



VESTAVIA HILLS

A LIFE ABOVE

ASHLEY C. CURRY
Mayor

TANEISHA YOUNG TUCKER
Library Director

**Library Board of Trustees
Meeting Agenda
Wednesday, March 08, 2023
4:00 pm, VHLF Community Room**

- I. Call to Order – April MacLennan, Chair**
- II. Approval of Today's Agenda**
- III. Approval of the Minutes from Wednesday, December 07, 2022**
- IV. Director's Report – Taneisha Tucker**
- V. Library Board Packet Items**
 - a. News Articles and Correspondence
 - b. Monthly Statistical Report
 - c. Bank Statement
 - d. Current Budget Report
 - e. Balance Sheets, Funds 12 and 13
- VI. Unfinished Business**
- VII. New Business**
 - a. Expand & Update General Rules for Library Use Policy – T. Tucker with Terri Leslie
 - b. Extended Hours for Study (May 18, 22, 23 until 9pm) – D. Tackett
 - c. Strategic Planning Presentation – T. Tucker with Todd Richardson
 - d. 2023-2024 Budget Considerations
 - i. Staff Updates (\$58,800)
 - ii. Technology (\$115,000 - \$135,000)
 - iii. Building (\$36,000)
- VIII. Committee Reports**
- IX. Friends Report**
- X. Foundation Report**
- XI. Informational Items**
 - a. Dogwood Prayer Breakfast – April 18, 2023
 - b. Dogwood Concert Sponsored by Library in the Forest – April 21, 2023
- XII. Adjournment**

The next meeting of the Library Board of Trustees will be on May 24, 2023 at 4pm.

Taneisha Tucker

Director's Report to the Library Board of Trustees

December 2022, January and February 2023

March 3, 2023

Statistics and Programming Overview

	November 2022	December 2022	January 2023
Visits	11.68% increase	9.29% increase	30.55% increase
Program Attendance	43% increase 57 programs with 1,069 patrons	12% increase 40 programs with 1,213 patrons	48% increase 66 programs with \$1,184 patrons
Circulation	10.99% increase 22,757 physical materials 10,731 digital materials 33,488 total collection use	10.15% increase 19,335 physical materials 11,226 digital materials 30,561 total collection use	4,19% increase 23,192 physical materials 12,780 digital materials 35,972 total collection use

Bank Statement, Budgets and Balance Sheets

Pinnacle Bank Statements

November 2022: Expenses: \$332.68
Bank Fees: \$208.42
Vending Fees: \$0
Deposits: \$7,849.48
Account Balance: \$317,635.51

December 2022: Expenses: \$1,103.99
Bank Fees: \$205.00
Vending Fees: \$10.99
Deposits: \$15,690.49
Account Balance: \$332,006.02

January 2023: Expenses: \$952.92
Bank Fees: \$347.26
Vending Fees: \$10.99
Deposits: \$6,649.83
Account Balance: \$337,344.68

Library Policy Update

- Discuss updating the General Rules and Regulations of the Library to include a section related to personal hygiene. Included in the packet is an article that discusses how staff should handle such a matter, an opinion from *Ask the Lawyer* and suggestions for wording the updated policy.
- Terri Leslie, the Adult Services librarian, will discuss the matter and share her experience.

Library and Staff Happenings

- Daniel Tackett and I participated in the city's annual strategic planning meetings. The library's presentation focused on the library of the future and possibilities for the Library in the Forest. Todd Richardson, the Marketing Department Head, created a video presentation outlining potential opportunities for updated and innovative technologies.
- Four staff members attended LibLearnX in New Orleans in January.
- Jana Brown is currently interning at the library.
- Gracie Roth, the part-time Teen Services Clerk, resigned to take a full-time Teen Services position at Mountain Brook Library. Lexie Rueve has been hired to fill the position.

2023 – 2024 Budge Considerations

- Staff Updates
 - Position upgrade for a full-time staff member
 - Request full-time housekeeper in place of cleaning service
 - Request upgrade from part-time to full-time Teen Services Clerk
- Technology
 - VMware and LSTA Grant - \$40,000 total cost. Grant, if awarded would cover 75% and library budget would cover remaining 25%. If awarded the grant, I request that unused funds be used to purchase a digital kiosk.
 - Video Wall - \$75,000 Will request a portion from City as a capital improvement and a portion from the Library Foundation and / or Fund 13.
- Building
 - Water bottle stations - \$17,000
 - Vehicle charging stations - \$20,000
- Other BOT Initiatives (Replacements)
 - Flooring at the library's main entrance
 - Outdoor furniture
 - Upholstery

Director's Meetings, Events Schedule included:

- Todd Richardson – marketing, publications, Friends, Foundation, strategic planning
- Mark Gibbs – library repairs
- Valerie Jones – upholstery
- Library Staff – bimonthly meeting
- Sonya Holcomb – Junior Board and volunteer opportunities

- Susan Swagler – Library Board orientation
- Daniel Tackett – facilities, library happenings
- City Manager Jeff Downes – strategic planning
- JCLC Directors (2)
- City Department Heads (3)
- City Strategic Planning
- Fun Squad – Future Planning
- Alabama Public Library Service - administrators meeting
- Kara Anderson – library school project
- Joi Mahand – work project
- Pam Parson and Billy Connor – Facilities
- Leadership Vestavia Hills – 2 tours and presentation
- Andi Preston and Elise Bodenheimer – Friends and donation
- Terri Leslie and Daniel Tackett – Patron matter
- Zach Clifton and Rita Hosmer – Financial matters
- Jennifer Mueller – School system and meeting space
- Masco Fabrics – Purchased fabric to upholster furniture
- Over the Mountain Library Directors – Directors’ issues

Library Board Meeting Minutes

December 7, 2022

I. Call to Order – April MacLennan, Chair

The Vestavia Hills Library in the Forest Board of Trustees met in regular session on Wednesday, December 7, 2022, at 4:04pm.

Present:

Ms. April MacLennan – Chair
Mr. Greg Laughlin – Vice Chair
Mr. Larry Cochran – Member
Mr. Kevin Archer – Member
Mr. Greg Jones – Member
Ms. Susan Swagler – Newly Appointed Member
Dr. Jimmy Bartlett – Board Emeritus
Mayor Ashley Curry – City Liaison
Ms. Elise Bodenheimer – Friends Co-Chair
Ms. Taneisha Tucker – Library Director
Mr. Daniel Tackett – Deputy Director
Ms. Loraine Ward – Administrative Assistant
Ms. Bethany Mitchell – Recorder

Absent:

Ms. Andi Preston – Friends Chair
Ms. Karen Templeton – Foundation Chair
Mr. Jeff Downes – City Manager

II. Approval of Today's Agenda

Mr. Cochran motioned to approve the December 7, 2022, agenda. Mr. Jones seconded the motion. The agenda for today's meeting was unanimously approved.

III. Approval of Minutes from Wednesday, November 9, 2022

Mr. Cochran motioned to approve the minutes from November 9, 2022. Mr. Jones seconded the motion. The BOT minutes from November 9, 2022, were unanimously approved.

IV. Director's Report – Ms. Tucker

Included in the packet. Former Jefferson County Commission President, David Carrington, will host a book signing at the library in January on his memoir, Open Doors. On December 1, special guest Melva Tate discussed equity, diversity, and inclusion at Staff Day. The staff also received active-shooter training from the Vestavia Hills Police. In January, three paraprofessionals and Mr. Tackett will attend the LibLearnX conference in New Orleans. Ms. Tucker said she needs to know by late January or early February if two board members want to attend the ALA conference in Chicago. The conference is scheduled for June 23-26, 2023. Ms. Tucker encouraged the board to see the Holiday Photo Studio, which has been extremely popular with patrons. She complimented Todd Richardson, Marketing Department Head, for his marketing efforts for the studio and for expanding the library's marketing platforms. Additionally, the annual mailer has been distributed to residents of Vestavia Hills. The library has already received several checks via mail and online donations in response to the mailer.

V. Board Chair Report – Ms. MacLennan

Ms. MacLennan attended Staff Day and introduced herself to the library staff. She asked the board to think of other ways the board can be more visible, active, and engaged with the library staff and the community. Mayor Curry offered to present library events at council meetings. He asked the board to let him know if there is something they want him to present in the future. Ms. MacLennan suggested that board members have a professional headshot, or a group photo done to help with marketing and for the community to get to know the library board. The board favored a group photo rather than individual photos. Mr. Archer suggested putting the photo on the library board website. If any contact information is added to the website, the board prefers it to be a library email address and not a personal email address or contact information.

VI. Library Board Packet Items

a. News Articles and Correspondence

Included in the packet.

b. Monthly Statistical Report

Included in the packet.

c. Bank Statement

Included in the packet.

d. Current Budget Report

Included in the packet.

e. Balance Sheets, Fund 12 and Fund 13

Included in the packet.

VII. Unfinished Business

a. Electronic Meetings Policy – Mr. Tackett

The board will vote on the Electronic Meeting Policy at the February meeting. The policy has specific requirements including: (1) the non-attending member must be out due to an illness; (2) the present, in-person members must make a quorum; (3) the electronic member is not included in the quorum; (4) the electronic member can vote if there is a quorum. The library will use Zoom as its online meeting platform and will post the meeting date seven days prior to the meeting. The library will attempt to provide online access within three days for any virtual meetings so that members of the public can attend virtually if desired. Any public attendees should be able to hear the board, and the board should also be able to hear the members of the public if necessary.

b. Policy and Procedure Update / Public Computers and Patron Privacy – Mr. Tackett

The Public Computers and Patron Privacy policy has been updated to reflect recent changes to the computer system that protect patron privacy. Previously, patrons could access other patrons' files in a folder on the computer called "Patron Files." The Patron Files folder has been removed to restrict this access, and the policy has been updated to reflect this change. Patrons now must save to a personal flash drive or temporarily on the computer. When the patron logs out, the files are swiped off the computer permanently. Additionally, the library no longer requires print cards for printing. Instead, patrons can use a guest pass or their own library card to print. The policy is now updated to reflect this additional change.

VIII. New Business

a. Election of Officers – Ms. MacLennan

Mr. Archer nominated Ms. MacLennan as Library Board Chair. Mr. Cochran closed the nomination and the library board moved forward with unanimously re-appointing Ms. MacLennan as Library Board Chair.

Ms. MacLennan nominated Mr. Archer as Library Board Vice President. Mr. Cochran closed the nomination and Mr. Archer's appointment as Library Board Vice President was unanimously approved.

b. *Committee Assignments – Ms. Tucker*

Category	Primary	Secondary
Budgeting / Finance	Dr. Bartlett	Ms. MacLennan
Facilities / Construction	Mr. Cochran	Mr. Jones
HR / Staff Support	Mr. Archer	Mr. Cochran
Policy	Ms. MacLennan	Dr. Bartlett
Foundation	Mr. Archer	Ms. Swagler
Friends	Mr. Cochran	Dr. Bartlett
Junior Board	Ms. Tucker	Ms. Tucker
Grant Writing / Funding	Ms. MacLennan	Ms. Swagler
Outreach: Schools	ALL	ALL
Strategic Planning	Mr. Archer	Ms. MacLennan
Outreach: Liberty Park & Cahaba Heights	Mr. Jones	Ms. Tucker
Marketing	Mr. Jones	Ms. Swagler

c. *2023-2024 Library Initiatives Updated – Ms. Tucker*

Ms. Tucker stated that the library board was excited about the possibility of having water bottle filling stations, one of many potential library initiatives discussed in the last meeting. Other potential library initiatives include replacing the floor at the main entrance, replacing outdoor furniture, and finishing the upholstery as needed.

