



Board of Trustees
Meeting Agenda
Tuesday, September 27, 2022

1. Roll call of trustees.
2. Welcome and introduction of guests.
3. Open Meetings Act.
4. Disposition of minutes.
 - a. August 2022 regular meeting.
5. Financial report and action on bills.
 - a. August 2022 City budget report.
 - b. September 2022 Library revenue and expense report.
6. Librarian's report.
 - a. Circulation and holdings report.
 - b. Librarian's narrative report.
7. Unfinished business; new business; or public presentation to, or discussion with, the Board.
8. Adjournment.

The next regular meeting will be October 25, 2022.

Geneva Public Library
Board of Trustees Meeting
Tuesday, August 30, 2022

The Geneva Public Library Board of Trustees met in open session at 5:32 p.m. in the Library's Board Room, abiding by the Nebraska Open Meeting Laws. The meeting was preceded by the advanced notice thereof at three locations, being the three banks in Geneva.

The meeting was called to order by Board President, Brandon Thompson. Trustees in attendance were Karen Schotsch, Secretary; Liz Kaye-Skinner, Vice President; Mary Stofer and Sally Miller, Foundation Liaison. Also attending was Sarah Johnson, Library Director.

The minutes from the July 26, 2022 meeting were emailed to the Board members to read before the meeting. Miller made a motion to accept the minutes and Kaye-Skinner seconded. The motion passed unanimously.

The bills to be paid were presented. Kaye-Skinner made a motion to pay the bills as presented and Miller seconded. The motion passed unanimously.

Johnson reviewed the Librarian's Report. The book drop in the building is doing better than the new drive up box. Maybe it will be used more in the winter. The storage room is all back together. The Geneva Business History files have been relocated, and all "garage sale" items have been sold. After investigating, it appears rain is leaking in around the glass of the north entry door. It may be able to be fixed by caulking. The vinyl fence on the west side of the Secret Garden is still being discussed. The Library Foundation declined funding a fence since they already funded new meeting room chairs and six public computers this year. The Monday after Thanksgiving the Library will be closing 1 hour earlier due to a City employee event. Sarah will be attending the Nebraska Library Association Conference October 5-6 in Kearney. The conference will be held every-other year after this year. Cherie has completed 3 Basic Skills library classes. Molly is finishing her last class to earn a cataloging certificate. The last 3 Thursdays in September a youth STEM program called "Creation Stations" will be held. This is a rebranding of the "Maker Camp" programs in the past.

The meeting was adjourned at 6:15 p.m. after a motion was made by Stofer and seconded by Miller. The motion passed unanimously.

The next regular Board of Trustees meeting will be Tuesday, September 27, 2022.

