; Mr. Donohue yes;
Motion Carried

- D. Resolution to appoint Catherine LaBelle, Assistant Library Director to the position of Interim Library Director effective January 16, 2021.

Motion made with congratulations by Mr. Grau and seconded by Mrs. Hines

Mr. Mazzaccaro yes; Mr. Grau yes; Mrs. Paradise yes; Ms. Peskin yes; Mrs. Hines yes; Mr. Allora yes; Mr. Tubbs yes; Mayor Cooney yes; Mr. Donohue yes;
Motion Carried

- E. Resolution to approve the MAIN Membership Agreement for 2021.

Motion made by Mr. Grau and seconded by Mrs. Hines

Mr. Mazzaccaro yes; Mr. Grau yes; Mrs. Paradise yes; Ms. Peskin yes; Mrs. Hines yes; Mr. Allora yes; Mr. Tubbs yes; Mayor Cooney yes; Mr. Donohue yes;
Motion Carried

X. Public Comments –

Walter Clark congratulated Allan on his retirement and thanked him for his leadership.

XI. Old Business

1. Allan will add another Public Comments section to the agenda.
2. Motion made by Mr. Allora to move \$100,000 out of the Cash Reserves and into a 6 month CD at Lakeland Bank at a rate of .17%. Seconded by Ms. Peskin.

Mr. Mazzaccaro yes; Mr. Grau yes; Mrs. Paradise yes; Ms. Peskin yes; Mrs. Hines yes; Mr. Allora yes; Mr. Tubbs yes; Mayor Cooney yes; Mr. Donohue yes; Motion Carried

3. Mr. Grau congratulated Allan on his new endeavor.

XI. New Business

None

XII. Executive Session

None

XIV. Adjournment

Motion to adjourn was made by Mr. Grau seconded by Mr. Tubbs; meeting was adjourned at 8:05pm.



Montville Township Public Library

Director's Report

Feb 8, 2021

The Library staff and I are looking forward to a busy and brighter 2021. On January 25, I led a staff meeting where I outlined my vision for our library and our goals for 2021. We enjoyed a bagel breakfast as an acknowledgement of the staff's efforts during the rollout of an active year ahead.

The snowstorm kept us closed for 2 ½ days from Feb 1-3. Many thanks to the Township for doing such a thorough job plowing the lot and shoveling the five-foot snow drifts so we could open on Wednesday afternoon.

In January, Curbside pickups increased by 11%, in-house library visits decreased by 18%, and computer use by appointment increased by 56%. We welcomed 41 new library users. The Circulation team processed 537 new items. This month we shipped out 1307 items to member libraries.

Most of the staff attended one of two sessions the week of January 11 on the vaccine rollout. The Morris County Division of Public Health has established a COVID-19 Call Center at the Morris County Library where the staff can refer patrons with questions about pre-registration or scheduling vaccine appointments.

On January 11, Bernardsville Public Library and the three branches of the Hunterdon County Library System, along with its 10 affiliated libraries, joined the MAIN library network. We're looking forward to the increased library resources and reduced share of membership costs this will provide.

I applied for an additional round of grant funding for the Gilder Lehrman Institute's Revisiting the Founding Era initiative which we participated in last February. This week I heard that we have been awarded an additional \$800 which we will use for two more excellent presentations with Dr. Jonathan Mercantini of Kean University on the framing of the constitution in the spring.

Buildings and Grounds

Whitman is waiting for Dougherty to respond to outstanding issues before signing off on the Chiller project. These include chiller wiring, the plan for spring/summer startup of the units, a change of warranty beginning date to the 10/21/20 startup date, hot gas bypass piping insulation, and labor pay stubs after Mar 2020.

Donnelly Energy provided a proposal for the last set of hanging florescent lights. The lights can't be retrofitted under the NJ Clean Energy Program, but we can replace them through that program.

I contacted the architect suggested by Mr. Grau to do a maintenance assessment of the Library building and am waiting for a call back.

Finance

Our accountant, Greg Della Pia, closed the year 2020 in Edmunds and entered the 2021 budget. We are now able to enter 2021 PO's and run reports.

We forwarded the Finance Committee request for quarterly reporting of the capital reserve account balances and expenditures to our accountant for the February meeting.

Our Library Board Treasurer opened a six-month \$100,000 CD at 0.17% at Lakeland Bank with funds from the capital reserve account.

The 2021 PO log is set up as a shared document so Jeanne and Janina can enter items. We are already up to seventy-five 2021 PO's.

A few months ago, we sent out the 2021 annual declarations to all of our active vendors to sign. Most of them have been returned but there always a few that are late. These documents must be attached to all purchase orders. We will follow up to make sure we have them all on file. This is just one thing that the auditors check up on.

ADP sent us the W-2's for everyone who worked at the Library in 2020. The salary adjustments that started in January 2021 require that all elective payroll deductions be adjusted to reflect the change in earnings for each staff member. We adjust PERS (pension), CINS (life insurance), DCRP (a tax-sheltered retirement benefit) and health insurance (for full time staff) and health waivers (for those FT staff who waive coverage).