Dr. Bartlett's initial suggestion to upgrade the projector in the Community Room has evolved into a technological upgrade for the library. Rather than a projector, Ms. Tucker suggested purchasing a media screen measuring 100 inches or more, upgrading the back end of the library's technology, and purchasing new monitors throughout the building to update the library's digital signage. This suggestion came after a meeting with library department heads and a representative from Sharp. Ms. Tucker stated that if the technology upgrades moved forward, such purchases would go out to bid due to the price. She also said that this large-scale initiative would provide the Foundation with a target in its fundraising efforts.

Regarding the Tesla charging station as a potential initiative, Ms. Tucker stated that City Manager Jeff Downes has already been in contact with Tesla and that he is excited about looking for grant opportunities for a charging station. She will provide more information about this development when it is available. Mr. Tackett added that there are two options for the charging stations. The first option is that the library purchases Tesla charging stations around \$700 a unit, which will cost the library approximately \$1 per 1 hour of charging. The second option is that the library purchases charging stations equipped with credit card terminals from another brand. This option is more expensive due to the need for internet access to the charging stations. These stations range from \$3,000 – \$8,000 per station, but the patrons pay for the electricity fees rather than the library.

Mr. Jones suggested a canopy for the Rooftop Garden. The canopy would provide shade and allow the library to host more events outside. Mr. Cochran suggested adding the library's logo onto the canopy since it would be visible from the road.

Mayor Curry discussed the many challenges the city has faced in trying to create a pedestrian bridge spanning across the highway to connect Wald Park with the library. He stated that the city has the funding and the vision, but the process continues to have many roadblocks.

IX. Committee Reports

X. Friends Report – Ms. Bodenheimer

The Friends of the Library have approximately \$54,000 across all accounts. Much of the income comes from the bookstore, but some recent donations have been in honor of deceased members. The Friends changed from PayPal to Square. They will not have their traditional Christmas luncheon due to COVID restrictions. Instead, the Friends' Christmas party takes place Thursday, December 15 from 10-11:30am. Library staff and board members are welcome to attend.

XI. Foundation Report – Ms. MacLennan

The Foundation has \$155,622 in its accounts as of July 31, 2022. There has been \$17,000 in expenses. Ms. Tucker said she met with Ms. Templeton and Todd Richardson, Marketing Department Head, to strategize marketing for the Foundation. The Better Together mailer was highly successful, and other libraries have contacted Ms. Tucker to ask if they can use it for their own marketing purposes. Ms. Tucker added that Olivia Wells, who served on the Foundation for many years, was instrumental in raising money for the Foundation. She passed away last week, and her funeral was on Friday. At the funeral, everyone spoke of how important Ms. Wells was to the library. She led an evening book group for many years and was very active with the library. Ms. Tucker stated that the library has lost a great library champion.

XII. Informational Items

a. 2022 City of Vestavia Hills Citizen Survey Findings Report – Ms. Tucker

Overall, the community's perception of the library is positive, with 93% satisfied or above satisfied. Survey participants loved the facility and grounds. Ms. Tucker stated that the library should do a more focused survey in the future. She is working to make the library and all its services more visible through fresh marketing and outreach efforts. Mr. Cochran noted that 44% of people in Vestavia Hills are over the age of 45, according to the survey. He stated that even small steps in bringing more awareness to the library's services and bringing new patrons in will be a success. Ms. Tucker added that the library has many in-person and online services, but much of the community is unaware of all that the library offers them.

b. Library Board Contact Information – Ms. Tucker

Ms. Tucker provided a contact information sheet for the board, and Ms. Bodenheimer stated that her phone number was incorrect on the form. Ms. Tucker stated that she would update the information.

This meeting concluded Mr. Laughlin's term on the library board. Ms. Tucker thanked Mr. Laughlin for his years of service on the library board, acknowledging how helpful his library experience and law experience have been to her and to the library. The library will provide a small book collection with an honorary book plate in his name in gratitude for his service. Mayor Curry presented Mr. Laughlin with a letter of appreciation on behalf of the City Council and thanked him for his four-year service on the library board.

XIII. Adjournment

The meeting was adjourned at 4:59pm. The next BOT meeting is Wednesday, March 08, 2023, at 4pm at the Vestavia Hills Library.



DEC - FEB | STATISTICS

NEW FOLLOWERS	33	21	13
REACTIONS	984	182	135
ENGAGEMENTS	1796	499	652
POST REACH	23,093	17,945	14,244
	Dec	Jan	Feb

f DECEMBER | MENTIONS



Vestavia Hills Library in the Forest
 November 29 at 12:22 PM · 🌐
 SANTA CLAUS is coming to town! He'll be at our Family Night on Tuesday, December 13. Come at 6:00 pm to enjoy a meal, then stay for the show at 6:30 pm. Photos... See more

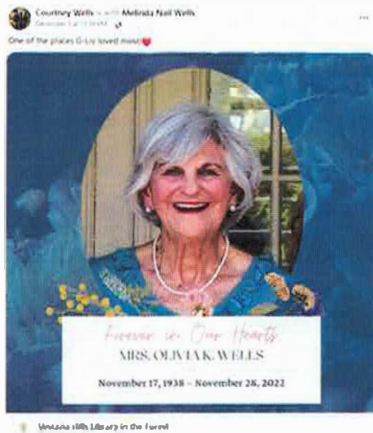


Vestavia Hills Library in the Forest updated their cover photo.
 SANTA CLAUS is coming to town! He'll be at our Family Night on Tuesday, December 13. Come at 6:00 pm to enjoy a meal, then stay for the show at 6:30 pm. Photos with Santa following the event. Everyone is welcome!

👍 Love 💬 Comment ➦ Share



Vestavia Hills Library in the Forest
 December 1 at 10:55 AM · 🌐
 We would like to welcome Susan's support to our library. Susan Swagler is an author, blogger, columnist, etc. For her library and library champion. She is a founding member and past president of the Birmingham Chapter of the American Library Association. She is a past president of the Birmingham Chapter of the American Library Association. She is a past president of the Birmingham Chapter of the American Library Association.



Vestavia Hills Library in the Forest
 December 1 at 10:55 AM · 🌐
 We must say goodbye to one of our dear friends, Mrs. Olivia. She loved and supported the library for many years. She served on our board for a total of about 20 years, volunteered with the friends of the library and so much more. As a member of our library family, everyone can still know and love Mrs. Olivia. She was smart, generous and kind. She will be remembered and deeply missed.



Vestavia Hills Library in the Forest
 December 1 at 10:55 AM · 🌐
 We must say goodbye to one of our dear friends, Mrs. Olivia. She loved and supported the library for many years. She served on our board for a total of about 20 years, volunteered with the friends of the library and so much more. As a member of our library family, everyone can still know and love Mrs. Olivia. She was smart, generous and kind. She will be remembered and deeply missed.



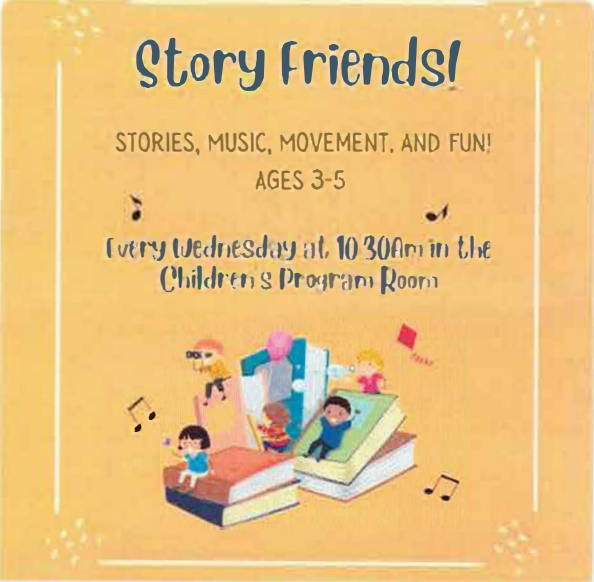
Vestavia Hills Library in the Forest
 Come join our very merry party with hot chocolate, snacks, a movie, bingo and fabulous prizes! Free, ages 18+ only.



@lindsey Follow
 Lindsey Jayne had fun meeting Santa last week at the @vestavihillslibrary Santa Show!

f JANUARY | MENTIONS

Cahaba Heights United Methodist Church Library



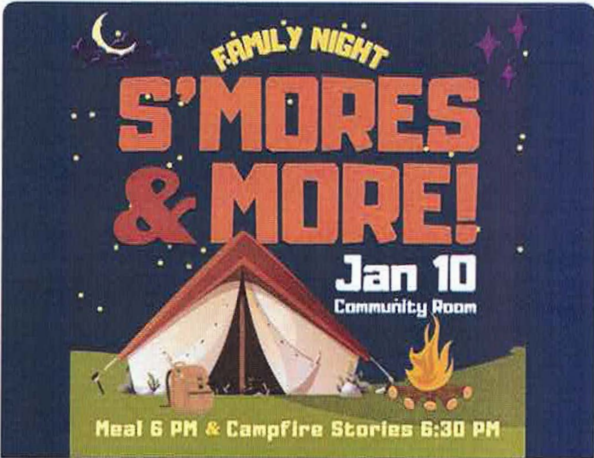
Story Friends!
STORIES, MUSIC, MOVEMENT, AND FUN!
AGES 3-5
Every Wednesday at 10:30am in the Children's Program Room

Vestavia Hills Library in the Forest

Join Ms. Lisa on Wednesday, January 11th for all the story time fun! At 10:30 in the Children's Program Room. See you there!

Cahaba Heights Local
December 29, 2022 at 11:25 AM

This sounds like so much fun! Vestavia Hills Library in the Forest



FAMILY NIGHT
S'MORES & MORE!
Jan 10
Community Room
Meal 6 PM & Campfire Stories 6:30 PM

Vestavia Hills Library in the Forest
Published by Kelsey Harrold • December 29, 2022 at 10:15 AM

Get ready for our next family night! Join us for all the camping fun! Bring the whole family to enjoy a night of food and campfire stories! See you on January 10!

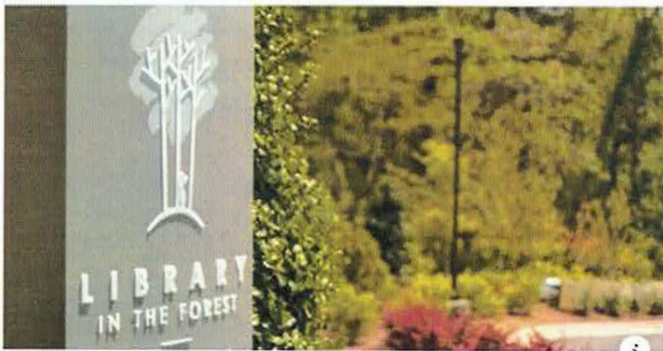
Like Comment Share

Comment as Vestavia Hills Library in the Forest

Cahaba Heights United Methodist Church Library

Vestavia Hills Library in the Forest
January 6 at 9:00 AM

Check out all we have planned for January!




Vestavia Hills Library in the Forest
December 27, 2022 at 8:08 AM

Wine bottle luminaries, family night highlight January library events

This month in the adult department, patrons can make wine bottle luminaries on Jan 20 at...

Betty Carrington
14h



BOOK SIGNING & CONVERSATION
with David Carrington
JANUARY 15
2:00 PM


Vestavia Hills Library in the Forest
December 27, 2022 at 8:08 AM

Join us for a Book Signing with former Councilman and former President of the Jefferson County Commission, David Carrington. His new memoir, "Open Doors," chron... See more

f DECEMBER | MENTIONS

Cahaba Heights Local
February 6 at 11:15 PM

How cute is this?
Vestavia Hills Library in the Forest



Vestavia Hills Library in the Forest
Published by Todd Hp | January 28 at 7:07 PM

Photo Studio Now Open bit.ly/vhlltlove

Like Comment Share

Write a comment...

