

Montville Township Public Library  
Board of Trustees Meeting  
August 14, 2023  
Montville Township Public Library  
90 Horseneck Road  
Montville, New Jersey 07045

---

**OPEN SESSION**

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

Catherine LaBelle, Library Director – Present

Mary Grace Zaccaria, Assistant Library Director - Present

Liz Johansen, Board Recording Secretary – Present

**I. Call to Order**

The meeting was called to order by Mr. Grau, at 7:02p.m.

**II. Open Public Meetings Act Statement**

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

**III. Adoption of Minutes**

A. *Ms. Nielson made a motion to approve the July 10, 2023, Regular Session minutes, seconded by Mr. Tubbs*

Ms. Peskin yes; Mayor Kayne yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried

**IV Public Comments –**

*None*

**V Reports of Officers –**

**Larry Hines – President**

Mr. Hines absent, no report.

**Charlie Grau – Vice-President**

Mr. Grau had no report.

**Dianna Paradise – Secretary**

Mrs. Paradise absent, no report.

**Linda Peskin – Treasurer**

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

**Robert Donohue – Assistant Treasurer**

Mr. Donohue had no report.

**VI Report of Liaisons**

Mayor – Mayor Kayne stated that the Concerts in the Park are taking place on Wednesday's at the amphitheater.

Superintendent Liaison of Schools – Mr. Tubbs stated that the schools are preparing for new students and teachers in the fall. Freshman orientation will be August 22<sup>nd</sup>.

**VII. Committee Reports**

Finance: Ms. Peskin stated that the Statement of Revenue and Expenses is at about 58%.

Personnel – Mr. Grau stated that there will be resolutions for approval tonight for four promotions.

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

Patron Services/Technology: Mr. Donohue stated that the committee did not meet.

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

Director LaBelle stated that four promotions were requested through the Civil Service Commission and were approved.

**IX.** Resolutions/Motions

- A. Resolution to approve the checks numbered 16462 and 16517 dated July 1 to July 31, 2023 in the amount of \$69,750.04.

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

Ms. Peskin yes; Mayor Kayne yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried.

- B. Resolution to accept staff salaries for the month of July 2023 in the amount of \$64,112.58

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

Ms. Peskin yes; Mayor Kayne yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried.

- C. Resolution to transfer \$735.24 from the capital reserve account to the operating account for Memory Lab Equipment.

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

Ms. Peskin yes; Mayor Kayne yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried

- D. Resolution to accept the Montville Township Literacy Foundation Grant of \$3,500 for instruction and training for the ELL program for Fall 2023 and Spring 2024.

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

Ms. Peskin yes; Mayor Kayne yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried

- E. Resolution to accept the Civil Service promotion from Library Assistant to Senior Library Assistant for Tracy Abuoliam effective July 13, 2023.

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

Ms. Peskin yes; Mayor Kayne yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried

- F. Resolution to accept the Civil Service promotion from Library Assistant to Senior Library Assistant for Shu Leung effective July 13, 2023

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

Ms. Peskin yes; Mayor Kayne yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried

- G. Resolution to accept the Civil Service promotion from Library Assistant to Senior Library Assistant for Jo Perez effective July 13, 2023

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

Ms. Peskin yes; Mayor Kayne yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried

- H. Resolution to accept the Civil Service promotion from Library Assistant to Senior Library Assistant for Kadriye Sozusen effective July 13, 2023

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

Ms. Peskin yes; Mayor Kayne yes; Mr. Donohue yes; Ms. Nielson yes; Mr. Tubbs yes; Mr. Grau yes; Ms. Kozell yes; Motion Carried

**X. Public Comments**

None

**XI. Old Business**

None

**XI. New Business**

None

**XII. Executive Session**

None

**XIII. Open Session**

None

**XIV. Adjournment**

Motion to adjourn was made by Mr. Tubbs seconded by Ms. Kozell; meeting was adjourned at 7:12pm.



Director's Report  
September 11, 2023

In August we concluded our “All Together Now” Summer Reading program with a fabulous outdoor finale with Jack’s Petting Zoo attended by over 100 kids and parents. Everyone enjoyed crafting, ice pop treats, and most importantly, petting an alpaca, a 3-day-old cow, goats, chickens, rabbits, and a pony. The star of the show was a very tame and friendly goat who freely roamed the parking lot making new friends.



Our summer reading program was once again a fun and educational event for the whole community. Family Bingo and Adventure Aquarium were highlights of our summer events that brought in large numbers of participants. Our summer reading sign-ups surpassed our 2022 numbers by 78 people (16%). Final numbers were 90 teens, 108 adults, and 379 children registered for a total of 578.

A big thank you goes out to the staff, TAB volunteers, and our donors. Pam O’Gorman, Amy Resnikoff, Risa Skerker, and Jo Perez planned a great summer of fabulous events. Our TAB members worked at the registration table, planned events, and volunteered

during many of our summer programs. We couldn't have done it without our staff and volunteers. Lakeland, Columbia, and Ion Banks sponsored three of our bigger programs. Including the proceeds from the mini-book sale, donations accounted for \$2175 of our summer reading budget. I'd also like to thank our weekly sponsors who provided summer readers with coupons for their businesses. They were: Dunkin Donuts, Tuscany Villa, Gencarelli's, Seven Scoops, Diane's Dairy, Applebee's, and Chevy's.

As the summer winds down, patron visits continue to rise. In August, we welcomed 9,107 visits, which is over four hundred more visits than in July and over 1,200 more visits than we saw this month in 2022. This month we welcomed 108 new library users. The Circulation team processed 405 new items and mended 91 existing items.

### Buildings and Grounds

We received final inspection and test reports from Cain & Sons (fire extinguishers), Protective Measures (fire suppression sprinkler system) and Diversified Security Systems (fire alarm panel, devices and circuits). No repairs or upgrades are needed. All systems are in good shape and ready for the Montville Fire Prevention Bureau annual inspection.

### Finance

We would like to set up a Pay Pal account and have a button on our website to accept patron donations. Donations would transfer automatically to our Lakeland Donations account. PayPal offers registered 501 (c) (3) organizations a discounted processing rate. There is a resolution on the agenda to approve using PayPal to accept online donations.