Attendance sheets have been adjusted for the new year. Employee vacation allotments vary with length of service and are adjusted annually as needed.

Marketing and Outreach:

I had my first of three presentations about library digital resources with Montville elementary school teachers and media specialists. The first group included thirty 2nd and 3rd grade teachers. Presentations will continue in February, after which the elementary schools will make a big push for library card sign-up. Michael and Walter assisted by updating our forms and PR material.

On January 10, Young Adult and Community Services Librarian Jeff Cupo was a guest on the OneMontville Unites podcast. Jeff spoke with hosts Bansari Shah and Shari Schwartz about his community services role at the library, some of the special community programs we offer, and how the library celebrated Martin Luther King Jr. Day.

We sent out newsletters 5-6 days a week in January, highlighting our programs and services and special occasions. Our most popular newsletters, judging by open and click through rates, were our Lunar New Year program roster, Top 5 Books of 2020, and Technology class emails.

In January, we featured 11 changing, topical displays for all age groups, put together by Risa Skerker. We added New York Times Bestsellers to our long-term displays.

Patron Services:

The Winter Reading Challenge concluded on January 31. We had a total of 74 readers participate which is a 9% improvement over last year's Winter Challenge. Our Beanstack reading software is perfect for the stay-at-home environment as it allows reading and logging from home. One reader who completed the challenge in each age group will be selected by random drawing to win a gift card.

We started off the new year with a slate of exciting programs for children and families. In partnership with Hearts of Hope, a non-profit healing arts program, Amy sent home 25 hearts with instructions and all the craft materials needed. The children painted the hearts and added a message of thanks and encouragement. The hearts were distributed to the front-line workers at Chilton Hospital. This month in our ever-popular cooking class with Chef Theresa, eighteen participants cooked along or took notes to create a Moroccan Chick Pea Tagine. Our Valentine themed Grab N Go craft bags included supplies to make pretty tissue hearts and we had 30 participants.

The Kids Book Club has grown during the pandemic. Seventeen kids participated in the January discussion of Dan Gutman's We're Red, Weird, and Blue! What Can We Do?, a humorous book about the presidents. Risa received a complimentary email from a mom whose daughter was apprehensive about joining for the first time. Not only she coming back next month but her brother overheard the fun discussion and will be joining us next month with two of their friends.

Our regular Messy Munchkins craft, ABC Tuesdays, Lego, and themed story times continue to draw a crowd, especially with the cold weather and pandemic keeping kids inside.

In Adult program news, we opened the 2021 Montville "U" Winter Lecture Series with a book talk by author Ben Cohen, sports reporter for the Wall Street Journal. He spoke about his book "The Hot Hand" and discussed the current records of NY/NJ professional sports teams. Patron favorite Fred Miller, a Juilliard trained pianist, gave a lecture on Judy Garland. His "Lectures in Song" are a combination of songs and stories about noted musical figures. Our patrons also enjoyed TV and radio personality Evan Weiner's talk about the history of the Super Bowl.

Chair Yoga is a continuing draw and we will offer the weekly virtual Chair Yoga classes through the spring. Our adult craft classes consistently fill up within the first few days after they are posted. Amy's Adult Craft Class participants were delighted with the results as they followed her instructions to make a decorative and useful tray. The Evening Adult Craft Class led by Bernadine Ferrara featured a beautiful pendant and earring set. This month our Business/ Finance/ Career Series featured a "How to Publish Your Manuscript" workshop.

In January, Jeff created Young Adult programs for the Martin Luther King Month of Service, created and assembled three Grab and Go projects, and prepared for the week of Lunar New Year events from Feb. 6-13th.

Highlights from the Month of Service done by Montville teens were a GoFundMe created that raised \$350 for a charity that helps create COVID-19 relief kits and provides drive-through testing for the virus and two teens who collected, assembled, and delivered vital supplies for the Recovery Center at Eva's Village in Paterson. The YA Grab and Go's this month were two arts and crafts bags, Snow Globes and the 2020 Dumpster Fire, and one STEM bag, pinhole glasses which all had between 8 and 16 participants. TAB Meetings continue to rival in-person meetings in attendance. The TAB volunteers are all putting a lot of hours in working from home, designing the cultural holiday celebrations, virtual escape rooms, video game tournaments, and researching books and programs they want. Jeff, the TAB, and many staff members are also hard at work on the upcoming Lunar New Year week, decorating, filing, and editing videos, and stuffing craft and project bags.

The Circulation department has begun the process of relabeling and re-cataloging for the Bookstore Browsing Collection. We are starting with the True Crime section of the existing collection.

Personnel

I posted the open Library Page and Part-time Library Assistant jobs on the Library Association job board.

I created a job description for the open Assistant Director Position and sent it to the Personnel Committee for review.

Staff Training/ Development

Many staff members attended the NJLA sponsored NJ Vaccine Information Session with the Governor's Deputy Chief of Staff Outreach which will help the staff provide our patrons with the most up-to-date information.

I registered for MAIN New Directors Training on Feb 17 & 24.

