

**Rose Memorial Library
79 East Main Street, Stony Point, NY 10980**

**Regular Meeting of the Board of Trustees
Wednesday, August 16, 2023**

AGENDA

- I. Call to Order**
- II. Adoption of Minutes ~ July 2023**
- III. Public Comments**
- IV. Finance**
 - a. Narrative Report: July 2023
 - b. Approval of Disbursements: July 2023
 - c. Financial Reports: July 2023
- V. Reports**
 - a. Director's Report: July 2023
 - b. Board Committees
 - i. Marketing & Fundraising
 - ii. Facilities & Capital Projects
 - iii. Finance & Budget
 - iv. Long Range Plan Committee
 - v. Technology
- VI. Old Business**
 - a. Next steps brainstorm
- VII. New Business**
 - a. Review updated policy drafts
- VIII. Executive Session***
- IX. Announcements**
- X. Adjournment**

***Next scheduled Board Meeting
September 20, 2023, 5:30pm, Kennedy Room***

**motion required*

Rose Memorial Library
79 East Main Street, Stony Point, NY 10980
Regular Meeting of the Board of Trustees
Wednesday, July 19, 2023
AGENDA

- I. Call to Order**
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- III. Public Comments**
- IV. Finance**
 - a. Narrative Report: June 2023
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 - c. Financial Reports: June 2023
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 - a. Director's Report: June 2023
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 - i. Marketing & Fundraising
 - ii. Facilities & Capital Projects
 - iii. Finance & Budget
 - iv. Long Range Plan Committee
 - v. Technology
- VI. Old Business**
 - a. Success of Summer Reading Kick-Offs
 - b. Success of Friends Summer Festival
- VII. New Business**
 - a. Recruit new Board members
 - b. Additional signers for Operations Account
- VIII. Executive Session***
- IX. Announcements**
- X. Adjournment**

Next scheduled Board Meeting
August 16, 2023, 5:30pm, Kennedy Room

**motion required*

Monthly Board Meeting Minutes
Board of Trustees
Rose Memorial Library Association
July 19, 2023

July 19, 2023, meeting held at Rose Memorial Library, 5:30pm, in-person, Kennedy Room.

Present: Amanda Pagan-Glass, Board President; Richard Eggers, Vice President; Gina Guadagnino, Trustee; Christina Haigh, Trustee; Library Director, Alice Meacham; Carole Gomez, Office Manager RML; Guest: Brenda Ciruzzo.

Meeting called to order at 5:30pm by Amanda Pagan-Glass, President.

I. Approval of Minutes*

June 21, 2023, Monthly Meeting Minutes were reviewed. *A motion made by Dick Eggers, second by Amanda Pagan-Glass, with unanimous Trustees' agreement to accept the June minutes.

II. Public Comments

Guest Brenda Ciruzzo, a longtime patron and friend of RML stated she was attending to see the inner workings of the library.

III. Financial Reports*

June 2023 Financial Narrative reviewed by Carole Gomez, RML Office Manager. Dick Eggers stated he was very happy with the service provided by UBS Financial Services.

Baker & Taylor Books, as discussed at the last two meetings, were behind in shipments. They have caught up and this created an impact on the budget for collections. However, YTD remains accurate.

The June Cash Disbursements and Financial Reports were also discussed. *Amanda Pagan-Glass made a motion, second by Gina Guadagnino, unanimous by Trustees, to accept the Financial Narrative and Reports for month of June.

Gina Guadagnino and Christina Haigh will become additional signers for the TD Bank Operations Account to cover the vacancies left by James Brooks and Ted Needleman. An appointment at TD Bank to complete the required paperwork will be coordinated in the near future.

IV. Reports ~

a. Director's Report:

Alice Meacham, Library Director

- We are currently waiting for the unveiling of the new Aspen catalog. This is user friendly. RML is working with our website designer to make this happen.
- Thank you to Amanda for the planning of the Friends Summer Family Festival. It was attended by approximately 375 people and a huge public relations success. It was a wonderful event and pilot for the future.
- Summer Reading Program is off to an amazing start with excellent attendance at Powerhouse Dance Studio despite the rain. All three Kick-Off events (Birth to 4, K-5 and Teen) were well attended.
- Adult programs continue to be a huge success with 150 patrons attending the June classes.
- Yoga classes are drawing up to twenty (20) people weekly.
- The new copier is fully operational and programmed correctly.
- The RCLS Road Trip (an RCLS summer event) has brought an influx of visiting patrons to our library.
- RML is introducing a record player along with a growing collection of vinyl LPs for checkout by Stony Point patrons only.
- Joy and Samantha are working on reviving the Book Club, offering meetings at convenient times and encouraging patrons to participate in the process.
- The mobile Little Free Libraries are ready to debut. Locations are being reviewed.
- The 2023 Annual Appeal has reached \$10,323.00.