Submitted by Karen Schotsch

REVENUE & EXPENSE REPORT
CALENDAR 8/2022, FISCAL 11/2021

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
LIBRARY DEPARTMENT					
01.44.4000	PROPERTY TAX	.00	.00	.00	.00
01.44.4102	GRANT	.00	29,714.51	.00	29,714.51-
01.44.4103	LIBRARY MEMORIAL REVENUE	.00	560.00	.00	560.00-
01.44.4206	STATE AID	.00	1,180.00	1,200.00	20.00
01.44.4313	IN-LIEU-OF-TAX	.00	.00	.00	.00
01.44.4317	5% GROSS TAX	.00	.00	.00	.00
01.44.4400	FEES	152.74	2,521.42	3,000.00	478.58
01.44.4450	DONATIONS	210.39	4,146.40	3,000.00	1,146.40-
01.44.4550	MISCELLANEOUS	16.63	102.29	.00	102.29-
01.44.4650	SECRET GARDENER REFUND	.00	1,489.45	2,500.00	1,010.55
01.44.4800	TRANSFER IN	.00	.00	.00	.00
01.44.4900	BEGINNING CASH BAL-EST.	.00	.00	.00	.00
	TOTAL REVENUE	379.76	39,714.07	9,700.00	30,014.07-
	LIBRARY TOTAL	379.76	39,714.07	9,700.00	30,014.07-
01.44.5000	SALARIES-LIBRARY	8,249.54	90,548.47	106,000.00	15,451.53
01.44.5001	FICA EXPENSE-LIBRARY	597.69	6,564.63	8,200.00	1,635.37
01.44.5002	RETIREMENT-LIBRARY	647.37	7,719.92	9,800.00	2,080.08
01.44.5005	TRAINING & CONFERENCES	217.00	1,644.43	1,600.00	44.43-
01.44.5008	EMP HEALTH INS LIBRARY	1,556.10	16,674.30	19,500.00	2,825.70
01.44.5101	OTHER LABOR	.00	110.00	200.00	90.00
01.44.5102	CLEANING SUPPLIES	.00	622.55	1,000.00	377.45
01.44.5103	CLEANING CONTRACT	.00	.00	.00	.00
01.44.5112	GRANT EXPENSE	.00	28,887.18	.00	28,887.18-
01.44.5120	PUBLISHING	.00	704.00	200.00	504.00-
01.44.5200	UTILITIES ELECTRIC	389.23	3,821.99	5,500.00	1,678.01
01.44.5201	UTILITIES GAS	35.02	2,490.25	2,000.00	490.25-
01.44.5202	UTILITIES PHONE	129.54	1,405.66	1,500.00	94.34
01.44.5203	UTILITIES GARBAGE	55.50	256.00	300.00	44.00
01.44.5205	UTILITIES INTERNET	59.95	673.61	700.00	26.39
01.44.5226	REPAIR-MAINT BLDG&STRUCTUR	.00	493.62	20,000.00	19,506.38
01.44.5227	REPAIR-MAINT EQUIPMENT	.00	.00	.00	.00
01.44.5230	MAINT. AGREEMENT ELEV & SPRINK	.00	1,560.60	2,000.00	439.40
01.44.5232	COMPUTER MAINT AGREEMENT	.00	3,236.73	3,000.00	236.73-
01.44.5242	SECRET GARDEN	.00	1,356.50	2,000.00	643.50
01.44.5250	MISCELLANEOUS	.00	72.01	1,000.00	927.99
01.44.5251	MEMORIAL DONATIONS	.00	.00	.00	.00
01.44.5253	REFUND	.00	.00	.00	.00
01.44.5500	SUPPLIES	191.41	1,981.69	2,000.00	18.31
01.44.5501	OFFICE SUPPLIES	.00	3,158.93	3,000.00	158.93-
01.44.5504	SUPPLIES BOOKS	1,794.40	15,857.56	15,000.00	857.56-
01.44.5505	PROGRAMMING	113.74	2,374.38	2,000.00	374.38-
01.44.5506	SUPPLIES (NONPRINT)	621.84	2,283.45	2,000.00	283.45-
01.44.5507	FEES	.00	.00	.00	.00
01.44.5601	CAPITAL OUTLAY LAND	.00	.00	.00	.00
01.44.5602	CAPITAL OUTLAY BUILDINGS	8,506.25	17,012.50	.00	17,012.50-
01.44.5603	CAPITAL OUTLAY EQUIPMENT	.00	.00	7,000.00	7,000.00

REVENUE & EXPENSE REPORT
CALENDAR 8/2022, FISCAL 11/2021

PCT OF FISCAL YTD 91.6%

ACCOUNT NUMBER	ACCOUNT TITLE	MTD BALANCE	YTD BALANCE	BUDGET	DIFFERENCE
01.44.5900	TRANSFER OUT	.00	.00	.00	.00
	TOTAL EXPENSES	23,164.58	211,510.96	215,500.00	3,989.04
	LIBRARY TOTAL	23,164.58	211,510.96	215,500.00	3,989.04
	GENERAL FUND TOTAL	22,784.82-	171,796.89-	205,800.00-	34,003.11-
	Report Total	22,784.82-	171,796.89-	205,800.00-	34,003.11-