Technology

James Fitzpatrick continues to conduct his popular bi-monthly Tech Classes. This month's offerings included "Twitter Basics" and "How to Set Up a Playlist". We are also offering a 4-part Website building series. Offerings by Tech Associate Michael "D" included an "iPhone Tips & Tricks" class and a class on utilizing free business databases.

We have ordered a Dell PC to replace the outdated Windows 7 Envisionware Print Station on the recommendation of MAIN.

Meetings

Jan 8 – MAIN Digitech – Michael

Jan 11 – NJLA/Governor's Office Vaccine Information Session – all staff

Jan 13 – MAIN Large Libraries – Catherine

Jan 14 – Montville Twp. Safety Meeting - Catherine

Jan 15 – MAYS – Risa

Jan 19 – kanopy Town Hall – Catherine

Jan 22 – MAIN Director's Meeting – Catherine

Jan 25 – All Staff Meeting

Jan 25 – Circulation Dept Meeting – Circ staff, Walter, Catherine

Feb 2 – TAB – Jeff and volunteers

Feb 5 – MAIN Digitech - Michael

Feb 5 & 19– MAIN Director's Meeting – Catherine

Feb 19 – MAYS Meeting - Risa

Feb 17 & 24 – MAIN New Director's Training - Catherine

Respectfully submitted,

Catherine LaBelle

Interim Director

Montville Township Public Library
FUND 01
BALANCE SHEET
AS OF: 01/31/21

2021

2020

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	110,919.81	108,519.72
01-100-03	Lakeland - Payroll Account	32,910.00	33,435.88
01-100-04	Lakeland CD Accounts	366,741.17	266,741.17
01-100-08	Lakeland - Capital Reserve	180,246.96	280,229.08
01-100-10	Lakeland - Restricted Donations	28,065.92	27,891.70
01-140-01	Furniture & Fixtures	304,028.32	304,028.32
01-140-02	Property Plant Improvements	177,366.27	177,366.27
01-140-03	Computer Equip & Related Asset	131,627.57	131,627.57
01-140-04	Other Capital	38,632.24	38,632.24
01-140-05	Capital - Edmunds	5,137.50	5,137.50
	Total Assets	<u>1,376,067.68</u>	<u>1,374,001.37</u>

Liabilities & Fund Balance

01-200-00	Accounts Payable	73,000.00	73,000.00
01-200-11	Sick Hrs Year End Accrual	42,881.00	42,881.00
01-211-00	Section 125 Withholding HDV	2,922.87	2,489.94
01-212-00	PERS 414/CINS Withholding	23,465.46	20,705.32
01-218-00	Reserve for Encumbrances	94,328.10	115,165.20
01-400-01	Appropriation Reserve	1,044.46	1,044.46
	Total Liabilities	<u>237,641.89</u>	<u>255,285.92</u>

01-351-03	Restricted Fund Balance	99,950.89	99,950.89
01-390-04	Plant Fund - Investment in Fixed Assets	654,586.90	654,586.90
01-390-05	Fund Balance	364,177.66	364,177.66
	Total	<u>1,118,715.45</u>	<u>1,118,715.45</u>

	Revenue	140,179.47	0.00
	Less Expenses	120,469.13	0.00
	Net	<u>19,710.34</u>	<u>0.00</u>
	Total Fund Balance	<u>1,138,425.79</u>	<u>1,118,715.45</u>
	Total Liabilities & Fund Balance	<u>1,376,067.68</u>	<u>1,374,001.37</u>