### Marketing and Outreach:

The Montville Patch featured our August 17<sup>th</sup> press release –" Montville Library Expands "Library of Things" Checkout: A Diverse Collection of Items Now Available for Borrowing."

Our top two most opened newsletters in August were about our new equipment for digitizing late 1980s-2000s tape formats in the Memory Lab and upcoming Adult programs.

Risa Skerker visited three pre-schools this month for story time – Millie’s House, Kids Connect, and Kiddie Academy.

### Patron Services:

This month Mary Grace Zaccaria updated the Seed Library inventory along with information for fall planting. The collection has been replenished with 25 varieties of Heirloom seeds including Basil, Beets, Corn, Pumpkin, Peppers, and others. July through September are the months to start your fall/winter seeds indoors and then 6-8 weeks later to transplant them into your garden.

The Memory Lab continued to be well attended throughout August. There were 24 sessions of guests using the facility. By popular demand, we acquired two camcorders to digitize tapes in 8mm, Hi8, Digital8, and MiniDV format. Bobby Dillon installed the software for digitizing these formats onto the Lab's computers and we have already had patrons visit to digitize their old movies recorded on these formats.

August circulation statistics show the Library of Things gaining in use and popularity. Patrons commented on how much they enjoyed borrowing the new things. Some items have not even appeared on the shelves yet as they are continuously on hold for the next patron. The collection was featured in an article by the Montville Patch Newspaper as well as on our Facebook page. August circulation was as follows: Equipment: 38, Games/Toys: 84, Museum Passes: 22, for a total of 144 items circulated this month.

In August, our vending machine provider changed. Michael Trento retired and sold his business to Rishab Maan of Da’ Snack Spot.



### *Adult Programs*

In August, both the Adult Afternoon and Evening Book Club read *The Maid* by Nita Prose. Both groups found this murder mystery whodunit, with a 25-year old hotel maid on the autism spectrum as its detective, quite clever and entertaining.

The Adult Knitting and Conversation group continues to knit and crochet beautiful projects. This month they also celebrated a very special 80th Birthday with refreshments.

In adult programs, our ever-popular Chair Yoga program was always fully attended. This year's Summer Reading Monday Movie theme - movies based on best-selling books – brought in a good crowd. Favorites in the August movie lineup included "Remains of the Day", "Gone Girl" and "Confess Fletch". The final "Montville Summer U" lecture series entry was "The Mind Reading Game Show by Flavian the Mind Reader". Flavian gave an unforgettable performance and wowed the crowd with his amazing mind-reading skills! Thanks to Pam O’Gorman for putting on a wonderful summer of events. As usual, many patrons commented on the variety and quality of the programs.

### *Children’s Programs*

A highlight in August was the visit from Adventure Aquarium. Seventy-five children were excited to handle and learn about the animals. Our August Family Bingo & Ice Cream night brought in 55 people. There were some very happy winners receiving gift cards to Seven Scoops. At our August Tie Dye Tuesday, 30 kids brought their own white t-shirts and turned them into colorful creations. Thanks to our TAB volunteers who didn't mind getting a little dirty. Twenty kids came in for Wacky Wednesday crafts and our chess club continues to be popular with a full house each week.

This month the Kids Book Club had a fun discussion on Dan Gutman’s: *Mr. Granite is from Another Planet*.

Risa and Jo concluded our special Wednesday Evening Outdoor Ice Cream Storytime on August 23rd with a Goodbye Summer Hello Autumn theme. The outdoor Ice Cream Story times are always a hit during the summer since there is nothing like sitting on the lawn listening to stories and enjoying some cold treats! They also did a food themed story time featuring pea pods this month. Jo and Risa read stories and sang vegetable songs. Special thanks to Lily, our volunteer, who helped prepare the Pea Pod craft this month.



Risa's Summer Drop-in Craft was on Saturday, August 5th with 17 kids dropping by. The kids enjoyed making paper plate fish and plastic egg whales.

Drop-in Legos and Bouncing Babies were enjoyed by our littlest patrons. Our Babies and Toddlers enjoyed a Mermaid theme this month with stories, songs, and a mermaid craft designed by Amy.

### *Teen Programs*

Our TAB members have been amazing this summer! They took the lead in devising events such as Adult Game Day and TAB Tutoring for children. Seven adults participated in the Adult Game Day on August 16th and had an enjoyable afternoon playing Scrabble, Uno, and Sorry with our TAB volunteers. TAB Tutoring for kids was a huge hit on Tuesday, August 22nd, and Tuesday, August 29th. We had 10 volunteers with 6 kids attending the first session and 8 TAB volunteers with 14 kids at the second. The TAB tutors reviewed whatever subjects each child needed to practice. The kindergarten through 5th graders were lucky to have such wonderful, patient tutors. Parents are already asking when we are running the next one.

Tech Librarian Bobby Dillon ran two programs for the teens in August. He first hosted



an evening Switch tournament for the teens. Next, he brought his own talent to the table to lead a paracord bracelet class on August 14th. Library monitor Kaiti Tirch helped with the event and everyone had a nice creation to take home. Jo ran another successful Teen Diamond Painting and also a Back-to-School Craft program where the teens made lovely bookmarks and magnets.

### Personnel

Library Assistant Jo Perez, who has worked for us part-time since 2019, will join the staff full-time, pending Board discussion and resolution. We have unfilled positions in the Programs & Services Department since our teen Librarian, and Senior Library Assistant left over the past year. After expressing an interest in expanding her role, Jo has added children's story times, crafts, and assisting with our cultural events to her job duties. Jo took over moderating the TAB and teen programs when our teen librarian left and she has done a fantastic job. Bringing her on full time will allow her to expand teen programs and do the story times, and children's activities that our Senior Library Assistant used to do. She also she has ideas for expanded children's services. Jo will also work day shifts on the information desk and Saturday and evening shifts.

This month we welcomed a new volunteer facilitated by the DAWN Center for Independent Living in Denville. Lily is a Montville High School senior and an avid reader and writer. Lily worked for 10 hours in August, assisting with story time crafts and clean-up and shelving. She did a great job and has been a nice addition to the Library team. She will continue to volunteer on Fridays and Saturdays each week when school begins.

