

Montville Township Public Library  
Board of Trustees Meeting  
October 17, 2022  
Montville Township Public Library  
90 Horseneck Road  
Montville, New Jersey 07045

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**OPEN SESSION**

<b>MEMBERS PRESENT</b>
Ms. Deborah Nielson
Mrs. Dianna Paradise
Mr. Larry Hines
Mr. David Tubbs
Ms. Linda Peskin
Mr. Charlie Grau
Mr. Robert Donohue
<b>MEMBERS ABSENT</b>
Mayor Frank Cooney
Ms. Deborah Kozell

Catherine LaBelle, Library Director – Present

Liz Johansen, Board Recording Secretary – Present

**I. Call to Order**

The meeting was called to order by Mr. Hines, at 7:00p.m.

**II. Open Public Meetings Act Statement**

Mr. Hines 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**

*Mr. Grau made a motion to approve the September 12, 2022, Regular session minutes, seconded by Ms. Nielson*

Ms. Peskin yes; Ms. Paradise yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Donohue abstained; Mr. Hines yes; Mr. Grau 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 and all is in order with the financials. Utilities are little higher than budgeted and the Memory Lab equipment has been encumbered.

**Robert Donohue – Assistant Treasurer**

Mr. Donohue had no report.

**VI Report of Liaisons**

Mayor – Mayor Cooney absent, no report.

Superintendent Liaison of Schools – Mr. Tubbs thanked the staff for their assistance with the summer reading program. He also stated that Alexandra Giordano won a writers award for a poem.

**Committee Reports**

Finance: Ms. Peskin stated that the utilities are a little higher than budgeted. The Finance Committee will meet on November 22 to discuss the 2023 budget. November 30 at 7pm will be the Trustee meeting to discuss the 2023 Budget.

Personnel: Mr. Grau stated that two employees have resigned. He is requesting to change the Personnel meeting to November 1.

Buildings & Grounds: Ms. Nielson stated they met with the Township Engineer to discuss the renovations. The RFP will go out at the end of the year to be done in 2023. There is currently \$30,000 set aside. The current quote is \$200,000 but the Township Engineer will get an updated quote. There are on going issues with the boiler. Cost for repairs can be over \$2,000. Director La Belle was informed by Hughes that there is a problem with the duct work. In Line doesn't believe that is the issue. There is a flare

failure and the parts to fix have been ordered. The next meeting will be on November 1.

Patron Services/Technology: Mr. Donohue stated that ELL classes are going well. A \$5,000 grant was received. The Library purchased Mango Language which is a new language learning software. The Memory Lab will be up and running soon.

**VII.** Library Director – Catherine LaBelle – see attached written report.

Director LaBelle stated they will be a cultural event for Diwali on October 21<sup>st</sup> not October 29<sup>th</sup>. There will be stations with crafts and food.

**VIII. Resolutions/Motions**

A. Resolution to approve the checks numbered 15870 through 15933 dated September 1 to September 30, 2022 in the amount of \$66,524.31.

B. Resolution to accept staff salaries for the month of September 2022 in the amount of \$58,112.91.

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

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

C. Resolution to approve the resignation of Michael DeVincenzo, full time Librarian 1, effective October 17, 2022.

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

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

D. Resolution to approve the resignation of Allison Williams, full time Librarian 1, effective November 11, 2022.

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

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

- E. Resolution to approve Request to the Township of Montville for funding 50% of the Library's 2023 Capital Project Budget in the amount of \$121,000 for concrete repairs, parking lot drainage, lighting and ADA improvements and new Book Drops in accordance with the January 1, 2022 through December 31, 2024 Township Agreement.

*Motion made by Ms. Nielson and seconded by Mr. Grau*

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

- F. Resolution to approve changing the date of the December 2022 Board Meeting from December 12, 2022 to December 5, 2022.

*Motion made by Ms. Nielson and seconded by Ms. Paradise*

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

**IX. Public Comments**

None

**X. Old Business**

None

**XI. New Business**

None

**XII. Executive Session**

None

**XIV. Open Session**

None

**XV. Adjournment**

Motion to adjourn was made by Mr. Grau seconded by Ms. Paradise; meeting was adjourned at 7:24pm.