GENERAL LEDGER HISTORY REPORT
FROM 8/2022 TO 8/2022

ACCOUNT NUMBER	JOB/PO	ACCOUNT TITLE	(FISCAL 11/2021 TO 11/2021)						NET CHANGE
JOURNAL DATE PERIOD ACCT NO NAME			INVOICE NO CHECK NO REFERENCE			DEBITS	CREDITS		ENDING BAL
01.44.4400		FEEES					2,368.68		
RM9395 8/05/22 11/21		LIBRARY FEES			FAXING FEES	2.00			
RM9395 8/05/22 11/21		LIBRARY FEES			LAMINATING FEES	1.00			
RM9395 8/05/22 11/21		LIBRARY FEES			VINYL CUTTER FE	27.10			
RM9395 8/05/22 11/21		LIBRARY FEES			LASER CUTTER FE	8.00			
RM9395 8/05/22 11/21		LIBRARY FEES			ILL FEES, REPLA	23.99			
RM9395 8/05/22 11/21		LIBRARY FEES			NEW NONRESIDENT	20.00			
RM9395 8/05/22 11/21		LIBRARY FEES			RENEWAL NON RES	20.00			
RM9410 8/18/22 11/21		LIBRARY FEES			FAXING FEES	2.00			
RM9410 8/18/22 11/21		LIBRARY FEES			VINYL CUTTER FE	6.65			
RM9410 8/18/22 11/21		LIBRARY FEES			LASER CUTTER FE	5.00			
RM9410 8/18/22 11/21		LIBRARY FEES			ILL FEES, REPLA	17.00			
RM9410 8/18/22 11/21		LIBRARY FEES			RENEWAL NONRESI	20.00			
			BUDGET	3,000.00					
			ENCUMBERED	.00					
			AVAILABLE	478.58		.00	152.74	2,521.42	
01.44.4450		DONATIONS					3,936.01		
RM9395 8/05/22 11/21		LIBR DONATIONS			GENERAL DONATIO	46.09			
RM9395 8/05/22 11/21		LIBR DONATIONS			BOOK SALE DONAT	24.00			
RM9410 8/18/22 11/21		LIBR DONATIONS			GENERAL DONATIO	34.25			
RM9410 8/18/22 11/21		LIBR DONATIONS			BOOK SALE DONAT	5.05			
RM9426 8/30/22 11/21		LIBR DONATIONS			GARAGE SALE DON	101.00			
			BUDGET	3,000.00					
			ENCUMBERED	.00					
			AVAILABLE	1,146.40-		.00	210.39	4,146.40	
01.44.4550		MISCELLANEOUS					85.66		
RM9404 8/15/22 11/21		LIBRARY MISC			WORKPLACE PRO	6.00			
AP5453 8/16/22 11/21	2689	DOLLAR GENERAL 68	2		REFUND LIBRARY	7.30			
RM9414 8/22/22 11/21		LIBRARY MISC			MISCELLANEOUS	3.33			
			BUDGET	.00					
			ENCUMBERED	.00					
			AVAILABLE	102.29-		.00	16.63	102.29	
REPORT TOTALS									
TOTAL DEBITS / CREDITS							.00	379.76	