### Staff Development

Mary Grace, Bobby, and I all attended multiple training sessions on Aspen, the online catalog overlay which allows us to highlight collection subsets (New Fiction, Picture Books, Back to School, etc.).

## Technology

The two new business office computers are up and running. There was no downtime because the new computers were fully loaded and configured before the old ones were removed. Special thanks to Bobby Dillon and Ryan McCloskey (Computer Sharp) for a seamless computer replacement.

The Patron Services Committee reviewed three proposals for VoIP. Two from Computer Sharp (one for leasing the phones and one for buying them), and a five-year lease proposal from Electronic Office Systems (EOS). VoIP will use our existing computer lines and piggy back on our network. We will have the same number of physical phones (14) and two fax lines. Repairs and service are included in the monthly price.

The Computer Sharp proposals were not all inclusive and the actual prices were subject to change. The EOS proposal is a complete package with a fixed price. We are very pleased with our long-term relationship with EOS. There is a resolution on the agenda to accept the EOS VoIP lease proposal.

In August, Bobby Dillon taught five in-house tech class sessions – a session on how to use the Libby app, a two-part course on Excel Basics, a Zoom Basics class, and one session on hoopla for a total of 21 participants.

## Meetings

Aug 16 – Main Board of Directors Retreat at Morristown/Morris Twp Library – Catherine

Aug 17 – Envisionware Users Group meeting – Main Directors

Aug 24 – Township Dept. Head Meeting - Catherine

**Sept 26 – Library Buildings & Grounds & Personnel Cmtes**

**Oct 9 – Library Board & Finance Committee Meetings**

**Oct 11 – Library Patron Services/Tech Committee**

**Oct 24- Library Buildings & Grounds & Personnel Cmtes**

Respectfully submitted,

Catherine LaBelle

Director

Page | 7

Montville Township Public Library  
FUND 01  
BALANCE SHEET  
AS OF: 08/31/23

2023

2022

Assets

|           |                                 |                     |                     |
|-----------|---------------------------------|---------------------|---------------------|
| 01-100-00 | Petty Cash - Circulation Desk   | 50.00               | 50.00               |
| 01-100-01 | Petty Cash                      | 341.92              | 341.92              |
| 01-100-02 | Lakeland - Operating Checking   | 264,872.88          | 309,150.84          |
| 01-100-03 | Lakeland - Payroll Account      | 40,018.72           | 40,733.36           |
| 01-100-04 | Lakeland - Operating CD         | 151,245.82          | 151,245.82          |
| 01-100-05 | Lakeland - Capital Reserve CD   | 100,288.85          | 100,288.85          |
| 01-100-08 | Lakeland - Capital Reserve      | 304,736.55          | 314,338.28          |
| 01-100-10 | Lakeland - Restricted Donations | 40,250.38           | 39,152.32           |
| 01-140-01 | Furniture & Fixtures            | 407,391.73          | 407,391.73          |
| 01-140-02 | Property Plant Improvements     | 394,128.59          | 394,128.59          |
| 01-140-03 | Computer Equip & Related Asset  | 178,743.19          | 178,743.19          |
|           | Total Assets                    | <u>1,882,068.63</u> | <u>1,935,564.90</u> |

Liabilities & Fund Balance

|           |                             |                  |                   |
|-----------|-----------------------------|------------------|-------------------|
| 01-200-11 | Sick Hrs Year End Accrual   | 52,802.00        | 52,802.00         |
| 01-211-00 | Section 125 Withholding HDV | 0.00             | 2,096.85          |
| 01-212-00 | PERS 414/CINS Withholding   | 2,367.56         | 15,710.90         |
| 01-218-00 | Reserve for Encumbrances    | 10,318.97        | 116,471.81        |
| 01-400-01 | Appropriation Reserve       | 2,154.26         | 1,054.26          |
|           | Total Liabilities           | <u>47,004.85</u> | <u>188,135.82</u> |

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

|  |                                  |                     |                     |
|--|----------------------------------|---------------------|---------------------|
|  | Revenue                          | 1,200,625.91        | 0.00                |
|  | Less Expenses                    | <u>1,112,991.21</u> | <u>0.00</u>         |
|  | Net                              | <u>87,634.70</u>    | <u>0.00</u>         |
|  | Total Fund Balance               | <u>1,835,063.78</u> | <u>1,747,429.08</u> |
|  | Total Liabilities & Fund Balance | <u>1,882,068.63</u> | <u>1,935,564.90</u> |

