

Montville Township Public Library
Board of Trustees Meeting
November 8, 2021
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045

OPEN SESSION

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

Catherine LaBelle, Library Director – Present

Molly Hone, Assistant Library Director - Present

Liz Johansen, Board Recording Secretary – Present

I. Call to Order

The meeting was called to order by Mr. Mazzaccaro, at 7:00p.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 October 18, 2021, Regular Session minutes, seconded by Mr. Tubbs*

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

IV. Public Comments –

None

V. Reports of Officers –

Tom Mazzaccaro – President

Mr. Mazzaccaro reported that it has been a quiet month. He stated that the Nominating Committee will be discussed at the December meeting. He asked Catherine about a holiday party. She said it is being planned and details will follow shortly.

Jane Hines – Vice-President

Mrs. Hines absent, 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 for this time of year.

Robert Donohue – Assistant Treasurer

Mr. Donohue had no report.

VI. Report of Liaisons

Mayor – Mayor Cooney stated that the Township is working on the 2022 budget. The first Public Workshop is December 11.

Superintendent Liaison of Schools – Mr. Tubbs stated that all fall sports are in full swing.

VII. Committee Reports

Finance: Ms. Peskin stated that the committee will meet on November 23rd to prepare for the Special Board meeting taking place on December 1 at 6:30pm.

Personnel: Mr. Grau absent, no report.

Buildings & Grounds: Catherine stated that the Finance Committee is looking at upcoming projects. The fire door did not pass and is not up to code because it sticks. The quote to repair is \$3400. The architect will review to see if they should repair or replace.

Patron Services/Technology: Mr. Donohue stated that they discussed the focus groups. The feedback they received was for more large print books, better e-collection, more story times & arts and crafts. The teens would like to see more study halls. They discussed possibly eliminating fines. The vending machines have been fixed.

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

Catherine stated that the Library was approved by the Co-op. Vendors from the list will be used for the HVAC project. “Library Things” are non-traditional items that can be found at the Library, such as puzzles and hot spots. She stated that Mrs. Jane Hines has resigned effective December 31, 2021.

IX. Resolutions/Motions

- A. Resolution to approve the checks numbered 15169 and 15217 dated October 1 to October 31, 2021 in the amount of \$77,184.87.

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

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

- B. Resolution to accept staff salaries for the month of October 2021 in the amount of \$58,973.87

Motion made by Ms. Peskin and seconded by Mrs. Paradise

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

X. Public Comments –

None

XI. Old Business

None

XI. New Business

None

XII. Executive Session

None

XIV. Adjournment

Motion to adjourn was made by Ms. Peskin seconded by Mrs. Paradise; meeting was adjourned at 7:18pm.



Director's Report

December 10, 2021

In November, with input from the staff and management team, Molly and I completed the 2022-24 Strategic and Technology Plans and presented them to Patron Services. These plans will be a helpful roadmap for goals we want to meet in support of community needs and will help us navigate the challenges ahead. I am proud of our work, and I thank the whole staff for their help with this project. The plans are included in your packets and are on the agenda for discussion and resolution.

Last month we welcomed 45 new library users and 6,567 visitors passed through our doors, a 4% increase from October. The Circulation team processed 483 new items. We shipped out 1508 items to member libraries and sent 30 boxes total to our resale and recycling partners Better World Books and Sustainable Shelves.

Buildings and Grounds

A Daikin technician was sent out by the manufacturer to replace some sensors that were found to be defective on late model chillers. He checked the chillers and the sensors and everything is in good working order.

Fred Ackerman from the DPW changed the batteries on our fire and burglar alarm panels. In the past, Engineered Security did this for us. As a cost saving measure, the

Township has the DPW install the batteries and we are grateful that they included the Library. We order the batteries and Fred installs them for us.

David Boyle from the Township DPW spackled and painted the entire wall in our tech services office. He takes great care in everything he does for us. We appreciate Fred and David's hard work and their can-do attitude.

Dean Quilici and crew repaired a short from the panel box in the story room to the other side of the building.

NJ Door Works replaced the door in the HVAC room on the driveway side of the building. All of our fire inspection violations are now remediated.

The Garden Club volunteers decorated the outside flower pots and wreathes for the coming holidays.

Finance

We received a \$2,486 reimbursement check from the American Rescue Plan Act 2021 Grant for eBooks. The original grant amount was \$5,000 which leaves us a \$2,514 balance.

Every year around this time we receive donations from patrons. Some are hand delivered by people we know well and others arrive in the mail with no messages.

Our accountant, Greg DellaPia, and our auditor, Mike McGuire, were here working together to finish up the audit. We hope to have the audit draft in time for the December meeting.

Marketing and Outreach:

Risa visited Kiddie Academy & Funtime Kids for story time, where she read to a total of 61 kids.

Our most opened email newsletter (39% open rate) was one of our Book Sale reminders. Our open rate climbed to 30-38% for all other newsletters that went out in November.