GENERAL LEDGER HISTORY REPORT
FROM 8/2022 TO 8/2022

ACCOUNT NUMBER	JOB/PO	ACCOUNT TITLE	(FISCAL 11/2021 TO 11/2021)				DEBITS	CREDITS	NET CHANGE
JOURNAL DATE PERIOD ACCT NO NAME			INVOICE NO CHECK NO REFERENCE						ENDING BAL
01.44.5000		SALARIES-LIBRARY					82,298.93		
PR3655	8/08/22	11/21			PR DT: 8/06/22		3,751.59		
PR3660	8/22/22	11/21			PR DT: 8/20/22		4,497.95		
					BUDGET	106,000.00			
					ENCUMBERED	.00			
					AVAILABLE	15,451.53	8,249.54	.00	90,548.47
01.44.5001		FICA EXPENSE-LIBRARY					5,966.94		
PR3655	8/08/22	11/21			PR DT: 8/06/22		270.29		
PR3660	8/22/22	11/21			PR DT: 8/20/22		327.40		
					BUDGET	8,200.00			
					ENCUMBERED	.00			
					AVAILABLE	1,635.37	597.69	.00	6,564.63
01.44.5002		RETIREMENT-LIBRARY					7,072.55		
AP5453	8/16/22	11/21	152 AIG	157	6	LIBRARY EMPLOYE	171.64		
AP5453	8/16/22	11/21	3078 AMERITAS	85	2	45194 LIBRARY EMPLOYE	391.90		
AP5453	8/16/22	11/21	3789 NATIONAL LIFE	19	2	45251 LIBRARY EMPLOYE	83.83		
					BUDGET	9,800.00			
					ENCUMBERED	.00			
					AVAILABLE	2,080.08	647.37	.00	7,719.92
01.44.5005		TRAINING & CONFERENCES					1,427.43		
AP5447	8/15/22	11/21	3026 NE LIBRARY ASS	28	1	60537034 LIB MEMBERSHIP	75.00		
AP5453	8/16/22	11/21	2896 GENEVA ROTARY	49	1	45228 LIB MEMBERSHIP	142.00		
					BUDGET	1,600.00			
					ENCUMBERED	.00			
					AVAILABLE	44.43-	217.00	.00	1,644.43
01.44.5008		EMP HEALTH INS LIBRARY					15,118.20		
AP5453	8/16/22	11/21	2663 BLUE CROSS BLU	27	6	45204 CITY CONTRIBUTI	1,556.10		
					BUDGET	19,500.00			
					ENCUMBERED	.00			
					AVAILABLE	2,825.70	1,556.10	.00	16,674.30
01.44.5200		UTILITIES ELECTRIC					3,432.76		
AP5453	8/16/22	11/21	1408 NEBRASKA PUBLI	160	18	45257 1043 G STREET L	389.23		
					BUDGET	5,500.00			
					ENCUMBERED	.00			
					AVAILABLE	1,678.01	389.23	.00	3,821.99
01.44.5201		UTILITIES GAS					2,455.23		
AP5453	8/16/22	11/21	208 BLACK HILLS EN	219	10	45203 LIBRARY 7729-94	35.02		
					BUDGET	2,000.00			
					ENCUMBERED	.00			
					AVAILABLE	490.25-	35.02	.00	2,490.25
01.44.5202		UTILITIES PHONE					1,276.12		
AP5453	8/16/22	11/21	2380 WINDSTREAM	188	8	45272 LIBRARY PHONE	129.54		