Director's Report  
November 10, 2022

On October 21, we celebrated our first in-person Diwali since 2019, attended by over 100 community members. Jo Perez, Allison Williams, Risa Skerker, and 14 TAB members organized a wonderful event with craft stations for Diwali lanterns, temporary tattoos, Rangoli, snacks and samosas, and the board game Carom. Many patrons told me how much they enjoyed the day. I'd like to thank to the entire staff for helping prepare for this event.



This month, we welcomed 87 new library users, 42 of whom were new members from Valley View Elementary School through the Library's partnership with the elementary media specialists. 7,490 visitors passed through our doors. We shipped 10 boxes to our resale/recycling partners and sent 1,305 items to member libraries. The Circulation team processed 600 new items and mended 57 items.

## Buildings and Grounds

The Township inspectors (construction, plumbing and electrical) approved the newly completed In Line ventilation project.

This is the season the HVAC system gets a workout. Temperatures can be in the thirties at night and the seventies in the day. After the recent cleaning and repair to the flame sensor, the system has successfully switched back and forth from heating to air conditioning.

Fitzsimmons winterized the lawn sprinklers.

## Finance

A family requested donations to the Library in memory of their father who recently passed away. We have received \$500 to date. In addition, we regularly receive donations from patrons each November. Our last book sale brought in \$2,300 and we anticipate similar results this year. The donations account balance is \$35,000. I think it is time to update the description for use of these funds, so that they may be used for worthwhile projects supported by the Board. The original description was written ten years ago.

### Current Description:

The Board of Trustees of the Library has designated these funds, which were generated from donations, to finance children's arts and crafts programs and other programs that are not within the normal operation of the Library.

### Proposed Description:

The Montville Township Public Library Board of Trustees designates these funds, which are generated from donations, to finance programs, services, and projects that directly benefit Library patrons.

## Marketing and Outreach:

In October, the Township engaged a professional photographer for shots of all Township buildings, including the Library. They passed on some beautiful pictures of

the Library which we will definitely use in our newsletter, flyers, and press releases. I appreciate them including us in their publicity efforts.



Walter created well-designed signs, complete with QR codes, to help patrons discover services such as Mango language learning and Peterson's test prep. These signs are located near the ELL and test prep materials and in the teen area.

October's most popular newsletters were those on the Saturday Notables concert, our Kids/Teen Chess Club starting in November, and a call for book donations for our November sale.

Risa Skerker visited Kids Connect, Millie's House and Kiddie Academy for Halloween stories and songs this month.

### Patron Services:

#### *Adult Programs*

Patrons attending our Saturday afternoon concert this month were treated to a show of pop standards sung by the all-female choral group - The Notables.

October's Montville U offerings featured a professor from Montclair State discussing US/China foreign policy; pianist/vocalist/lecturer Fred Miller singing and playing American pop hits influenced and created by Italian Americans, and an actress from the Ladies Historical Theater who arrived in character as Marie Antoinette's lady in waiting and shared stories of her life as a member of the French court. Also of note this month, Charles Clarkson of the non-profit Senior Medicare Patrol discussed the various Medicare options available during the open enrollment period. Charles is very popular with seniors and recent retirees and his talks always result in a full house.

A 4-part virtual job search workshop began this month and will continue into November. Also this month, we joined with other member libraries of the MAIN Alliance to present a virtual author talk by noted author Madeline Miller, and a lecture celebrating 100 years since the discovery of King Tut's Tomb. These virtual offerings were very well attended and appreciated by our patrons. The speakers' fees were shared by the member libraries, enabling us to offer quality content to our patrons that we otherwise could not have afforded. We look forward to future collaborations with the MAIN group.

Twelve members of the Adult Afternoon Book Club discussed Gabriela Garcia's Of Women and Salt in recognition of National Hispanic Heritage Month. The Evening Book Club (7 in attendance) read These Precious Days: Essays by Ann Patchett. This was our first time choosing an essay collection and we hope to read more.

### *Children's Programs*

It wouldn't be October without a packed schedule of fun Halloween and Diwali events! Our Myth, Monsters, and Magic Show was attended by 50 children and parents. We still don't know how the magician hid the rabbit until the big reveal! Sixteen Messy Munchkins made Frankenstein suncatchers with Amy and 27 children also made cheese cloth ghosts in Amy's Halloween craft. Risa and Jo led a Halloween Storytime with 16 kids. Jo designed a very cute scarecrow that all the Kids enjoyed making. Special thanks to our TAB volunteer for assisting. On Saturday, October 29th we had our Halloween Storytime Costume Parade. Sixteen kids decorated treat bags for the costume parade around the library and played Halloween bingo. Cindy, Eileen, Sue and Kaiti joined the fun in costume and passed out the Halloween Candy to all our Trick or Treaters!