Range of Checking Accts: 01 OPERATING to 01 OPERATING Range of Check Ids: 14621 to 14685
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
14621	01/31/21	ARGEN005 Argent Contracting Co., Inc.	6,293.73		62
14622	01/31/21	BAKER005 Baker & Taylor	0.00	01/31/21 VOID	0
14623	01/31/21	BAKER005 Baker & Taylor	0.00	01/31/21 VOID	0
14624	01/31/21	BAKER005 Baker & Taylor	0.00	01/31/21 VOID	0
14625	01/31/21	BAKER005 Baker & Taylor	0.00	01/31/21 VOID	0
14626	01/31/21	BAKER005 Baker & Taylor	0.00	01/31/21 VOID	0
14627	01/31/21	BAKER005 Baker & Taylor	0.00	01/31/21 VOID	0
14628	01/31/21	BAKER005 Baker & Taylor	0.00	01/31/21 VOID	0
14629	01/31/21	BAKER005 Baker & Taylor	0.00	01/31/21 VOID	0
14630	01/31/21	BAKER005 Baker & Taylor	7,499.53		62
14631	01/31/21	BERNADIN Bernadine Ferrari	390.00		62
14632	01/31/21	BERNADIN Bernadine Ferrari	390.00		62
14633	01/31/21	BERNADIN Bernadine Ferrari	390.00		62
14634	01/31/21	BIBLIOTH Bibliotheca, LLC	468.76		62
14635	01/31/21	CAROL005 Carol Simon Levin	125.00		62
14636	01/31/21	CDWGO005 CDW-Government	129.93		62
14637	01/31/21	DAILO0010 Daily Record	53.92		62
14638	01/31/21	DEMCO005 Demco, Inc.	70.18		62
14639	01/31/21	DIREC005 Direct Energy Business	1,189.97		62
14640	01/31/21	DRCHR005 Dr. Christopher Bellitto	250.00		62
14641	01/31/21	DRCHR005 Dr. Christopher Bellitto	250.00		62
14642	01/31/21	ELIZA005 Elizabeth Johansen	250.00		62
14643	01/31/21	EXCEL005 Excellent Building Services	2,516.72		62
14644	01/31/21	FIRELIGH Firelight Shadow Theater	200.00		62
14645	01/31/21	GREGO005 Gregory J. Della Pia	916.66		62
14646	01/31/21	HITEC005 HiTech Computer Services LLC	285.00		62
14647	01/31/21	HUGHE005 Hughes Environmental	3,936.00		62
14648	01/31/21	IFPTE005 IFPTE	121.86		62
14649	01/31/21	IRONMOUN IRON MOUNTAIN	217.98		62
14650	01/31/21	JANWAY Janway Company	1,491.32		62
14651	01/31/21	JEFF KAM Jeffrey M.Kampf	125.00		62
14652	01/31/21	JEFFR005 Jeffrey Cupo	93.12		62
14653	01/31/21	JEREMIAH Jeremiah's	100.00		62
14654	01/31/21	JERSE005 Jersey Central Power & Light	3,823.57		62
14655	01/31/21	KANOPY Kanopy, Inc.	230.00		62
14656	01/31/21	LIBR0010 Library Interiors, Inc.	10,112.88		62
14657	01/31/21	MAINI005 M.A.I.N., Inc.	13,131.07		62
14658	01/31/21	MARIANNE Marianne Ciffer	240.00		62
14659	01/31/21	MIDWE005 Midwest Tape	0.00	01/31/21 VOID	0
14660	01/31/21	MIDWE005 Midwest Tape	1,241.29		62
14661	01/31/21	MONTV005 Montville Chamber of Commerce	150.00		62
14662	01/31/21	NJLA0005 NJLA	240.00		62
14663	01/31/21	NJNAT005 NJ Natural Gas Co.	1,589.66		62
14664	01/31/21	PEQUANNO Pequannock Public Library	10.00		62
14665	01/31/21	PITNE005 Pitney Bowes Global Financial	170.04		62
14666	01/31/21	SCHOOL L School Life	47.70		62
14667	01/31/21	STAPL005 Staples Advantage	738.86		62
14668	01/31/21	SUNRI005 Sunrise ShopRite	23.13		62
14669	01/31/21	SYNCB005 SYNCB/AMAZON	0.00	01/31/21 VOID	0
14670	01/31/21	SYNCB005 SYNCB/AMAZON	479.97		62
14671	01/31/21	TECHN005 Technology Integrators	172.50		62

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
14672	01/31/21	TECHN005 Technology Integrators	172.50		62
14673	01/31/21	TECHN005 Technology Integrators	172.50		62
14674	01/31/21	TECHN005 Technology Integrators	172.50		62
14675	01/31/21	TECHN005 Technology Integrators	115.00		62
14676	01/31/21	TECHN005 Technology Integrators	115.00		62
14677	01/31/21	TECHN005 Technology Integrators	115.00		62
14678	01/31/21	TECHN005 Technology Integrators	115.00		62
14679	01/31/21	THE ATLA The Atlantic	59.99		62
14680	01/31/21	THOMA005 Thomas Klise/Crimson Multimed	577.67		62
14681	01/31/21	TOWNS005 Township of Montville	18,866.97		62
14682	01/31/21	ULINE Uline	43.90		62
14683	01/31/21	UNITE005 UPS	146.13		62
14684	01/31/21	VERI0010 VERIZON	508.95		62
14685	01/31/21	VERI0015 Verizon	49.44		62

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	55	10	81,385.90	0.00
Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Total:	55	10	81,385.90	0.00

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	0-01	17,958.01	0.00	0.00	17,958.01
CAPITAL BUDGET	0-02	<u>10,112.88</u>	<u>0.00</u>	<u>0.00</u>	<u>10,112.88</u>
	Year Total:	28,070.89	0.00	0.00	28,070.89
	1-01	47,847.72	0.00	5,337.36	53,185.08
CAPITAL BUDGET	1-02	<u>129.93</u>	<u>0.00</u>	<u>0.00</u>	<u>129.93</u>
	Year Total:	47,977.65	0.00	5,337.36	53,315.01
	Total of All Funds:	<u>76,048.54</u>	<u>0.00</u>	<u>5,337.36</u>	<u>81,385.90</u>

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

Revenue Account Range: 1- - - to 1- - -
Budget Account Range: 1- - - to 1- - -
Print Zero YTD Activity: No

Include Non-Anticipated: Yes
Include Non-Budget: No

Year To Date As Of: 01/31/21
Current Period: 01/01/21 to 01/31/21
Prior Year: 01/01/20 to 01/31/20

