

2021-2022 Report to the Community

WESTBURY MEMORIAL PUBLIC LIBRARY

Board of Trustees

Carmen Lloyd, President

Shirley Darkeh,

Vice-President

Marie Antoinette Rousseau

Judy Gerrard

Denise Parillo

Mission Statement:

To provide excellent, proactive service to fulfill the informational, educational and recreational needs of the community.

The Library will:

Celebrate the joy of learning, reading, the arts, local culture and history; Create a welcoming atmosphere that supports intellectual freedom; Sustain a future-focus in response to technological change

Summary:

The Board of Trustees has decided to increase the library tax levy for this upcoming year 2022-2023. For the average taxpayer, the increase amounts to approximately *\$21.40 a year per household or 6 cents a day*. This increase is above the taxcap of 2% permitted under New York State law. It allows us to offer excellent programming and services for our patrons of varied interests and age groups, to make necessary upgrades to the buildings, and to upgrade our technology infrastructure. **Esta información se encuentra en nuestro website en Español.**

Notable Accomplishments in 2021-2022:

- We introduced a new colorful print newsletter to assist in addressing those in our community who are not inclined to use the online version.
- Introduced Constant Contact to send informative email blasts to further promote Library events.
- Outside programming was implemented for all ages in order to be able to offer varied options for our patrons during COVID.
- Introduced the free streaming service, Hoopla. Hoopla provides access to e-books, audiobooks, comics, television shows, movies, and music.
- Tech One-on-One appointments were reestablished for those patrons who may have technology questions.
- Public and staff computers were either upgraded or newly purchased in order to begin our technology upgrade.
- SmartAlec Wireless Printing was introduced to allow patrons to print from their mobile devices.
- Successful swap of our Teen Zone and Computer Lab locations giving our Teen patrons an area of their own.
- The boiler in the Children's Building was replaced.
- Introduced our community to a social work intern through the Stony Brook University Social Work program.
- As programming increased we created a designated Programming Department and continue to add staff to better provide the various programs needed for our community.
- Upgraded the internet in the Main and Children's Buildings to Verizon FIOS for faster and more efficient service.
- Outside access points, *Wifi Wherever*, were installed to give patrons internet access while the Library was open to limited hours during COVID. These access points are available 24/7.
- Acquired a microfilm machine for patron use as we look to continue to add to our available microfilm collection.
- Presented varied programs and training through Zoom for all ages.
- Began renovation of the Children's Historical Collection room located in the Main building.
- Continue to negotiate contracts with vendors in order to increase services and save monies.
- The Children's Library continued to support the Westbury School District by providing virtual school visits.
- With the assistance of our Young Adult Librarian have seen an increase in middle school and high school library cards.
- We continue to support the Westbury School District with providing training for parents and students on Hoopla, Google Classroom, and other programs.

Statistics for 2021-2022 Library Use:

- 20,877 Registered borrowers for the Westbury and Carle Place Communities
- 48,128 Annual number of patron visits to the Library from January through December
- 67,542 Users who visited the Library website
- 20,413 Patrons who attended all versions of Adult and Children's programming
- 75,607 Items borrowed from the Library collection
- 3,879 Library's wireless internet sessions