In the middle of November, we put out a call for donations for our book sale to be held December 9-11. Amy and Pam had the idea to bring back the sale and led the efforts to sort, organize, display, and merchandise the items. It's been all hands on deck with Circulation and Programs & Services staff pitching in to help haul boxes and bags of donations into the Auditorium for sorting. Special thanks to Selene Yang for her hard work boxing donations in poor condition for Sustainable Shelves.

Patron Services:

Kids, teens, and adults all enjoyed programs with a focus on Thanksgiving in November. Joel Farkas led a Montville "U" lecture about the pilgrims and the first Thanksgiving to a crowd of 30. Fifteen teens made turkey crafts. Fifteen kids tuned into Virtual Evening Thanksgiving story time hosted by Risa and Jo Perez from our Circulation Dept. Brandy Neary made an incredibly cute finger puppet turkey which Jo used to animate a Thanksgiving story. Many thanks to Jo for her story time performance— she is a natural! Fifteen little ones also participated in Virtual Turkey Babies and Toddlers Too (led by Risa & Amy). Risa held a Saturday "leftovers" story time on the Saturday following Thanksgiving; 9 kids made an assortment of crafts and read stories. 35 kids took home Amy's November Grab & Go: Egg Crate Turkeys.

Additional programs for adults, organized by Pam, included a Montville "U" lecture about the Beach Boys, led by Vinnie Bruno, which was enjoyed by an audience of 28. 36 patrons attended the November concert, "Homegrown: A Tribute to New Jersey Artists," performed by the always enjoyable Diane & Gerard Barros. Charles Clarkson, Esq. of the Senior Medicare Patrol returned for his annual information session on Medicare Part "D." 36 patrons attended. The always popular chair yoga class met three times with a total attendance of 52.

Nina's weekly knitting group met in person twice, with a total of 17 knitters in attendance.

Pam and Amy partnered on several programs together. They brought artist Ivy Omere in to lead two African clay mask making workshops, one for adults and one for kids. A total of 30 people attended. They also brought back Mahjong classes, offering a four-part beginner series to an eager class of 16. And 14 people tuned into the monthly all-ages cooking class with Chef T from Jeremiah's.

The Afternoon Book Club read "The Hidden Life of Trees: What They Feel, How They Communicate - Discoveries from a Secret World," while the Evening Book Club read "Code Name Helene." A total of 15 readers attended.

In children's news, Miss Jolie returned for another Move & Groove, with an audience of 35 kids. Four children practiced their reading skills with readers' best friend: Randy the therapy dog! Ten Messy Munchkins made pine cone turkeys, and 18 Art Explorers made self-portraits in the style of Norman Rockwell. Both programs were led by our arts and crafts expert Amy.

Ten young readers attended the Kids' Virtual Book Club to discuss "Dr. Carbles Is Losing His Marbles!"

In teen news, Brandy's grab and go projects continue to be popular, with a total of 35 participants. Four budding chess masters attended our virtual chess club. And TAB is going strong with 17 teens in attendance at our November meeting. TAB recently organized a food drive, benefiting the Kiwanis food pantry. We received so many donations, Brandy had to make two trips to deliver them.

Molly and I viewed two product demos from competitors to Engaged Patrons, our Library calendar and event sign-up platform. We are considering switching services when the contract is up next year.

Personnel

Library Trustee Jane Hines resigned this month after serving on the Board for five years. She held several leadership roles including Vice President and chairperson of the

Buildings and Grounds Committee and helped steer us through many large projects including the installation of our new boiler and chiller. I really enjoyed my time working with Jane and want to thank her for her years of service to the community. We will miss having her on board.

I welcomed Debbie Kozell to the Library Board of Trustees with a tour of the library and information packet. Debbie has been involved for many years with Montville community organizations such as the Cedar Hill Elementary PTA and is Troop Leader of the local Girl Scouts. We are pleased to have her join us!

Two staff members handed in their resignations this month. Julia Ercolano, a part-time Library Assistant, will be leaving to attend library school full time. I thank her for her work in our Circ. Department, especially in creating written instructions for processing new materials. Angie Joo, part time Library Associate in Programs and Services, will be leaving to care for her new granddaughter. Angie's craft expertise and creative and professional videos have been a hit with patrons. We will miss both Angie and Julia and wish them the best of luck.

Walter, Jeanne, Molly and I prepared annual staff evaluations, passed out blank forms to the staff for self-evaluation, and have begun meeting with staff members for performance reviews. We expect to complete the evaluation meetings by mid-December.

Staff Training/ Development

I attended three training webinars this month – “Ransomware: A Survival Guide,” “Introducing Benchmark,” a new tool from PLA that allows libraries to easily make peer comparisons across a wide range of metrics related to library programs, services, and operations, and “Understand Your Library's Community Better with Census Data.”

Technology

This month's technology classes included Michael's “Guide to Holiday Tech Shopping” and two classes by James Fitzpatrick, “Online Paying Apps” and “Organize & Store Your Photos.” 19 people attended in total.