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
1-01-401-01	Fines Income	\$1,194.28	\$7,500.00	\$1.40	\$1.40	-\$7,498.60	0%
1-01-401-03	Copier Income	\$75.45	\$700.00	\$6.00	\$6.00	-\$694.00	1%
1-01-401-05	Computer Print Outs Income	\$261.08	\$1,800.00	\$48.00	\$48.00	-\$1,752.00	3%
1-01-401-07	Township Income	\$137,841.92	\$1,676,900.00	\$139,739.75	\$139,739.75	-\$1,537,160.25	8%
1-01-401-09	Lost Items	\$222.95	\$1,000.00	\$180.10	\$180.10	-\$819.90	18%
1-01-401-10	State Aid Income	\$0.00	\$9,500.00	\$0.00	\$0.00	-\$9,500.00	0%
1-01-401-11	Miscellaneous Income	\$0.00	\$400.00	\$0.00	\$0.00	-\$400.00	0%
1-01-401-15	Interest Income	\$29.55	\$4,500.00	\$32.22	\$32.22	-\$4,467.78	1%
1-01-401-16	Lost Cards	\$42.00	\$300.00	\$0.00	\$0.00	-\$300.00	0%
1-01-401-18	Disks/Faxes	\$69.00	\$400.00	\$0.00	\$0.00	-\$400.00	0%
	Program 401 Total	\$139,736.23	\$1,703,000.00	\$140,007.47	\$140,007.47	-\$1,562,992.53	8%
1-01-402-30	Restricted Contributions	\$4.50	\$7,500.00	\$172.00	\$172.00	-\$7,328.00	2%
1-01-402-35	ELL Program Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-402-45	Founding Era Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-402-55	Grow With Google Grant	\$0.00	\$2,000.00	\$0.00	\$0.00	-\$2,000.00	0%
	Program 402 Total	\$4.50	\$9,500.00	\$172.00	\$172.00	-\$9,328.00	2%
	Revenue Total	\$139,740.73	\$1,712,500.00	\$140,179.47	\$140,179.47	-\$1,572,320.53	8%

<u>Budget Account</u>	<u>Description</u>	<u>Prior Yr Budget</u>	<u>Budgeted</u>	<u>Curr Budget</u>	<u>YTD Budget</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
1-01-601-000	B-1 - COMPENSATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-601-010	Salaries & Wages Expense	\$52,918.01	\$790,900.00	\$59,579.54	\$59,579.54	\$0.00	\$731,320.46	8%
1-01-601-020	Accrued Salaries/Wages Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-601-050	ELL Program Grant Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-601-100	Taxes/FICA/UE	\$4,329.63	\$64,500.00	\$4,817.50	\$4,817.50	\$0.00	\$59,682.50	7%
1-01-601-110	Health Benefits Expense	\$6,583.40	\$113,300.00	\$13,651.47	\$13,651.47	\$0.00	\$99,648.53	12%
1-01-601-120	PERS Expense	\$0.00	\$96,800.00	\$0.00	\$0.00	\$0.00	\$96,800.00	0%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

<i>Budget Account</i>	<i>Description</i>	<i>Prior Yr Budget</i>	<i>Budgeted</i>	<i>Curr Budget</i>	<i>YTD Budget</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
1-01-601-130	DCRP Expense	\$656.60	\$3,200.00	\$0.00	\$0.00	\$0.00	\$3,200.00	0%
	Program 601 Total	\$64,487.64	\$1,068,700.00	\$78,048.51	\$78,048.51	\$0.00	\$990,651.49	7%
1-01-602-000	B-2 - COLLECTION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-602-010	Collection Development Software	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%
1-01-602-020	Adult Books	\$2,331.92	\$27,000.00	\$1,317.24	\$1,317.24	\$3,478.30	\$22,204.46	18%
1-01-602-030	Adult BOCD	\$108.81	\$2,500.00	\$194.20	\$194.20	\$0.00	\$2,305.80	8%
1-01-602-040	Adult DVD	\$717.68	\$11,000.00	\$118.05	\$118.05	\$421.03	\$10,460.92	5%
1-01-602-050	Adult eBooks	\$0.00	\$6,000.00	\$86.08	\$86.08	\$0.00	\$5,913.92	1%
1-01-602-060	Adult eAudio	\$0.00	\$6,000.00	\$54.55	\$54.55	\$0.00	\$5,945.45	1%
1-01-602-070	Adult Music CD	\$93.48	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0%
1-01-602-090	Periodicals	\$0.00	\$11,000.00	\$59.99	\$59.99	\$500.00	\$10,440.01	5%
1-01-602-110	Games	\$861.99	\$7,000.00	\$577.67	\$577.67	\$0.00	\$6,422.33	8%
1-01-602-120	J Books	\$1,504.71	\$25,000.00	\$712.18	\$712.18	\$1,495.15	\$22,792.67	9%
1-01-602-130	J BOCD	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-602-140	J DVD	\$38.10	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
1-01-602-150	J eBooks	\$0.00	\$1,000.00	\$172.16	\$172.16	\$0.00	\$827.84	17%
1-01-602-160	J eAudio	\$0.00	\$1,000.00	\$109.10	\$109.10	\$0.00	\$890.90	11%
1-01-602-170	J Music CD	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-602-180	YA Books	\$663.45	\$7,500.00	\$220.04	\$220.04	\$340.94	\$6,939.02	7%
1-01-602-190	YA BOCD	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-602-210	YA eBooks	\$0.00	\$1,000.00	\$28.69	\$28.69	\$0.00	\$971.31	3%
1-01-602-220	Young Adults eAudio	\$0.00	\$1,000.00	\$18.18	\$18.18	\$0.00	\$981.82	2%
1-01-602-230	Streaming	\$143.00	\$9,500.00	\$780.93	\$780.93	\$0.00	\$8,719.07	8%
1-01-602-240	On Line Software	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	Program 602 Total	\$6,463.14	\$126,500.00	\$4,449.06	\$4,449.06	\$6,235.42	\$115,815.52	8%
1-01-603-000	B3 - PROGRAMS:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-603-230	Program - Adult	\$2,195.00	\$13,000.00	\$1,795.00	\$1,795.00	\$25.19	\$11,179.81	14%
1-01-603-240	Program - Children	\$625.00	\$4,500.00	\$463.13	\$463.13	\$145.30	\$3,891.57	14%
1-01-603-250	Summer Reading / Reading Programs	\$0.00	\$5,000.00	\$47.70	\$47.70	\$145.00	\$4,807.30	4%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

