

Montville Township Public Library
Board of Trustees Meeting
March 11, 2019
Montville Township Public Library
90 Horseneck Road
Montville, New Jersey 07045

OPEN SESSION

<i>MEMBERS PRESENT</i>
Mrs. Jane Hines
Ms. Linda Peskin
Mayor Conklin
Mr. Charlie Grau
Mr. Carmen Allora
Mr. Robert Donohue
Mrs. Dianna Paradise
Mr. David Tubbs
Mr. Thomas Mazzaccaro

Allan M. Kleiman, Library Director – Present

Catherine LaBelle, Assistant Library Director - Present

Liz Johansen, Board Recording Secretary – Present

I. Call to Order

The meeting was called to order by Mr. Mazzaccaro, at 7:00p.m.

II. Open Public Meetings Act Statement

Mr. Mazzaccaro 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 and at the Library's Information Desk once they have been officially approved.

III. Adoption of Minutes

A. *Mr. Grau made a motion to approve the February 11, 2019 Regular Session minutes, seconded by Mrs. Paradise*

Mr. Mazzaccaro: abstained; Mrs. Paradise: yes; Mr. Allora yes: Mr. Grau yes: Ms. Peskin yes; Mrs. Hines yes: Mayor Conklin yes: Mr. Tubbs: abstained; Mr. Donohue yes: Motion Carried.

IV Public Comments –

None.

V Reports of Officers –

Tom Mazzaccaro – President

Mr. Mazzaccaro thanked Mrs. Hines for chairing the February meeting. He met with all of the committees except Personnel.

Jane Hines – Vice-President

Mrs. Hines had no report.

Linda Peskin – Secretary

Ms. Peskin had no report.

Carmen Allora – Treasurer

Mr. Allora stated that normalized budget attainment is at 17%. Year to date revenue is on target at 17% of annual budget. Year to date operating expenditures, plus encumbrances are at 18% of annual budget. Included in expenditures is year to date salaries and temporary help which are at \$110,245.00 or 18% of the total annual budget. The year to date capital expenditures are 2% of annual budget. Total capital and operating expenditures, plus encumbrances resulted in the budget surplus revenue being a negative \$13,165.00YTD. Budget is in synch for revenue and expenses at this point.

Robert Donohue – Assistant Treasurer

Mr. Donohue had no report.

VI Report of Liaisons

Mayor – Mayor Conklin stated that the Township Committee is meeting tomorrow and they are working on a Demolition by Neglect ordinance. The budget is still being worked on. Open Space will most likely be discussed also. Mayor Conklin spoke with Victor Canning regarding the maintenance issues. His suggestion was to hire a maintenance worker to fix issues. Allan states he has been waiting weeks for work to be done and has received no response. Mayor Conklin would like to meet with Victor, John Perry and the

Township Committee to discuss the issues that are not being resolved. Allan will send a copy of the Contract with the Township for In-kind Services.

Superintendent Liaison of Schools – Mr. Tubbs stated the History Club has 18 students that advanced to the state level. There will be an early dismissal tomorrow and a movie will be shown to parents, “Angst”, pertaining to anxiety.

VII. Committee Reports

Finance: Mr. Allora stated that the committee met on Tuesday. The accountant is still waiting for a response from the IRS regarding the late notice.

Personnel: Mr. Grau stated there was no meeting this month. The next meeting is scheduled for March 27th at 7pm.

Buildings & Grounds: Mrs. Hines stated that the committee met on February 26th. The chillers were discussed. They are looking at the State contract and if they can't find anything by the end of the month the project will go out to bid. New furniture has been ordered and will be delivered. The roof inspection report came in and has a life expectancy of five years. Jeanne states items from the 2015 assessment have been repaired.

Patron Services/Technology: Mr. Donohue stated that the committee met last week. The committee discussed Kanopy. The cost would be \$500 for 250 views. New procedures for the Pio Costa Auditorium are being discussed. Allan will approach the Township and see if they can piggy back on the Towns Voice Over IP. Walter stated more patrons are paying their fines.

VIII. Library Director – Allan Kleiman – see attached written report.

Allan stated the programs all seem to be busy. They are looking at electronic comic Books. They will be looking for an intern for the summer. The Public Library Association has a grant available. They will interview some of the TAB volunteers if they are interested. The Hughes problems are still not fixed. Mr. Donohue asked if names are checked when attending classes or events. Allan stated the speakers dictate the number of attendees.

IX. Resolutions/Motions

- A. Resolution to approve the checks numbered 13247 through 13313, dated February 1 to February 28, 2019 in the amount of \$121,424.72

Motion made by Mr. Allora and seconded by Mr. Grau

Mr. Mazzaccaro: yes; Mrs. Paradise: yes; Mr. Allora yes; Mr. Grau yes; Ms. Peskin yes; Mrs. Hines yes; Mayor Conklin yes; Mr. Tubbs: yes; Mr. Donohue yes: Motion Carried.

- B. Resolution to accept the salaries for month of February 2019 in the amount of \$55,639.29 and ELL teacher salaries in the amount of \$920.00 for a total of \$56,559.29.

Motion made by Mr. Allora and seconded by Mr. Grau

Mr. Mazzaccaro: yes; Mrs. Paradise: yes; Mr. Allora yes; Mr. Grau yes; Ms. Peskin yes; Mrs. Hines yes; Mayor Conklin yes; Mr. Tubbs: yes; Mr. Donohue yes: Motion Carried.

- C. Resolution to accept the resignation of Angelina Cucci, Monitor, effective February 28, 2019.

Motion made by Mr. Grau and seconded by Ms. Peskin

Mr. Mazzaccaro: yes; Mrs. Paradise: yes; Mr. Allora yes; Mr. Grau yes; Ms. Peskin yes; Mrs. Hines yes; Mayor Conklin yes; Mr. Tubbs: yes; Mr. Donohue yes: Motion Carried.

X. Old Business

Buildings & Grounds changed the date of their meeting and will not meet on March 26th.

XI. New Business

None

XII. Executive Session Minutes

None

XIII. Adjournment

Motion to adjourn was made by Mr. Grau seconded by Mrs. Hines; meeting was adjourned at 7:40pm.