Morgan Majors Ellett
February 2 at 10:23 PM

How cute is this valentines set up! Go to Vestavia Hills Library in the Forest to take some cute photos 📸❤️ #vestaviahl



Vestavia Hills Library in the Forest
Published by Todd | January 28 at 7:07 PM

Photo Studio Now Open bit.ly/vhlltlove

You and 4 others Love Comment Share

Write a comment...



Jamelle Smith • Follow
Instagram photo sharing

Jamelle Smith • Happy Valentines Day! 📸❤️📸
Vestavia, AL

Blackboard Printing Co. @blackboardprint
17 likes

allisonvaughn13 So sweet! Happy Valentine's Day! 📸❤️
17 likes

11 likes



DEC - FEB | STATISTICS

NEW FOLLOWERS	26	28	31
ENGAGEMENTS	1799	499	648
PEOPLE REACH	21,741	16,994	13,173
	Dec	Jan	Feb



DECEMBER | MENTIONS



mytikaganokyanonlates · Follow
 @eveshilllibrary in the Forest

mytikaganokyanonlates At the @eveshilllibrary, visit
 @eveshilllibrary in the Forest to see the natural surroundings
 #Mytikaganokyanonlates #EveshillLibrary #Forest

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 #Forest #Mytikaganokyanonlates #EveshillLibrary #Forest

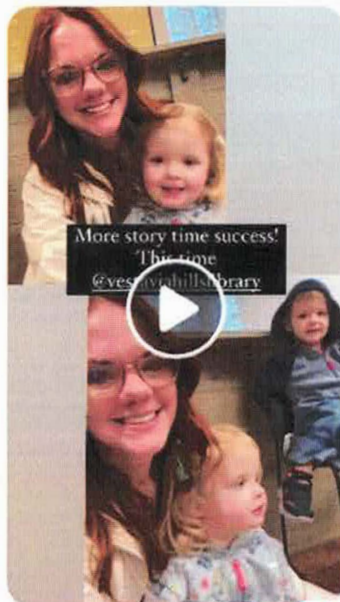
Liked by thevonderwekey and others



bhamtwinmom

Assign conversation ▼

Mentioned you in their story

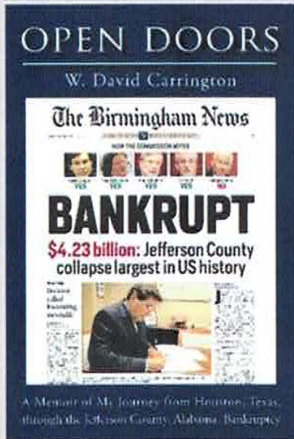




JANUARY | MENTIONS

vhchamber

David Carrington Book Signing
January 15th @ 2:00 PM
Vestavia Hills Library in the Forest
1221 Montgomery Hwy Vestavia Hills AL, 35216



2 likes

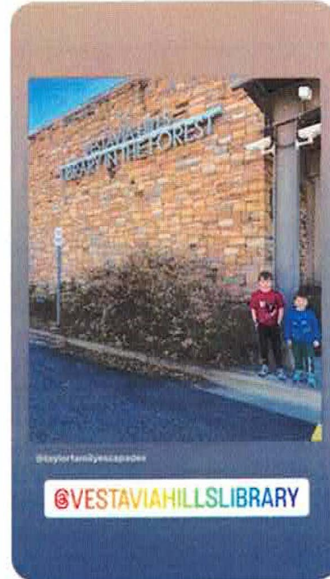
vhchamber David Carrington is having a book signing this Sunday at the Vestavia Hills Library in the Forest at 2:00 PM! Go hear... [more](#)

19:40 PM · VDC



Sara Jamie Jamie Leonardo Co

Assign conversation



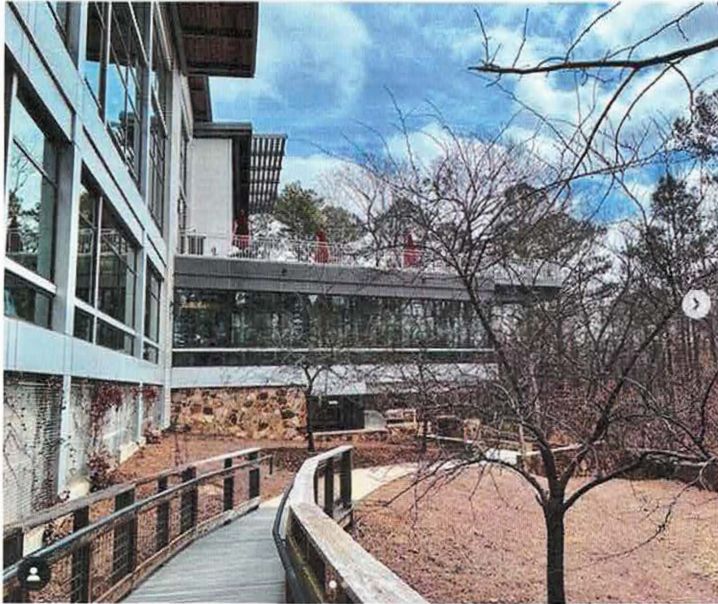
B [BabyPalooza_birmingham](#)
Vestavia Hills Library in the Forest

B [BabyPalooza_birmingham](#) Storytime Pick from EatSleepPick Co
Toddler a-Go-Go
Vestavia Hills Public Library
Tuesday's
9:30 AM & 10:30 AM
Ages 18 - 36 months
For more details hit link in bio
[BabyPalooza_birmingham](#) #Birmingham #Birmingham

19:44



FEBRUARY | MENTIONS



 **sswagler** • Follow
Vestavia Hills, Alabama

 sswagler Final day of the Great Backyard Bird Count and I went to @vestaviahillslibrary to count. So. Many. Birds! I counted 20 different species in about 25 minutes including a red-shouldered hawk and a golden-crowned kinglet and a red-bellied woodpecker.

2h

 **lyndagoldsteinart** ❤️
1h · Reply

❤️ 💬 📍 📌

12 likes
2 HOURS AGO

 Add a comment... 11:41



DECEMBER

5,611 PROFILE VIEWS

👁 People viewed your Business Profile

📈 +20.5% (vs Dec 2021)

Platform and device breakdown

Platform and devices that people used to find your profile



- 3,168 · 56%
Google Search - mobile
- 1,329 · 24%
Google Search - desktop
- 1,016 · 18%
Google Maps - mobile
- 98 · 2%
Google Maps - desktop

285 CALLS

Calls made from your Business Profile

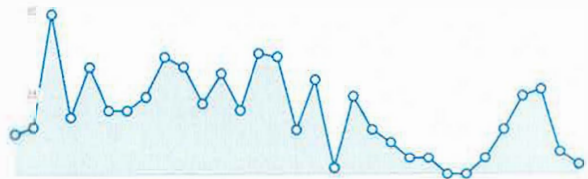
📈 +3.6% (vs Dec 2021)



589 DIRECTIONS

Direction requests made from your Business Profile

📈 +3.3% (vs Dec 2021)



3,926 PROFILE SEARCHES

🔍 Searches showed your Business Profile in the search results

📈 +27.1% (vs Dec 2021)

712 WEBSITE CLICKS

Website clicks made from your Business Profile

📈 -29.3% (vs Dec 2021)



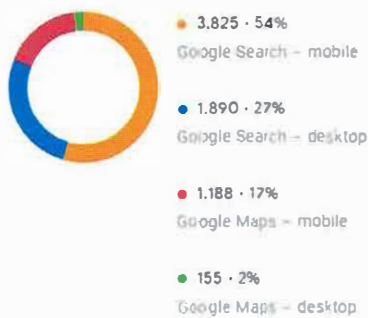


JANUARY

7,058 PROFILE VIEWS

👁 People viewed your Business Profile
📈 +32.2% (vs Jan 2022)

Platform and device breakdown
Platform and devices that people used to find your profile



367 CALLS

📞 Calls made from your Business Profile
📈 +21.8% (vs Jan 2022)



751 DIRECTIONS

📍 Direction requests made from your Business Profile
📈 +45.1% (vs Jan 2022)



4,804 PROFILE SEARCHES

🔍 Searches showed your Business Profile in the search results
📈 +32.5% (vs Jan 2022)

1,095 WEBSITE CLICKS

🖱 Website clicks made from your Business Profile
📈 +43.7% (vs Jan 2022)





FEBRUARY

5,985 PROFILE VIEWS

👁 People viewed your Business Profile
📈 +18.0% (vs Feb 2022)

Platform and device breakdown
Platform and devices that people used to find your profile



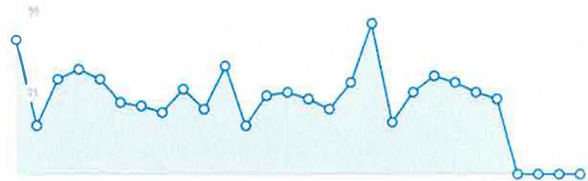
306 CALLS

Calls made from your Business Profile
📈 +54.4% (vs Feb 2022)



615 DIRECTIONS

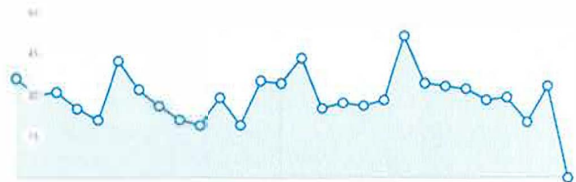
Direction requests made from your Business Profile
📈 +27.9% (vs Feb 2022)



PROFILE SEARCHES

809 WEBSITE CLICKS

Website clicks made from your Business Profile
📈 +30.3% (vs Feb 2022)



REVIEWS

Tim: "Always enjoy LEED-certified buildings. They just feel different."

Robert: "Really nice library! Super-helpful staff. Good selection of new blu-ray movies. Nice special events for kids, etc."

Debra: "100% best library in town, love these guys & absolutely the most beautiful area surrounded by trails, a waterfall & majestic forest."

LIBRARY WEBSITE

FEBRUARY

ExactMetrics Overview Publishers Search Console Dimensions Forms Real Time Site Speed Media

Overview Report

Export PDF Report Last 30 days: January 30 - February 28, 2023

Sessions 19,903
+1% vs Previous 30 Days

Pageviews 39,484
+2% vs Previous 30 Days

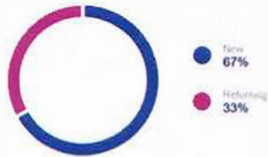
Avg. Session Duration 1m 40s
+4% vs Previous 30 Days

Bounce Rate 50.17%
+2% vs Previous 30 Days

Sessions Pageviews



New vs. Returning Visitors



Device Breakdown



Santa to visit Vestavia Hills Library in the Forest

BY HEAL EMBRY | NOVEMBER 30, 2022 | 4:51 AM



Santa Claus made an appearance at Vestavia's Library in the Forest to spread cheer and take gift request from children of the Vestavia Hills community.

Santa is coming to town, or, more specifically, the library.

On Dec. 13, the Vestavia Hills Library in the Forest is hosting the man in the big red suit for a "Family Night with Santa" beginning at 6 p.m. in the community room. There will be a meal at 6 p.m. and a "Santa Show" beginning at 6:30 p.m. Pictures with Santa will be taken afterward.

Also in the children's department, there will be a gingerbread house competition, all supplies provided, on Dec. 14 at 3:30 p.m. in the children's program room. The event is for children in grades 3-6.

There will be no children's programs from Dec. 20 to Jan. 3.

In the teen department, there will be extended library hours Dec. 12-14 for high school final exams. The library will be open until 9 p.m., and at 3, 5 and 7 p.m., there will be study breaks in the historical room, including snacks and games.