b. Board Reports

i. Marketing & Fundraising, Amanda Pagan-Glass:

- The Friends group thanks everyone who volunteered to make the Friends Summer Family Festival such a huge success. There were two food trucks, Romolo's on the Road & CHOMPED, as well as ten vendors, activities & games for adults and kids alike. It was attended by more than 375 people.

- Amanda has ideas for the next fundraiser such as a trivia night at Industrial Arts, The Union, Hudson Mill, Flour-Pasta Shop, or Pasta Cucina. Put some thought into the goal of upcoming fundraisers.
 - ii. Facilities & Capital Projects: on hold.
 - iii. Finance & Budgets: Nothing new at this time.
 - iv. Long Range Planning: on pause.
 - v. Technology: nothing to report
- VI. Old Business:**
- a. Success of Summer Reading Kick-Offs: Each of the three events was well-attended despite the heavy rains. Powerhouse Dance Studio was a great indoor back-up.
 - b. Success of Friends Summer Festival: see Marketing & Fundraising
- VII. New Business:**
- a. Recruit new Board members – Christina has a person who is interested and will explore further.
 - b. Additional signers for Operations Account – Gina and Christina are agreeable. A time to visit the bank will be set in the near future.
 - c. Next steps for the future of Rose Memorial Library: Alice stated we must give some thought to where we would like to focus our priorities because we are unable to move forward on a new building during this year. Dick stated we should give some thought to other opportunities in 2024 that would provide 12,000 square feet of usable space.
 - d. In the absence of a Secretary of the Board, Amanda Pagan-Glass appointed Christina Haigh as Interim Secretary with all Trustees in agreement.
- VIII. Executive Session*: No Executive Session.**
- IX. Announcements: Next regular monthly meeting will be Wednesday, August 16, 5:30pm.**
- Adjournment. The meeting closed at 6:17pm with consent of all Trustees.**

The next scheduled Board Meeting is Wednesday, August 16, 2023, at 5:30pm, Rose Memorial Library, Kennedy Room

*motion required

Carole Gomez, RML Office Manager

**RCROSE MEMORIAL LIBRARY ASSOCIATION
AUGUST 2023 BOARD MEETING
FINANCIAL NARRATIVE**

The financial reports for this month, posted on Google Drive, reflect income and expenses as of July 31, 2023. As of that date, RML had on deposit in TD Bank:

- Business Checking Account \$ 4,174.81
- Payroll Account \$ 1,672.39
- Business Savings Account: \$ 37,073.57
- Special Savings Account: \$ 12,863.76
- UBS Financial Services as of July 31, 2023.
 - Value as of 06/30/2023 \$685,582.91
 - Value as of 07/31/2023 \$688,520.16
 - Gain/Loss \$ 2,937.25

There were three payrolls in the month of July 2023 totaling \$43,306.

The largest expenditures (over \$500) include:

Optimum (07/23 - 08/22)	\$252.17
Hoopla (Midwest Tape) audio books	\$349.28
Vizcarra Multiservices LLC (Diamond Shine Svcs) July	\$950.00
New York Times (07/17/2023 to 07/14/2024)	\$1,065.95
RCLS: 3Q23 Consumer Reports \$217.00; 3Q23 E-Content \$902.00	\$1,119.00
Baker & Taylor Adult's Collection: \$348.70, \$378.57, \$65.42, \$148.27 Children's Collection: \$193.80, \$116.13 Teen's Collection: \$64.94	\$1,315.83
Frontline Data Services	\$1,470.00
RCLS, 3Q23 ILS Support Fee	\$1,950.00
Key Bank (Amazon & credit card) Adult/Teen/Children's Supplies, SRP Teen/Children Supplies, Social Media, QuickBooks subscription, Repair & Maintenance (Flags, etc), Children's/Teen's Books, Rental Space, DVDs, Office/Library/Custodial Supplies	\$2,716.38
Berard & Associates CPAs (annual audit)	\$8,239.66

PROGRAMMING:

Christine Adams (SRP Teen Felting Class) 07/18/2023	\$320.00
WonderSpark Puppets (SRP Puppet Show ~ Family, Aesop's Fables) 08/02/2023	\$485.00
Jester Jim Show (SRP Finale ~ Family) 08/10/2023	\$550.00
Lonnie Altomonte-June (08/07/2023) Adult yoga/meditation	\$50.00

Rose Memorial Library Association

Cash Disbursement Report

July 2023

DATE	MEMO/DESCRIPTION	AMOUNT
1001 TD BUSINESS CHECKING		
	Beginning Balance	
07/03/2023	Payroll Ending 07/01/2023	(15,450)
07/03/2023	44175388,	(125)
07/03/2023		112
07/05/2023	710111047, Invoice #7327548	(101)
07/05/2023	Customer #2000016084; Hoopla #504011779	(349)
07/05/2023	Account 320274 L449649	(607)
07/05/2023		(2,716)
07/05/2023	8000-9090-0996-8558	(210)
07/05/2023	Customer #1052-1017	(39)
07/05/2023	NYC 1009485, Acct. #369313, #374668	(210)
07/05/2023	Avaya, Invoice No. 42662465	(90)
07/11/2023		58
07/11/2023		15,000
07/12/2023	Invoice #31973, #32004	(27)
07/12/2023	Account #20008129710000	(26)
07/12/2023	Invoice #026847	(111)
07/12/2023	Acct #8000-9090-0996-8558	(60)
07/12/2023	Number 002521	(8,240)
07/12/2023	Account 320274 L449649	(182)
07/12/2023	Invoice #7230	(1,470)
07/12/2023	Contract #500-0691759-000	(275)
07/17/2023		285
07/17/2023	Payroll Ending 07/15/2023	(15,650)
07/18/2023	Expenses	10,000
07/19/2023	SRP Teen Felting Class, 07/18/2023	(320)
07/19/2023	Badges (X3) for new hires	(24)
07/19/2023	Customer ID 140854, Invoice #2110332	(32)
07/19/2023	Yoga/Meditation	(50)
07/19/2023	SRP, Jester Jim Show, 08/10/2023	(550)
07/19/2023	Invoice #9004395623	(81)
07/19/2023	Adult Collection, Invoice #5018434994	(148)
07/19/2023	Invoice #32202, 3Q23 RCLS ILS Support Fees	(1,950)
07/19/2023	SRP, Children's Puppet Show, 08/02/2023	(485)
07/24/2023		52
07/25/2023	Expenses 07/26/2023	3,000
07/26/2023	Adult Collection, Invoice #5018446441	(379)
07/26/2023	Customer ID 140854, Invoice #2111234	(127)
07/26/2023	Account 085974079, Invoice 51DC3F2328	(1,066)
07/26/2023	710111047, Invoice #7333285	(27)
07/26/2023	Invoices #32249, #32296	(1,119)
07/26/2023	Account #07882-391439-01-2	(252)
07/31/2023	Payroll Ending 07/29/2023	(15,400)
07/31/2023	Invoice #131	(950)

Rose Memorial Library Association

Cash Disbursement Report

July 2023

DATE	MEMO/DESCRIPTION	AMOUNT
07/31/2023	Interest Earned	1
Total for 1001 TD BUSINESS CHECKING		\$ (40,389)

Rose Memorial Library Association

Profit & Loss

July 2023

	TOTAL
Income	
4014 Fundraising Income - Appeal	255
4015 Investment Income	2,940
4016 Gifts and Donations	9
4032 Other Income	228
Total Income	\$3,432
GROSS PROFIT	\$3,432
Expenses	
6001 Salaries	43,306
6002 Benefits	(175)
6007 Office Postage	185
6008 Accounting & Other Prof Fees	8,240
6010 Repairs and Maintenance	1,757
6011 Health Insurance Premiums Paid	(133)
6015 Telecommunications	252
6017 Utilities	26
6032 RCLS ILS Service Fee	1,950
6034 Software Licensing Fees	27
6035 Newsletters	210
6045 Advertising and Promotion	30
6051 Computer Technical Support	1,470
6101 Capital Expenditures	4,182
6125 Serials	1,066
6200 Programs ~ High Profile Events	1,405
6300 Supplies	1,559
8200 Occupancy expenses	25
Total Expenses	\$65,381
NET OPERATING INCOME	\$ (61,949)
Other Expenses	
6800 Net Payroll	(11,684)
Total Other Expenses	\$ (11,684)
NET OTHER INCOME	\$11,684
NET INCOME	\$ (50,264)