GENERAL LEDGER HISTORY REPORT
FROM 8/2022 TO 8/2022

ACCOUNT NUMBER	JOB/PO	ACCOUNT TITLE	(FISCAL 11/2021 TO 11/2021)			DEBITS	CREDITS	NET CHANGE
JOURNAL DATE PERIOD	ACCT NO	NAME	INVOICE NO	CHECK NO	REFERENCE			ENDING BAL
01.44.5202		UTILITIES PHONE				1,276.12		
			BUDGET	1,500.00				
			ENCUMBERED	.00				
			AVAILABLE	94.34		129.54	.00	1,405.66
01.44.5203		UTILITIES GARBAGE				200.50		
AP5453 8/16/22 11/21	280	BURTON ENTERPR 321	3	45205	LIRBARY	20.50		
AP5453 8/16/22 11/21	3264	HOARTY RECYCLI 2	1	45233	LIB GARBAGE REC	35.00		
			BUDGET	300.00				
			ENCUMBERED	.00				
			AVAILABLE	44.00		55.50	.00	256.00
01.44.5205		UTILITIES INTERNET				613.66		
AP5453 8/16/22 11/21	761	GENEVA BROADBA 274	4	45223	LIRBARY INTERNE	59.95		
			BUDGET	700.00				
			ENCUMBERED	.00				
			AVAILABLE	26.39		59.95	.00	673.61
01.44.5500		SUPPLIES				1,790.28		
AP5447 8/15/22 11/21	3459	WORKPLACE PRO 10	1	60537041	LIB SUPPLIES	92.70		
AP5456 8/31/22 11/21	2989	AMAZON.COM 502	1	60537046	LIBRARY SUPPLIE	5.88		
AP5456 8/31/22 11/21	2309	WALMART 633	1	60537080	LIB SUPPLIES	38.93		
AP5457 8/31/22 11/21	2309	WALMART 634	1	60537081	LIB SUPPLIES	53.90		
			BUDGET	2,000.00				
			ENCUMBERED	.00				
			AVAILABLE	18.31		191.41	.00	1,981.69
01.44.5504		SUPPLIES BOOKS				14,063.16		
AP5453 8/16/22 11/21	348	CENTER POINT L 35	1	45210	LIB PRINT MATER	27.27		
AP5453 8/16/22 11/21	348	CENTER POINT L 35	2	45210	LIB PRINT MATER	22.49		
AP5453 8/16/22 11/21	1100	JUNIOR LIBRARY 17	1	45236	LIB PRINT SUBSC	423.80		
AP5453 8/16/22 11/21	3207	GALE/CENGAGE L 40	1	45221	LIB PRINT MATER	43.32		
AP5456 8/31/22 11/21	2989	AMAZON.COM 502	2	60537046	LIB PRINTED MAT	215.35		
AP5456 8/31/22 11/21	3843	AMERICAN PATCH 2	1	60537057	LIB PRINT MATER	32.22		
AP5456 8/31/22 11/21	3748	BAKER AND TAYL 40	1	60537058	LIB PRINT MATER	270.14		
AP5456 8/31/22 11/21	3748	BAKER AND TAYL 41	1	60537059	LIB PRINT MATER	759.81		
			BUDGET	15,000.00				
			ENCUMBERED	.00				
			AVAILABLE	857.56-		1,794.40	.00	15,857.56
01.44.5505		PROGRAMMING				2,260.64		
AP5453 8/16/22 11/21	2689	DOLLAR GENERAL 68	3	45216	LIB PROGRAMMING	20.90		
AP5453 8/16/22 11/21	2689	DOLLAR GENERAL 68	4	45216	LIB PROGRAMMING	81.85		
AP5456 8/31/22 11/21	2989	AMAZON.COM 502	3	60537046	LIB PROGRAMMING	10.99		
			BUDGET	2,000.00				
			ENCUMBERED	.00				
			AVAILABLE	374.38-		113.74	.00	2,374.38
01.44.5506		SUPPLIES (NONPRINT)				1,661.61		
AP5453 8/16/22 11/21	1347	MIDWEST TAPE 34	1	45247	LIB NON PRINT M	244.87		
AP5453 8/16/22 11/21	1347	MIDWEST TAPE 34	2	45247	LIB NON PRINT M	212.87		
AP5456 8/31/22 11/21	2989	AMAZON.COM 502	4	60537046	LIB NONPRINT MA	164.10		