Risa and Jo organized a special story time with Diwali books and songs and a lantern craft designed by Jo (attended by 12).

Our new Kids Yoga program, led by teacher Colby Bernstein, continues to be popular with 20 attending last month.

Risa's new monthly music program, Bouncing Babies, is off to a great start. Sixteen babies and toddlers sang songs with scarves, shakers and dancing with bubbles.

The Kids Book Club (6 in attendance) discussed getting ready for Halloween and October Ogre by Roy Roy.

Ten children from the Montessori school visited us for a tour of the library.

#### *Teen Programs*

In October, our coding class taught by TAB volunteers resumed, and was attended by 9 in its first session. Allison William's Cake in a Jar craft had 6 participants and the TAB meeting was attended by 16.

Thanks also to our 14 TAB volunteers who helped plan and put on a fabulous Diwali program on Oct 21.

#### Personnel

Pending Board approval at the November meeting, Tech Librarian Robert Dillon will start on 11/21. Robert is relocating to this area from West Deptford, where he has been a Technology librarian since 2018. We're glad to have him on board!

I also have the candidate for our new Assistant Director, Marcy Grace Zaccharia, on the November agenda for resolution/hire. Mary Grace has extensive library experience from school media specialist, to special library work at Greystone Psychiatric facility and most recently as the Director at Northvale Public Library, a small library in BCCLS. Mary Grace's career experience throughout the library world will serve us well at Montville and we look forward to her start date of Dec 6.

## Technology

On Saturday, Oct. 29, our Optimum internet service went down for several hours in the morning until a technician came to restore it. Thanks to the quick thinking of Sue Leung, the staff was able to connect to the online catalog via our T-Mobile hotspots and check items out to patrons with only a short interruption in service.

We have applied to TechSoup for a donation of two more Mobile Beacon Hot Spots.

This month's technology offerings included a 2-part basic computer class for seniors and a hands-on workshop on how to stream movies, TV shows and sporting events on your tablet, phone or smart TV.

## Meetings

Oct 4 – Township Quarterly Safety Meeting – Catherine

Oct 13 – Main Library Alliance Board of Directors - Catherine

Oct 25 – Circ Dept Mtg – Walter, Catherine, & Circ staff

Oct 31 – Township Dept. Head Meeting - Catherine

**Nov 22 – Library Buildings & Grounds/Personnel/Finance (Budget) Cmtes**

**Nov 30 – Special Library Board Mtg (Budget)**

**Dec 5 – Library Finance Cmte & Board Meetings**

**Dec 14 – Library Patron Services/ Tech Cmte**

Respectfully submitted,

Catherine LaBelle

Director















Montville Township Public Library  
Statement of Revenue and Expenditures - Operating

Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
2-01-605-040	PR - Mailing	0.00	1,000.00	600.00	799.50	0.00	200.50	80
2-01-605-060	PR - Materials	118.98	600.00	0.00	617.69	0.00	17.69-	103
2-01-605-070	Staff/Volunteer Recognition	0.00	1,000.00	0.00	451.81	11.57	536.62	46
	605 B-5 - PUBLIC RELATIONS	118.98	2,600.00	600.00	1,869.00	11.57	719.43	72
2-01-606-000	B- 6 - STAFF DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0
2-01-606-010	Staff Development	565.64	5,600.00	0.00	1,765.27	0.00	3,834.73	32
2-01-606-030	Reimb.Exp. (milg, lodg, meals)	0.00	400.00	0.00	0.00	0.00	400.00	0
2-01-606-040	Professional Dues	0.00	1,200.00	0.00	392.00	840.00	32.00-	103
2-01-606-050	Conference Travel	0.00	2,500.00	0.00	115.88	0.00	2,384.12	5
	606 B- 6 - STAFF DEVELOPMENT	565.64	9,700.00	0.00	2,273.15	840.00	6,586.85	32
2-01-607-000	B-7 - UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0
2-01-607-010	Utilities - Electric	0.00	42,000.00	3,470.54	47,582.55	0.00	5,582.55-	113
2-01-607-030	Utilities - Gas	391.94	15,000.00	460.53	12,770.57	0.00	2,229.43	85
2-01-607-040	Utilities - Telephone	0.00	6,000.00	489.88	5,459.12	0.00	540.88	91
2-01-607-050	Internet Provider	0.00	2,300.00	184.94	2,034.34	0.00	265.66	88
	607 B-7 - UTILITIES	391.94	65,300.00	4,605.89	67,846.58	0.00	2,546.58-	104
2-01-608-000	B-8 - PHYSICAL PLANT	0.00	0.00	0.00	0.00	0.00	0.00	0
2-01-608-010	Plant - Repairs, Bldgs, Grounds	5,511.05	25,500.00	4,970.40	9,199.65	2,375.00	13,925.35	45
2-01-608-030	Plant - Cleaning/Maintenance	2,516.72	34,400.00	2,516.72	25,167.20	0.00	9,232.80	73
2-01-608-040	Plant - Fire/Burglery Alarm	196.00	2,700.00	1,100.00	3,917.00	0.00	1,217.00-	145
2-01-608-050	Plant - HVAC Maintenance	4,054.00	16,000.00	0.00	8,311.00	8,514.00	825.00-	105
2-01-608-060	Plant - Lawn Sprinklers Maint	148.00	3,000.00	153.12	2,359.36	0.00	640.64	79
2-01-608-110	Plant - Repairs HVAC	0.00	18,000.00	1,660.02	3,877.02	11,554.98	2,568.00	86
2-01-608-120	Plant - Carpet Cleaning	0.00	3,100.00	0.00	2,840.10	0.00	259.90	92
2-01-608-130	Plant - Window Cleaning	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
2-01-608-140	Plant - Landscape Maintenance	604.00	2,000.00	150.00	1,510.00	0.00	490.00	76
	608 B-8 - PHYSICAL PLANT	13,029.77	105,700.00	10,550.26	57,181.33	22,443.98	26,074.69	75
2-01-609-000	B-9 - EQUIPMENT/MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0
2-01-609-030	EM RFID Equipment	11,225.41	12,000.00	0.00	500.00	11,500.00	0.00	100
2-01-609-050	EM - Copiers	0.00	2,000.00	0.00	887.04	0.00	1,112.96	44
2-01-609-070	Computer Software	0.00	4,000.00	540.00	4,608.11	0.00	608.11-	115
2-01-609-075	Edmunds Software	4,532.00	4,600.00	4,758.61	4,758.61	0.00	158.61-	103

Montville Township Public Library  
Statement of Revenue and Expenditures - Operating

Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
2-01-609-090	EM - Piano Tuning	0.00	0.00	0.00	150.00	0.00	150.00-	0
2-01-609-100	EM - Postage Meter	170.04	800.00	170.04	510.12	0.00	289.88	64
2-01-609-110	Envisionware Annual Contract	0.00	1,100.00	0.00	23.38	0.00	1,076.62	2
	609 B-9 - EQUIPMENT/MAINTENANCE	15,927.45	24,500.00	5,468.65	11,437.26	11,500.00	1,562.74	94
2-01-610-000	B-10 - EXPENSED EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0
2-01-610-010	Color Copy Usage	0.00	2,000.00	0.00	630.37	685.00	684.63	66
2-01-610-020	Copier Usage B&W	0.00	1,000.00	0.00	454.20	300.00	245.80	75
	610 B-10 - EXPENSED EQUIPMENT	0.00	3,000.00	0.00	1,084.57	985.00	930.43	69
2-01-611-000	B-11 - PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0
2-01-611-010	Audit	0.00	5,000.00	0.00	4,500.00	0.00	500.00	90
2-01-611-020	Accounting Fees	916.66	11,000.00	1,000.00	10,000.00	0.00	1,000.00	91
2-01-611-030	MAIN Assessment	0.00	50,400.00	0.00	50,393.94	0.00	6.06	100
2-01-611-070	Computer Support & Service	332.50	4,000.00	0.00	809.01	0.00	3,190.99	20
2-01-611-100	Web Site Maintenance	0.00	500.00	0.00	256.05	0.00	243.95	51
2-01-611-150	Legal	0.00	2,500.00	0.00	350.00	0.00	2,150.00	14
2-01-611-250	Board Secretary	250.00	3,000.00	250.00	2,250.00	0.00	750.00	75
2-01-611-260	Payroll Service Fee	694.35	8,000.00	707.16	7,008.19	0.00	991.81	88
2-01-611-320	Other Professional Services	2,270.00	800.00	52.00	172.00	0.00	628.00	22
2-01-611-350	ELL Teacher	0.00	5,000.00	0.00	2,160.00	420.00	2,420.00	52
	611 B-11 - PROFESSIONAL SERVICES	4,463.51	90,200.00	2,009.16	77,899.19	420.00	11,880.81	87
2-01-612-000	B-12 OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
2-01-612-010	Township In-Kind Services	0.00	51,400.00	0.00	47,988.00	0.00	3,412.00	93
2-01-612-020	Township Insurances	0.00	29,100.00	0.00	27,489.52	0.00	1,610.48	94
2-01-612-030	O/E- Contingencies	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
2-01-612-040	O/E - Licenses & Fees	512.00	600.00	512.00	512.00	0.00	88.00	85
2-01-612-060	O/E - Board Misc	67.46	1,500.00	214.10	553.39	0.00	946.61	37
2-01-612-065	Delivery	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0
	612 B-12 OTHER EXPENSES	579.46	94,600.00	726.10	76,542.91	0.00	18,057.09	81
2-01-613-000	B-13 - GRANT EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
2-01-613-021	American Rescue Plan Act 2021	0.00	2,511.45	0.00	2,511.45	0.00	0.00	100
2-01-613-23	NJ Makers Day	0.00	500.00	0.00	500.00	0.00	0.00	100
2-01-613-25	Blue Foundry Foundation	0.00	500.00	0.00	500.00	0.00	0.00	100

Montville Township Public Library  
Statement of Revenue and Expenditures - Operating

Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
2-01-613-60	Clean Communities	0.00	300.00	0.00	300.00	0.00	0.00	100
2-01-613-63	Library Link	0.00	250.00	0.00	250.00	0.00	0.00	100
2-01-613-80	NJ Council for the Humanities	0.00	500.00	0.00	0.00	0.00	500.00	0
	613 B-13 - GRANT EXPENSES	<u>0.00</u>	<u>4,561.45</u>	<u>0.00</u>	<u>4,061.45</u>	<u>0.00</u>	<u>500.00</u>	<u>89</u>
	01 Fund 01 Expend Total	116,304.02	1,723,131.45	101,856.55	1,314,263.98	49,180.45	359,687.02	79

01 Fund

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenues:	152,180.23	155,527.36	1,461,842.95
Expended:	<u>116,304.02</u>	<u>101,856.55</u>	<u>1,363,444.43</u>
Net Income:	35,876.21	53,670.81	98,398.52

Montville Township Public Library  
Statement of Revenue and Expenditures - Operating

Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
2-02-801-000	CAPITAL BUDGET	0.00	0.00	0.00	0.00	0.00	0.00	0
2-02-802-165	Memory Lab Furniture	0.00	0.00	0.00	0.00	7,352.62	7,352.62-	0
2-02-802-195	Tables - Adult Section	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0
	802 Total	0.00	2,000.00	0.00	0.00	7,352.62	5,352.62-	368
2-02-803-000	PROPERTY & PLANT IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0
2-02-803-170	Landscaping	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
2-02-803-220	Doors & Locks	0.00	11,800.00	0.00	11,800.00	0.00	0.00	100
2-02-803-250	Architect	0.00	0.00	0.00	436.11	0.00	436.11-	0
2-02-803-280	HVAC Ventilation Project	0.00	46,159.40	0.00	42,000.00	4,159.40	0.00	100
	803 PROPERTY & PLANT IMPROVEMENTS	0.00	58,959.40	0.00	54,236.11	4,159.40	563.89	99
2-02-804-000	COMPUTER & RELATED EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0
2-02-804-010	Computer Equipment	1,032.23	10,000.00	0.00	1,033.79	0.00	8,966.21	10
2-02-804-015	Computer Related Equipment	55.09	2,500.00	600.00	735.71	0.00	1,764.29	29
2-02-804-060	Memory Lab Equipment	0.00	0.00	0.00	5,620.60	750.75	6,371.35-	0
	804 COMPUTER & RELATED EQUIPMENT	1,087.32	12,500.00	600.00	7,390.10	750.75	4,359.15	65
2-02-805-000	OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0
2-02-805-030	Capital Contingency	0.00	8,000.00	0.00	0.00	0.00	8,000.00	0
	02 CAPITAL BUDGET Expend Total	1,087.32	81,459.40	600.00	61,626.21	12,262.77	7,570.42	91