Montville Township Public Library

Director's Report

April 8, 2019

"National Library Week (April 7- 13, 2019) is a time to celebrate the contributions of our nation's libraries and library workers and to promote library use and support. From free access to books and online resources for families to library business centers that help support entrepreneurship and retraining, libraries offer opportunity to all. The theme for 2019 National Library Week is "Libraries = Strong Communities," and Gates Foundation Co-founder Melinda Gates will serve as 2019 National Library Week Honorary Chair.

First sponsored in 1958, National Library Week is sponsored by the American Library Association (ALA) and observed in libraries across the country each April. All types of libraries - school, public, academic and special - participate."

The staff of the Library has developed a myriad of programs during the week for "guests" of all ages. The newsletter was e-mailed to our subscribers on Friday, April 5th. We have also planned for our annual Library Worker's Day luncheon for the staff on Tuesday, April 9th from 12 to 2pm.

Our circulation for April 2019 was 17, 586 items compared to 16,819 for the previous year. We had 12,360 Library visits for this same period. The staff registered 48 new guests for Library memberships and renewed 137 Library cards. The increased foot traffic is undoubtable due to the Book Sale.

The Management team completed the annual statistical survey for the New Jersey State Library. A copy has been enclosed in your packet. This survey provides us a snapshot of the Library that we can use for statistical and marketing purposes from year to year.

March 5th, 2019 was the 24th anniversary of the opening of the Library. We have begun to brainstorm on ways to celebrate the 25th anniversary in 2020. In your packet is a copy of the

brochure that we distributed in 1995 when we opened the Library. So much has changed but so much has remained the same. A bit of nostalgia. No computers.

The Library Director attended a combined meeting of the statewide Library Network Review Board and the LSTA Advisory Council in Trenton. These two groups are working with the New Jersey State Library is helping to determine priorities of services and programs which are funded though both State and federal funds. The Director was voted the Chair of LSTA Advisory Council for 2019-2020. The next meeting scheduled on April 15th will center on which statewide databases should be funded for 2019-2020 and beyond.

Three new iMac computers were installed and connected to the network. Envisionware, our time and print management software, cannot be installed as of yet on these machines since the company has not yet updated their software to this version of the Mac OS. "Guests" can still print but have to use the remote app. Just some extra steps. We have also installed our Alien Ware gaming computer console for the teens and that is up-and-running as well.

We have been looking at ways to find a work-around to purchase the chillers on NJ State Contract but of no avail. We have been in discussion with the Whitman Company who has suggested to us that we can hire the contractor and they would purchase the chillers for us. Unfortunately, in reading our purchasing manual we are unable to do that as it exceeds the bid threshold. We are on "hold" once again until we find a QPA. A copy of the Purchasing Manual has been attached for the Board. It is based on the Library having a QPA and may need to be revised.

The Patron Services Committee reviewed the first draft of the Use of Meeting Room policy (and procedure). There were just a few changes made by the Committee. A draft has been included in your packet for review and feedback.

We (Tom, Catherine and Allan) met with members of the Township Administration, the Mayor, and DPW staff to discuss our concerns in regards to the slow responses in getting work orders completed. We have been asked to channel all requests through one person in DPW who will dispatch the requests. We will keep a log of date requested and date completed. The group will meet again in August to see how things are going. Outstanding work orders and tasks will be distributed to the Board at each upcoming meeting.

The Library received several quotes for cleaning services. These will be reviewed by the Director and the Buildings & Grounds Committee at their next meeting. A recommendation will be made to the full Board at the May meeting.

The Library was without phone service for approximately two days. The culprit was a power supply in the Telephone Room. The Director met with Lenny (Hi-Tech Computers) to discuss the VOIP options. He will be developing proposals on various options to bring to the Patron Services/technology Committee.

Staff has been working on clearing off and cleaning out their old desks in preparation for the delivery of the new furniture on April 9-10. An inventory of old chairs is in process to be sent to the Township Administration for sale and/or disposal on the government sale website.

The Director held a follow-up meeting with staff from the Baker & Taylor Company to discuss the processing of new materials beginning July 1 to have call number that reflect our new book store like locations. Catherine and Allan will be "mapping" the collection in the next six weeks in preparation of this process.

The Director organized (with the help of the entire staff) the Spring Mini-Book Sale. Each item was 50 cents. We made \$287 which means we sold approximately 574 items. This money will be added to the "reserves" to buy new books for the collection. Plans are to hold a Mini Children's Books Sale in June in conjunction with the opening of the Summer Reading Program and a full-weekend book sale in the Pio Costa Auditorium in the fall. Much thanks to the entire staff for their hard work in keeping the book trucks stocked.

We have purchased the Beanstack software to be used for our reading programs. Now our "guests" can come into the Library to record what they read or do it remotely from home on our website or on the Beanstack app. We anticipate an increased number of participation with the use of the software. This will also be used with the 1,000 Books Before Kindergarten program as well as our "new" winter reading program which we plan for 2020. We are in the process of evaluation our current program calendar/program reservations and museum pass software. We are looking for a more seamless software product that would also include meeting room bookings.

Walter and Catherine have nearly completed the first round of Library Assistant and Library Page (Monitor) interviews.

Buildings and Grounds

Dean sent his crew out to replace light bulbs and ballasts. This is an ongoing job. We met with Doug Gehlback to discuss the New Jersey Direct Install Program. We have paperwork for a program to retro fit the hanging pendants with LED bulbs. We would not need to replace the fixtures just the bulbs. Doug is going to see if the wall mounted shoe box lights are eligible for the program. Just a few years ago, the only LED solution for the hanging pendants was to replace the entire fixture.

Doug gave us information on the New Jersey Clean Energy Smart Start Buildings Program. We may be eligible for a chiller incentive (rebate) based upon A/C capacity (tonnage). A/C tonnage is a unit of power used to describe air conditioning power.

Commercial Interiors Direct installed the wall panels along the entryway into the bathrooms in the Pio Costa Auditorium. The panels are on a track system so they can be replaced or repaired as needed. The old panels were bolted into the wall and could not be removed without damaging the panels and the walls.