GENERAL LEDGER HISTORY REPORT
FROM 8/2022 TO 8/2022

ACCOUNT NUMBER	JOB/PO	ACCOUNT TITLE	(FISCAL 11/2021 TO 11/2021)		DEBITS	CREDITS	NET CHANGE	
JOURNAL DATE	PERIOD	ACCT NO	NAME	INVOICE NO	CHECK NO	REFERENCE	ENDING BAL	
01.44.5506		SUPPLIES (NONPRINT)						
				BUDGET	2,000.00			
				ENCUMBERED	.00	-----		
				AVAILABLE	283.45-	621.84	.00 2,283.45	
01.44.5602		CAPITAL OUTLAY BUILDINGS						
AP5453	8/16/22	11/21	2864 34 ELECTRIC 69	1	45190	LIB CHANGE TO L		
				BUDGET	.00			
				ENCUMBERED	.00	-----		
				AVAILABLE	17,012.50-	8,506.25	.00 17,012.50	
REPORT TOTALS					=====			
TOTAL DEBITS / CREDITS					23,164.58	.00		

**Geneva Public Library
September 2022 Revenue/Expense Report**

Revenue from August 16, 2022 through September 15, 2022	Subtotal	Total
Faxing fees	\$3.00	
Laminating fees	\$0.00	
3D printing fees and donations	\$0.00	
Vinyl cutter printing fees and donations	\$3.65	
Laser cutter fees and donations	\$11.00	
ILL fees, Replacement costs, etc.	\$35.98	
New Nonresident fee	\$20.00	
Renewal Nonresident fee	\$20.00	
Renewal Township fee	\$0.00	
General donations	\$137.70	
Meeting Room donations	\$50.00	
Book Sale donations	\$9.00	
"Garage Sale" donations	\$101.00	
Miscellaneous (refund)	\$3.33	
Memorial revenue	\$0.00	
	Total income	\$394.66

Expenses from August 16, 2022 through September 16, 2022	Subtotal	Total
Invoices to pay		
Black Hills Energy (August invoice)	\$35.02	
Eakes (Inv 392288)	\$252.88	
Geneva Home Center (door wedge)	\$3.79	
Geneva Home Center (door wedge)	\$4.79	
Geneva Home Center (door wedge)	\$4.79	
Geneva Home Center (hinge)	\$6.49	
Geneva Superfoods (fruit parfaits for TAG)	\$25.59	
Glenwood (September invoice)	\$59.95	
Gumdrop Books (Inv PINV135056)	\$1,036.39	
Kinetic (August invoice)	\$129.24	
NPPD (September invoice)	\$394.91	
	Total invoiced expenses	\$1,953.84

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**Geneva Public Library
September 2022 Revenue/Expense Report**

Expenses from August 16, 2022 through September 16, 2022	Subtotal	Total
Heartland Bank Credit Card		
2022-08-08 Walmart (window cling, tote boxes)	\$38.93	
2022-08-17 AllPeopleQuilt (AP&Q 2 year subscription)	\$29.97	
2022-08-19 Amazon	\$396.32	
2022-08-19 Baker & Taylor (print materials, #1)	\$759.81	
2022-08-19 Baker & Taylor (print materials, #2)	\$270.14	
2022-08-19 USPS	\$9.08	
2022-08-30 USPS	\$3.32	
2022-08-31 Walmart (tote boxes, supplies)	\$53.90	
2022-09-01 NLA (conference registration)	\$95.00	
2022-09-02 USPS	\$3.95	
2022-09-08 AllPeopleQuilt (tax refund)	-\$2.27	
2022-09-13 USPS	\$15.17	
2022-09-14 Baker & Taylor (print materials)	\$418.44	
2022-09-15 USPS	\$7.90	
2022-09-16 Amazon	\$580.47	
2022-09-16 USPS	\$3.95	
Total credit card expenses		\$2,684.08
Dollar General Credit Card		
Total charged expenses		\$0.00

As required by Nebraska Statute 51.209, the Geneva Public Library Board requests, with this voucher, the above expenses be paid by the City of Geneva.