Our wireless mobile hotspots arrived in early December! Molly and Michael are preparing them for circulation to the public.

The MAIN Executive Board voted to change our eBook vendor from Cloud Library to Libby (formerly “OverDrive”) by January 3. The migration of the eBooks will be done in batches and will happen over the course of a few days in the beginning of January. Libby now owns the RBDigital eMagazine platform, so patrons will have access to the magazines they preferred from our previous eMagazine vendor. Our current vendor, Press Reader, does not have as wide a variety. This will make for a one-stop borrowing experience. Another plus is that Libby will be compatible with Kindle eReaders. It is currently the only library eBook vendor that Kindle/Amazon allows on its eReader devices.

Envisionware sent us a new coin acceptor module for our print station coin acceptor. This is covered by our contract which includes equipment and support.

Meetings

Nov 3 – Library Buildings & Grounds Committee

Nov 9 – Library Finance Committee

Nov 10 – Library Personnel Committee

Nov 15 – MAIN Digitech Advisory Group- Michael

Nov 16 – MAIN Circulation Advisory Group - Walter

Nov 16 – Circulation Dept Mtg - Circ staff, Walter, Molly, Catherine

Nov 17 – Library Patron Services/Tech Committee

Nov 17 – Makers Day Grant Info Session – Molly

Nov 17 – MAIN ILS Advisory Group - Walter

Nov 17 – NJLA Professional Development Cmte - Molly

Nov 19 – MAYS Mtg – Amy, Risa, Brandy, Nina

Nov 23 – Library Finance Budget Meeting

Dec 9 - Library Buildings & Grounds Committee

Dec 15 – Library Patron Services Committee

Dec 17 – MAIN Directors Meeting

Respectfully submitted,
Catherine LaBelle
Director

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	360,848.44	108,519.72
01-100-03	Lakeland - Payroll Account	8,797.78	33,435.88
01-100-04	Lakeland CD Accounts	251,085.47	266,741.17
01-100-08	Lakeland - Capital Reserve	165,390.75	280,229.08
01-100-10	Lakeland - Restricted Donations	30,853.76	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>1,474,160.02</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	338.52	2,489.94
01-212-00	PERS 414/CINS Withholding	14,477.06	20,705.32
01-218-00	Reserve for Encumbrances	64,153.33	115,165.20
01-400-01	Appropriation Reserve	980.38	1,044.46
	Total Liabilities	<u>195,830.29</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	1,567,822.82	0.00
Less Expenses	<u>1,408,208.54</u>	<u>0.00</u>
Net	<u>159,614.28</u>	<u>0.00</u>
Total Fund Balance	<u>1,278,329.73</u>	<u>1,118,715.45</u>
Total Liabilities & Fund Balance	<u>1,474,160.02</u>	<u>1,374,001.37</u>