Range of Checking Accts: 01 OPERATING to 01 OPERATING      Range of Check Ids: 16518 to 16579  
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 |
|---------|------------|--|-------------|-----------------|---------|
| 16518   | 08/31/23   | ALA 2 American Library Association     | 236.00      |                 | 93      |
| 16519   | 08/31/23   | AMAZON Amazon Capital Services, Inc.   | 493.91      |                 | 93      |
| 16520   | 08/31/23   | BAKER005 Baker & Taylor                | 0.00        | 08/31/23 VOID   | 0       |
| 16521   | 08/31/23   | BAKER005 Baker & Taylor                | 0.00        | 08/31/23 VOID   | 0       |
| 16522   | 08/31/23   | BAKER005 Baker & Taylor                | 0.00        | 08/31/23 VOID   | 0       |
| 16523   | 08/31/23   | BAKER005 Baker & Taylor                | 0.00        | 08/31/23 VOID   | 0       |
| 16524   | 08/31/23   | BAKER005 Baker & Taylor                | 3,774.92    |                 | 93      |
| 16525   | 08/31/23   | BANK OF Bank of America                | 115.21      |                 | 93      |
| 16526   | 08/31/23   | BRIGHT S Bright Spirit Wellness LLC    | 50.00       |                 | 93      |
| 16527   | 08/31/23   | BRIGHT S Bright Spirit Wellness LLC    | 50.00       |                 | 93      |
| 16528   | 08/31/23   | BRIGHT S Bright Spirit Wellness LLC    | 50.00       |                 | 93      |
| 16529   | 08/31/23   | BRIGHT S Bright Spirit Wellness LLC    | 50.00       |                 | 93      |
| 16530   | 08/31/23   | BRIGHT S Bright Spirit Wellness LLC    | 50.00       |                 | 93      |
| 16531   | 08/31/23   | BRIGHT S Bright Spirit Wellness LLC    | 50.00       |                 | 93      |
| 16532   | 08/31/23   | BRODA005 Brodart Co.                   | 31.14       |                 | 93      |
| 16533   | 08/31/23   | CAINS005 Cain & Sons Fire Equip., Inc. | 245.00      |                 | 93      |
| 16534   | 08/31/23   | CONSTANT Constant Contact              | 532.00      |                 | 93      |
| 16535   | 08/31/23   | DAILY Daily News                       | 423.80      |                 | 93      |
| 16536   | 08/31/23   | DIVERSIF Diversified Security          | 11,059.80   |                 | 93      |
| 16537   | 08/31/23   | ELECT005 Electronic Office Systems     | 1,369.27    |                 | 93      |
| 16538   | 08/31/23   | ELIZA005 Elizabeth Johansen            | 250.00      |                 | 93      |
| 16539   | 08/31/23   | EXCEL005 Excellent Building Services   | 2,516.72    |                 | 93      |
| 16540   | 08/31/23   | FLOTE005 FLO-TECH                      | 282.92      |                 | 93      |
| 16541   | 08/31/23   | FREDM005 Fred Miller Music             | 350.00      |                 | 93      |
| 16542   | 08/31/23   | GREGO005 Gregory J. Della Pia          | 1,000.00    |                 | 93      |
| 16543   | 08/31/23   | HUGHE005 Hughes Environmental          | 4,534.00    |                 | 93      |
| 16544   | 08/31/23   | IFPTE005 IFPTE                         | 120.60      |                 | 93      |
| 16545   | 08/31/23   | INGRAM Ingram Library Services         | 694.34      |                 | 93      |
| 16546   | 08/31/23   | JERSE005 Jersey Central Power & Light  | 1,558.23    |                 | 93      |
| 16547   | 08/31/23   | JOHN KEN John Kenrick                  | 250.00      |                 | 93      |
| 16548   | 08/31/23   | JOLIE DE Ants in the Pants, LLC        | 300.00      |                 | 93      |
| 16549   | 08/31/23   | JOYCE MA Joyce Mandel                  | 100.00      |                 | 93      |
| 16550   | 08/31/23   | JOYCE MA Joyce Mandel                  | 100.00      |                 | 93      |
| 16551   | 08/31/23   | JOYCE MA Joyce Mandel                  | 100.00      |                 | 93      |
| 16552   | 08/31/23   | JOYCE MA Joyce Mandel                  | 100.00      |                 | 93      |
| 16553   | 08/31/23   | KANOPY Kanopy, Inc.                    | 287.00      |                 | 93      |
| 16554   | 08/31/23   | LAWNw005 Lawn World, Inc.              | 547.00      |                 | 93      |
| 16555   | 08/31/23   | LIBR0020 LibraryLinkNJ                 | 1,010.94    |                 | 93      |
| 16556   | 08/31/23   | LIBRARYI Library Systems & Services    | 3,500.00    |                 | 93      |
| 16557   | 08/31/23   | MAINI005 MAIN Library Alliance         | 12,826.00   |                 | 93      |
| 16558   | 08/31/23   | MAINI005 MAIN Library Alliance         | 35.35       |                 | 93      |
| 16559   | 08/31/23   | MIDWE005 Midwest Tape LLC              | 0.00        | 08/31/23 VOID   | 0       |
| 16560   | 08/31/23   | MIDWE005 Midwest Tape LLC              | 938.25      |                 | 93      |
| 16561   | 08/31/23   | MIMI Mimi Topping, LLC                 | 290.00      |                 | 93      |
| 16562   | 08/31/23   | MONTC005 Montclair Art Museum          | 165.00      |                 | 93      |
| 16563   | 08/31/23   | NJLA0005 NJLA                          | 150.00      |                 | 93      |
| 16564   | 08/31/23   | NJNAT005 NJ Natural Gas Co.            | 496.59      |                 | 93      |
| 16565   | 08/31/23   | OPTIM005 Optimum                       | 184.45      |                 | 93      |
| 16566   | 08/31/23   | OVERD005 OverDrive, Inc.               | 1,247.08    |                 | 93      |
| 16567   | 08/31/23   | REBECCA Rebecca Mancini                | 50.00       |                 | 93      |
| 16568   | 08/31/23   | REBECCA Rebecca Mancini                | 50.00       |                 | 93      |

| Check # | Check Date | Vendor                             | Amount Paid | Reconciled/Void | Ref Num |
|---------|------------|------------------------------------|-------------|-----------------|---------|
| 16569   | 08/31/23   | REBECCA Rebecca Manci              | 50.00       |                 | 93      |
| 16570   | 08/31/23   | REBECCA Rebecca Manci              | 50.00       |                 | 93      |
| 16571   | 08/31/23   | SOMERSET Somerset County Park Comm | 120.00      |                 | 93      |
| 16572   | 08/31/23   | STAPL005 Staples Advantage         | 721.14      |                 | 93      |
| 16573   | 08/31/23   | SUNRI005 Sunrise ShopRite          | 44.13       |                 | 93      |
| 16574   | 08/31/23   | TECHN005 Technology Integrators    | 135.00      |                 | 93      |
| 16575   | 08/31/23   | TECHN005 Technology Integrators    | 135.00      |                 | 93      |
| 16576   | 08/31/23   | THE RECO The Record                | 783.37      |                 | 93      |
| 16577   | 08/31/23   | TOWNS005 Township of Montville     | 11,704.07   |                 | 93      |
| 16578   | 08/31/23   | UGI ENER UGI Energy Services, LLC  | 102.48      |                 | 93      |
| 16579   | 08/31/23   | VERI0010 VERIZON                   | 334.86      |                 | 93      |

| Report Totals   | <u>Paid</u> | <u>Void</u> | <u>Amount Paid</u> | <u>Amount Void</u> |
|-----------------|-------------|-------------|--------------------|--------------------|
| Checks:         | 57          | 5           | 66,795.57          | 0.00               |
| Direct Deposit: | 0           | 0           | 0.00               | 0.00               |
| Total:          | <u>57</u>   | <u>5</u>    | <u>66,795.57</u>   | <u>0.00</u>        |