On Dec. 16, there will be a "Snowdown Throwdown" at 4 p.m. in the community room. Guests will compete in an "ice-themed tournament" and will not know the game until the tournament ends. The prize is an Amazon gift card, and there will also be snacks.

There will also be an opportunity for teens to decorate ornaments on Dec. 20 at 4 p.m. in the treehouse. Supplies and hot chocolate will be provided.

In the adults department, guests can make mini-string wreaths at 11 a.m. on Dec. 7 in the community room. Register by contacting holly.parker@vestavialibrary.org or call [205-978-4674](tel:205-978-4674). All materials are provided.

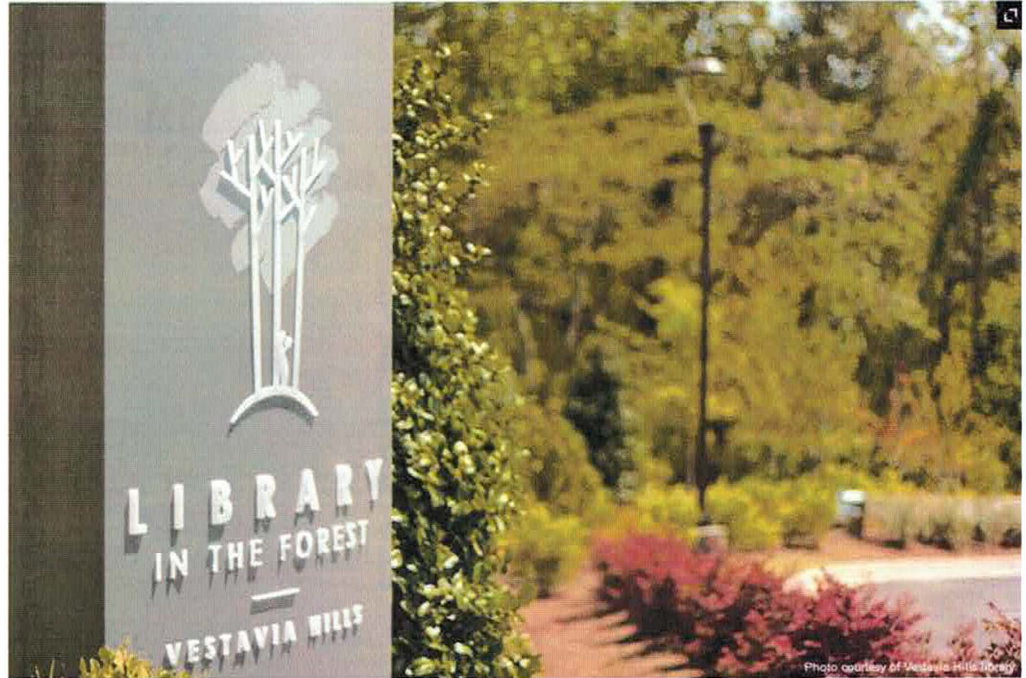
On Dec. 9, patrons can make holiday art using translucent art tiles. Registration is required. Call [205-978-4678](tel:205-978-4678) or email terri.leslie@vestavialibrary.org.

On Dec. 12, adults can join their friends and watch a Hallmark Christmas movie complete with hot chocolate, snacks, bingo and prizes. The event begins at 6 p.m. Register by contacting holly.parker@vestavialibrary.org or call [205-978-4674](tel:205-978-4674).

The library will be closed Dec. 1 for a staff day.

Wine bottle luminaries, family night highlight January library events

BY NEAL EMBRY DECEMBER 11, 2022 10:44 AM



Vestavia Hills Library in the Forest

A new year means new events at the Vestavia Hills Library in the Forest.

This month, in the adult department, patrons can make wine bottle luminaries on Jan. 20 at 7 p.m. in the community room. All materials are provided, along with snacks and prizes. Registration is required; call [205-978-4678](tel:205-978-4678) or email terri.leslie@vestavialibrary.org.

Also in the adult department, patrons can learn to line dance on each Monday night of the month, excluding Jan. 16, at 6:30 p.m. in the community room. No registration is required.

The Friends of the Library is hosting a speaker from the Southern Museum of Flight at 10 a.m. on Jan. 26 in the community room. The speaker will share the history of the museum, as well as plans for future growth and programs.

In the children's department, families can enjoy a "family night" on Jan. 10. A meal will be served at 6 p.m. with a program beginning at 6:30. Guests can enjoy a make-your-own-s'mores station, as well as other camp food and storytellers. All ages are welcome.

Parents of small children have questions answered by speech specialists from Steel City Speech Pathologists at 10:30 a.m. on Jan. 13 in the community room. Parents are encouraged to bring preschool-age children for a special story program and question-and-answer time.

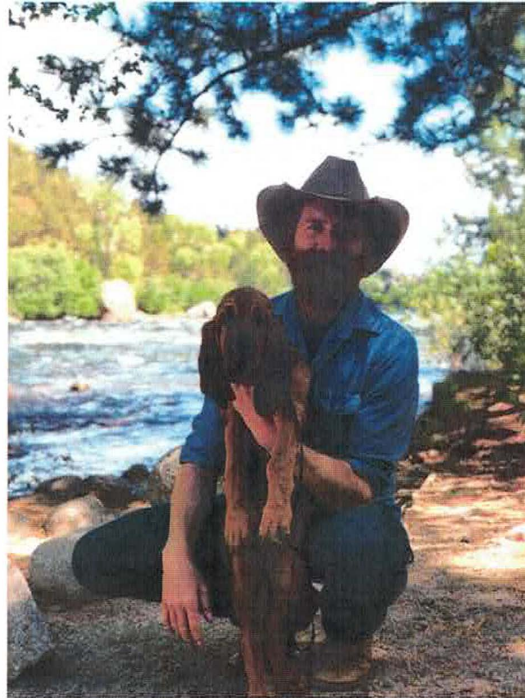
In the teen department, teenagers can participate in an escape room at 4 p.m. on Jan. 24 in the community room. Teens will try to solve puzzles in the time allotted in order to "protect" the teen department staff "before it's too late."

Teens can also learn to paint mandala rocks or paint inspirational messages on lucky stones on Jan. 25 at 4 p.m. in the Makerspace area.

For a full list of events this month, visit vestavialibrary.org.

'Sean of the South' to speak at Vestavia Hills Library in the Forest

BY NEAL FMBRY FEBRUARY 1, 2023 5:25 PM



Author and storyteller Sean Dietrich, also known as "Sean of the South," will speak at the Vestavia Hills Library in the Forest on Feb. 23.

Acclaimed author and storyteller Sean Dietrich, also known as "Sean of the South," will share stories at the Vestavia Hills Library in the Forest later this month.

Dietrich will speak Feb. 23 at 10 a.m. in the community room. Tickets are \$15 or free for members of the Friends of the Library group.

Dietrich is known for his podcast, books and columns, which are featured monthly in the Vestavia Voice and other Starnes Media papers, as well as on his website, seandietrich.com. Dietrich is the author of several books, including "Stars of Alabama," "The Incredible Winston Browne" and his latest work, "You Are My Sunshine."

Also in the adult department this month, guests can discuss Emily St. John Mandel's latest novel, "Sea of Tranquility," during the Read and Feed Book Group, which meets at 6 p.m. in the community room on Feb. 2.

Guests can also learn to line dance with Tiffany on Jan. 6 at 6:30 p.m. in the community room. Guests must be 18 years old to participate.

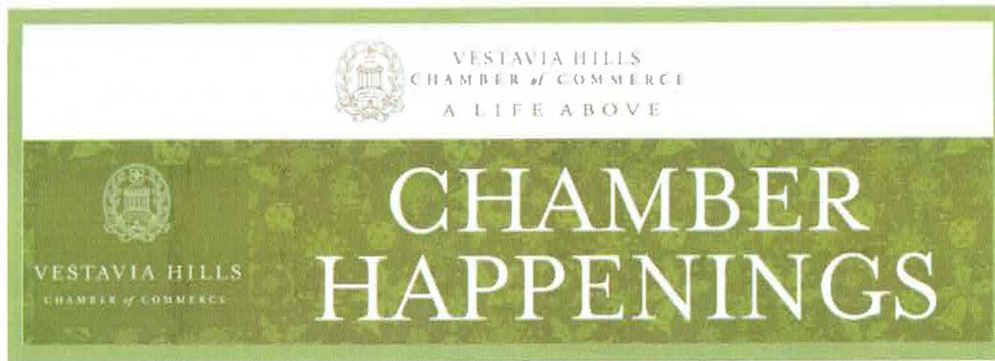
In the Makerspace area, the library is hosting a 3D modeling class with Tinkercad, a 3D-modeling platform created by Autodesk. The event will be held Feb. 28 from 4:30 to 5:30 p.m.

In the children's department, the library is hosting a family night, "Bubble Mania!," on Feb. 14 at 6 p.m. Kit Killingsworth will bring her magical bubble show to the library.

Also for children, from Feb. 12 to 14, the library is hosting all-day "do-it-yourself" Valentines stations, allowing children to make Valentines for friends and family.

On Feb. 14 at 4 p.m. in the community room, teens can create their favorite characters or Valentine's Day-themed designs with perler beads.

Teens can also compete in a Mario Kart 8 tournament on Feb. 24 at 4 p.m. in the community room, a test of their Nintendo Switch skills. The winner will receive an Amazon gift card.



The image is a promotional banner for a holiday portrait studio. On the left, the logo for 'LIBRARY IN THE FOREST VESTAVIA HILLS' features a stylized green tree. Below the logo, the text reads: 'The Library's Holiday Portrait Studio is available for your use! Sign up for a time slot at bit.ly/vhlfholiday'. At the bottom left, the address '1221 Montgomery Highway' is listed. The right side of the banner features a photograph of a stone staircase with warm, glowing lights, overlaid with a dark red semi-transparent box containing the text 'HOLIDAY Portrait Studio' and 'Sign up at bit.ly/vhlfholiday' in white.