Range of Checking Accts: 01 OPERATING to 01 OPERATING Range of Check Ids: 15218 to 15289
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
15218	11/30/21	AMYRE005 Amy Resnikoff	29.36		72
15219	11/30/21	BAKER005 Baker & Taylor	0.00	11/30/21 VOID	0
15220	11/30/21	BAKER005 Baker & Taylor	0.00	11/30/21 VOID	0
15221	11/30/21	BAKER005 Baker & Taylor	0.00	11/30/21 VOID	0
15222	11/30/21	BAKER005 Baker & Taylor	0.00	11/30/21 VOID	0
15223	11/30/21	BAKER005 Baker & Taylor	0.00	11/30/21 VOID	0
15224	11/30/21	BAKER005 Baker & Taylor	0.00	11/30/21 VOID	0
15225	11/30/21	BAKER005 Baker & Taylor	4,752.90		72
15226	11/30/21	BANK OF Bank of America	514.63		72
15227	11/30/21	BATTERIE Batteries Plus Paramus #771	131.76		72
15228	11/30/21	BERNADIN Bernadine Ferrari	1,200.00		72
15229	11/30/21	BIBLIOTH Bibliotheca, LLC	1,807.45		72
15230	11/30/21	BOOKPAGE BookPage Subscriptions	354.00		72
15231	11/30/21	DAILO010 Daily Record	47.04		72
15232	11/30/21	DELL Dell Marketing, L.P.	1,404.91		72
15233	11/30/21	DEMCO005 Demco, Inc.	16.12		72
15234	11/30/21	DIREC005 Direct Energy Business	314.43		72
15235	11/30/21	EASYE005 Easy English News	575.00		72
15236	11/30/21	ELECT005 Electronic Office Systems	194.33		72
15237	11/30/21	ELIZA005 Elizabeth Johansen	500.00		72
15238	11/30/21	EXCEL005 Excellent Building Services	2,516.72		72
15239	11/30/21	GREGO005 Gregory J. Della Pia	916.66		72
15240	11/30/21	HITEC005 HiTech Computer Services LLC	206.95		72
15241	11/30/21	HUGHE005 Hughes Environmental	234.54		72
15242	11/30/21	IFPTE005 IFPTE	131.24		72
15243	11/30/21	INGRAM Ingram Library Services	458.23		72
15244	11/30/21	JEREMIAH Jeremiah's	774.00		72
15245	11/30/21	JOEL FAR Joel Farkas	150.00		72
15246	11/30/21	JOLIE DE Ants in the Pants, LLC	25.00		72
15247	11/30/21	KANOPIY Kanopy, Inc.	269.00		72
15248	11/30/21	LAWNWO05 Lawn World, Inc.	450.00		72
15249	11/30/21	LIBRO020 LibraryLinkNJ	200.92		72
15250	11/30/21	LOUIS Louis L. Picone	200.00		72
15251	11/30/21	MIDWE005 Midwest Tape	0.00	11/30/21 VOID	0
15252	11/30/21	MIDWE005 Midwest Tape	0.00	11/30/21 VOID	0
15253	11/30/21	MIDWE005 Midwest Tape	1,028.71		72
15254	11/30/21	MIMI Mimi Topping, LLC	290.00		72
15255	11/30/21	MOBILE Mobile Beacon	645.00		72
15256	11/30/21	NEW JER New Jersey Door Works	3,465.00		72
15257	11/30/21	NJNAT005 NJ Natural Gas Co.	688.44		72
15258	11/30/21	OPTIM005 Optimum	184.94		72
15259	11/30/21	PARKE005 Recorder Publishing Co., Inc.	50.51		72
15260	11/30/21	RELIA005 Reliance Barcode Solutions	425.02		72
15261	11/30/21	RHOND005 Rhonda D. Lipscomb	275.00		72
15262	11/30/21	RIVISTAS Rivistas Subscription Services	5,332.70		72
15263	11/30/21	SHARON R Sharon S. Rogovin	100.00		72
15264	11/30/21	SHARON R Sharon S. Rogovin	100.00		72
15265	11/30/21	SHARON R Sharon S. Rogovin	100.00		72
15266	11/30/21	SHARON R Sharon S. Rogovin	100.00		72
15267	11/30/21	STAPL005 Staples Advantage	0.00	11/30/21 VOID	0
15268	11/30/21	STAPL005 Staples Advantage	790.61		72

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
15269	11/30/21	STEPHE Q Stephen Quandt	200.00		72
15270	11/30/21	SUNRI005 Sunrise ShopRite	157.13		72
15271	11/30/21	SUSAN L Susan L. Meissner	500.00		72
15272	11/30/21	SYNCB005 SYNCB/AMAZON	0.00	11/30/21 VOID	0
15273	11/30/21	SYNCB005 SYNCB/AMAZON	1,037.15		72
15274	11/30/21	TECHN005 Technology Integrators	125.00		72
15275	11/30/21	TECHN005 Technology Integrators	125.00		72
15276	11/30/21	TECHN005 Technology Integrators	125.00		72
15277	11/30/21	TECHN005 Technology Integrators	125.00		72
15278	11/30/21	TECHN005 Technology Integrators	125.00		72
15279	11/30/21	TECHN005 Technology Integrators	125.00		72
15280	11/30/21	TECHN005 Technology Integrators	125.00		72
15281	11/30/21	TECHN005 Technology Integrators	125.00		72
15282	11/30/21	TECHN005 Technology Integrators	125.00		72
15283	11/30/21	TOWNS005 Township of Montville	9,548.30		72
15284	11/30/21	TOWNS005 Township of Montville	9,548.30		72
15285	11/30/21	ULINE Uline	244.77		72
15286	11/30/21	USA TODA USA Today	338.81		72
15287	11/30/21	VERI0010 VERIZON	552.05		72
15288	11/30/21	VERI0015 Verizon	48.56		72
15289	11/30/21	WICK wick services, Inc.	540.00		72

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	62	10	55,791.19	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	62	10	55,791.19	0.00

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	0-01	400.19	0.00	0.00	400.19
CAPITAL BUDGET	0-02	<u>1,459.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,459.00</u>
	Year Total:	1,859.19	0.00	0.00	1,859.19
	1-01	46,554.86	0.00	4,357.26	50,912.12
CAPITAL BUDGET	1-02	<u>3,019.88</u>	<u>0.00</u>	<u>0.00</u>	<u>3,019.88</u>
	Year Total:	49,574.74	0.00	4,357.26	53,932.00
Total of All Funds:		<u>51,433.93</u>	<u>0.00</u>	<u>4,357.26</u>	<u>55,791.19</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: 11/30/21
Current Period: 11/01/21 to 11/30/21
Prior Year: 11/01/20 to 11/30/20