We sent out eight RFQ's for janitorial services. Four vendors came for a walk through.

We prepared a RFQ for roof repairs based on the assessment from Systems Design & Analysis, Inc. and sent it out to three roofing companies.

The Township Department of Public Works installed bulletin boards on either side of the TV screen above the Chinese books and installed the three Plexiglas brochure and magazine holders on the wall outside the breakroom. These will be used to display the announcements, flyers, and notices we regularly receive from numerous organizations.

We received a quote for lawn services from Albert's Landscaping and Andy Wick will deliver his quote next week.

The exterior flag got snagged on a tree branch and ripped. DPW came with a bucket truck, trimmed the tree, and removed the torn flag. We have a new one that they will install for us.

The Garden Club members did a spring cleanup of the memorial garden and the rain garden. They will spread bark mulch this weekend with help of a local Boy Scout Troop. They are repotting several of the indoor plants on the back windowsill. As soon as any danger of frost is over, they will plant the four large planters in front of the Library. We appreciate their efforts in beautifying the Library inside and outside. We do not have any formal agreement with the Club and the issue of their fundraising has been brought to my attention. A copy of their donation request is in your packet.

Finance

The Township asked us to complete a health insurance survey for GASB Report Number 75 (Governmental Accounting Standards Board). The GASB 75 actuarial valuations are prepared by the State's health benefits actuarial consultant, Aon, (a risk, retirement and health consulting company) and audited by the independent auditing firm, KPMG LLP (an audit, tax and advisory firm). The audit reports contain information that the Township will need to disclose in their financial statements (<https://www.nj.gov/treasury/pensions/gasb-notices-opecb.shtml>).

The annual PERS (Public Employees Retirement System) expense is on the March bill list. Each year's audit report includes a brief description of how the amount is calculated. The Library's pension liability is based on a projection of the long-term share of contributions to the pension plan relative to the projected contribution of all participating members, actuarially determined. This payment is a once a year PERS expense. The quarterly PERS invoices we receive represent employee withholding.

Board Members should have received notification of Financial disclosure which need to be completed by the end of April.

Marketing and Outreach

Over the past several months, Risa and Catherine have worked to change the displays in the front of the library more frequently, so that new subjects are highlighted every 2 weeks and we

make sure to commemorate topical events and holidays. In March we featured DIY Crafting (craft and how to books), Women's History Month, March Madness, Purim, St. Patrick's Day, and we relocated the Library Reads display to the front where we feel these books will be seen and circulate better. We used the new slat wall book holders Allan ordered to increase the number of books on face out display.

March reader's advisory newsletters featured books for Women's History, award winning audiobooks, and other items new to our shelves. Our Library news emails featured a Special Events newsletter for our Girls Who Code class and March Book Sale, April Tech classes, and events calendars for Adult, Teen and Children's programs in April.

Jeff will be the Secretary for NJLA's Diversity and Outreach Section.

Risa did monthly story time outreach for the preschools at Funtime Kids Academy 2 and Millie's House and Kids Connect and attended the monthly MAYS meeting.

Jeff applied for the New Jersey State Library's yearly Multicultural Award. Jeff wrote the application which was edited by Allan and Catherine.

Personnel/Staff Training

Hebah went to the final session of the NJLA Emerging Leaders program where she attended sessions on creating effective presentations. Jeff attended the PLA Introductory Webinar for the Summer Intern Project.

Patron Services

At our Pre-School Fair, planned and facilitated by Amy Resnikoff and Pam O'Gorman, fourteen Montville Pre-Schools set up information tables in the auditorium promoting their schools. Members of the public visited the tables to receive information about what the different preschools had to offer. Both guests and pre-schools were pleased with the event, so we will repeat it next year.

For Women's History month, re-enactor Carol Levin Simon visited us as Suffragette Jeanette Rankin, the first woman elected to Congress. Dr. Lucia McMahon, professor at William Paterson University, spoke about women's roles during the American Revolution. Jim DelGuidice presented an interesting look at women of note in Morris County.

Our Maker's Weekend, held in concert with libraries all over New Jersey, featured programs for all ages that celebrate Maker culture, enhance community engagement, and provide hands on learning experiences. The weekend kicked off with an adult craft workshop by Boonton's Culture Cabin, where guests made a cross body purse to take home. The kids enjoyed two Saturday Maker's events: Amy Resnikoff's craft class making Glitter Calming Jars (21 children), and a DIY Mad Science Extravaganza featuring stations run by our TAB members where kids made slime putty, unbreakable bubbles, and learned about science through demonstrations and crafts (32 kids with 23 parents).

Other lectures in March for adults, in addition to our Women's History and Maker's offerings, included "The History of Slavery in Morris County" and "Social Security Basics," a talk on Passover and Easter by Dr. Christopher Bellitto of Kean University and Rabbi Brooks Sussman; "War of the Worlds" Radio Play by Raconteur Radio; and an Irish Harp concert by harpist Aideen O'Donnell. Evan Weiner spoke about "Baseball in Pop Culture" to a full house at the March 28th Montville "U" - which was also the 2019 opening day of baseball. This month's Genealogy program on US Census records was filled to capacity. The March SCORE. workshop addressed successful email marketing strategies. The Montclair Art Museum's adult workshop was on creating mixed media pieces with magazines, buttons fabric, shells and other objects.

Our children's programs in March featured a Turtle Dance Music event where the kids learned about the water cycle through interactive music and a Cookless Cooking Class by Zest of Fairfield where they made zoodle "noodles" with veggies. The Morris Museum also visited for a program about rocks and gems of New Jersey. For the drop in craft, the children made St. Patrick's Day cards. The kids also enjoyed St. Patrick's Day and Spring themed story times throughout the month. As previously mentioned, the Maker's Day glitter jars and DIY Mad Science program brought a total of 76 guests to the library on a Saturday. Baby playtime continues to be a big weekly draw, with 100 kids coming in March.