VHPL Statistics Report

November 2022

	Current Year 2022	Previous Year 2021	% Change For 2022	Value Change For 2022
Total Days Open	28	28	0.00%	0
Total Hours Open	244	246	-0.81%	-2

Library Visits

Gate Count	23,199	18,718	23.94%	4,481
Curbside Appointments	8	36	-77.78%	(28)
Offsite Program Visits (open to the public)	0	0	0.00%	0
Outreach Visits (schools, daycares, private facilities)	0	0	0.00%	0
Adult	1	1	0.00%	0
Teens	0	0	0.00%	0
Children	1	0	100.00%	1
Website Visits	10,940	12,093	-9.53%	(1,153)
Mobile App Sessions	727	381	90.81%	346
Total Library Visits	34,876	31,229	11.68%	3,647

VHPL Statistics Report

November 2022

Programs and Events

	2022		2021	
Adult	Programs	Attendance	Programs	Attendance
In person	8	178	8	77
Virtual and Passive	1	8	2	10
Total Adult Programs	9	186	10	87
Change %	-10%	114%	All Programs	
Change Value	-1	99		

	Programs	Attendance	Programs	Attendance
Teens				
In person	10	54	9	42
Virtual and Passive	0	0	2	6
Total Teen Programs	10	54	11	48
Change %	-9%	13%	All Programs	
Change Value	-1	6		

	Programs	Attendance	Programs	Attendance
Children				
In person	29	772	20	594
Virtual and Passive	1	7	0	0
Total Children's Programs	30	779	20	594
Change %	50%	31%	All Programs	
Change Value	10	185		

	Programs	Attendance	Programs	Attendance
Makerspace				
In person	4	6	0	0
Virtual and Passive	0	0	1	1
Total Makerspace Programs	4	6	1	1
Change %	300%	500%	All Programs	
Change Value	3	5		

	Programs	Attendance	Programs	Attendance
Technology				
In person	3	6	4	19
Virtual and One on one	1	38	0	0
Total Technology Programs	4	44	4	19
Change %	0%	132%	All Programs	
Change Value	0	25		

	Programs	Attendance	Programs	Attendance
In Person ONLY Events				
Special Community Events	0	0	0	0
Tours	0	0	0	0
Total Other	0	0	0	0
Change %	0%	0%	All Programs	
Change Value	0	0		

Total Programs and Events

	Programs	Attendance	Programs	Attendance
Total Programs and Events	57	1,069	46	749
Change %	24%	43%	All Programs	
Change Value	11	320		
	2022		2021	

VHPL Statistics Report

November 2022

Current Year 2022	Previous Year 2021	% Change For 2022	Value Change For 2022
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Services

Borrowed from Other Libraries	1,590	1,624	-2.09%	-34
Coffee	40	0	4000.00%	40
Holds for Liberty Park Lockers	200	150	33.33%	50
Interlibrary Loans	39	29	34.48%	10
Loans to Other Libraries	1,745	1,687	3.44%	58
Notary Service	2	3	-33.33%	-1
Passports	124	99	25.25%	25
Public Computer Usage	4,583	4,316	6.19%	267
Reserves	301	302	-0.33%	-1
Self-Checkout Machine Usage	10,282	9,673	6.30%	609
Test Proctoring	7	2	250.00%	5
Voter Registration	0	0	0.00%	0
Wireless Network Usage	3,691	3,591	2.78%	100
Reference Questions Total (Then By Department) - AutoCALC	2,940	2,446	20.20%	494
Adult	962	812	18.47%	150
Teens	698	715	-2.38%	-17
Children	987	845	16.80%	142
Technology	208	69	201.45%	139
Makerspace	85	5	1600.00%	80
Total Services	28,484	26,368	8.02%	2,116

Memberships

Adult Residents	58	39	48.72%	19
Child Residents	14	11	27.27%	3
Adult Non-Residents	32	38	-15.79%	-6
Child Non-Residents	0	1	-100.00%	-1
Out of County	1	0	100.00%	1
Total Memberships	105	89	17.98%	16

Meeting Room Use

	Rented 2022	Attendees 2022	Rented 2021	Attendees 2021
Community Room	9	487	8	366
Historical Room	0	0	3	12
Tree House	6	82	2	14
Children's Program	0	0	0	0
Outdoor Classroom	0	0	0	0
Rooftop Garden	0	0	0	0
Total Rental Usage	15	569	13	392

Study Room Use

	Checked Out	Users
All Rooms	291	422
Total Study Room Usage	291	422

VHPL Statistics Report

November 2022

Current Year	Previous Year	% Change For	Value Change For
2022	2021	2022	2022

Library Materials Usage

Physical Book Circulation				
Adult Books	4,976	4,694	6.01%	282
Adult Large Print	1,156	1,080	7.04%	76
Teen Books	1,269	1,112	14.12%	157
Children's Books	10,579	9,218	14.76%	1,361
Total Physical Books	17,980	16,104	11.65%	1,876

Physical Non-Book Circulation				
Adult Non-Fiction DVDs / Rokus	73	113	-35.40%	-40
Adult Audiobooks	308	459	-32.90%	-151
Adult Blu-rays	250	356	-29.78%	-106
Adult DVDs	1,513	1,830	-17.32%	-317
Adult Games and Puzzles	21	21	0.00%	0
Adult Launchpads	0	5	-100.00%	-5
Adult Magazines	55	26	111.54%	29
Adult Mixed Media	14	15	-6.67%	-1
Adult Music	323	317	1.89%	6
Adult Self-playing Audio	7	0	700.00%	7
Adult WiFi-Hotspots	90	69	30.43%	21
Adult Other: Kits	0	0	0.00%	0
Adult Other: Hammocks	0	0	0.00%	0
Adult Other: Walking Sticks	0	0	0.00%	0
Total Adult Physical Non-Book Circulation	2,654	3,211	-17.35%	-557

Teen Non-Book Circulation				
Teen Audiobooks	22	9	144.44%	13
Teen Blu-rays	57	48	18.75%	9
Teen DVDs	272	337	-19.29%	-65
Teen Games	378	297	27.27%	81
Teen Other: Specify	0	0	0.00%	0
Total Teen Physical Non-Book Circulation	729	691	5.50%	38

Children's Non-Book Circulation				
Children's Audiobooks	39	30	30.00%	9
Children's Augmented Reality	28	10	180.00%	18
Children's Blu-rays	29	23	26.09%	6
Children's DVDs	573	810	-29.26%	-237
Children's Launchpads	70	77	-9.09%	-7
Children's Magazines	25	28	-10.71%	-3
Children's Mixed Media	576	553	4.16%	23
Children's Music	14	17	-17.65%	-3
Children's Self-playing Audio	32	21	52.38%	11
Children's Views	3	23	-86.96%	-20
Children's Other: Kits	5	2	150.00%	3
Total Children's Physical Non-Book Circulation	1,394	1,594	-12.55%	-200

VHPL Statistics Report

November 2022

Current Year	Previous Year	% Change For	Value Change For
2022	2021	2022	2022

Library Materials Usage (cont.)

Adult Digital Usage				
Adult eBooks (Overdrive & Hoopla)	3,628	3,024	19.97%	604
Adult Downloadable Graphic Novels (Hoopla)	25	37	-32.43%	-12
Adult Downloadable Audiobooks (Overdrive & Hoopla)	3,954	3,433	15.18%	521
Adult Downloadable Music (Hoopla)	67	56	19.64%	11
Adult Downloadable Movies and Documentaries/TV (Hoopla & Kanopy)	499	421	18.53%	78
Adult Downloadable Magazines	421	0	42100.00%	421
Adult Digital Usage Total	8,594	6,971	23.28%	1,623

Teen Digital Usage				
Teen eBooks (Overdrive)	511	357	43.14%	154
Teen Downloadable Audiobooks (Overdrive)	294	206	42.72%	88
Teen Digital Usage Total	805	563	42.98%	

Children's Digital Usage				
Children's eBooks (Overdrive & Hoopla)	780	584	33.56%	196
Children's Downloadable Graphic Novels (Hoopla)	41	14	192.86%	27
Children's Downloadable Audiobooks (Overdrive & Hoopla)	471	384	22.66%	87
Children's Downloadable Music (Hoopla)	3	10	-70.00%	-7
Children's Downloadable Movies/TV (Hoopla)	37	45	-17.78%	-8
Children's Digital Usage Total	1,332	1,037	28.45%	295

Circulation Totals By Category

These Values Are Auto-Calculated Based On Category Totals

Books	17,980	16,104	11.65%	1,876
Adult Non-Books	2,654	3,211	-17.35%	-557
Teen Non-Books	729	691	5.50%	38
Children's Non-Books	1,394	1,594	-12.55%	-200
Adult Digital Usage	8,594	6,971	23.28%	1,623
Teen Digital Usage	805	563	42.98%	242
Children's Digital Usage	1,332	1,037	28.45%	295
Total Library Materials Usage	33,488	30,171	10.99%	3,317

VHPL Statistics Report

November 2022

Current Year 2022	Previous Year 2021	% Change For 2022	Value Change For 2022
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Electronic Retrieval Sessions / Database Usage

Alabama Virtual Library	0	0	0.00%	0
Ancestry	0	0	0.00%	0
Creative Bug	54	41	31.71%	13
Niche Academy	0	3	-100.00%	-3
Reference USA	0	0	0.00%	0
Universal Class	25	13	92.31%	12
Other Databases	457	1,731	-73.60%	-1,274
Total Electronic Retrieval Sessions	536	1,788	-70.02%	-1,252

Marketing

YouTube	253	307	-17.59%	-54
Facebook: Daily Page Engaged Users	7,805	1,654	371.89%	6,151
Facebook: Daily Total Reach	0	30,786	-100.00%	-30,786
Instagram	1,624	1,403	15.75%	221
TikTok	3,676	3,148	16.77%	528
Twitter	1,219	1,221	-0.16%	-2
Newsletter Subscribers	2,913	0	291300.00%	2,913
Marketing Total	17,490	38,519	-54.59%	-21,029

Library Holdings

Book Volumes	69,589	70,361	-1.10%	-772
Serial Volumes	214	246	-13.01%	-32
Audiobooks	3,632	4,484	-19.00%	-852
Digital Audiobooks	104,916	92,114	13.90%	12,802
Music CDs	3,033	2,976	1.92%	57
DVDs and Blu-rays	11,102	10,921	1.66%	181
Other	198	203	-2.46%	-5
Library Holdings Total	192,684	181,305	6.28%	11,379

Volunteers

	# Volunteers	Hrs Worked
Acquisitions	1	6
Adult	0	0
Children's	0	0
Circulation	0	0
Technology	1	3
Teens	4	20
Volunteers Total	6	29

Staff Training By Department

Acquisitions	0	6	-100.00%	-6
Administration	0	0	0.00%	0
Adult	5	4	25.00%	1
Children's	0	2	-100.00%	-2
Circulation	3	5	-40.00%	-2
Technology	0	2	-100.00%	-2
Teens	0	3	-100.00%	-3
Staff Training Total	8	22	-63.64%	-14

VHPL Statistics Report

December 2022

	Current Year 2022	Previous Year 2021	% Change For 2022	Value Change For 2022
Total Days Open	23	25	-8.00%	-2
Total Hours Open	193	211	-8.53%	-18

Library Visits

Gate Count	22,450	20,890	7.47%	1,560
Curbside Appointments	13	25	-48.00%	(12)
Offsite Program Visits (open to the public)	0	0	0.00%	0
Outreach Visits (schools, daycares, private facilities)	0	0	0.00%	0
Adult	1	1	0.00%	0
Teens	0	0	0.00%	0
Children	0	0	0.00%	0
Website Visits	11,403	10,386	9.79%	1,017
Mobile App Sessions	815	432	88.66%	383
Total Library Visits	34,682	31,734	9.29%	2,948

VHPL Statistics Report

December 2022

Programs and Events

	2022		2021	
Adult	Programs	Attendance	Programs	Attendance
In person	5	95	6	76
Virtual and Passive	1	20	4	26
Total Adult Programs	6	115	10	102
Change %	-40%	13%	All Programs	
Change Value	-4	13		

	Programs	Attendance	Programs	Attendance
Teens				
In person	16	314	17	170
Virtual and Passive	0	0	1	20
Total Teen Programs	16	314	18	190
Change %	-11%	65%	All Programs	
Change Value	-2	124		

	Programs	Attendance	Programs	Attendance
Children				
In person	15	382	17	481
Virtual and Passive	1	275	2	150
Total Children's Programs	16	657	19	631
Change %	-16%	4%	All Programs	
Change Value	-3	26		

	Programs	Attendance	Programs	Attendance
Makerspace				
In person	0	0	1	132
Virtual and Passive	1	80	6	6
Total Makerspace Programs	1	80	7	138
Change %	-86%	-42%	All Programs	
Change Value	-6	-58		

	Programs	Attendance	Programs	Attendance
Technology				
In person	0	0	3	18
Virtual and One on one	1	47	0	0
Total Technology Programs	1	47	3	18
Change %	-67%	161%	All Programs	
Change Value	-2	29		

	Programs	Attendance	Programs	Attendance
In Person ONLY Events				
Special Community Events	0	0	0	0
Tours	0	0	0	0
Total Other	0	0	0	0
Change %	0%	0%	All Programs	
Change Value	0	0		

	Programs	Attendance	Programs	Attendance
Total Programs and Events	40	1,213	57	1,079
Change %	-30%	12%	All Programs	
Change Value	-17	134		
	2022		2021	