Library Board President

Date

Library Board Secretary

Date

Date filed with the City Clerk/Treasurer

Geneva Public Library
August 16, 2022 through September 15, 2022

Physical Holdings & Circulation Report

Material Type	Added Holdings	Deleted Holdings	Total # of Holdings	% of Holdings	Checkouts this Period*
Unassigned					
Adult Fiction	35	1	6,529	27.45%	344
Adult Nonfiction	3		2,236	9.40%	43
Christian Fiction	7	12	1,377	5.79%	84
Biography	2		443	1.86%	20
Audiobooks			819	3.44%	11
DVD	22		3,999	16.81%	401
Serial Publication	18	1	302	1.27%	27
Music (CD)			25	0.11%	
YA Fiction	1		608	2.56%	13
YA Nonfiction			9	0.04%	
YA Graphic Novels			19	0.08%	2
YA Audiobooks			9	0.04%	
Juv Fiction	5	3	2,074	8.72%	57
Juv Nonfiction			1,257	5.29%	24
Juv Biography			147	0.62%	
Juv Graphic Novel	5	4	169	0.71%	36
Juv Audiobooks			35	0.15%	
First Readers	1		378	1.59%	52
Easy	6		1,960	8.24%	106
Board Books		1	122	0.51%	30
Cake Pans			92	0.39%	1
Rotating Collection			2	0.01%	66
Games (used to be Puzzles)			74	0.31%	5
Kits			21	0.09%	
Yearbooks			114	0.48%	1
Genealogy			878	3.69%	
Keys/Equipment			22	0.09%	16
Use Records	1		29	0.12%	1,631
Library of Things	5		34	0.14%	8
Total	111	22	23,783	100%	2,978
<i>compared to last month</i>	-34%	175%	0%		-17%
<i>compared to last year</i>	-15%	-86%	3%		48%

* Circulation statistics include renewals but NOT auto-renewals.

Continued on reverse side.

Geneva Public Library
August 16, 2022 through September 15, 2022

OverDrive Holdings & Circulation Report

Material Type	Total # of Titles	% of Titles	Checkouts this Period
ebooks	37,862	59%	278
audiobooks	22,046	34%	277
magazines	4,203	7%	5
videos	0**	0%	0
Total	64,111	100%	560

ebook checkouts compared to last month 1%
audiobook checkouts compared to last month 9%
magazine checkouts compared to last month -44%
video checkouts compared to last month 0%

ebook checkouts compared to last year -3%
audiobook checkouts compared to last year 47%
magazine checkouts compared to last year -62%
video checkouts compared to last year n/a

** Streaming videos available through OverDrive were removed on September 1, 2022.

**Geneva Public Library
Librarian's Report
September 2022**

Library Status

	AVERAGE Daily Door Count	AVERAGE Daily Computer Users	AVERAGE Daily Patron Calls	TOTAL Monthly Indoor Book Drop Use	TOTAL Monthly Alley Book Drop Use
October 2021	42	14	4	256	n/a
November 2021	42	10	5	205	n/a
December 2021	41	11	6	239	n/a
January 2022	35	7	5	254	n/a
February 2022	36	9	5	266	n/a
March 2022	40	10	4	284	n/a
April 2022	45	10	4	183	58*
May 2022	46	13	4	133	152
June 2022	64	16	5	162	238
July 2022	62	17	6	144	172
August 2022	52	15	4	235	163
Sept to date	50	13	5	122	77

* Alley book drop in use only the last two weeks of the month.

Programming

[Correction of last month's report: The August Teen Activities Group (T.A.G.) event featured Sphero BOLT robots and fruit/yogurt/granola parfaits.] The September TAG event featured JackBox party games played with smartphones and tablets and making mini fruit pizzas.