<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	\$30.65	\$7,500.00	\$475.72	\$2,918.23	-\$4,581.77	39%
1-01-401-03	Copier Income	\$39.00	\$700.00	\$25.80	\$245.20	-\$454.80	35%
1-01-401-05	Computer Print Outs Income	\$109.00	\$1,800.00	\$137.62	\$1,115.49	-\$684.51	62%
1-01-401-07	Township Income	\$137,841.92	\$1,676,900.00	\$139,739.75	\$1,537,137.25	-\$139,762.75	92%
1-01-401-08	Donations Income	\$11.74	\$0.00	\$0.00	\$13.46	\$13.46	0%
1-01-401-09	Lost Items	\$56.99	\$1,000.00	\$43.18	\$822.23	-\$177.77	82%
1-01-401-10	State Aid Income	\$0.00	\$9,500.00	\$0.00	\$11,814.00	\$2,314.00	124%
1-01-401-11	Miscellaneous Income	\$10.20	\$400.00	\$0.00	\$1,887.34	\$1,487.34	472%
1-01-401-15	Interest Income	\$5,538.94	\$4,500.00	\$54.37	\$4,626.82	\$126.82	103%
1-01-401-16	Lost Cards	\$0.00	\$300.00	\$14.00	\$113.00	-\$187.00	38%
1-01-401-18	Disks/Faxes	\$0.00	\$400.00	\$8.00	\$122.60	-\$277.40	31%
	Program 401 Total	\$143,638.44	\$1,703,000.00	\$140,498.44	\$1,560,815.62	-\$142,184.38	92%
1-01-402-30	Restricted Contributions	\$305.13	\$7,500.00	\$378.21	\$3,721.66	-\$3,778.34	50%
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	\$800.00	\$0.00	\$800.00	\$0.00	100%
1-01-402-55	Grow With Google Grant	\$0.00	\$2,000.00	\$0.00	\$0.00	-\$2,000.00	0%
1-01-402-65	American Rescue Plan Act 2021	\$0.00	\$5,000.00	\$2,485.54	\$2,485.54	-\$2,514.46	50%
	Program 402 Total	\$305.13	\$15,300.00	\$2,863.75	\$7,007.20	-\$8,292.80	46%
	Revenue Total	\$143,943.57	\$1,718,300.00	\$143,362.19	\$1,567,822.82	-\$150,477.18	91%

<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	\$52,582.19	\$790,900.00	\$58,334.36	\$653,975.45	\$0.00	\$136,924.55	83%
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	\$4,022.08	\$64,500.00	\$4,556.24	\$52,754.94	\$0.00	\$11,745.06	82%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

12/8/2021
3:09 PM

<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>
1-01-601-110	Health Benefits Expense	\$6,821.48	\$113,300.00	\$14,870.58	\$90,406.35	\$0.00	\$22,893.65	80%
1-01-601-120	PERS Expense	\$0.00	\$96,800.00	\$0.00	\$92,206.00	\$0.00	\$4,594.00	95%
1-01-601-130	DCRP Expense	\$0.00	\$3,200.00	\$0.00	\$2,773.20	\$0.00	\$426.80	87%
	Program 601 Total	\$63,425.75	\$1,068,700.00	\$77,761.18	\$892,115.94	\$0.00	\$176,584.06	83%
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	\$4,495.00	\$0.00	\$505.00	90%
1-01-602-020	Adult Books	\$2,718.58	\$27,000.00	\$2,882.18	\$29,623.40	\$4,898.77	-\$7,522.17	128%
1-01-602-030	Adult BOCD	\$83.67	\$2,500.00	\$215.85	\$2,207.17	\$0.00	\$292.83	88%
1-01-602-040	Adult DVD	\$261.12	\$11,000.00	\$567.11	\$4,826.43	\$279.13	\$5,894.44	46%
1-01-602-050	Adult eBooks	\$109.10	\$6,000.00	-\$2,358.99	\$5,468.29	\$28.95	\$502.76	92%
1-01-602-060	Adult eAudio	\$54.77	\$6,000.00	\$82.52	\$2,021.25	\$0.00	\$3,978.75	34%
1-01-602-070	Adult Music CD	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0%
1-01-602-090	Periodicals	\$1,192.08	\$11,000.00	\$6,255.32	\$10,547.76	\$145.31	\$306.93	97%
1-01-602-110	Games	\$1,188.34	\$7,000.00	\$178.47	\$2,250.09	\$335.24	\$4,414.67	37%
1-01-602-120	J Books	\$2,726.06	\$25,000.00	\$1,244.29	\$18,215.60	\$5,429.32	\$1,355.08	95%
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	\$237.59	\$2,000.00	\$424.99	\$1,413.93	\$214.25	\$371.82	81%
1-01-602-150	J eBooks	\$218.21	\$1,000.00	\$21.09	\$1,384.07	\$0.00	-\$384.07	138%
1-01-602-160	J eAudio	\$109.55	\$1,000.00	\$13.75	\$651.17	\$0.00	\$348.83	65%
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	\$835.78	\$7,500.00	\$188.25	\$4,706.31	\$1,143.68	\$1,650.01	78%
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	\$36.37	\$1,000.00	\$63.28	\$882.49	\$0.00	\$117.51	88%
1-01-602-220	Young Adults eAudio	\$18.26	\$1,000.00	\$41.26	\$553.73	\$0.00	\$446.27	55%
1-01-602-230	Streaming	\$202.00	\$9,500.00	\$807.70	\$9,660.35	\$0.00	-\$160.35	102%
1-01-602-240	On Line Software	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	Program 602 Total	\$9,991.48	\$126,500.00	\$10,627.07	\$98,907.04	\$12,474.65	\$15,118.31	88%
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	\$1,435.31	\$13,000.00	\$2,744.84	\$12,786.81	\$882.19	-\$669.00	105%