<i>Budget Account</i>	<i>Description</i>	<i>Prior Yr Budget</i>	<i>Budgeted</i>	<i>Curr Budget</i>	<i>YTD Budget</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
1-01-603-260	Museum Passes	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
1-01-603-270	Programs YA	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
1-01-603-280	Library-Wide Cultural/Family Programing	\$0.00	\$2,000.00	\$193.12	\$193.12	\$342.27	\$1,464.61	27%
1-01-603-300	Technology Programming	\$1,265.00	\$3,500.00	\$1,150.00	\$1,150.00	\$0.00	\$2,350.00	33%
1-01-603-310	25th Anniversary	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-603-320	National Library Week	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0%
1-01-603-330	Online Programming	\$0.00	\$6,500.00	\$0.00	\$0.00	\$0.00	\$6,500.00	0%
	Program 603 Total	\$4,385.00	\$40,000.00	\$3,648.95	\$3,648.95	\$657.76	\$35,693.29	11%
1-01-604-000	B-4 - SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-604-010	Business Office/Library/Print	\$1,290.33	\$11,500.00	\$86.01	\$86.01	\$288.05	\$11,125.94	3%
1-01-604-070	Postage - Supplies	\$200.00	\$1,000.00	\$200.00	\$200.00	\$0.00	\$800.00	20%
1-01-604-080	Freight-Shipg (Non-Collection)	\$90.56	\$1,500.00	\$146.13	\$146.13	\$0.00	\$1,353.87	10%
	Program 604 Total	\$1,580.89	\$14,000.00	\$432.14	\$432.14	\$288.05	\$13,279.81	5%
1-01-605-000	B-5 - PUBLIC RELATIONS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-605-040	PR - Mailing	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
1-01-605-060	PR - Materials	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
1-01-605-070	Staff/Volunteer Recognition	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
	Program 605 Total	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
1-01-606-000	B- 6 - STAFF DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-606-010	Staff Development	\$390.00	\$3,600.00	\$0.00	\$0.00	\$0.00	\$3,600.00	0%
1-01-606-030	Reimb.Exp. (milg, lodg, meals)	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0%
1-01-606-040	Professional Dues	\$150.00	\$1,500.00	\$390.00	\$390.00	\$0.00	\$1,110.00	26%
1-01-606-050	Conference Travel	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%
	Program 606 Total	\$540.00	\$8,000.00	\$390.00	\$390.00	\$0.00	\$7,610.00	5%
1-01-607-000	B-7 - UTILITIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-607-010	Utilities - Electric	\$2,022.82	\$57,500.00	\$3,823.57	\$3,823.57	\$0.00	\$53,676.43	7%
1-01-607-030	Utilities - Gas	\$3,352.73	\$15,000.00	\$2,779.63	\$2,779.63	\$0.00	\$12,220.37	19%
1-01-607-040	Utilities - Telephone	\$511.13	\$6,000.00	\$558.39	\$558.39	\$0.00	\$5,441.61	9%
1-01-607-050	Internet Provider	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