Oct 18, 2021	11 attendees, 2 staff
Nov 15, 2021	11 attendees, 2 staff
Dec 20, 2021	5 attendees, 2 staff
Jan 10, 2022	6 attendees, 2 staff
Feb 14, 2022	13 attendees, 2 staff
Mar 21, 2022	9 attendees, 2 staff

Apr 18, 2022	7 attendees, 2 staff
May 16, 2022	5 attendees, 2 staff
Jun 20, 2022	5 attendees, 2 staff
Jul 18, 2022	14 attendees, 2 staff
Aug 15, 2022	7 attendees, 2 staff
Sep 12, 2022	12 attendees, 2 staff

LEGO® Night attendance:

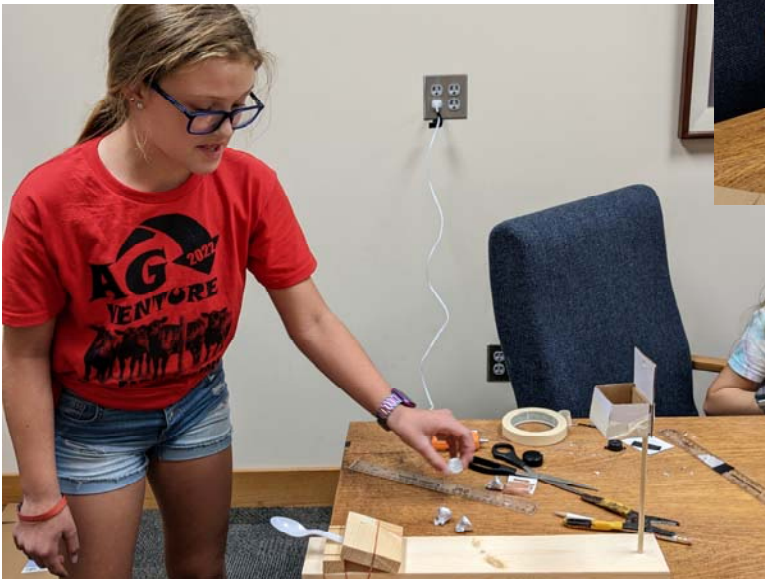
Oct 28, 2021	29 attendees, 1 staff
Nov (no event due to Thanksgiving)	
Dec 23, 2021	3 attendees, 1 staff
Jan 27, 2022	7 attendees, 1 staff
Feb 24, 2022	13 attendees, 1 staff
Mar 24, 2022	13 attendees, 1 staff

Apr 28, 2022	11 attendees, 1 staff
May 26, 2022	13 attendees, 1 staff
Jun 23, 2022	15 attendees, 2 staff
Jul 28, 2022	32 attendees, 1 staff
Aug 25, 2022	21 attendees, 1 staff
Sep 22, 2022	

Equipment Use:

	Laser Cutter	Vinyl Cutter
July 19-31, 2022	17	11
Aug 2022	13	19
Sep to date	7	5

The Creation Station was successful on September 15, with five students present. Seven were registered for the activity, with 3 of them attending. The kids made basketball catapults with circuits on the backboard to buzz and light up when a basket is made. On September 22, the planned project is brush bots, and the September 29 project is light up ghosts.



Newspaper Database Statistics

Date	Total Users	New Users	Number of Sessions	Number of Page Views	Average Session Duration
Oct 2021	271	250	416	8,842	20 minutes
Nov 2021	137	111	270	9,414	34 minutes
Dec 2021	73	55	141	4,287	31 minutes
Jan 2022	110	89	234	7,959	32 minutes
Feb 2022	85	67	206	5,548	37 minutes
Mar 2022	458	438	654	8,508	15 minutes
Apr 2022	84	66	196	6,062	31 minutes
May 2022	76	57	180	5,068	34 minutes
Jun 2022	74	60	174	4,180	29 minutes
Jul 2022	31	19	47	2,439	47 minutes
Aug 2022	83	61	205	7,929	43 minutes

Building & Grounds

We are working on setting a date for the Secret Garden fall clean-up event.

The City maintenance staff removed six fallen fence panels on September 14, which had fallen either into the neighbor's yard or onto trees in the Secret Garden.

Miscellaneous

Overdue fines removed from patron accounts, Mar 1 - Aug 30, 2022: \$234.70

Respectfully submitted,
Sarah Johnson