---

| Totals by Year-Fund<br>Fund Description | Fund | Budget Total     | Revenue Total | G/L Total       | Total            |
|---|------|------------------|---------------|-----------------|------------------|
|   | 2-01 | 4,373.20         | 0.00          | 0.00            | 4,373.20         |
|   | 3-01 | 59,411.09        | 0.00          | 3,011.28        | 62,422.37        |
| Total of All Funds:                     |      | <u>63,784.29</u> | <u>0.00</u>   | <u>3,011.28</u> | <u>66,795.57</u> |



Montville Township Public Library  
Statement of Revenue and Expenditures - Operating

| Revenue Account Range: First<br>Budget Account Range: First<br>Print Zero YTD Activity: No |                                 | to Last<br>to Last | Include Non-Anticipated: Yes<br>Include Non-Budget: No | Year To Date As Of: 08/31/23<br>Current Period: 08/01/23 to 08/31/23<br>Prior Year: 08/01/22 to 08/31/22 |              |                |            |        |
|--|---------------------------------|--------------------|--|--|--------------|----------------|------------|--------|
| Revenue Account  | Description                     | Prior Yr Rev       | Anticipated  | Current Rev  | YTD Revenue  | Excess/Deficit | % Real     |        |
| 3-01-401-01  | Fines Income                    | 346.64             | 4,200.00   | 312.00   | 3,021.46     | 1,178.54-      | 72         |        |
| 3-01-401-03  | Copier Income                   | 40.10              | 491.00   | 37.75  | 356.16       | 134.84-        | 73         |        |
| 3-01-401-05  | Computer Print Outs Income      | 162.75             | 2,000.00   | 200.27   | 1,416.60     | 583.40-        | 71         |        |
| 3-01-401-07  | Township Income                 | 143,169.42         | 1,787,197.00   | 148,933.08   | 1,191,464.64 | 595,732.36-    | 67         |        |
| 3-01-401-09  | Lost Items                      | 85.99              | 1,900.00   | 200.29   | 1,168.63     | 731.37-        | 62         |        |
| 3-01-401-10  | State Aid Income                | 0.00               | 12,000.00  | 0.00   | 0.00         | 12,000.00-     | 0          |        |
| 3-01-401-11  | Miscellaneous Income            | 0.00               | 0.00   | 0.00   | 229.40       | 229.40         | 0          |        |
| 3-01-401-15  | Interest Income                 | 62.03              | 700.00   | 65.33  | 492.93       | 207.07-        | 70         |        |
| 3-01-401-16  | Lost Cards                      | 4.00               | 110.00   | 10.00  | 82.00        | 28.00-         | 75         |        |
| 3-01-401-17  | Level Up Grant - LibraryLink NJ | 0.00               | 0.00   | 0.00   | 1,800.00     | 1,800.00       | 0          |        |
| 3-01-401-18  | Disks/Faxes                     | 1.00               | 70.00  | 0.00   | 23.00        | 47.00-         | 33         |        |
|  | 401 Total                       | 143,871.93         | 1,808,668.00   | 149,758.72   | 1,200,054.82 | 608,613.18-    | 66         |        |
| 3-01-402-30  | Restricted Contributions        | 831.25             | 5,000.00   | 118.44   | 571.09       | 4,428.91-      | 11         |        |
|  | 01 Fund 01 Revenue Total        | 144,703.18         | 1,813,668.00   | 149,877.16   | 1,200,625.91 | 613,042.09-    | 66         |        |
| Budget Account   | Description                     | Prior Yr Expd      | Budgeted   | Current Expd   | YTD Expended | Encumbered     | Balance    | % Used |
| 3-01-601-000   | B-1 - COMPENSATION              | 0.00               | 0.00   | 0.00   | 0.00         | 0.00           | 0.00       | 0      |
| 3-01-601-010   | Salaries & Wages Expense        | 90,535.82          | 910,451.00   | 96,946.90  | 569,423.78   | 0.00           | 341,027.22 | 63     |
| 3-01-601-100   | Taxes/FICA/UE                   | 7,355.65           | 74,850.00  | 7,839.10   | 46,992.55    | 0.00           | 27,857.45  | 63     |
| 3-01-601-110   | Health Benefits Expense         | 6,822.43           | 142,500.00   | 5,922.67   | 58,716.13    | 0.00           | 83,783.87  | 41     |
| 3-01-601-120   | PERS Expense                    | 0.00               | 110,000.00   | 0.00   | 99,851.14    | 0.00           | 10,148.86  | 91     |
| 3-01-601-130   | DCRP Expense                    | 0.00               | 4,300.00   | 0.00   | 2,476.25     | 0.00           | 1,823.75   | 58     |
|  | 601 B-1 - COMPENSATION          | 104,713.90         | 1,242,101.00   | 110,708.67   | 777,459.85   | 0.00           | 464,641.15 | 63     |
| 3-01-602-000   | B-2 - COLLECTION                | 0.00               | 0.00   | 0.00   | 0.00         | 0.00           | 0.00       | 0      |
| 3-01-602-010   | Collection Development Software | 0.00               | 3,500.00   | 3,500.00   | 4,195.00     | 0.00           | 695.00-    | 120    |
| 3-01-602-020   | Adult Books                     | 2,201.91           | 32,000.00  | 2,369.85   | 18,748.97    | 1,340.24       | 11,910.79  | 63     |
| 3-01-602-030   | Adult BOCD                      | 146.04             | 2,500.00   | 27.09  | 1,138.66     | 15.03          | 1,346.31   | 46     |
| 3-01-602-040   | Adult DVD                       | 342.30             | 10,000.00  | 404.30   | 1,968.39     | 475.90         | 7,555.71   | 24     |
| 3-01-602-050   | Adult eBooks                    | 629.23             | 7,500.00   | 700.75   | 5,155.42     | 701.41         | 1,643.17   | 78     |
| 3-01-602-060   | Adult eAudio                    | 707.64             | 5,000.00   | 313.33   | 2,991.37     | 302.48         | 1,706.15   | 66     |