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>
1-01-603-240	Program - Children	\$499.57	\$4,500.00	\$285.09	\$4,457.70	\$51.58	-\$9.28	100%
1-01-603-250	Summer Reading / Reading Programs	\$0.00	\$5,000.00	\$275.00	\$3,292.32	\$0.00	\$1,707.68	66%
1-01-603-260	Museum Passes	\$540.00	\$2,000.00	\$0.00	\$3,140.00	\$0.00	-\$1,140.00	157%
1-01-603-270	Programs YA	\$583.37	\$2,000.00	\$544.46	\$1,767.18	\$156.48	\$76.34	96%
1-01-603-280	Library-Wide Cultural/Family Programing	\$100.00	\$2,000.00	\$0.00	\$1,168.14	\$0.00	\$831.86	58%
1-01-603-300	Technology Programming	\$2,175.00	\$3,500.00	\$1,125.00	\$4,165.00	\$0.00	-\$665.00	119%
1-01-603-310	25th Anniversary	\$0.00	\$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	\$5,333.25	\$40,000.00	\$4,974.39	\$30,777.15	\$1,090.25	\$8,132.60	80%
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	\$569.88	\$11,500.00	\$1,007.08	\$9,756.78	\$628.23	\$1,114.99	90%
1-01-604-070	Postage - Supplies	\$0.00	\$1,000.00	\$0.00	\$1,055.18	\$0.00	-\$55.18	106%
1-01-604-080	Freight-Shipg (Non-Collection)	\$255.37	\$1,500.00	\$154.52	\$810.20	\$0.00	\$689.80	54%
	Program 604 Total	\$825.25	\$14,000.00	\$1,161.60	\$11,622.16	\$628.23	\$1,749.61	88%
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	\$858.22	\$1,000.00	\$0.00	\$1,200.00	\$0.00	-\$200.00	120%
1-01-605-060	PR - Materials	\$0.00	\$1,000.00	\$0.00	\$572.89	\$400.00	\$27.11	97%
1-01-605-070	Staff/Volunteer Recognition	\$0.00	\$1,000.00	\$50.74	\$827.11	\$0.00	\$172.89	83%
	Program 605 Total	\$858.22	\$3,000.00	\$50.74	\$2,600.00	\$400.00	\$0.00	100%
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	\$130.00	\$3,600.00	\$0.00	\$3,008.58	\$0.00	\$591.42	84%
1-01-606-030	Reimb.Exp. (milg, lodg, meals)	\$0.00	\$400.00	\$0.00	\$25.00	\$0.00	\$375.00	6%
1-01-606-040	Professional Dues	\$0.00	\$1,500.00	\$0.00	\$1,003.00	\$480.00	\$17.00	99%
1-01-606-050	Conference Travel	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,010.00	\$490.00	80%
	Program 606 Total	\$130.00	\$8,000.00	\$0.00	\$4,036.58	\$2,490.00	\$1,473.42	82%
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	\$3,399.52	\$57,500.00	\$0.00	\$17,727.35	\$0.00	\$39,772.65	31%
1-01-607-030	Utilities - Gas	\$1,018.45	\$15,000.00	\$1,002.87	\$12,649.61	\$0.00	\$2,350.39	84%