The teens enjoyed expanded Dungeons and Dragons programming in the month of March, with about 12 kids showing up to each weekly session. We added Switch game tournaments on Saturdays and got a respectable turnout which should continue to grow. Our second monthly

Lock-in, with a Leprechaun themed Escape Room for St. Patrick's day was very popular. The TAB has been busy planning for the Ramadan celebration and Jeff met with the high school's Comic Corps to plan our May Comic Con event.

We had a second grade Brownie Troop with 18 girls visit the library. At the request of the Troop Leader, Risa spoke about what an autobiography is and read a picture book by Olympic gymnast Laurie Hernandez. At the end of the tour, the girls had the opportunity to meet with Allan.

Catherine worked on our Collection HQ standing data information, to make sure all our materials are mapped to the correct collection, material type, and location in the software. Since we use this data for collection development, it is important that we review the data each year.

Technology

Technology offerings taught by the library staff included the first Teen Tech Class on Cybersecurity, an adult class on borrowing digital materials where a total of 16 attendees learned how to use Cloud Library, RB Digital, Tumblebooks, and Kanopy, and a class on using the library's genealogy database, My Heritage. More advanced classes taught by James Fitzpatrick included workshops on how to prevent computer viruses and worms and how to "Spring Clean" your computer. Also in March, we offered a four-part WordPress website building class on Saturday mornings. This class was extremely popular and we plan to offer it again in the fall.

Hebah prepared for our new Girls Who Code multi-part class beginning in late April.

Hebah and Jeff worked on setting up the library's new gaming computer and to develop additional tech classes for teens, including an upcoming code your own game class.

The Director's computer workstation was replaced and the laptop updated to include remote access.

Past Meetings:

March 7, NJLA Emerging Leaders Internship, Hebah

March 11, Page Meeting, Walter, staff

March 15, MAIN MAYS Meeting, Risa
March 19, MAIN Circulation Committee Meeting, Walter, Tracy
March 20, Patron Services Committee, Allan,
March 22, MAIN Technical Services Meeting, Walter, Lynn
March 22, Apple Training for Librarians, Hebah
March 26, MAIN ILS Committee Meeting, Walter
March 26, Circulation Department Meeting, Walter, Allan, Catherine, staff
April 1, Page Staff Meeting, Walter, staff
April 2, Management Meeting, Allan, Catherine, Jeanne, Walter
April 2, Collection Development Meeting, Allan, Catherine, Jeff, Amy

Upcoming Meetings:

April 8, Library Board Meeting, Allan, Catherine, Jeanne, Walter
Apr 11 , MAIN Membership Meeting, Walter, Allan
April 11, MAIN Board Meeting, Allan
April 11, Circulation Department Staff Meeting, Walter, Allan, Catherine
April 12, MAIN Adult Services Programming Meeting, Pam
April 15, Statewide Database Committee, NJ State Library, Allan
April 17, Patron Services / Technology, Allan, Catherine, Jeanne, Walter, Hebah
April 23, Buildings & Grounds Committee Meeting, Allan, Catherine, Jeanne, Walter
April 24, Personnel Committee Meeting, Allan, Catherine, Jeanne, Walter
April 27, Northern NJ TAB Summit @ Montville, Jeff, Allan
April 30, MAIN ILS Committee Meeting, Walter
April 30, NJLA Tech Book Camp, Hebah
May 7, Finance Committee, Allan, Catherine, Jeanne, Walter
May 13, Library Board Meeting, Allan, Catherine, Jeanne, Walter

Respectfully submitted,

Allan M. Kleiman, MLS

Library Director

April 5, 2019
03:29 PM

Montville Township Public Library
FUND 01
BALANCE SHEET
AS OF: 03/31/19

Page No: 1

2019

2018

Assets

01-100-00	Petty Cash - Circulation Desk	50.00	0.00
01-100-01	Petty Cash	341.92	291.92
01-100-02	Lakeland - Operating Checking	79,081.94	159,362.67
01-100-03	Lakeland - Payroll Account	32,055.55	7,983.61
01-100-04	Lakeland CD Accounts	257,000.00	257,000.00
01-100-08	Lakeland - Capital Reserve	92,550.21	92,527.90
01-100-10	Lakeland - Restricted Donations	21,335.70	21,996.72
01-140-01	Furniture & Fixtures	301,823.32	301,823.32
01-140-02	Property Plant Improvements	177,366.27	177,366.27
01-140-03	Computer Equip & Related Asset	131,627.57	131,627.57
01-140-04	Other Capital	38,632.24	38,632.24
01-140-05	Capital - Edmunds	5,137.50	5,137.50
	Total Assets	<u>1,137,002.22</u>	<u>1,193,749.72</u>

Liabilities & Fund Balance

01-200-11	Sick Hrs Year End Accrual	43,599.00	43,599.00
01-211-00	Section 125 Withholding HDV	2,541.54	4,932.32
01-212-00	PERS 414/CINS Withholding	20,406.80	20,550.13
01-218-00	Reserve for Encumbrances	<u>215,881.22</u>	<u>216,639.58</u>
	Total Liabilities	282,428.56	285,721.03

01-351-03	Restricted Fund Balance	99,950.89	99,950.89
01-390-04	Plant Fund - Investment in Fixed Assets	654,586.90	654,586.90
01-390-05	Fund Balance	<u>153,490.90</u>	<u>153,490.90</u>
	Total	908,028.69	908,028.69

Revenue	421,612.23	0.00
Less Expenses	<u>475,067.26</u>	<u>0.00</u>
Net	<u>53,455.03-</u>	<u>0.00</u>
Total Fund Balance	<u>854,573.66</u>	<u>908,028.69</u>
Total Liabilities & Fund Balance	<u>1,137,002.22</u>	<u>1,193,749.72</u>