Montville Township Public Library  
Statement of Revenue and Expenditures - Operating

| Budget Account | Description                     | Prior Yr Expd | Budgeted  | Current Expd | YTD Expended | Encumbered | Balance   | % Used |
|----------------|---------------------------------|---------------|-----------|--------------|--------------|------------|-----------|--------|
| 3-01-606-010   | Staff Development               | 210.00        | 1,200.00  | 0.00         | 1,002.49     | 0.00       | 197.51    | 84     |
| 3-01-606-030   | Reimb.Exp. (milg, lodg, meals)  | 0.00          | 200.00    | 0.00         | 332.60       | 0.00       | 132.60-   | 166    |
| 3-01-606-040   | Professional Dues               | 192.00        | 1,300.00  | 386.00       | 596.00       | 0.00       | 704.00    | 46     |
| 3-01-606-050   | Conference Travel               | 0.00          | 700.00    | 0.00         | 1,846.21     | 0.00       | 1,146.21- | 264    |
|                | 606 B- 6 - STAFF DEVELOPMENT    | 402.00        | 3,400.00  | 386.00       | 3,777.30     | 0.00       | 377.30-   | 111    |
| 3-01-607-000   | B-7 - UTILITIES                 | 0.00          | 0.00      | 0.00         | 0.00         | 0.00       | 0.00      | 0      |
| 3-01-607-010   | Utilities - Electric            | 4,905.22      | 59,500.00 | 1,558.23     | 22,093.32    | 0.00       | 37,406.68 | 37     |
| 3-01-607-030   | Utilities - Gas                 | 433.89        | 17,500.00 | 599.07       | 12,416.17    | 0.00       | 5,083.83  | 71     |
| 3-01-607-040   | Utilities - Telephone           | 568.34        | 6,600.00  | 334.86       | 4,292.77     | 0.00       | 2,307.23  | 65     |
| 3-01-607-050   | Internet Provider               | 184.94        | 2,300.00  | 184.45       | 1,662.99     | 0.00       | 637.01    | 72     |
|                | 607 B-7 - UTILITIES             | 6,092.39      | 85,900.00 | 2,676.61     | 40,465.25    | 0.00       | 45,434.75 | 47     |
| 3-01-608-000   | B-8 - PHYSICAL PLANT            | 0.00          | 0.00      | 0.00         | 0.00         | 0.00       | 0.00      | 0      |
| 3-01-608-010   | Plant - Repairs, Bldgs, Grounds | 323.43        | 13,800.00 | 6,867.07     | 7,424.48     | 3,500.00   | 2,875.52  | 79     |
| 3-01-608-030   | Plant - Cleaning/Maintenance    | 2,516.72      | 32,000.00 | 2,516.72     | 20,133.76    | 0.00       | 11,866.24 | 63     |
| 3-01-608-040   | Plant - Fire/Burglery Alarm     | 1,167.00      | 2,700.00  | 1,095.00     | 2,860.80     | 216.00     | 376.80-   | 114    |
| 3-01-608-050   | Plant - HVAC Maintenance        | 4,257.00      | 18,000.00 | 4,534.00     | 8,791.00     | 0.00       | 9,209.00  | 49     |
| 3-01-608-060   | Plant - Lawn Sprinklers Maint   | 0.00          | 3,000.00  | 547.00       | 1,798.74     | 0.00       | 1,201.26  | 60     |
| 3-01-608-110   | Plant - Repairs HVAC            | 1,903.50      | 18,000.00 | 0.00         | 0.00         | 0.00       | 18,000.00 | 0      |
| 3-01-608-120   | Plant - Carpet Cleaning         | 0.00          | 2,000.00  | 0.00         | 0.00         | 0.00       | 2,000.00  | 0      |
| 3-01-608-140   | Plant - Landscape Maintenance   | 150.00        | 1,500.00  | 0.00         | 1,160.00     | 0.00       | 340.00    | 77     |
|                | 608 B-8 - PHYSICAL PLANT        | 10,317.65     | 91,000.00 | 15,559.79    | 42,168.78    | 3,716.00   | 45,115.22 | 50     |
| 3-01-609-000   | B-9 - EQUIPMENT/MAINTENANCE     | 0.00          | 0.00      | 0.00         | 0.00         | 0.00       | 0.00      | 0      |
| 3-01-609-030   | EM RFID Equipment               | 0.00          | 12,000.00 | 0.00         | 0.00         | 0.00       | 12,000.00 | 0      |
| 3-01-609-050   | EM - Copiers                    | 887.04        | 1,500.00  | 0.00         | 0.00         | 0.00       | 1,500.00  | 0      |
| 3-01-609-070   | Computer Software               | 0.00          | 11,000.00 | 35.35        | 8,237.20     | 0.00       | 2,762.80  | 75     |
| 3-01-609-075   | Edmunds Software                | 0.00          | 5,000.00  | 0.00         | 0.00         | 0.00       | 5,000.00  | 0      |
| 3-01-609-090   | EM - Piano Tuning               | 150.00        | 0.00      | 0.00         | 0.00         | 0.00       | 0.00      | 0      |
| 3-01-609-100   | EM - Postage Meter              | 0.00          | 800.00    | 0.00         | 416.46       | 0.00       | 383.54    | 52     |
|                | 609 B-9 - EQUIPMENT/MAINTENANCE | 1,037.04      | 30,300.00 | 35.35        | 8,653.66     | 0.00       | 21,646.34 | 29     |
| 3-01-610-000   | B-10 - EXPENSED EQUIPMENT       | 0.00          | 0.00      | 0.00         | 0.00         | 0.00       | 0.00      | 0      |
| 3-01-610-010   | Color Copy Usage                | 171.73        | 200.00    | 0.00         | 0.00         | 0.00       | 200.00    | 0      |
| 3-01-610-020   | Copier Usage B&W                | 5.58          | 100.00    | 0.00         | 0.00         | 0.00       | 100.00    | 0      |