<i>Budget Account</i>	<i>Description</i>	<i>Prior Yr Budget</i>	<i>Budgeted</i>	<i>Curr Budget</i>	<i>YTD Budget</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
	Program 607 Total	\$5,886.68	\$81,000.00	\$7,161.59	\$7,161.59	\$0.00	\$73,838.41	9%
1-01-608-000	B-8 - PHYSICAL PLANT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-608-010	Plant - Repairs, Bldgs,Grounds	\$1,367.60	\$21,600.00	\$464.28	\$464.28	\$0.00	\$21,135.72	2%
1-01-608-030	Plant - Cleaning/Maintenance	\$2,899.00	\$34,400.00	\$2,516.72	\$2,516.72	\$0.00	\$31,883.28	7%
1-01-608-040	Plant - Fire/Burglery Alarm	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
1-01-608-050	Plant - HVAC Maintenance	\$1,136.00	\$16,000.00	\$0.00	\$0.00	\$0.00	\$16,000.00	0%
1-01-608-060	Plant - Lawn Sprinklers Maint	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
1-01-608-090	Plant -Telephone Equipment	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-608-100	Plant - Records Retention/Destruction	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-608-110	Plant - Repairs HVAC	\$107.43	\$18,000.00	\$0.00	\$0.00	\$0.00	\$18,000.00	0%
1-01-608-120	Plant - Carpet Cleaning	\$0.00	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00	0%
1-01-608-130	Plant - Window Cleaning	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-608-140	Plant - Landscape Maintenance	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
1-01-608-150	Plant - Concrete Repairs	\$0.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%
	Program 608 Total	\$5,510.03	\$108,600.00	\$2,981.00	\$2,981.00	\$0.00	\$105,619.00	3%
1-01-609-000	B-9 - EQUIPMENT/MAINTENANCE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-609-030	EM RFID Equipment	\$0.00	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0%
1-01-609-050	EM - Copiers	\$966.31	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
1-01-609-070	Computer Software	\$1,099.29	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
1-01-609-075	Edmunds Software	\$0.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$4,500.00	0%
1-01-609-080	EM - Audio/Visual	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-609-090	EM - Piano Tuning	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0%
1-01-609-100	EM - Postage Meter	\$170.04	\$800.00	\$170.04	\$170.04	\$0.00	\$629.96	21%
1-01-609-110	Envisionware Annual Contract	\$822.60	\$1,100.00	\$0.00	\$0.00	\$0.00	\$1,100.00	0%
	Program 609 Total	\$3,058.24	\$23,100.00	\$170.04	\$170.04	\$0.00	\$22,929.96	1%
1-01-610-000	B-10 - EXPENSED EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-610-010	Color Copy Usage	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0%
1-01-610-020	Copier Usage B&W	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
	Program 610 Total	\$0.00	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

<i>Budget Account</i>	<i>Description</i>	<i>Prior Yr Budget</i>	<i>Budgeted</i>	<i>Curr Budget</i>	<i>YTD Budget</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
1-01-611-000	B-11 - PROFESSIONAL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-611-010	Audit	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%
1-01-611-020	Accounting Fees	\$916.66	\$11,000.00	\$916.66	\$916.66	\$0.00	\$10,083.34	8%
1-01-611-030	MAIN Assessment	\$0.00	\$53,000.00	\$13,131.07	\$13,131.07	\$0.00	\$39,868.93	25%
1-01-611-070	Computer Support & Service	\$0.00	\$6,500.00	\$285.00	\$285.00	\$0.00	\$6,215.00	4%
1-01-611-100	Web Site Mainteneace	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
1-01-611-150	Legal	\$200.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%
1-01-611-250	Board Secretary	\$250.00	\$3,000.00	\$250.00	\$250.00	\$0.00	\$2,750.00	8%
1-01-611-260	Payroll Service Fee	\$672.71	\$8,000.00	\$660.65	\$660.65	\$0.00	\$7,339.35	8%
1-01-611-320	Other Professional Services	\$0.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0%
1-01-611-340	QPA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	Program 611 Total	\$2,039.37	\$90,300.00	\$15,243.38	\$15,243.38	\$0.00	\$75,056.62	17%
1-01-612-000	B-12 OTHER EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-612-010	Township In-Kind Services	\$11,531.25	\$50,400.00	\$0.00	\$0.00	\$0.00	\$50,400.00	0%
1-01-612-020	Township Insurances	\$6,691.00	\$28,500.00	\$0.00	\$0.00	\$0.00	\$28,500.00	0%
1-01-612-030	O/E- Contingencies	\$0.00	\$10,000.00	\$308.84	\$308.84	\$57.99	\$9,633.17	4%
1-01-612-040	O/E - Licenses & Fees	\$0.00	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	0%
1-01-612-060	O/E - Board Misc	\$108.13	\$1,800.00	\$53.92	\$53.92	\$64.24	\$1,681.84	7%
1-01-612-065	Delivery	\$477.50	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	0%
	Program 612 Total	\$18,807.88	\$92,200.00	\$362.76	\$362.76	\$122.23	\$91,715.01	1%
1-01-613-000	B-13 - GRANT EXPENSES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-613-017	Founding Era Grant	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-01-613-019	Grow With Google Grant	\$0.00	\$1,900.00	\$0.00	\$0.00	\$0.00	\$1,900.00	0%
	Program 613 Total	\$0.00	\$1,900.00	\$0.00	\$0.00	\$0.00	\$1,900.00	0%
	Budget Total	\$112,758.87	\$1,662,800.00	\$112,887.43	\$112,887.43	\$7,303.46	\$1,542,609.11	7%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

<u>Budget Account</u>	<u>Description</u>	<u>Prior Yr Budget</u>	<u>Budgeted</u>	<u>Curr Budget</u>	<u>YTD Budget</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
01			<u>Prior</u>	<u>Current</u>	<u>YTD</u>			
	Revenue:	\$139,740.73	\$140,179.47	\$140,179.47				
	Expended:	\$112,758.87	\$112,887.43	\$112,887.43				
	Net Income:	\$26,981.86	\$27,292.04	\$27,292.04				