VHPL Statistics Report

December 2022

Current Year	Previous Year	% Change For	Value Change For
2022	2021	2022	2022

Services

Borrowed from Other Libraries	1,645	1,509	9.01%	136
Coffee	93	0	9300.00%	93
Holds for Liberty Park Lockers	218	145	50.34%	73
Interlibrary Loans	24	18	33.33%	6
Loans to Other Libraries	1,453	1,776	-18.19%	-323
Notary Service	2	1	100.00%	1
Passports	135	89	51.69%	46
Public Computer Usage	4,039	4,194	-3.70%	-155
Reserves	245	260	-5.77%	-15
Self-Checkout Machine Usage	7,570	8,904	-14.98%	-1,334
Test Proctoring	27	3	800.00%	24
Voter Registration	1	0	100.00%	1
Wireless Network Usage	3,356	3,488	-3.78%	-132
Reference Questions Total (Then By Department) - AutoCALC	2,623	2,205	18.96%	418
Adult	832	798	4.26%	34
Teens	740	610	21.31%	130
Children	885	699	26.61%	186
Technology	155	86	80.23%	69
Makerspace	11	12	-8.33%	-1
Total Services	24,054	24,797	-3.00%	-743

Memberships

Adult Residents	39	43	-9.30%	-4
Child Residents	7	11	-36.36%	-4
Adult Non-Residents	47	26	80.77%	21
Child Non-Residents	2	2	0.00%	0
Out of County	0	3	-100.00%	-3
Total Memberships	95	85	11.76%	10

Meeting Room Use

	Rented 2022	Attendees 2022	Rented 2021	Attendees 2021
Community Room	13	704	7	359
Historical Room	0	0	0	0
Tree House	0	0	0	0
Children's Program	0	0	0	0
Outdoor Classroom	0	0	0	0
Rooftop Garden	0	0	0	0
Total Rental Usage	13	704	7	359

Study Room Use

	Checked Out	Users
All Rooms	264	448
Total Study Room Usage	264	448

VHPL Statistics Report

December 2022

Current Year	Previous Year	% Change For	Value Change For
2022	2021	2022	2022

Library Materials Usage

Physical Book Circulation				
Adult Books	4,495	4,429	1.49%	66
Adult Large Print	1,072	1,005	6.67%	67
Teen Books	1,301	1,025	26.93%	276
Children's Books	7,874	7,371	6.82%	503
Total Physical Books	14,742	13,830	6.59%	912

Physical Non-Book Circulation				
Adult Non-Fiction DVDs / Roku	94	143	-34.27%	-49
Adult Audiobooks	288	381	-24.41%	-93
Adult Blu-rays	226	279	-19.00%	-53
Adult DVDs	1,573	1,742	-9.70%	-169
Adult Games and Puzzles	20	17	17.65%	3
Adult Launchpads	3	7	-57.14%	-4
Adult Magazines	35	29	20.69%	6
Adult Mixed Media	12	10	20.00%	2
Adult Music	189	272	-30.51%	-83
Adult Self-playing Audio	4	5	-20.00%	-1
Adult WiFi-Hotspots	69	55	25.45%	14
Adult Other: Kits	0	0	0.00%	0
Adult Other: Hammocks	0	0	0.00%	0
Adult Other: Walking Sticks	0	0	0.00%	0
Total Adult Physical Non-Book Circulation	2,513	2,940	-14.52%	-427

Teen Non-Book Circulation				
Teen Audiobooks	17	10	70.00%	7
Teen Blu-rays	66	85	-22.35%	-19
Teen DVDs	241	319	-24.45%	-78
Teen Games	332	321	3.43%	11
Teen Other: Specify	0	0	0.00%	0
Total Teen Physical Non-Book Circulation	656	735	-10.75%	-79

Children's Non-Book Circulation				
Children's Audiobooks	21	28	-25.00%	-7
Children's Augmented Reality	30	10	200.00%	20
Children's Blu-rays	20	24	-16.67%	-4
Children's DVDs	779	748	4.14%	31
Children's Launchpads	35	40	-12.50%	-5
Children's Magazines	12	18	-33.33%	-6
Children's Mixed Media	473	405	16.79%	68
Children's Music	21	28	-25.00%	-7
Children's Self-playing Audio	27	27	0.00%	0
Children's Views	3	26	-88.46%	-23
Children's Other: Kits	3	0	300.00%	3
Total Children's Physical Non-Book Circulation	1,424	1,354	5.17%	70

VHPL Statistics Report

December 2022

Current Year	Previous Year	% Change For	Value Change For
2022	2021	2022	2022

Library Materials Usage (cont.)

Adult Digital Usage				
Adult eBooks (Overdrive & Hoopla)	3,763	3,462	8.69%	301
Adult Downloadable Graphic Novels (Hoopla)	18	34	-47.06%	-16
Adult Downloadable Audiobooks (Overdrive & Hoopla)	4,271	3,470	23.08%	801
Adult Downloadable Music (Hoopla)	74	47	57.45%	27
Adult Downloadable Movies and Documentaries/TV (Hoopla & Kanopy)	403	251	60.56%	152
Adult Downloadable Magazines	467	0	46700.00%	467
Adult Digital Usage Total	8,996	7,264	23.84%	1,732

Teen Digital Usage				
Teen eBooks (Overdrive)	491	332	47.89%	159
Teen Downloadable Audiobooks (Overdrive)	299	181	65.19%	118
Teen Digital Usage Total	790	513	54.00%	

Children's Digital Usage				
Children's eBooks (Overdrive & Hoopla)	829	625	32.64%	204
Children's Downloadable Graphic Novels (Hoopla)	34	21	61.90%	13
Children's Downloadable Audiobooks (Overdrive & Hoopla)	542	427	26.93%	115
Children's Downloadable Music (Hoopla)	5	5	0.00%	0
Children's Downloadable Movies/TV (Hoopla)	30	31	-3.23%	-1
Children's Digital Usage Total	1,440	1,109	29.85%	331

Circulation Totals By Category

These Values Are Auto-Calculated Based On Category Totals

Books	14,742	13,830	6.59%	912
Adult Non-Books	2,513	2,940	-14.52%	-427
Teen Non-Books	656	735	-10.75%	-79
Children's Non-Books	1,424	1,354	5.17%	70
Adult Digital Usage	8,996	7,264	23.84%	1,732
Teen Digital Usage	790	513	54.00%	277
Children's Digital Usage	1,440	1,109	29.85%	331
Total Library Materials Usage	30,561	27,745	10.15%	2,816

VHPL Statistics Report

December 2022

Current Year	Previous Year	% Change For	Value Change For
2022	2021	2022	2022

Electronic Retrieval Sessions / Database Usage

Alabama Virtual Library	0	0	0.00%	0
Ancestry	0	0	0.00%	0
Creative Bug	62	9	588.89%	53
Niche Academy	6	5	20.00%	1
Reference USA	0	0	0.00%	0
Universal Class	3	10	-70.00%	-7
Other Databases	689	1,014	-32.05%	-325
Total Electronic Retrieval Sessions	760	1,038	-26.78%	-278

Marketing

YouTube	2,300	160	1337.50%	2,140
Facebook: Daily Page Engaged Users	0	1,319	-100.00%	-1,319
Facebook: Daily Total Reach	13,525	22,903	-40.95%	-9,378
Instagram	1,640	1,407	16.56%	233
TikTok	4,195	2,243	87.03%	1,952
Twitter	1,221	1,223	-0.16%	-2
Newsletter Subscribers	2,916	2,887	1.00%	29
Marketing Total	25,797	32,142	-19.74%	-6,345

Library Holdings

Book Volumes	69,565	70,428	-1.23%	-863
Serial Volumes	212	244	-13.11%	-32
Audiobooks	3,616	4,486	-19.39%	-870
Digital Audiobooks	105,647	92,436	14.29%	13,211
Music CDs	3,036	2,975	2.05%	61
DVDs and Blu-rays	11,016	10,880	1.25%	136
Other	192	201	-4.48%	-9
Library Holdings Total	193,284	181,650	6.40%	11,634

Volunteers

	# Volunteers	Hrs Worked
Acquisitions	0	0
Adult	0	0
Children's	0	0
Circulation	0	0
Technology	1	5
Teens	2	4
Volunteers Total	3	9

Staff Training By Department

Acquisitions	2	5	-60.00%	-3
Administration	2	1	100.00%	1
Adult	8	4	100.00%	4
Children's	6	4	50.00%	2
Circulation	10	9	11.11%	1
Technology	2	2	0.00%	0
Teens	3	3	0.00%	0
Staff Training Total	33	28	17.86%	5

VHPL Statistics Report

January 2023

	Current Year 2023	Previous Year 2022	% Change For 2023	Value Change For 2023
Total Days Open	28	27	3.70%	1
Total Hours Open	248	237	4.64%	11

Library Visits

Gate Count	25,053	19,405	29.11%	5,648
Curbside Appointments	13	48	-72.92%	(35)
Offsite Program Visits (open to the public)	0	0	0.00%	0
Outreach Visits (schools, daycares, private facilities)			0.00%	0
Adult	1	1	0.00%	0
Teens	0	0	0.00%	0
Children	0	0	0.00%	0
Website Visits	16,300	12,101	34.70%	4,199
Mobile App Sessions	1,064	946	12.47%	118
Total Library Visits	42,431	32,501	30.55%	9,930

VHPL Statistics Report

January 2023

Programs and Events

	2023		2022	
	Programs	Attendance	Programs	Attendance
Adult				
In person	6	159	8	132
Virtual and Passive	0	0	1	4
Total Adult Programs	6	159	9	136
Change %	-33%	17%	All Programs	
Change Value	-3	23		

	2023		2022	
	Programs	Attendance	Programs	Attendance
Teens				
In person	13	70	14	67
Virtual and Passive	1	7	1	5
Total Teen Programs	14	77	15	72
Change %	-7%	7%	All Programs	
Change Value	-1	5		

	2023		2022	
	Programs	Attendance	Programs	Attendance
Children				
In person	31	796	16	539
Virtual and Passive	0	0	0	0
Total Children's Programs	31	796	16	539
Change %	94%	48%	All Programs	
Change Value	15	257		

	2023		2022	
	Programs	Attendance	Programs	Attendance
Makerspace				
In person	9	79	8	14
Virtual and Passive	0	0	0	0
Total Makerspace Programs	9	79	8	14
Change %	13%	464%	All Programs	
Change Value	1	65		

	2023		2022	
	Programs	Attendance	Programs	Attendance
Technology				
In person	5	18	4	14
Virtual and One on one	1	55	11	26
Total Technology Programs	6	73	15	40
Change %	-60%	83%	All Programs	
Change Value	-9	33		

	2023		2022	
	Programs	Attendance	Programs	Attendance
In Person ONLY Events				
Special Community Events	0	0	0	0
Tours	0	0	0	0
Total Other	0	0	0	0
Change %	0%	0%	All Programs	
Change Value	0	0		

	2023		2022	
	Programs	Attendance	Programs	Attendance
Total Programs and Events	66	1,184	63	801
Change %	5%	48%	All Programs	
Change Value	3	383		