March 29, 2019
04:21 PM

Montville Township Public Library
Check Register By Check Id

Page No: 1

Range of Checking Accts: 01 OPERATING to 01 OPERATING Range of Check Ids: 13314 to 13380
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
13314	03/31/19	ANTHO005 Anthony Lauriano	150.00		40
13315	03/31/19	ANTHO005 Anthony Lauriano	150.00		40
13316	03/31/19	BAKER005 Baker & Taylor	0.00	03/31/19 VOID	0
13317	03/31/19	BAKER005 Baker & Taylor	0.00	03/31/19 VOID	0
13318	03/31/19	BAKER005 Baker & Taylor	0.00	03/31/19 VOID	0
13319	03/31/19	BAKER005 Baker & Taylor	0.00	03/31/19 VOID	0
13320	03/31/19	BAKER005 Baker & Taylor	0.00	03/31/19 VOID	0
13321	03/31/19	BAKER005 Baker & Taylor	0.00	03/31/19 VOID	0
13322	03/31/19	BAKER005 Baker & Taylor	0.00	03/31/19 VOID	0
13323	03/31/19	BAKER005 Baker & Taylor	6,033.68		40
13324	03/31/19	CATHERI Catherine LaBelle	75.00		40
13325	03/31/19	COLUMINN Columbia Inn	50.00		40
13326	03/31/19	DAIL0010 Daily Record	49.62		40
13327	03/31/19	DEMCO005 Demco, Inc.	3,275.30		40
13328	03/31/19	DIREC005 Direct Energy Business	925.16		40
13329	03/31/19	DRCBR005 Dr. C. Brid Nicholson	250.00		40
13330	03/31/19	ELIZA005 Elizabeth Johansen	250.00		40
13331	03/31/19	ENGINE005 Engineered Security Systems	570.00		40
13332	03/31/19	EXCEL005 Excellent Building Services	2,115.00		40
13333	03/31/19	FARON005 Faronics	225.24		40
13334	03/31/19	FLOTE005 FLO-TECH	1,788.99		40
13335	03/31/19	FREDM005 Fred Miller Music	350.00		40
13336	03/31/19	GREGO005 Gregory J. Della Pia	916.67		40
13337	03/31/19	HEBAH EM Hebah Emara	34.45		40
13338	03/31/19	HITEC005 HiTech Computer Services LLC	807.50		40
13339	03/31/19	HUGHE005 Hughes Environmental	13,065.65		40
13340	03/31/19	IFPTE005 IFPTE	120.52		40
13341	03/31/19	JEANN005 Jeanne Ivy	16.13		40
13342	03/31/19	JERSE005 Jersey Central Power & Light	4,091.71		40
13343	03/31/19	KANOPI Kanopy, Inc.	12.00		40
13344	03/31/19	KRISTA J Krista Jenkins, Ph.D.	150.00		40
13345	03/31/19	M VISAKA Marilyn Boyd Visakay	125.00		40
13346	03/31/19	MAINI005 M.A.I.N., Inc.	12,883.65		40
13347	03/31/19	MALON005 W.J. Malone Associates, Inc.	1,325.00		40
13348	03/31/19	MICHELEM Michele Magnotta	50.00		40
13349	03/31/19	MIDWE005 Midwest Tape	515.04		40
13350	03/31/19	MONTVINN Montville Inn	50.00		40
13351	03/31/19	NJALL NJALL	200.00		40
13352	03/31/19	NJLA0005 NJLA	70.00		40
13353	03/31/19	NJLA0005 NJLA	150.00		40
13354	03/31/19	NJLA0005 NJLA	135.00		40
13355	03/31/19	NJNAT005 NJ Natural Gas Co.	1,057.79		40
13356	03/31/19	NOLANASC Nolan Asch	150.00		40
13357	03/31/19	OPTIM005 Optimum	184.94		40
13358	03/31/19	RANDY CA Randy Calistri-Yeh	400.00		40
13359	03/31/19	REGEN005 Regent Book Company	47.65		40
13360	03/31/19	RISAS005 Risa Skerker	32.57		40
13361	03/31/19	STAPL005 Staples Advantage	829.03		40
13362	03/31/19	SUNRI005 Sunrise ShopRite	212.46		40
13363	03/31/19	SYNCB005 SYNCB/AMAZON	462.87		40
13364	03/31/19	TECHN005 Technology Integrators	100.00		40

March 29, 2019
04:21 PM

Montville Township Public Library
Check Register By Check Id

Page No: 2

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
13365	03/31/19	TECHN005 Technology Integrators	100.00		40
13366	03/31/19	TECHN005 Technology Integrators	100.00		40
13367	03/31/19	TECHN005 Technology Integrators	100.00		40
13368	03/31/19	TECHN005 Technology Integrators	100.00		40
13369	03/31/19	TECHN005 Technology Integrators	100.00		40
13370	03/31/19	TECHN005 Technology Integrators	100.00		40
13371	03/31/19	TECHN005 Technology Integrators	100.00		40
13372	03/31/19	THOMA005 Thomas Klise/Crimson Multimed	594.67		40
13373	03/31/19	TOWNS005 Township of Montville	76,010.57		40
13374	03/31/19	TUSCANY Tuscany Villa Ristorante	50.00		40
13375	03/31/19	ULINE Uline	730.57		40
13376	03/31/19	UNITE005 United Parcel Service	64.99		40
13377	03/31/19	VENMILL VenMill Industries	97.41		40
13378	03/31/19	VERI0010 VERIZON	497.43		40
13379	03/31/19	VERI0015 Verizon	46.16		40
13380	03/31/19	ZOOBEAN Zoobean	995.00		40
<hr/>					
Report Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	60	7	134,240.42	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	60	7	134,240.42	0.00

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	8-01	171.26	0.00	0.00	171.26
	9-01	131,743.64	0.00	120.52	131,864.16
CAPITAL BUDGET	9-02	2,205.00	0.00	0.00	2,205.00
Year Total:		133,948.64	0.00	120.52	134,069.16
Total of All Funds:		134,119.90	0.00	120.52	134,240.42

