



**WESTBURY
MEMORIAL
PUBLIC LIBRARY**

2024-2025 Report to the Community

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 changes.

Summary

The Board of Trustees has decided to increase the library tax levy by (2%) for this upcoming year 2025-2026. For the average taxpayer, the increase amounts to approximately (\$6.93) a year per household or (2¢) a day. This increase is equal to the tax cap 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 and to make necessary upgrades to the buildings. **Esta información se encuentra en nuestro website en Español.**

Notable Accomplishments in 2024

- We received a generous \$10,000 grant from Senator Thomas' office to purchase a modular Career Room in order to assist our patrons with job hunting, resumes, and a quiet room for interviews. The room has now been installed for use by our community as well as our social workers.
- The Historical Collection has been moved from the Children's Building to a new home in the main building. Patrons may make appointments to use this room.
- Staff continue to participate in outreach to the Senior Center and Bristol by doing Book Discussions and Technology assistance courses.
- The Library provides Homebound Delivery services for patrons in the Westbury or Carle Place school districts who are unable to visit the Library due to disability or extended illness and have no other options with regard to picking up Library materials.
- Technology programs and one-on-one tech help continues to be popular with our community.
- Technology staff updated 15 outdated computers and installed the latest Windows operating system and Microsoft programs.
- The Library acquired 8 new databases: *Universal Class*, *Gale Business: Entrepreneurship*, *Gale OneFile: High School Edition*, *Gale Health and Wellness*, *Gale Presents: Peterson's Test and Career Prep*, *Gale LegalForms*, *Gale Literature: Books and Authors*, & *Gale OneFile: Leadership and Management*.
- The Community Room has been updated with new carpeting and air purifiers.
- Social work interns through the Adelphi Masters Program and the StonyBrook University Social Work Intern Program continue to assist patrons with services such as filling out paperwork, dealing with homelessness, immigration services, and more.
- We continue to negotiate contracts with vendors in order to increase service and save monies.
- The Program Department expanded offerings to include citizenship classes, health awareness programs, business expos, the LatinX festival, and AARP + VITA community tax assistance.
- The Program Department obtained a poster printer to be used for signage for in-house publicity and marketing.
- The Library participated in the following donation collections for our Westbury community: ***United Veterans Beacon House, MPACT Coalition, St. Brigid's Food Pantry, Toys for Tots, the Long Island Coalition for the Homeless, and our holiday Grant a Wish program featuring Santa Claus!***
- The Library hosted the ever popular 35th Annual African American Read-In, connecting our schools and community.
- Affirmation banners have been installed on the Children's fence to show continued cooperation and support of Westbury Schools.
- Our Children's Library celebrated its 100th Anniversary and had over 300 people attend the anniversary festivities.
- Our Children's Library continues to support our schools with outreach visits and by providing training for parents and students.
- The Children's Library expanded offerings and hosted an Early Childhood fair.
- Our Young Adult Librarians work with the Teen Advisory Board in order to include our local teens in Library decisions that pertain to them. Teen program statistics have dramatically increased.
- With the assistance of our Young Adult Librarians, we have seen an increase in middle school and high school library cards.
- Building Maintenance projects included: upgrading parking lights to LED, Children's fence was replaced, camera systems were upgraded and put online.

Westbury Memorial Public Library
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Westbury, NY 11590
(516) 333-0176
www.westburylibrary.org

Non-Profit Org.
U.S. Postage
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Westbury, NY 11590

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POSTAL CUSTOMER

Budget Message

The Board of Trustees of the Westbury Memorial Public Library presents the 2025-2026 budget for your consideration. This year's increase amounts to approximately (\$6.93) a year per household or (2¢) per day. We welcome your input at the Library Budget hearing to be held on Tuesday, April 1, 2025 at 7pm. Feel free to bring your questions and/or concerns. Remember to vote on Tuesday, April 8, 2025 from 9am to 9pm at the Westbury Library.

The Library thanks you for your continued support.