Montville Township Public Library  
Statement of Revenue and Expenditures - Operating

| Budget Account | Description                      | Prior Yr Expd | Budgeted     | Current Expd | YTD Expended | Encumbered | Balance    | % Used |
|----------------|----------------------------------|---------------|--------------|--------------|--------------|------------|------------|--------|
|                | 610 B-10 - EXPENSED EQUIPMENT    | 177.31        | 300.00       | 0.00         | 0.00         | 0.00       | 300.00     | 0      |
| 3-01-611-000   | B-11 - PROFESSIONAL SERVICES     | 0.00          | 0.00         | 0.00         | 0.00         | 0.00       | 0.00       | 0      |
| 3-01-611-010   | Audit                            | 0.00          | 4,500.00     | 0.00         | 4,500.00     | 0.00       | 0.00       | 100    |
| 3-01-611-020   | Accounting Fees                  | 1,000.00      | 12,000.00    | 1,250.00     | 8,250.00     | 0.00       | 3,750.00   | 69     |
| 3-01-611-030   | MAIN Assessment                  | 12,598.47     | 51,350.00    | 12,826.00    | 51,304.00    | 0.00       | 46.00      | 100    |
| 3-01-611-070   | Computer Support & Service       | 285.00        | 1,500.00     | 0.00         | 435.71       | 0.00       | 1,064.29   | 29     |
| 3-01-611-100   | Web Site Maintenance             | 0.00          | 500.00       | 0.00         | 0.00         | 0.00       | 500.00     | 0      |
| 3-01-611-150   | Legal                            | 0.00          | 1,500.00     | 0.00         | 250.00       | 0.00       | 1,250.00   | 17     |
| 3-01-611-250   | Board Secretary                  | 250.00        | 3,000.00     | 0.00         | 1,250.00     | 0.00       | 1,750.00   | 42     |
| 3-01-611-260   | Payroll Service Fee              | 663.56        | 8,400.00     | 691.71       | 5,710.66     | 0.00       | 2,689.34   | 68     |
| 3-01-611-320   | Other Professional Services      | 0.00          | 200.00       | 0.00         | 20.00        | 0.00       | 180.00     | 10     |
| 3-01-611-350   | ELL Teacher                      | 0.00          | 2,500.00     | 0.00         | 0.00         | 0.00       | 2,500.00   | 0      |
|                | 611 B-11 - PROFESSIONAL SERVICES | 14,797.03     | 85,450.00    | 14,767.71    | 71,720.37    | 0.00       | 13,729.63  | 84     |
| 3-01-612-000   | B-12 OTHER EXPENSES              | 0.00          | 0.00         | 0.00         | 0.00         | 0.00       | 0.00       | 0      |
| 3-01-612-010   | Township In-Kind Services        | 0.00          | 49,067.00    | 0.00         | 36,800.25    | 0.00       | 12,266.75  | 75     |
| 3-01-612-020   | Township Insurances              | 0.00          | 29,100.00    | 0.00         | 22,270.89    | 0.00       | 6,829.11   | 77     |
| 3-01-612-030   | O/E- Contingencies               | 0.00          | 5,000.00     | 0.00         | 0.00         | 0.00       | 5,000.00   | 0      |
| 3-01-612-040   | O/E - Licenses & Fees            | 0.00          | 600.00       | 0.00         | 0.00         | 0.00       | 600.00     | 0      |
| 3-01-612-060   | O/E - Board Misc                 | 0.00          | 1,300.00     | 0.00         | 87.85        | 0.00       | 1,212.15   | 7      |
| 3-01-612-065   | Delivery                         | 0.00          | 2,000.00     | 0.00         | 0.00         | 0.00       | 2,000.00   | 0      |
|                | 612 B-12 OTHER EXPENSES          | 0.00          | 87,067.00    | 0.00         | 59,158.99    | 0.00       | 27,908.01  | 68     |
|                | 01 Fund 01 Expend Total          | 156,454.67    | 1,805,318.00 | 160,386.51   | 1,098,024.62 | 10,578.73  | 696,714.65 | 61     |

01 Fund

|             | <u>Prior</u> | <u>Current</u> | <u>YTD</u>   |
|-------------|--------------|----------------|--------------|
| Revenues:   | 144,703.18   | 149,877.16     | 1,200,625.91 |
| Expended:   | 156,454.67   | 160,386.51     | 1,108,603.35 |
| Net Income: | 11,751.49-   | 10,509.35-     | 92,022.56    |

Montville Township Public Library  
Statement of Revenue and Expenditures - Operating

| Budget Account | Description                       | Prior Yr Expd    | Budgeted         | Current Expd | YTD Expended    | Encumbered    | Balance         | % Used    |
|----------------|-----------------------------------|------------------|------------------|--------------|-----------------|---------------|-----------------|-----------|
| 3-02-803-000   | PROPERTY & PLANT IMPROVEMENTS     | 0.00             | 0.00             | 0.00         | 0.00            | 0.00          | 0.00            | 0         |
| 3-02-803-220   | Doors & Locks                     | 11,800.00        | 0.00             | 0.00         | 0.00            | 0.00          | 0.00            | 0         |
| 3-02-803-250   | Professional Services             | 0.00             | 0.00             | 0.00         | 1,500.00        | 0.00          | 1,500.00-       | 0         |
| 3-02-803-280   | HVAC Ventilation Project          | 42,000.00        | 0.00             | 0.00         | 0.00            | 0.00          | 0.00            | 0         |
|                | 803 PROPERTY & PLANT IMPROVEMENTS | 53,800.00        | 0.00             | 0.00         | 1,500.00        | 0.00          | 1,500.00-       | 0         |
| 3-02-804-000   | COMPUTER & RELATED EQUIPMENT      | 0.00             | 0.00             | 0.00         | 0.00            | 0.00          | 0.00            | 0         |
| 3-02-804-010   | Computer Equipment                | 0.00             | 7,650.00         | 0.00         | 917.98          | 875.18        | 5,856.84        | 23        |
| 3-02-804-015   | Computer Related Equipment        | 0.00             | 2,500.00         | 0.00         | 359.66          | 0.00          | 2,140.34        | 14        |
| 3-02-804-060   | Memory Lab Equipment              | 1,195.49         | 0.00             | 0.00         | 735.24          | 0.00          | 735.24-         | 0         |
|                | 804 COMPUTER & RELATED EQUIPMENT  | <u>1,195.49</u>  | <u>10,150.00</u> | <u>0.00</u>  | <u>2,012.88</u> | <u>875.18</u> | <u>7,261.94</u> | <u>28</u> |
|                | 02 CAPITAL BUDGET Expend Total    | <u>54,995.49</u> | <u>10,150.00</u> | <u>0.00</u>  | <u>3,512.88</u> | <u>875.18</u> | <u>5,761.94</u> | <u>43</u> |