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Revenue Account Range: First		to Last	Include Non-Anticipated: Yes		Year To Date As Of: 03/31/19		
Budget Account Range: First		to Last	Include Non-Budget: No		Current Period: 03/01/19 to 03/31/19		
Print Zero YTD Activity: No					Prior Year: 03/01/18 to 03/31/18		
Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Excess/Deficit	% Real
9-01-401-01	Fines Income	1,390.79	15,000.00	1,128.91	3,717.97	11,282.03-	25
9-01-401-03	Copier Income	93.05	1,300.00	100.50	287.85	1,012.15-	22
9-01-401-05	Computer Print Outs Income	263.01	3,500.00	269.77	909.60	2,590.40-	26
9-01-401-07	Township Income	140,460.50	1,657,316.00	138,109.67	414,329.01	1,242,986.99-	25
9-01-401-08	Donations Income	0.00	0.00	1.81	5.50	5.50	0
9-01-401-09	Lost Items	6.91-	2,000.00	191.00	402.94	1,597.06-	20
9-01-401-10	State Aid Income	0.00	9,500.00	0.00	0.00	9,500.00-	0
9-01-401-11	Miscellaneous Income	0.00	500.00	0.00	0.00	500.00-	0
9-01-401-15	Interest Income	36.37	1,100.00	28.70	82.78	1,017.22-	8
9-01-401-16	Lost Cards	25.00	300.00	38.00	112.00	188.00-	37
9-01-401-18	Disks/Faxes	31.20	700.00	61.60	226.10	473.90-	32
Program Total		142,293.01	1,691,216.00	139,929.96	420,073.75	1,271,142.25-	25
9-01-402-30	Restricted Contributions	87.74	3,500.00	122.37	1,538.48	1,961.52-	44
9-01-402-35	ELL Program Grant	0.00	7,500.00	0.00	0.00	7,500.00-	0
Program Total		87.74	11,000.00	122.37	1,538.48	9,461.52-	14
Fund 01 Revenue Total		142,380.75	1,702,216.00	140,052.33	421,612.23	1,280,603.77-	25

Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
9-01-601-000	B-1 - COMPENSATION	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-601-010	Salaries & Wages Expense	50,643.67	722,000.00	55,233.47	165,478.67	0.00	556,521.33	23
9-01-601-100	Taxes/FICA/UE	4,210.79	57,600.00	4,556.28	13,524.46	0.00	44,075.54	23
9-01-601-110	Health Benefits Expense	18,872.96	101,200.00	0.00	25,296.42	0.00	75,903.58	25
9-01-601-120	PERS Expense	60,843.26	84,300.00	76,010.57	76,010.57	0.00	8,289.43	90
9-01-601-130	DCRP Expense	0.00	3,000.00	0.00	608.71	0.00	2,391.29	20
9-01-601-150	Temporary Staff	1,159.92	5,000.00	0.00	0.00	0.00	5,000.00	0
Program Total		135,730.60	973,100.00	135,800.32	280,918.83	0.00	692,181.17	29
9-01-602-000	B-2 - COLLECTION	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-602-010	Collection Development Software	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0

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Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
9-01-602-020	Adult Books	4,728.99	28,521.00	2,742.39	5,554.86	1,531.37	21,434.77	25
9-01-602-030	Adult BOCD	264.41	4,000.00	362.70	765.74	159.73	3,074.53	23
9-01-602-040	Adult DVD	2,757.49	15,000.00	1,325.19	3,283.75	57.38	11,658.87	22
9-01-602-050	Adult eBooks	576.91	5,000.00	0.00	345.98	0.00	4,654.02	7
9-01-602-060	Adult eAudio	244.96	5,000.00	0.00	144.99	0.00	4,855.01	3
9-01-602-070	Adult Music CD	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0
9-01-602-090	Periodicals	0.00	9,000.00	0.00	2,738.95	0.00	6,261.05	30
9-01-602-110	Games	489.67	6,000.00	594.67	1,455.27	0.00	4,544.73	24
9-01-602-120	J Books	1,685.44	28,200.00	1,271.57	3,122.54	2,039.74	23,037.72	18
9-01-602-130	J BOCD	0.00	500.00	0.00	0.00	33.32	466.68	7
9-01-602-140	J DVD	17.62	2,000.00	546.75	620.21	104.95	1,274.84	36
9-01-602-150	J eBooks	25.58	750.00	0.00	9.99	0.00	740.01	1
9-01-602-160	J eAudio	0.00	500.00	0.00	0.00	0.00	500.00	0
9-01-602-170	J Music CD	0.00	500.00	0.00	0.00	0.00	500.00	0
9-01-602-180	YA Books	520.52	9,000.00	261.33	1,041.35	93.70	7,864.95	13
9-01-602-190	YA BOCD	0.00	500.00	0.00	0.00	29.53	470.47	6
9-01-602-210	YA eBooks	125.91	500.00	0.00	0.00	0.00	500.00	0
9-01-602-220	Young Adults eAudio	0.00	500.00	0.00	0.00	0.00	500.00	0
9-01-602-230	Streaming	0.00	4,250.00	12.00	12.00	0.00	4,238.00	0
Program Total		11,437.50	128,721.00	7,116.60	19,095.63	4,049.72	105,575.65	18
9-01-603-000	B3 - PROGRAMS:	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-603-230	Program - Adult	2,050.00	16,000.00	1,725.00	5,979.83	3,375.00	6,645.17	58
9-01-603-240	Program - Children	770.97	5,000.00	121.39	1,400.76	249.42	3,349.82	33
9-01-603-250	Summer Reading / Reading Programs	0.00	7,000.00	150.00	429.56	3,273.70	3,296.74	53
9-01-603-260	Museum Passes	0.00	4,000.00	0.00	500.00	0.00	3,500.00	12
9-01-603-270	Programs YA	159.07	2,500.00	87.67	238.01	0.00	2,261.99	10
9-01-603-280	Library-wide Cultural/Family Programing	0.00	3,500.00	0.00	406.35	196.47	2,897.18	17
9-01-603-300	Technology Programming	0.00	6,000.00	800.00	800.00	0.00	5,200.00	13
Program Total		2,980.04	44,000.00	2,884.06	9,754.51	7,094.59	27,150.90	38
9-01-604-000	B-4 - SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-604-010	Business Office/Library/Print	1,130.22	14,000.00	887.62	4,909.96	569.61	8,520.43	39
9-01-604-070	Postage - Supplies	0.00	2,000.00	16.13	296.87	0.00	1,703.13	15
9-01-604-080	Freight-Shipg (Non-Collection)	65.24	1,000.00	64.99	211.81	0.00	788.19	21
Program Total		1,195.46	17,000.00	968.74	5,418.64	569.61	11,011.75	35