<u>Budget Account</u>	<u>Description</u>	<u>Prior Yr Budget</u>	<u>Budgeted</u>	<u>Curr Budget</u>	<u>YTD Budget</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
1-02-801-000	CAPITAL BUDGET	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-02-802-020	Display Shelving	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%
1-02-802-030	New Soft Seating	\$0.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%
1-02-802-185	Tables - Pio Costa	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%
1-02-802-195	Tables - Adult Section	\$0.00	\$2,800.00	\$0.00	\$0.00	\$0.00	\$2,800.00	0%
	Program 802 Total	\$0.00	\$17,800.00	\$0.00	\$0.00	\$0.00	\$17,800.00	0%
1-02-803-000	PROPERTY & PLANT IMPROVEMENTS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-02-803-170	Landscaping	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
1-02-803-210	Chiller	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-02-803-270	Security Cameras - Auditorium	\$0.00	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0%
	Program 803 Total	\$0.00	\$4,500.00	\$0.00	\$0.00	\$0.00	\$4,500.00	0%
1-02-804-000	COMPUTER & RELATED EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-02-804-010	Computer Equipment	\$0.00	\$12,800.00	\$0.00	\$0.00	\$0.00	\$12,800.00	0%
1-02-804-015	Computer Related Equipment	\$0.00	\$5,100.00	\$129.93	\$129.93	\$0.00	\$4,970.07	3%
	Program 804 Total	\$0.00	\$17,900.00	\$129.93	\$129.93	\$0.00	\$17,770.07	1%
1-02-805-000	OTHER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
1-02-805-030	Capital Contingency	\$0.00	\$9,500.00	\$0.00	\$0.00	\$0.00	\$9,500.00	0%
	Program 805 Total	\$0.00	\$9,500.00	\$0.00	\$0.00	\$0.00	\$9,500.00	0%
	CAPITAL BUDGET Budget Total	\$0.00	\$49,700.00	\$129.93	\$129.93	\$0.00	\$49,570.07	0%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

<u>Budget Account</u>	<u>Description</u>	<u>Prior Yr Budget</u>	<u>Budgeted</u>	<u>Curr Budget</u>	<u>YTD Budget</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
02	CAPITAL BUDGET		<u>Prior</u>	<u>Current</u>	<u>YTD</u>			
	Revenue:	\$0.00	\$0.00	\$0.00	\$0.00			
	Expended:	\$0.00	\$129.93	\$129.93	\$129.93			
	Net Income:	\$0.00	-\$129.93	-\$129.93	-\$129.93			

Grand Totals

		<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenue:	\$139,740.73	\$140,179.47	\$140,179.47	\$140,179.47
Expended:	\$112,758.87	\$113,017.36	\$120,320.82	\$120,320.82
Net Income:	\$26,981.86	\$27,162.11	\$19,858.65	\$19,858.65

MONTVILLE TOWNSHIP PUBLIC LIBRARY DECEMBER 2021 PROGRAM ATTENDANCE

February 8, 2021 Board Meeting

COVID 19 - VIRTUAL PROGRAMS

LIBRARY SPONSORED PROGRAMS	Jan 2021	Jan 2020
Children - Staff Programs		
Story Time (many with snacks & craft bags)	82	
Knitting - GoToMeeting	9	
Bingo and Games	29	
Book Club and Snack	21	
Baby and Toddler	8	
Fun Time Academy Outreach Storytime	24	
Children - Staff Programs Total	173	404
Children - Paid Presenters		
Children - Paid Presenters Total	0	12
Total All Children's Programs	173	416
Young Adults - Staff Programs		
TAB	22	
Dumpster Fire Craft	16	
MLK - Day of Service	3	
Snow Globe Craft	10	
Pinhole Glasses STEM Craft	9	
Young Adult - Staff Programs Total	60	110
Young Adult - Paid Presenters		
Young Adult - Paid Presenters Total	0	0
Total All Young Adult Programs	60	110
Adult - Staff Programs		
Montville U	58	
Book Club	19	
Amy Craft Class	32	
Adult Staff Programs Total	109	242
Adult - Paid Presenters		
Chair Yoga	88	
Montville "U" Lecture & Music Presentations	100	
Tech Classes	40	
Cooking Class	22	
Adult - Paid Presenters Total	250	493
Total All Adult Programs	359	735
Library Sponsored Total	592	1,261
OUTSIDE GROUPS		
Outside Groups Total	0	43
GRAND TOTAL	592	1,304

January Book Displays
New Year New You - Adults, Young Adults, Children
Dragon Appreciation Day - January 16th - Adults, YA, Children
Martin Luther King Day - January 18th - Adults, YA, Children
January is National Hobby Month - Adults
Let It Snow - Children
GroundHogs Day - Children
International Holocaust Remembrance Day
January is National Soup Month - Adults, Children
Penguin Awareness Day - January 20th - Children
Chinese New Year - Adults, Young Adults, Children
Valentine's Day - Children
NY Times Best Sellers - Adults, Young Adults, Children
Library Reads - Adults
Book Page Recommendations - Adults