02 CAPITAL BUDGET	Prior	Current	YTD
Revenues:	0.00	0.00	0.00
Expended:	1,087.32	600.00	73,888.98
Net Income:	1,087.32-	600.00-	73,888.98-

Grand Totals	Prior	Current	YTD
Revenues:	152,180.23	155,527.36	1,461,842.95
Expended:	117,391.34	102,456.55	1,437,333.41
Net Income:	34,788.89	53,070.81	24,509.54

November 9, 2022  
02:32 PM

Montville Township Public Library  
Statement of Revenue and Expenditures - Operating

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Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
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**MONTVILLE TOWNSHIP PUBLIC LIBRARY OCTOBER 2022 PROGRAM ATTENDANCE**  
**November 14, 2022 Board Meeting**

<b>LIBRARY SPONSORED PROGRAMS</b>	<b>Oct 2022</b>	<b>Oct 2021</b>
<b>Children - Staff Programs</b>		
Story Time	159	
Games	14	
Babies & Toddlers	16	
Messy Munchkins	16	
ABC 123!	16	
Diwali Festival - Family Program	100	
Pre-School Visits Outreach & Storytime	66	
Kids Book Club	6	
Bouncing Babies	15	
Halloween Craft	39	
<b>Children - Staff Programs Total</b>	<b>447</b>	<b>277</b>
<b>Children - Paid Presenters</b>		
Magic Show	50	
Kids Yoga	20	
Read to a Dog		
<b>Children - Paid Presenters Total</b>	<b>70</b>	<b>72</b>
<b>Total All Children's Programs</b>	<b>517</b>	<b>349</b>
<b>Young Adults - Staff Programs</b>		
Craft Projects	2	
TAB	7	
Coding Class	7	
<b>Young Adult - Staff Programs Total</b>	<b>16</b>	<b>67</b>
<b>Young Adult - Paid Presenters</b>		
<b>Young Adult - Paid Presenters Total</b>	<b>0</b>	<b>0</b>
<b>Total All Young Adult Programs</b>	<b>16</b>	<b>67</b>
<b>Adult - Staff Programs</b>		
Movie	32	
Book Club	19	
Knitting	15	
<b>Adult Staff Programs Total</b>	<b>66</b>	<b>78</b>
<b>Adult - Paid Presenters</b>		
Chair Yoga	57	
Montville "U" Lecture & Other Programs	144	
Notables Concert	54	
Technology Classes	16	
Art Class (Decoupage Class & Watercolor Class	26	
Virtual Programs - Job Search, Author & King Tut	112	
Mahjong Class	12	
ELL Classes	40	
<b>Adult - Paid Presenters Total</b>	<b>461</b>	<b>259</b>
<b>Total All Adult Programs</b>	<b>527</b>	<b>337</b>
<b>Library Sponsored Total</b>	<b>1,060</b>	<b>753</b>
<b>OUTSIDE GROUPS</b>		
Writer's Group	5	
Montessori School Visit	10	
<b>Outside Groups Total</b>	<b>15</b>	<b>0</b>
<b>GRAND TOTAL</b>	<b>1,075</b>	<b>753</b>

<b>October Book Displays</b>
National Bullying Prevention Month - Adults, Teens, Children
Filipino American History Month - Adults, Teens, Children
National Hispanic Heritage Month - Adults, Teens, Children
National Coming Out Day - Adults, Teens, Children
October is Breast Cancer Awareness Month - Adults
October is Blind Awareness Month - Adults, Young Adults, Children
Morristown Book Festival (October 7 & 8) - Adults, YA, Children
Halloween - Children
October is Fire Prevention Month - Children
Italian American Heritage Month - Adults, Young Adults, Children
Diwali - Adults, Young Adults, Children
Angela Lansbury Memorium - Adults, Children
James Bond 60th Anniversary - Adults
Staff Picks - Adults, Young Adults, Children
NY Times Best Sellers - Adults, Young Adults, Children
Perennial Reads - Adults
Library Reads - Adults