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Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
9-01-605-000	B-5 - PUBLIC RELATIONS	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-605-040	PR - Mailing	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0
9-01-605-060	PR - Materials	0.00	1,500.00	102.10	312.98	0.00	1,187.02	21
9-01-605-070	Staff/Volunteer Recognition	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0
Program Total		0.00	6,000.00	102.10	312.98	0.00	5,687.02	5
9-01-606-000	B- 6 - STAFF DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-606-010	Staff Development	115.00	4,000.00	275.00	730.93	0.00	3,269.07	18
9-01-606-020	Professional Expenses	0.00	2,000.00	0.00	86.77	0.00	1,913.23	4
9-01-606-030	Reimb.Exp. (milg, lodg, meals)	22.58	1,000.00	34.45	211.98	0.00	788.02	21
9-01-606-040	Professional Dues	0.00	1,000.00	355.00	505.00	0.00	495.00	50
9-01-606-050	Conference Travel	111.70	6,000.00	0.00	0.00	200.00	5,800.00	3
Program Total		249.28	14,000.00	664.45	1,534.68	200.00	12,265.32	12
9-01-607-000	B-7 - UTILITIES	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-607-010	Utilities - Electric	4,388.18	66,000.00	4,091.71	11,918.40	0.00	54,081.60	18
9-01-607-030	Utilities - Gas	1,200.15	20,000.00	1,982.95	6,829.06	0.00	13,170.94	34
9-01-607-040	Utilities - Telephone	539.72	6,000.00	543.59	1,083.77	0.00	4,916.23	18
9-01-607-050	Internet Provider	184.94	2,500.00	184.94	369.88	0.00	2,130.12	15
Program Total		6,312.99	94,500.00	6,803.19	20,201.11	0.00	74,298.89	21
9-01-608-000	B-8 - PHYSICAL PLANT	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-608-010	Plant - Repairs, Bldgs,Grounds	5,034.50	40,000.00	14,680.65	26,186.19	0.00	13,813.81	65
9-01-608-030	Plant - Cleaning/Maintenance	2,115.00	30,000.00	2,115.00	6,345.00	0.00	23,655.00	21
9-01-608-040	Plant - Fire/Burglery Alarm	0.00	3,500.00	280.00	280.00	0.00	3,220.00	8
9-01-608-050	Plant - HVAC Maintenance	3,710.00	16,000.00	0.00	3,821.00	0.00	12,179.00	24
9-01-608-060	Plant - Lawn Sprinklers Maint	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0
9-01-608-080	Plant - Offsite Storage	177.00	0.00	0.00	0.00	0.00	0.00	0
9-01-608-090	Plant -Telephone Equipment	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
9-01-608-100	Plant - Records Retention/Destruction	0.00	500.00	0.00	0.00	0.00	500.00	0
Program Total		11,036.50	94,000.00	17,075.65	36,632.19	0.00	57,367.81	39
9-01-609-000	B-9 - EQUIPMENT/MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-609-030	EM RFID Equipment	0.00	13,000.00	0.00	0.00	0.00	13,000.00	0
9-01-609-050	EM - Copiers	0.00	1,500.00	0.00	878.46	0.00	621.54	59
9-01-609-070	Computer Software	0.00	2,000.00	1,220.24	2,186.30	0.00	186.30-	109

Montville Township Public Library
Statement of Revenue and Expenditures - Operating

Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
9-01-609-075	Edmunds Software	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0
9-01-609-080	EM - Audio/Visual	0.00	500.00	0.00	0.00	0.00	500.00	0
9-01-609-090	EM - Piano Tuning	0.00	200.00	0.00	0.00	0.00	200.00	0
9-01-609-100	EM - Postage Meter	0.00	800.00	0.00	170.04	0.00	629.96	21
Program Total		0.00	22,000.00	1,220.24	3,234.80	0.00	18,765.20	15
9-01-610-000	B-10 - EXPENSED EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-610-010	Color Copy Usage	1,117.95	3,000.00	1,651.82	3,003.89	0.00	3.89-	100
9-01-610-020	Copier Usage B&W	65.55	1,000.00	137.17	169.84	0.00	830.16	17
Program Total		1,183.50	4,000.00	1,788.99	3,173.73	0.00	826.27	79
9-01-611-000	B-11 - PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-611-010	Audit	0.00	7,000.00	0.00	0.00	0.00	7,000.00	0
9-01-611-020	Accounting Fees	916.66	12,000.00	916.67	2,750.01	0.00	9,249.99	23
9-01-611-030	MAIN Assessment	12,330.12	55,000.00	12,883.65	25,767.30	25,767.33	3,465.37	94
9-01-611-070	Computer Support & Service	1,147.50	6,000.00	807.50	2,280.00	0.00	3,720.00	38
9-01-611-100	Web Site Maintenace	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
9-01-611-150	Legal	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0
9-01-611-250	Board Secretary	230.00	3,000.00	250.00	750.00	0.00	2,250.00	25
9-01-611-260	Payroll Service Fee	950.94	8,000.00	963.44	2,298.36	0.00	5,701.64	29
9-01-611-320	Other Professional Services	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
9-01-611-340	QPA	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0
Program Total		15,575.22	100,000.00	15,821.26	33,845.67	25,767.33	40,387.00	60
9-01-612-000	B-12 OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-612-010	Township In-Kind Services	11,083.57	48,195.00	0.00	11,305.25	0.00	36,889.75	23
9-01-612-020	Township Insurances	6,046.48	26,200.00	0.00	6,491.00	0.00	19,709.00	25
9-01-612-030	O/E- Contingencies	0.00	10,000.00	1,026.57	1,416.57	0.00	8,583.43	14
9-01-612-040	O/E - Licenses & Fees	0.00	500.00	0.00	0.00	0.00	500.00	0
9-01-612-060	O/E - Board Misc	286.58	2,000.00	154.36	373.82	0.00	1,626.18	19
Program Total		17,416.63	86,895.00	1,180.93	19,586.64	0.00	67,308.36	23
9-01-613-000	B-13 - GRANT EXPENSES	0.00	0.00	0.00	0.00	0.00	0.00	0
9-01-613-010	ELL Program Grant Expenses	981.20	7,500.00	1,250.00	2,250.00	0.00	5,250.00	30
Program Total		981.20	7,500.00	1,250.00	2,250.00	0.00	5,250.00	30