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

12/8/2021
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<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>
1-01-607-040	Utilities - Telephone	\$96.16	\$6,000.00	\$1,103.24	\$6,163.80	\$0.00	-\$163.80	103%
1-01-607-050	Internet Provider	\$184.94	\$2,500.00	\$184.94	\$1,849.40	\$0.00	\$650.60	74%
	Program 607 Total	\$4,699.07	\$81,000.00	\$2,291.05	\$38,390.16	\$0.00	\$42,609.84	47%
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	\$1,314.28	\$21,600.00	\$3,613.71	\$14,311.61	\$2,500.00	\$4,788.39	78%
1-01-608-030	Plant - Cleaning/Maintenance	\$2,516.72	\$34,400.00	\$2,516.72	\$32,219.53	\$0.00	\$2,180.47	94%
1-01-608-040	Plant - Fire/Burglery Alarm	\$0.00	\$3,000.00	\$0.00	\$1,500.00	\$280.00	\$1,220.00	59%
1-01-608-050	Plant - HVAC Maintenance	\$3,936.00	\$16,000.00	\$0.00	\$8,108.00	\$4,054.00	\$3,838.00	76%
1-01-608-060	Plant - Lawn Sprinklers Maint	\$600.00	\$3,000.00	\$450.00	\$2,724.71	\$0.00	\$275.29	91%
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	\$837.50	\$18,000.00	\$234.54	\$16,720.58	\$0.00	\$1,279.42	93%
1-01-608-120	Plant - Carpet Cleaning	\$0.00	\$2,100.00	\$0.00	\$439.00	\$0.00	\$1,661.00	21%
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	\$530.00	\$2,000.00	\$540.00	\$2,019.00	\$0.00	-\$19.00	101%
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	\$9,734.50	\$108,600.00	\$7,354.97	\$78,042.43	\$6,834.00	\$23,723.57	78%
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	\$11,225.41	\$0.00	\$774.59	94%
1-01-609-050	EM - Copiers	\$0.00	\$2,000.00	\$0.00	\$755.40	\$0.00	\$1,244.60	38%
1-01-609-070	Computer Software	\$0.00	\$2,000.00	\$0.00	\$425.00	\$2,000.00	-\$425.00	121%
1-01-609-075	Edmunds Software	\$0.00	\$4,500.00	\$0.00	\$4,532.00	\$0.00	-\$32.00	101%
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	\$0.00	\$800.00	\$0.00	\$680.16	\$170.04	-\$50.20	106%
1-01-609-110	Envisionware Annual Contract	\$0.00	\$1,100.00	\$0.00	\$0.00	\$1,050.00	\$50.00	95%
	Program 609 Total	\$0.00	\$23,100.00	\$0.00	\$17,617.97	\$3,220.04	\$2,261.99	90%
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	\$194.33	\$194.33	\$3,305.67	\$0.00	100%

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>
1-01-610-020	Copier Usage B&W	\$0.00	\$2,000.00	\$0.00	\$0.00	\$2,000.00	\$0.00	100%
	Program 610 Total	\$0.00	\$5,500.00	\$194.33	\$194.33	\$5,305.67	\$0.00	100%
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	\$5,500.00	\$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	\$10,083.26	\$0.00	\$916.74	92%
1-01-611-030	MAIN Assessment	\$0.00	\$53,000.00	\$0.00	\$52,524.56	\$0.00	\$475.44	99%
1-01-611-070	Computer Support & Service	\$190.00	\$6,500.00	\$190.00	\$2,215.77	\$0.00	\$4,284.23	34%
1-01-611-100	Web Site Mainteneace	\$17.98	\$500.00	\$0.00	\$76.32	\$0.00	\$423.68	15%
1-01-611-150	Legal	\$0.00	\$2,500.00	\$0.00	\$150.00	\$0.00	\$2,350.00	6%
1-01-611-250	Board Secretary	\$500.00	\$3,000.00	\$500.00	\$2,750.00	\$0.00	\$250.00	92%
1-01-611-260	Payroll Service Fee	\$622.16	\$8,000.00	\$646.85	\$7,415.08	\$0.00	\$584.92	93%
1-01-611-320	Other Professional Services	\$0.00	\$800.00	\$12.00	\$3,109.20	\$400.00	-\$2,709.20	439%
1-01-611-340	QPA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	Program 611 Total	\$7,746.80	\$90,300.00	\$2,265.51	\$78,324.19	\$400.00	\$11,575.81	87%
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	\$0.00	\$50,400.00	\$0.00	\$47,047.48	\$0.00	\$3,352.52	93%
1-01-612-020	Township Insurances	\$0.00	\$28,500.00	\$0.00	\$27,171.52	\$0.00	\$1,328.48	95%
1-01-612-030	O/E- Contingencies	\$237.11	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0%
1-01-612-040	O/E - Licenses & Fees	\$0.00	\$600.00	\$0.00	\$512.00	\$0.00	\$88.00	85%
1-01-612-060	O/E - Board Misc	\$54.27	\$1,800.00	\$879.53	\$1,392.57	\$150.00	\$257.43	86%
1-01-612-065	Delivery	\$0.00	\$900.00	\$200.92	\$200.92	\$699.08	\$0.00	100%
	Program 612 Total	\$291.38	\$92,200.00	\$1,080.45	\$76,324.49	\$849.08	\$15,026.43	84%
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	\$800.00	\$0.00	\$800.00	\$0.00	\$0.00	100%
1-01-613-019	Grow With Google Grant	\$0.00	\$1,900.00	\$645.00	\$645.00	\$0.00	\$1,255.00	34%
1-01-613-021	American Rescue Plan Act 2021	\$0.00	\$5,000.00	\$2,485.54	\$2,485.54	\$0.00	\$2,514.46	50%
	Program 613 Total	\$0.00	\$7,700.00	\$3,130.54	\$3,930.54	\$0.00	\$3,769.46	51%
	Budget Total	\$103,035.70	\$1,668,600.00	\$110,891.83	\$1,332,882.98	\$33,691.92	\$302,025.10	82%