VHPL Statistics Report

January 2023

Current Year	Previous Year	% Change For	Value Change For
2023	2022	2023	2023

Services

Borrowed from Other Libraries	2,302	2,259	1.90%	43
Coffee	75	0	7500.00%	75
Holds for Liberty Park Lockers	197	153	28.76%	44
Interlibrary Loans	26	28	-7.14%	-2
Loans to Other Libraries	2,113	2,283	-7.45%	-170
Notary Service	2	1	100.00%	1
Passports	143	97	47.42%	46
Public Computer Usage	4,952	4,344	14.00%	608
Reserves	403	522	-22.80%	-119
Self-Checkout Machine Usage	11,694	11,542	1.32%	152
Test Proctoring	8	12	-33.33%	-4
Voter Registration	0	1	-100.00%	-1
Wireless Network Usage	3,866	3,492	10.71%	374
Reference Questions Total (Then By Department) - AutoCALC	3,116	2,189	42.35%	927
Adult	1,235	778	58.74%	457
Teens	813	615	32.20%	198
Children	805	650	23.85%	155
Technology	231	116	99.14%	115
Makerspace	32	30	6.67%	2
Total Services	32,013	29,112	9.96%	2,901

Memberships

Adult Residents	63	62	1.61%	1
Child Residents	29	15	93.33%	14
Adult Non-Residents	70	44	59.09%	26
Child Non-Residents	5	5	0.00%	0
Out of County	1	1	0.00%	0
Total Memberships	168	127	32.28%	41

Meeting Room Use

	Rented 2023	Attendees 2023	Rented 2022	Attendees 2022
Community Room	10	452	8	307
Historical Room	2	16	0	0
Tree House	3	37	0	0
Children's Program	2	45	1	11
Outdoor Classroom	0	0	0	0
Rooftop Garden	0	0	0	0
Total Rental Usage	17	550	9	318

Study Room Use

	Checked Out	Users
All Rooms	307	495
Total Study Room Usage	307	495

VHPL Statistics Report

January 2023

Current Year	Previous Year	% Change For	Value Change For
2023	2022	2023	2023

Library Materials Usage

Physical Book Circulation				
Adult Books	5,415	5,653	-4.21%	-238
Adult Large Print	1,232	1,332	-7.51%	-100
Teen Books	1,538	1,441	6.73%	97
Children's Books	9,702	10,202	-4.90%	-500
Total Physical Books	17,887	18,628	-3.98%	-741

Physical Non-Book Circulation				
Adult Non-Fiction DVDs / Roku	125	165	-24.24%	-40
Adult Audiobooks	341	429	-20.51%	-88
Adult Blu-rays	345	314	9.87%	31
Adult DVDs	1,977	2,171	-8.94%	-194
Adult Games and Puzzles	27	18	50.00%	9
Adult Launchpads	0	4	-100.00%	-4
Adult Magazines	28	20	40.00%	8
Adult Mixed Media	14	17	-17.65%	-3
Adult Music	263	272	-3.31%	-9
Adult Self-playing Audio	4	11	-63.64%	-7
Adult WiFi-Hotspots	72	66	9.09%	6
Adult Other: Kits	0	3	-100.00%	-3
Adult Other: Hammocks	0	0	0.00%	0
Adult Other: Walking Sticks	0	0	0.00%	0
Total Adult Physical Non-Book Circulation	3,196	3,490	-8.42%	-294

Teen Non-Book Circulation				
Teen Audiobooks	21	14	50.00%	7
Teen Blu-rays	58	117	-50.43%	-59
Teen DVDs	237	359	-33.98%	-122
Teen Games	414	298	38.93%	116
Teen Other: Specify	0	0	0.00%	0
Total Teen Physical Non-Book Circulation	730	788	-7.36%	-58

Children's Non-Book Circulation				
Children's Audiobooks	45	52	-13.46%	-7
Children's Augmented Reality	27	23	17.39%	4
Children's Blu-rays	21	41	-48.78%	-20
Children's DVDs	604	581	3.96%	23
Children's Launchpads	70	77	-9.09%	-7
Children's Magazines	13	13	0.00%	0
Children's Mixed Media	529	558	-5.20%	-29
Children's Music	21	19	10.53%	2
Children's Self-playing Audio	32	33	-3.03%	-1
Children's Views	16	25	-36.00%	-9
Children's Other: Kits	1	1	0.00%	0
Total Children's Physical Non-Book Circulation	1,379	1,423	-3.09%	-44

VHPL Statistics Report

January 2023

Current Year	Previous Year	% Change For	Value Change For
2023	2022	2023	2023

Library Materials Usage (cont.)

Adult Digital Usage				
Adult eBooks (Overdrive & Hoopla)	4,379	3,895	12.43%	484
Adult Downloadable Graphic Novels (Hoopla)	51	45	13.33%	6
Adult Downloadable Audiobooks (Overdrive & Hoopla)	4,931	3,918	25.86%	1,013
Adult Downloadable Music (Hoopla)	67	55	21.82%	12
Adult Downloadable Movies and Documentaries/TV (Hoopla & Kanopy)	526	325	61.85%	201
Adult Downloadable Magazines	434	0	43400.00%	434
Adult Digital Usage Total	10,388	8,238	26.10%	2,150

Teen Digital Usage				
Teen eBooks (Overdrive)	534	411	29.93%	123
Teen Downloadable Audiobooks (Overdrive)	351	238	47.48%	113
Teen Digital Usage Total	885	649	36.36%	

Children's Digital Usage				
Children's eBooks (Overdrive & Hoopla)	961	836	14.95%	125
Children's Downloadable Graphic Novels (Hoopla)	37	33	12.12%	4
Children's Downloadable Audiobooks (Overdrive & Hoopla)	471	400	17.75%	71
Children's Downloadable Music (Hoopla)	6	6	0.00%	0
Children's Downloadable Movies/TV (Hoopla)	32	33	-3.03%	-1
Children's Digital Usage Total	1,507	1,308	15.21%	199

Circulation Totals By Category

These Values Are Auto-Calculated Based On Category Totals

Books	17,887	18,628	-3.98%	-741
Adult Non-Books	3,196	3,490	-8.42%	-294
Teen Non-Books	730	788	-7.36%	-58
Children's Non-Books	1,379	1,423	-3.09%	-44
Adult Digital Usage	10,388	8,238	26.10%	2,150
Teen Digital Usage	885	649	36.36%	236
Children's Digital Usage	1,507	1,308	15.21%	199
Total Library Materials Usage	35,972	34,524	4.19%	1,448

VHPL Statistics Report

January 2023

Current Year	Previous Year	% Change	Value Change
2023	2022	For 2023	For 2023

Electronic Retrieval Sessions / Database Usage

Alabama Virtual Library	0	0	0.00%	0
Ancestry	0	0	0.00%	0
Creative Bug	31	53	-41.51%	-22
Niche Academy	11	22	-50.00%	-11
Reference USA	0	9	-100.00%	-9
Universal Class	32	26	23.08%	6
Other Databases	423	759	-44.27%	-336
Total Electronic Retrieval Sessions	497	869	-42.81%	-372

Marketing

YouTube	760	244	211.48%	516
Facebook: Daily Page Engaged Users	0	1,130	-100.00%	-1,130
Facebook: Daily Total Reach	9,024	22,845	-60.50%	-13,821
Instagram	1,648	1,420	16.06%	228
TikTok	3,769	2,640	42.77%	1,129
Twitter	1,219	1,223	-0.33%	-4
Newsletter Subscribers	2,927	2,878	1.70%	49
Marketing Total	19,347	32,380	-40.25%	-13,033

Library Holdings

Book Volumes	68,792	70,712	-2.72%	-1,920
Serial Volumes	212	244	-13.11%	-32
Audiobooks	3,601	4,458	-19.22%	-857
Digital Audiobooks	106,125	92,469	14.77%	13,656
Music CDs	3,039	2,984	1.84%	55
DVDs and Blu-rays	11,060	10,910	1.37%	150
Other	196	197	-0.51%	-1
Library Holdings Total	193,025	181,974	6.07%	11,051

Volunteers

	# Volunteers	Hrs Worked
Acquisitions	0	0
Adult	1	80
Children's	1	2
Circulation	0	0
Technology	1	12
Teens	4	17
Volunteers Total	7	111

Staff Training By Department

Acquisitions	0	1	-100.00%	-1
Administration	0	1	-100.00%	-1
Adult	3	4	-25.00%	-1
Children's	2	0	200.00%	2
Circulation	5	1	400.00%	4
Technology	0	2	-100.00%	-2
Teens	0	2	-100.00%	-2
Staff Training Total	10	11	-9.09%	-1

PINNACLE BANK

ACCT. # 1560062488

* DONATION ACCOUNT
FUND 13

Month Ending: 30-Nov-22

BEGINNING LEDGER/CK BK BAL	\$	310,327.13	LEDGER BALANCE
Deposits:	\$	-	(Payouts Cantaloupe)
	\$	4,695.00	(PASSPORT Revenue)
	\$	3,154.48	(CCD payment Deposits)
Bank Fees	\$	-	(ePay PPD Cantaloupe System)
Bank Fees	\$	-	(Check Orders Harland Clarke)
Bank Fees	\$	(208.42)	(Svc Charge - Fees Sep TSYS CCD)
Bank Fees	\$	-	(Verification of Deposit/Carr Riggs Ingram)

Expenditures:

Date Cleared	Date Written	CK #	Name	Ck Amt.
11/9	11/7	4072	Sam's	\$ (332.68)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

* Break in number sequence

Ending Balance: \$ (332.68) (ledger / check book)

O/C (written-not cleared)

O/C Expenditures: _____

DEPOSITS IN TRANSIT

\$ -

Ending bank balance

\$ 317,635.51

O/C = (outstanding checks)

VESTAVIA HILLS PUBLIC LIBRARY
 DONATION ACCOUNT
 TANEISHA TUCKER
 1221 MONTGOMERY HWY
 VESTAVIA HILLS AL 35216

PINNACLE BANK
 Loyal Leadership, Local Decision Making and Superior Service

*****C H E C K I N G A C C O U N T S*****

Account Title: VESTAVIA HILLS PUBLIC LIBRARY
 DONATION ACCOUNT
 TANEISHA TUCKER

NON-PROFIT CHECKING		Number of Enclosures	2
Account Number	@XXXXXXXXXX@2488	Statement Dates	11/01/22 thru 11/30/22
Previous Balance	310,327.13	Days This Statement Period	30
26 Deposits/Credits	7,849.48	Average Ledger	314,637.53
2 Checks/Charges	541.10	Average Collected	314,491.69
Service Charge	.00		
Interest Paid	.00		
Current Balance	317,635.51		

-----Deposits and Additions-----

Date	Description	Amount
11/01	PYMT PROC TSYS CCD 84870052531161	94.38
11/02	PYMT PROC TSYS CCD 84870052531161	160.77
11/03	PYMT PROC TSYS CCD 84870052531161	103.02
11/03	DEPOSIT	2,015.00
11/04	PYMT PROC TSYS CCD 84870052531161	43.39
11/07	PYMT PROC TSYS CCD	45.05

NON-PROFIT CHECKING @XXXXXXXXXX@2488 (Continued)

-----Deposits and Additions-----		
Date	Description	Amount
11/07	84870052531161 PYMT PROC TSYS CCD	162.60
11/08	84870052531161 PYMT PROC TSYS CCD	145.25
11/09	84870052531161 PYMT PROC TSYS CCD	55.74
11/10	84870052531161 PYMT PROC TSYS CCD	49.10
11/14	84870052531161 PYMT PROC TSYS CCD	90.50
11/14	84870052531161 PYMT PROC TSYS CCD	208.35
11/14	84870052531161 PYMT PROC TSYS CCD	643.85
11/15	84870052531161 PYMT PROC TSYS CCD	50.80
11/16	84870052531161 PYMT PROC TSYS CCD	43.70
11/17	84870052531161 PYMT PROC TSYS CCD	303.48
11/17	84870052531161 DEPOSIT	2,680.00
11/18	84870052531161 PYMT PROC TSYS CCD	27.60
	84870052531161	

NON-PROFIT CHECKING @XXXXXXXXXX@2488 (Continued)