|                   |  |                   |                |                  |
|-------------------|--|-------------------|----------------|------------------|
| 02 CAPITAL BUDGET |  | <u>Prior</u>      | <u>Current</u> | <u>YTD</u>       |
| Revenues:         |  | 0.00              | 0.00           | 0.00             |
| Expended:         |  | <u>54,995.49</u>  | <u>0.00</u>    | <u>4,388.06</u>  |
| Net Income:       |  | <u>54,995.49-</u> | <u>0.00</u>    | <u>4,388.06-</u> |

|              |  |                   |                   |                     |
|--------------|--|-------------------|-------------------|---------------------|
| Grand Totals |  | <u>Prior</u>      | <u>Current</u>    | <u>YTD</u>          |
| Revenues:    |  | 144,703.18        | 149,877.16        | 1,200,625.91        |
| Expended:    |  | <u>211,450.16</u> | <u>160,386.51</u> | <u>1,112,991.41</u> |
| Net Income:  |  | <u>66,746.98-</u> | <u>10,509.35-</u> | <u>87,634.50</u>    |

**MONTVILLE TOWNSHIP PUBLIC LIBRARY AUGUST 2023 PROGRAM ATTENDANCE**  
**September 11, 2023 Board Meeting**

| <b>LIBRARY SPONSORED PROGRAMS</b>             | <b>Aug 2023</b> | <b>Aug 2022</b> |
|---|-----------------|-----------------|
| <b>Children - Staff Programs</b>              |                 |                 |
| Story Time                                    | 169             |                 |
| Crafts & Games & Mosaic Art                   | 23              |                 |
| Kids Book Club                                | 5               |                 |
| Messy Munchkins                               |                 |                 |
| Tie Dye Tuesdays                              | 30              |                 |
| Wacky Wednesdays                              | 20              |                 |
| Bouncing Babies                               | 28              |                 |
| Family Bingo                                  | 55              |                 |
| Outreach Story Time Pre-School Visits         | 80              |                 |
| Babies & Toddlers                             | 22              |                 |
| <b>Children - Staff Programs Total</b>        | <b>432</b>      | <b>403</b>      |
| <b>Children - Paid Presenters</b>             |                 |                 |
| Camden Aquarium                               | 75              |                 |
| Miss Jolie Move n'Groove                      |                 |                 |
| Kids Yoga                                     | 25              |                 |
| Edible Art                                    |                 |                 |
| Petting Zoo                                   | 100             |                 |
| <b>Children - Paid Presenters Total</b>       | <b>200</b>      | <b>227</b>      |
| <b>Total All Children's Programs</b>          | <b>632</b>      | <b>630</b>      |
| <b>Young Adults - Staff Programs</b>          |                 |                 |
| Switch Games                                  | 3               |                 |
| Teen Craft                                    | 11              |                 |
| TAB Program Assistant Volunteers              | 61              |                 |
| Tab Tutoring                                  | 20              |                 |
| <b>Young Adult - Staff Programs Total</b>     | <b>95</b>       | <b>33</b>       |
| <b>Young Adult - Paid Presenters</b>          |                 |                 |
| Chess Class (kids and teens) presenter no fee | 16              |                 |
| <b>Young Adult - Paid Presenters Total</b>    | <b>16</b>       | <b>0</b>        |
| <b>Total All Young Adult Programs</b>         | <b>111</b>      | <b>33</b>       |
| <b>Adult - Staff Programs</b>                 |                 |                 |
| Movies  | 54              |                 |
| Book Club                                     | 21              |                 |
| Adult Craft with Amy                          |                 |                 |
| Knitting                                      | 44              |                 |
| Memory Lab                                    | 24              |                 |
| Computer/Technology Classes                   | 21              |                 |
| Adult / Teens Games                           | 5               |                 |
| <b>Adult Staff Programs Total</b>             | <b>169</b>      | <b>83</b>       |
| <b>Adult - Paid Presenters</b>                |                 |                 |
| Chair Yoga                                    | 64              |                 |
| Montville "U" Lecture & Concerts              | 38              |                 |
| <b>Adult - Paid Presenters Total</b>          | <b>102</b>      | <b>103</b>      |
| <b>Total All Adult Programs</b>               | <b>271</b>      | <b>186</b>      |
| <b>Library Sponsored Total</b>                | <b>1,014</b>    | <b>849</b>      |
| <b>OUTSIDE GROUPS</b>                         |                 | <b>0</b>        |
| Northern NJ Chinese School Press Conference   | 40              |                 |
| <b>Outside Groups Total</b>                   | <b>40</b>       | <b>0</b>        |
| <b>GRAND TOTAL</b>                            | <b>1,054</b>    | <b>849</b>      |

| <b>August Book Displays</b>                                    |
|--|
| Barbie's World - Children                                      |
| Traveling - Adults   |
| August is National Golf Month - Adults                         |
| Reality TV - Adults  |
| All Together Now - Children, Young Adults                      |
| Back to School - Children                                      |
| Puzzles - Adults, Children                                     |
| National Dog Day - August 26th - Adults, Children              |
| Book Lovers Day - August 9th - Adults, Young Adults, Children  |
| Beach Reads - Adults, Young Adults, Children                   |
| Frankenstein - Mary Shelly's Birthday - August 31st - All Ages |
| Wedding Season - Adults  |
| Birds - Adult  |
| NY Times Best Sellers - Adults, Young Adults                   |
| Library Reads - Adults   |