Rose Memorial Library

Profit and Loss by Month

January - July, 2023

	TOTAL	
	JAN - JUL, 2023	JAN - JUL, 2022 (PY YTD)
Income		
4 Contributed support		-139.96
4001 Local Public Funds	325,000.00	325,000.00
4010 LLSWA State Aid	439.00	430.00
4014 Fundraising Income - Appeal	4,816.51	7,697.87
4015 Investment Income	15,853.09	1,739.95
4016 Gifts and Donations	96.43	323.80
4018 Friends - Income		15.00
4031 Library Charges	124.98	142.86
4032 Other Income	1,468.60	1,654.34
4039 Expense Reimbursements		11.00
5 Earned revenues		37.51
Total Income	\$347,798.61	\$336,912.37
GROSS PROFIT	\$347,798.61	\$336,912.37
Expenses		
6001 Salaries	227,282.27	191,352.11
6002 Benefits	19,509.83	20,789.92
6007 Office Postage	1,455.00	1,130.49
6008 Accounting & Other Prof Fees	15,989.66	7,854.04
6009 Legal	500.00	1,000.00
6010 Repairs and Maintenance	12,076.31	11,794.42
6011 Health Insurance Premiums Paid	3,346.56	7,660.29
6015 Telecommunications	1,990.44	1,791.94
6017 Utilities	8,230.22	5,413.70
6018 Insurance	5,952.94	5,758.74
6019 Dues/Fees	483.99	485.51
6028 Sewer Taxes	911.15	802.28
6032 RCLS ILS Service Fee	5,850.00	8,839.59
6033 Printing		210.00
6034 Software Licensing Fees	86.31	390.27
6035 Newsletters	1,194.63	4,308.23
6036 Fundraising	395.16	2,871.07
6043 Retirement 403B		-200.00
6045 Advertising and Promotion	961.51	31.00
6050 RCLS Service Fee	2,247.00	2,339.65
6051 Computer Technical Support	10,972.45	2,715.00
6052 New Library Website	139.97	449.76
6053 Website Hosting Fee	579.68	739.45
6101 Capital Expenditures	32,620.16	161,251.86
6125 Serials	2,832.20	2,864.45
6200 Programs ~ High Profile Events	4,769.81	6,086.16

Rose Memorial Library

Profit and Loss by Month

January - July, 2023

	TOTAL	
	JAN - JUL, 2023	JAN - JUL, 2022 (PY YTD)
6300 Supplies	11,004.06	6,756.92
7500 Other personnel expenses	500.00	4,730.00
8100 Non-personnel expenses		-139.96
8200 Occupancy expenses	575.00	8,065.89
8500 Misc expenses	1,275.00	5,117.49
Total Expenses	\$373,731.31	\$473,260.27
NET OPERATING INCOME	\$-25,932.70	\$-136,347.90
Other Expenses		
6800 Net Payroll	-11,684.46	0.00
Total Other Expenses	\$-11,684.46	\$0.00
NET OTHER INCOME	\$11,684.46	\$0.00
NET INCOME	\$-14,248.24	\$-136,347.90