Westbury Memorial Public Library

445 Jefferson Street

Westbury, NY 11590

Non-Profit Org.
U.S. Postage
PAID
Permit No. 40
Westbury, NY 11590

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POSTAL CUSTOMER

EXPENSES	2021-2022	PROPOSED 2022-2023 w/ 7% Increase
Books	\$100,000.00	\$100,000.00
Adult	\$75,000.00	\$75,000.00
Young Adult	\$5,000.00	\$5,000.00
Childrens	\$20,000.00	\$20,000.00
Periodicals	\$8,000.00	\$8,000.00
Databases	\$6,000.00	\$6,000.00
Audio-Visual	\$24,000.00	\$22,500.00
DVD	\$7,500.00	\$7,000.00
Music CD	\$2,000.00	\$1,000.00
BOCD	\$4,000.00	\$4,500.00
Video Games	\$2,000.00	\$1,500.00
OverDrive/Libby	\$6,000.00	\$6,500.00
Hoopla	\$2,500.00	\$2,000.00
Programming & Supplies	\$42,500.00	\$44,500.00
Adult	\$21,500.00	\$21,500.00
Young Adult	\$2,000.00	\$4,000.00
Childrens	\$19,000.00	\$19,000.00
Building	\$125,000.00	\$127,000.00
PPE	\$5,000.00	\$2,000.00
Service Contracts	\$75,000.00	\$80,000.00
Cleaning Supplies	\$5,000.00	\$10,000.00
Renovations	\$0.00	\$0.00
Repairs & Maintenance	\$15,000.00	\$15,000.00
Grounds	\$25,000.00	\$20,000.00
Technology	\$45,040.00	\$52,000.00
Hardware & Devices	\$15,000.00	\$15,000.00
Software	\$3,800.00	\$5,500.00
Service Contracts	\$22,000.00	\$26,500.00
Repairs & Maintenance	\$240.00	\$1,000.00
Supplies	\$4,000.00	\$4,000.00
Utilities	\$112,500.00	\$110,000.00
Insurance	\$33,000.00	\$31,000.00
Salaries	\$1,793,750.00	\$1,781,500.00
Retirement	\$235,000.00	\$160,000.00
Social Security	\$132,000.00	\$132,000.00
Employee Benefits	\$550,000.00	\$545,000.00
Publicity & Newsletters	\$5,000.00	\$25,500.00
Office Expenses	\$34,800.00	\$44,500.00
Postage	\$5,000.00	\$3,000.00
Election		\$14,000.00
Conferences, Training, Travel	\$5,000.00	\$7,000.00
Museum Passes	\$5,000.00	\$6,000.00
Memberships	\$3,300.00	\$3,000.00
Office Supplies	\$10,000.00	\$11,500.00
Equipment Repair	\$500.00	
Contingencies	\$1,000.00	
Equipment & Furnishings	\$10,000.00	\$5,000.00
Integrated Library System (ILS)	\$46,000.00	\$35,000.00
Professional	\$70,000.00	\$70,000.00
Auditors	\$12,500.00	\$15,000.00
Counsel	\$15,000.00	\$15,000.00
Treasurer	\$2,000.00	\$2,500.00
Payroll System	\$3,000.00	\$6,200.00
Contract Employees	\$10,000.00	\$10,000.00
NLS Membership Services Fee	\$21,115.00	\$21,141.00
TOTAL EXPENSES	\$3,367,590.00	\$3,299,500.00

Budget Message:

The Board of Trustees of the Westbury Memorial Public Library presents the 2022-2023 budget for your consideration.

Due to the COVID-19 pandemic we have lost over \$50,000 in revenue from state aid, interest income, PILOT revenue, and through the **collection of fines and fees**. The Board plans to use the tax appropriation and to supplement it with additional monies from the general fund in order to meet the rising cost of expenses and to compensate for our COVID losses. The increase will amount to approximately *\$21.40 a year per household or 6 cents a day*.

We welcome your input at the **Library Budget hearing to be held on Thursday, March 31, 2022 at 7pm**. Please feel free to bring your questions and/or concerns.

Please remember to vote on Tuesday, April 12, 2022 from 9am to 9pm at the Westbury Memorial Public Library.

The Library thanks you for your continued support.

The Board of Trustees of the Westbury Memorial Public Library

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REVENUES	2021-2022	PROPOSED 2022-2023
Pilot Funds	\$40,000.00	\$40,000.00
State Aid	\$5,000.00	\$5,000.00
Carle Place Contract Income	\$707,876.00	\$707,876.00
Interest Income	\$2,500.00	\$500.00
Fines & Fees	\$20,000.00	\$20,000.00
Children's Endowment	\$55,000.00	\$55,000.00
Appropriation from Surplus	\$244,592.00	\$18,018.00
To Be Raised by Taxes	\$2,292,622.00	\$2,453,106.00
TOTAL REVENUES	\$3,367,590.00	\$3,299,500.00