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Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
	Fund 01 Expend Total	204,098.92	1,591,716.00	192,676.53	435,959.41	37,681.25	1,118,075.34	30

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expd/Encm	Total Available Revenues
9-01		142,380.75	140,052.33	421,612.23	204,098.92	192,676.53	473,640.66	52,028.43-
	CAPITAL BUDGET Revenue Total		0.00	0.00	0.00	0.00	0.00	0

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Budget Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
9-02-801-000	CAPITAL BUDGET	0.00	0.00	0.00	0.00	0.00	0.00	0
9-02-802-010	Upholstery of Chairs	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0
9-02-802-020	Display Shelving	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0
9-02-802-030	New Soft Seating	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0
9-02-802-185	Tables - Pio Costa	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0
9-02-802-190	Wall Entryways - Pio Costa Restrooms	0.00	12,000.00	0.00	0.00	0.00	12,000.00	0
Program Total		0.00	22,000.00	0.00	0.00	0.00	22,000.00	0
9-02-803-000	PROPERTY & PLANT IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0
9-02-803-220	Doors & Locks	0.00	14,000.00	0.00	0.00	0.00	14,000.00	0
9-02-803-230	Boiler Controls & HVAC Interface	0.00	24,000.00	0.00	0.00	0.00	24,000.00	0
9-02-803-240	Lighting Teen Room Project	0.00	13,000.00	0.00	0.00	0.00	13,000.00	0
9-02-803-250	Architect	0.00	15,000.00	0.00	0.00	0.00	15,000.00	0
Program Total		0.00	66,000.00	0.00	0.00	0.00	66,000.00	0
9-02-804-000	COMPUTER & RELATED EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0.00	0
9-02-804-010	Computer Equipment	401.76	10,000.00	0.00	0.00	1,353.03	8,646.97	14
9-02-804-015	Computer Related Equipment	254.88	2,500.00	0.03	73.60	0.00	2,426.40	3
Program Total		656.64	12,500.00	0.03	73.60	1,353.03	11,073.37	11
9-02-805-000	OTHER	0.00	0.00	0.00	0.00	0.00	0.00	0
9-02-805-030	Capital Contingency	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
Program Total		0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
CAPITAL BUDGET Expend Total		656.64	110,500.00	0.03	73.60	1,353.03	109,073.37	1

Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expd/Encm	Total Available Revenues
9-02	CAPITAL BUDGET	0.00	0.00	0.00	656.64	0.03	1,426.63	1,426.63-

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Fund	Description	Prior Revenue	Curr Revenue	YTD Revenue	Prior Expended	Curr Expended	YTD Expd/Encm	Total Available Revenues
9-01		142,380.75	140,052.33	421,612.23	204,098.92	192,676.53	473,640.66	52,028.43-
9-02	CAPITAL BUDGET	0.00	0.00	0.00	656.64	0.03	1,426.63	1,426.63-
	Final Total	142,380.75	140,052.33	421,612.23	204,755.56	192,676.56	475,067.29	53,455.06-

MONTVILLE TOWNSHIP PUBLIC LIBRARY MARCH 2019 PROGRAM ATTENDANCE

April 8, 2019 Board Meeting

LIBRARY SPONSORED PROGRAMS	2019	2018
Children - Staff Programs		
Storytime	176	
Bingo/Games	33	
Baby Legos & Kids Legos	51	
Messy Munchkins	10	
Drop In Arts & Crafts, Play Dough, Coloring	70	
Pre-School Outreach Storytime (3 locations)	82	
Baby Playtime	100	
Book Club	8	
Girl Scout Brownie Library Tour	18	
Children - Staff Programs Total	548	760
Children - Paid Presenters		
Kids Yoga	14	
Gems & Rocks	330	
Turtle Dance	14	
Art Class	14	
Cooking Class	20	
Children - Paid Presenters Total	392	205
Total All Children's Programs	940	965
Young Adults - Staff Programs		
Video Games	92	
English Conversation & Cookies & Conversation	25	
TAB Meeting	23	
STEM	32	
Chess	36	
Tech Help	4	
Young Adult - Staff Programs Total	212	118
Young Adult - Paid Presenters		
Young Adult - Paid Presenters Total	0	8
Total All Young Adult Programs	212	126
Adult - Staff Programs		
Movies	284	
Adult Book Clubs	17	
Technology Classes	32	
English Language Learner Classes	115	
SCORE	6	
Adult Staff Programs Total	454	401
Adult - Paid Presenters		
Technology Classes	81	
Lectures	408	
Concerts & Dance & Music & Art	92	
Adult - Paid Presenters Total	581	457
Total All Adult Programs	1,035	858
Library Sponsored Total	2,187	1,949
OUTSIDE GROUPS		
Literacy Volunteers of Morris County	24	
Writer's Group	4	
Pet Parents	4	
One Montville	15	
MAIN Technical Services Meeting	60	
Outside Groups Total	107	130
GRAND TOTAL	2,294	2,079

Library Displays and Featured Themes		
St. Patrick's Day		
Women's History Month		
Library Reads		
DIY - Do It Yourself		
March Birthdays - Music Artists - (Music CD Display including Justin Bieber, Celine Dion, Lady Gaga and Elton John)		
Score A Victory for March Madness With A Good Book		
CHILDREN'S BOOK DISPLAYS		
Randolph Caldecott's Birthday - Caldecott's Picture Books		
Purim		
Easter		
Passover		
Spring		

Museum Pass Program	2019	2018
Grounds for Sculpture	0	
Imagine That!!!	12	
Intrepid Sea, Air and Space Museum	4	
Macculloh Hall Historical Museum	0	
Montclair Art Museum	1	
Morris Museum	2	
American Museum of Natural History	8	
Newark Museum	1	
Stickley Museum	0	
Museum of Modern Art	6	
Museum Pass Total	34	32

Exams Proctored	3	0
Quiet Study Room - number of times used	58	41