Rose Memorial Library Association

Profit & Loss Previous Year Comparison

August 2022 - July 2023

	TOTAL			
	AUG 2022 - JUL 2023	AUG 2021 - JUL 2022 (PY)	CHANGE	% CHANGE
Income				
4 Contributed support	0.00	-139.96	139.96	100.00 %
4000 Tax Levy	200,000.00	200,000.00	0.00	0.00 %
4001 Local Public Funds	325,000.00	325,000.00	0.00	0.00 %
4010 LLSWA State Aid	4,389.00	5,300.00	-911.00	-17.19 %
4014 Fundraising Income - Appeal	13,936.23	17,057.54	-3,121.31	-18.30 %
4015 Investment Income	18,916.82	5,876.71	13,040.11	221.89 %
4016 Gifts and Donations	595.38	401.65	193.73	48.23 %
4018 Friends - Income	0.00	15.00	-15.00	-100.00 %
4031 Library Charges	350.05	654.90	-304.85	-46.55 %
4032 Other Income	2,255.70	3,074.69	-818.99	-26.64 %
4037 Exp. Reimbursements-61 E. Main	0.00	1,909.40	-1,909.40	-100.00 %
4039 Expense Reimbursements	0.00	11.00	-11.00	-100.00 %
4080 Unrealized Gain/(Loss)	-10,449.77	0.00	-10,449.77	
5 Earned revenues	0.00	37.51	-37.51	-100.00 %
Total Income	\$554,993.41	\$559,198.44	\$-4,205.03	-0.75 %
GROSS PROFIT	\$554,993.41	\$559,198.44	\$-4,205.03	-0.75 %
Expenses				
4002 Reconciliation Discrepancies	0.00	1.90	-1.90	-100.00 %
4100 Loss of Sale	0.00	536,362.26	-536,362.26	-100.00 %
6001 Salaries	377,388.98	342,203.81	35,185.17	10.28 %
6002 Benefits	32,066.34	31,709.39	356.95	1.13 %
6007 Office Postage	2,332.57	1,956.86	375.71	19.20 %
6008 Accounting & Other Prof Fees	16,139.66	10,800.78	5,338.88	49.43 %
6009 Legal	4,060.00	1,635.00	2,425.00	148.32 %
6010 Repairs and Maintenance	20,039.70	19,916.94	122.76	0.62 %
6011 Health Insurance Premiums Paid	7,929.63	15,846.73	-7,917.10	-49.96 %
6015 Telecommunications	3,017.96	2,495.88	522.08	20.92 %
6017 Utilities	13,538.02	9,954.18	3,583.84	36.00 %
6018 Insurance	11,119.94	8,428.91	2,691.03	31.93 %
6019 Dues/Fees	1,741.20	926.23	814.97	87.99 %
6028 Sewer Taxes	911.15	802.28	108.87	13.57 %
6031 Internet Access	0.00	579.74	-579.74	-100.00 %
6032 RCLS ILS Service Fee	8,536.35	12,516.23	-3,979.88	-31.80 %
6033 Printing	0.00	295.00	-295.00	-100.00 %
6034 Software Licensing Fees	826.58	390.27	436.31	111.80 %
6035 Newsletters	3,412.92	6,836.44	-3,423.52	-50.08 %
6036 Fundraising	2,315.16	5,071.07	-2,755.91	-54.35 %
6043 Retirement 403B	0.00	-300.00	300.00	100.00 %
6045 Advertising and Promotion	1,119.39	66.00	1,053.39	1,596.05 %
6046 Movie Licensing Contract	440.00	0.00	440.00	

Rose Memorial Library Association

Profit & Loss Previous Year Comparison

August 2022 - July 2023

	TOTAL				
	AUG 2022 - JUL 2023	AUG 2021 - JUL 2022 (PY)	CHANGE	% CHANGE	
6050 RCLS Service Fee	2,276.70	2,439.60	-162.90	-6.68 %	
6051 Computer Technical Support	19,433.66	4,852.50	14,581.16	300.49 %	
6052 New Library Website	139.97	449.76	-309.79	-68.88 %	
6053 Website Hosting Fee	579.68	769.40	-189.72	-24.66 %	
6101 Capital Expenditures	-63,225.64	141,528.91	-204,754.55	-144.67 %	
6125 Serials	3,505.51	3,377.22	128.29	3.80 %	
6200 Programs ~ High Profile Events	11,183.44	9,072.15	2,111.29	23.27 %	
6300 Supplies	20,011.34	11,679.06	8,332.28	71.34 %	
6819 Covid 19 Expenses	0.00	1,159.95	-1,159.95	-100.00 %	
7500 Other personnel expenses	26,977.64	4,730.00	22,247.64	470.35 %	
8100 Non-personnel expenses	0.00	-139.96	139.96	100.00 %	
8200 Occupancy expenses	5,575.00	8,065.89	-2,490.89	-30.88 %	
8400 Depreciation & amortization exp	52,999.00	63,023.00	-10,024.00	-15.91 %	
8500 Misc expenses	2,319.63	5,241.86	-2,922.23	-55.75 %	
Unapplied Cash Bill Payment Expense	-1,989.00	418.00	-2,407.00	-575.84 %	
Total Expenses	\$586,722.48	\$1,265,163.24	\$-678,440.76	-53.62 %	
NET OPERATING INCOME	\$-31,729.07	\$-705,964.80	\$674,235.73	95.51 %	
Other Income					
6800* Unrealized gain (loss)	0.00	2,780.07	-2,780.07	-100.00 %	
Total Other Income	\$0.00	\$2,780.07	\$-2,780.07	-100.00 %	
Other Expenses					
6800 Net Payroll	-11,684.46	0.00	-11,684.46		
Total Other Expenses	\$-11,684.46	\$0.00	\$-11,684.46	0.00%	
NET OTHER INCOME	\$11,684.46	\$2,780.07	\$8,904.39	320.29 %	
NET INCOME	\$-20,044.61	\$-703,184.73	\$683,140.12	97.15 %	

Rose Memorial Library

August 2023 Board Report

Alice Meacham, Director

- We had a lot of visitors from all over Rockland, Orange and Sullivan Counties for the RCLS Road Trip. What a fun event this has been!
- The air conditioner had a clog and leaked all over the basement, but it was quickly discovered and handled.
- One of the Little Free Libraries will be finding a permanent home at Farley Elementary School at the start of the new school year!
- The new catalog is now actually up and running and everyone seems to be very, very happy with it. It is super easy-to-use, the transition was smooth, and it is more aesthetically pleasing than the last one.