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:	\$143,943.57	\$143,362.19	\$1,567,822.82				
	Expended:	\$103,035.70	\$110,891.83	\$1,332,882.98				
	Net Income:	\$40,907.87	\$32,470.36	\$234,939.84				
<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	\$2,500.00	\$0.00	100%
1-02-802-030	New Soft Seating	\$0.00	\$7,500.00	\$0.00	\$0.00	\$1,400.00	\$6,100.00	19%
1-02-802-185	Tables - Pio Costa	\$0.00	\$5,000.00	\$0.00	\$331.16	\$0.00	\$4,668.84	7%
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	\$331.16	\$3,900.00	\$13,568.84	24%
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%
1-02-803-250	Architect	\$0.00	\$15,000.00	\$0.00	\$11,210.12	\$3,789.88	\$0.00	100%
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	\$19,500.00	\$0.00	\$11,210.12	\$3,789.88	\$4,500.00	77%
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	\$1,404.91	\$3,887.05	\$8,115.31	\$797.64	94%
1-02-804-015	Computer Related Equipment	\$3,762.62	\$5,100.00	\$969.97	\$1,334.38	\$1,544.84	\$2,220.78	56%
	Program 804 Total	\$3,762.62	\$17,900.00	\$2,374.88	\$5,221.43	\$9,660.15	\$3,018.42	83%
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	\$7,138.65	\$233.94	\$2,127.41	78%
	Program 805 Total	\$0.00	\$9,500.00	\$0.00	\$7,138.65	\$233.94	\$2,127.41	78%
	CAPITAL BUDGET Budget Total	\$3,762.62	\$64,700.00	\$2,374.88	\$23,901.36	\$17,583.97	\$23,214.67	64%

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			
	Expended:		\$3,762.62	\$2,374.88	\$23,901.36			
	Net Income:		-\$3,762.62	-\$2,374.88	-\$23,901.36			

Grand Totals

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenue:	\$143,943.57	\$143,362.19	\$1,567,822.82
Expended:	\$106,798.32	\$113,266.71	\$1,408,060.23
Net Income:	\$37,145.25	\$30,095.48	\$159,762.59

MONTVILLE TOWNSHIP PUBLIC LIBRARY NOVEMBER 2021 PROGRAM ATTENDANCE
December 13 , 2021 Board Meeting

November Programs In Person and Virtual

LIBRARY SPONSORED PROGRAMS	Nov 2021	Nov 2020
Children - Staff Programs		
Reading & Story Times w/ craft and snack bag	170	
Art Explorers	18	
Babies & Toddlers	15	
Messy Munchkins	10	
Games - Bingo & Legos & Play Dough	19	
Local Pre-School Outreach	61	
Children - Staff Programs Total	293	230
Children - Paid Presenters		
Move & Groove Music w/ Miss Jolie	35	
Cooking with Chef Theresa	14	
African Masks	20	
Read to a Dog	4	
Children - Paid Presenters Total	73	12
Total All Children's Programs	366	242
Young Adults - Staff Programs		
TAB Meeting	17	
Virtual Chess	4	
Scavenger Hunt	10	
TAB Crafts	35	
Young Adult - Staff Programs Total	66	324
Young Adult - Paid Presenters		
Young Adult - Paid Presenters Total	0	0
Total All Young Adult Programs	66	324
Adult - Staff Programs		
Book Club	15	
Knitting	24	
Movie	16	
Technology Class	4	
Adult Staff Programs Total	59	75
Adult - Paid Presenters		
Chair Yoga	61	
Montville "U" Lectures	94	
Technology Classes	6	
African Masks	10	
Concert	36	
Mahjong Classes	64	
Adult Craft	16	
Adult - Paid Presenters Total	287	191
Total All Adult Programs	346	266
Library Sponsored Total	778	832
OUTSIDE GROUPS		
Boy Scouts Pack 66 Planetarium Show	50	
Outside Groups Total	50	0
GRAND TOTAL	828	832

November Book Displays
November is National Vegan Month - Adults
Diwali - Adults, Kids
Thanksgiving Cookbook Display - Adults, Kids
Veteran's Day - Adults, Young Adults, Kids
Election Day - Kids
Thanksgiving - Kids
November is National Picture Book Month - Kids
November is Native American Heritage Month
November is National Alzheimer's Month - Adults
November is National Diabetes Month - Adults
November is Aviation Month - Adults, Young Adults, Kids
Trans Awareness Week - November 13th - November 19th
November 13th is World Kindness Day - Adults, Kids
November 18th is Mickey Mouse's Birthday - Kids
Hanukkah, Christmas and Kwanzaa - Kids
DIY - Crafts & Gifts for the Holiday - Adults, Young Adults, Kids