The Westbury Memorial Public Library Board of Trustees:
 Tyeisha Marshall, President
 Judy Gerrard, Vice-President
 Carmen Lloyd
 Simone Eason
 Alex Nuñez

EXPENSES	2024-2025	Proposed 2025-2026 (with 2% increase)
Books	\$92,000.00	\$99,000.00
Adult	\$70,000.00	\$43,600.00
Young Adult	\$5,000.00	\$5,000.00
Childrens	\$17,000.00	\$15,000.00
*OverDrive/Libby	\$0.00	\$35,400.00
Periodicals	\$7,500.00	\$7,500.00
Databases	\$8,000.00	\$10,000.00
Audio-Visual	\$26,100.00	\$18,900.00
DVD	\$7,500.00	\$7,500.00
Music CD	\$1,100.00	\$1,100.00
BOCD	\$4,500.00	\$3,500.00
Video Games	\$1,500.00	\$1,000.00
Hoopla	\$4,500.00	\$5,800.00
*OverDrive/Libby	\$7,000.00	\$0.00
Programming & Supplies	\$61,000.00	\$66,000.00
Adult	\$28,000.00	\$33,000.00
Young Adult	\$8,000.00	\$8,000.00
Childrens	\$25,000.00	\$25,000.00
Building	\$157,500.00	\$176,050.00
PPE	\$500.00	\$500.00
Service Contracts	\$92,000.00	\$95,000.00
Cleaning Supplies	\$8,000.00	\$10,000.00
Renovations	\$17,000.00	\$30,550.00
Repairs & Maintenance	\$20,000.00	\$20,000.00
Grounds	\$20,000.00	\$20,000.00
Technology	\$74,142.90	\$94,570.00
Hardware & Devices	\$19,500.00	\$19,500.00
Software	\$16,142.90	\$9,000.00
Service Contracts	\$31,000.00	\$58,570.00
Repairs & Maintenance	\$3,000.00	\$3,000.00
Supplies	\$4,500.00	\$4,500.00
Utilities	\$125,000.00	\$125,000.00
Insurance	\$31,500.00	\$35,000.00

(*Reclassified from Audio-Visual Line)

EXPENSES continued	2024-2025	Proposed 2025-2026 (with 2% increase)
Salaries	\$2,000,000.00	\$2,000,000.00
Retirement	\$230,000.00	\$270,000.00
Social Security	\$132,000.00	\$144,000.00
Employee Benefits	\$620,000.00	\$630,000.00
Publicity & Newsletters	\$17,000.00	\$23,000.00
Office Expenses	\$53,500.00	\$49,000.00
Postage	\$5,000.00	\$5,000.00
Election	\$17,000.00	\$12,500.00
Conferences/Training/Travel	\$7,000.00	\$7,000.00
Museum Passes	\$6,500.00	\$6,500.00
Memberships	\$3,000.00	\$1,500.00
Office Supplies	\$15,000.00	\$15,000.00
Office Supply Furniture		\$1,500.00
Westbury Historical Society Cottage	\$4,000.00	\$3,000.00
Equipment & Furnishings	\$11,000.00	\$11,000.00
Integrated Library System (ILS)	\$41,800.00	\$40,000.00
Professional	\$77,872.00	\$79,576.00
Auditors	\$15,000.00	\$15,000.00
Counsel	\$15,000.00	\$20,000.00
Payroll System	\$7,000.00	\$8,000.00
Contract Employees	\$20,000.00	\$16,000.00
NLS Membership Services Fee	\$20,872.00	\$20,576.00
TOTAL EXPENSES	\$3,769,914.90	\$3,881,596.00
REVENUES	2024-2025	2025-2026
Pilot Funds	\$40,000.00	\$40,000.00
State Aid	\$5,000.00	\$5,000.00
Carle Place Contract Income	\$794,535.09	\$842,808.20
Interest Income	\$40,000.00	\$40,000.00
Fines & Fees	\$25,000.00	\$20,000.00
Children's Endowment	\$75,000.00	\$65,000.00
Appropriation from Surplus	\$188,124.97	\$214,487.87
To Be Raised by Taxes	\$2,602,254.84	\$2,654,299.93
TOTAL REVENUES	\$3,769,914.90	\$3,881,596.00

Statistics for 2024-2025 Library Use

- 135,208 Annual patron visits from January - December
- 88,596 Users who visited the Library website
- 18,966 Patrons attended Adult, Children's & Teen programs (Virtual & In-House)
- 67,579 Items borrowed from the Library collection
- 10,092 Library's wireless internet sessions
- 22,810 Registered Westbury & Carle Place borrowers