Susan Babcock, Children's Services

- Summer Reading Programs are finally bouncing back after COVID. We had some great programs happening including a Puppet show, Science Storytelling and a Family Bingo Night that were very well attended. We even added our Messy Meet ups on a few summer evenings, and many came out to the park for this!
- As summer reading is wrapping up, I am starting to prepare for the fall schedule.

Circulation

- Circulation has been very busy this summer and we have the bonus of the RCLS road trip program bringing in even more. It has been wonderful to have so many patrons visit and check out our library.

Karelisa Kimmel, Adult Collections and Communications Librarian

- Based on the all-staff survey, there was a demand for us to carry more bestsellers. Many, many were ordered for August, and we will recalibrate the new book ordering going forward to allow for more bestsellers.
- Experience Passes are set to expire in August, so we are in the process of renewal.
- I added a new page to our website called "Program and a Book" to highlight our Book Club and other programs with a book connection.
- The 10 youth Discovery Bags entered the catalog and have begun circulating.
- Carole did a massive reorganization of Collections cataloging supplies, so we are good to go!

Joy Buckhout, Adult Programming and Outreach Coordinator

- Programs were well attended and brought 127 people to the Library in the month of July. (I was also on vacation for a week and a half so that is good)
- We finally had our first Book Club reboot gathering and we had **NINE people** join us! Many of the patrons were not registered initially but showed up because they had read about it in our e-Blasts or seen it on the website or the Calendar. Many had read the book previously as well or told a family member or friend. We will continue to promote it heavily and hopefully we will keep it up and have a robust Book Club at the Library. Yay!
- Our Chair Yoga program has maintained a dedicated following -- thanks in part to the instructor offering the program regularly, every week, (even though our budget can only afford to pay her for 1 week per month) and having faith that the audience would grow and donate enough to make it worth her while.
 - One issue I need to figure out is where Yoga & Tai Chi will take place, especially during the winter months, now that Rho is closed. They have opened the "Community Center" at Patriot Hills, but some patrons have a concern the room that is currently being used for Yoga is going to be filled with pool tables and other items.
- In addition to offering my arts, crafts and health/wellness classes, I will be looking to find other programs/talks that may be of interest to our community.

Carole Gomez, Office Manager/Bookkeeper

- The Annual Appeal (including the June Newsletter tear-off) has resulted in 204 donations totaling **\$10,368.00**. Thank you letters (used for tax deductions) are sent within 24-48 hours after receipt of the donation.
- Rose Memorial Library has 3,407 registered patrons at this time.
- There were 1,759 in-person visitors, 1,497 visits to the website as well as 29 new cards. As new patrons join Rose Memorial Library, their email addresses are added to our e-Blast group.
- Outreach services during July were accessed eight (8) times through the Books By Mail Program. L.A.R.C. reimbursement has been submitted for 2Q23 in the amount of \$159.60.
- There were five (5) requests for Notary services during July.
- Rose Memorial Library continues to offer Proctoring services to four school/training programs: Stanford University, Quinnipiac University, Real Estate University and Pro-Career Center.

ROSE MEMORIAL LIBRARY STATISTICS
JULY 2023

	JULY 2023	YTD 2023	JULY 2022	YTD 2022
Registered Users	3,407	n/a	3,822	n/a
New Cards	*RCLS purges 32	178	29	111
Library Visitors	1,759	11,579	1,636	9,612
Public Computer Sessions	22 laptops	231	67	539
Web Analytics				
Visitors	848	6,006	1,097	7,081
Number of Visits	1,497	11,178	1,972	11,467
Page Views	4,646	20,415	3,466	19,492

PROGRAMS

ADULT				
Number of Programs	16	41	11	26
Attendance	127	1,011	35	256
CHILDREN'S				
Number of Programs	11	135	16	43
Attendance	228	907	192	730
TEEN/YOUNG ADULT				
Number of Programs	2	6	1	7
Attendance	29	89	23	144