-----Deposits and Additions-----		
Date	Description	Amount
11/21	PYMT PROC TSYS CCD 84870052531161	58.39
11/21	PYMT PROC TSYS CCD 84870052531161	65.11
11/22	PYMT PROC TSYS CCD 84870052531161	111.45
11/23	PYMT PROC TSYS CCD 84870052531161	70.55
11/25	PYMT PROC TSYS CCD 84870052531161	180.40
11/28	PYMT PROC TSYS CCD 84870052531161	18.75
11/29	PYMT PROC TSYS CCD 84870052531161	138.55
11/30	PYMT PROC TSYS CCD 84870052531161	283.70

-----Debits and Withdrawals-----		
Date	Description	Amount
11/02	FEES SEP TSYS CCD 84870052531161	208.42-
11/09	PURCHASE SAMS CLUB STORES CK #4072 HOOV AL	332.68-

NON-PROFIT CHECKING @XXXXXXXXXX@2488 (Continued)

----- Summary by Check Number -----

Date	Check No	Amount
11/09	4072	332.68

*Indicates Break in Check Number Sequence

----- Daily Balance Information -----

Date	Balance	Date	Balance	Date	Balance
11/01	310,421.51	11/10	312,660.33	11/22	316,943.56
11/02	310,373.86	11/14	313,603.03	11/23	317,014.11
11/03	312,491.88	11/15	313,653.83	11/25	317,194.51
11/04	312,535.27	11/16	313,697.53	11/28	317,213.26
11/07	312,742.92	11/17	316,681.01	11/29	317,351.81
11/08	312,888.17	11/18	316,708.61	11/30	317,635.51
11/09	312,611.23	11/21	316,832.11		

*** END OF STATEMENT ***
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 Enroll for Estatements Today!

PINNACLE BANK

ACCT. # 1560062488

* DONATION ACCOUNT

FUND 13

Month Ending: 31-Dec-22

BEGINNING LEDGER/CK BK BAL	\$	317,635.51	LEDGER BALANCE
Deposits:	\$	9.40	(Payouts Cantaloupe)
	\$.	13,353.98	(PASSPORT Revenue)
	\$	2,327.11	(CCD payment Deposits)
Bank Fees	\$	(10.99)	(ePay PPD Cantaloupe System)
Bank Fees	\$	-	(Check Orders Harland Clarke)
Bank Fees	\$	(205.00)	(Svc Charge - Fees Sep TSYS CCD)
Bank Fees	\$	-	(Verification of Deposit/Carr Riggs Ingram)

Expenditures:

Date Cleared	Date Written	CK #	Name	Ck Amt.
12/1	11/29	4074	Sam's	\$ (595.50)
12/8	12/5	4075	JCPLA	\$ (100.00)
12/13	12/7	4076	Hobby Lobby	\$ (20.83)
12/14	12/7	4077	JCLC	\$ (358.67)
12/19	12/8	4078	Brian J. Berthiaume	\$ (28.99)
				\$ -
				\$ -
				\$ -
				\$ -

* Break in number sequence

Ending Balance: \$ (1,103.99) (ledger / check book)

O/C (written-not cleared)

O/C Expenditures:

DEPOSITS IN TRANSIT

\$ -

Ending bank balance

\$ 332,006.02

O/C = (outstanding checks)

VESTAVIA HILLS PUBLIC LIBRARY
 DONATION ACCOUNT
 TANEISHA TUCKER
 1221 MONTGOMERY HWY
 VESTAVIA HILLS AL 35216

PINNACLE BANK
 Loyal Leadership, Local Decision Making and Superior Service

*****C H E C K I N G A C C O U N T S*****

Account Title: VESTAVIA HILLS PUBLIC LIBRARY
 DONATION ACCOUNT
 TANEISHA TUCKER

NON-PROFIT CHECKING		Number of Enclosures	7
Account Number	@XXXXXXXXXXXX@2488	Statement Dates	12/01/22 thru 12/31/22
Previous Balance	317,635.51	Days This Statement Period	31
26 Deposits/Credits	15,690.49	Average Ledger	321,943.12
7 Checks/Charges	1,319.98	Average Collected	321,378.96
Service Charge	.00		
Interest Paid	.00		
Current Balance	332,006.02		

-----Deposits and Additions-----

Date	Description	Amount
12/01	PYMT PROC TSYS CCD	171.20
	84870052531161	
12/02	PYMT PROC TSYS CCD	125.30
	84870052531161	
12/05	PYMT PROC TSYS CCD	13.00
	84870052531161	
12/05	PYMT PROC TSYS CCD	143.32
	84870052531161	
12/05	DEPOSIT	1,960.00
12/06	PYMT PROC TSYS CCD	84.20

NON-PROFIT CHECKING @XXXXXXXXXXXX@2488 (Continued)

-----Deposits and Additions-----		
Date	Description	Amount
12/07	84870052531161 PYMT PROC TSYS CCD	91.94
12/08	84870052531161 PYMT PROC TSYS CCD	53.87
12/09	84870052531161 PYMT PROC TSYS CCD	77.45
12/12	84870052531161 PYMT PROC TSYS CCD	79.04
12/12	84870052531161 PYMT PROC TSYS CCD	124.35
12/13	84870052531161 PYMT PROC TSYS CCD	31.65
12/14	84870052531161 PYMT PROC TSYS CCD	177.85
12/15	84870052531161 PYMT PROC TSYS CCD	307.34
12/16	84870052531161 PYMT PROC TSYS CCD	82.19
12/16	84870052531161 DEPOSIT	2,240.00
12/19	84870052531161 PYMT PROC TSYS CCD	34.94
12/19	84870052531161 PYMT PROC TSYS CCD	183.65
	84870052531161	

NON-PROFIT CHECKING @XXXXXXXXXXXX@2488 (Continued)

-----Deposits and Additions-----

Date	Description	Amount
12/20	PYMT PROC TSYS CCD 84870052531161	47.25
12/21	PYMT PROC TSYS CCD 84870052531161	81.80
12/22	PYMT PROC TSYS CCD 84870052531161	82.54
12/23	PAYOUTS CANTALOUPE PPD	9.40
12/23	PYMT PROC TSYS CCD 84870052531161	190.74
12/27	PYMT PROC TSYS CCD 84870052531161	5.70
12/28	DEPOSIT	9,153.98
12/30	PYMT PROC TSYS CCD 84870052531161	137.79

-----Debits and Withdrawals-----

Date	Description	Amount
12/01	PURCHASE SAMS CLUB STORES CK #4074 HOOV AL	595.50-
12/02	FEEES SEP TSYS CCD 84870052531161	205.00-
12/23	PAYMENT CANTALOUPE DEBIT PPD	10.99-

----- Summary by Check Number -----

Date	Check No	Amount	Date	Check No	Amount
12/01	4074	595.50	12/08	4075	100.00

*Indicates Break in Check Number Sequence

NON-PROFIT CHECKING @XXXXXXXXXX@2488 (Continued)

----- Summary by Check Number -----

Date	Check No	Amount	Date	Check No	Amount
12/13	4076	20.83	12/19	4078	28.99
12/14	4077	358.67			

*Indicates Break in Check Number Sequence

----- Daily Balance Information -----

Date	Balance	Date	Balance	Date	Balance
12/01	317,211.21	12/12	319,658.68	12/21	322,436.86
12/02	317,131.51	12/13	319,669.50	12/22	322,519.40
12/05	319,247.83	12/14	319,488.68	12/23	322,708.55
12/06	319,332.03	12/15	319,796.02	12/27	322,714.25
12/07	319,423.97	12/16	322,118.21	12/28	331,868.23
12/08	319,377.84	12/19	322,307.81	12/30	332,006.02
12/09	319,455.29	12/20	322,355.06		

*** END OF STATEMENT ***

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PINNACLE BANK

ACCT. # 1560062488

* DONATION ACCOUNT
FUND 13

Month Ending: 31-Jan-23

BEGINNING LEDGER/CK BK BAL	\$ 332,006.02	LEDGER BALANCE
Deposits:	\$ -	(Payouts Cantaloupe)
	\$ 3,990.00	(PASSPORT Revenue)
	\$ 2,659.83	(CCD payment Deposits)
Bank Fees	\$ (10.99)	(ePay PPD Cantaloupe System)
Bank Fees	\$ -	(Check Orders Harland Clarke)
Bank Fees	\$ (347.26)	(Svc Charge - Fees Sep TSYS CCD)
Bank Fees	\$ -	(Verification of Deposit/Carr Riggs Ingram)

Expenditures:

Date Cleared	Date Written	CK #	Name	Ck Amt.
1/11	1/9	4079	Sam's	\$ (646.83)
1/17	1/10	4080	JCLC	\$ (19.99)
1/31	1/25	4081	Hobby Lobby	\$ (219.03)
1/31	1/26	4083	Hobby Lobby	\$ (67.07)
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

* Break in number sequence

Ending Balance: \$ (952.92) (ledger / check book)

O/C (written-not cleared)

O/C Expenditures: _____

DEPOSITS IN TRANSIT

\$

Ending bank balance

\$ 337,344.68

O/C = (outstanding checks)

VESTAVIA HILLS PUBLIC LIBRARY
 DONATION ACCOUNT
 TANEISHA TUCKER
 1221 MONTGOMERY HWY
 VESTAVIA HILLS AL 35216

PINNACLE BANK
 Loyal Leadership, Local Decision Making and Superior Service

*****C H E C K I N G A C C O U N T S*****

Account Title: VESTAVIA HILLS PUBLIC LIBRARY
 DONATION ACCOUNT
 TANEISHA TUCKER

NON-PROFIT CHECKING		Number of Enclosures	5
Account Number	@XXXXXXXXXX@2488	Statement Dates	1/01/23 thru 1/31/23
Previous Balance	332,006.02	Days This Statement Period	31
26 Deposits/Credits	6,649.83	Average Ledger	334,329.79
6 Checks/Charges	1,311.17	Average Collected	333,948.50
Service Charge	.00		
Interest Paid	.00		
Current Balance	337,344.68		

-----Deposits and Additions-----

Date	Description	Amount
1/03	PYMT PROC TSYS CCD 84870052531161	4.70
1/05	PYMT PROC TSYS CCD 84870052531161	90.50
1/06	PYMT PROC TSYS CCD 84870052531161	172.57
1/06	DEPOSIT	1,935.00
1/09	PYMT PROC TSYS CCD 84870052531161	34.46
1/09	PYMT PROC TSYS CCD	73.60

NON-PROFIT CHECKING @XXXXXXXXXXXX@2488 (Continued)

-----Deposits and Additions-----		
Date	Description	Amount
1/10	84870052531161 PYMT PROC TSYS CCD	159.28
1/11	84870052531161 PYMT PROC TSYS CCD	152.53
1/12	84870052531161 PYMT PROC TSYS CCD	214.65
1/13	84870052531161 PYMT PROC TSYS CCD	55.40
1/17	84870052531161 PYMT PROC TSYS CCD	59.50
1/17	84870052531161 PYMT PROC TSYS CCD	90.85
1/17	84870052531161 PYMT PROC TSYS CCD	113.40
1/18	84870052531161 PYMT PROC TSYS CCD	3.00
1/19	84870052531161 PYMT PROC TSYS CCD	62.15
1/20	84870052531161 PYMT PROC TSYS CCD	53.50
1/23	84870052531161 PYMT PROC TSYS CCD	189.10
1/23	84870052531161 PYMT PROC TSYS CCD	190.64

NON-PROFIT CHECKING @XXXXXXXXXX@2488 (Continued)

-----Deposits and Additions-----

Date	Description	Amount
1/24	84870052531161 PYMT PROC TSYS CCD	100.84
1/25	84870052531161 PYMT PROC TSYS CCD	167.56
1/26	84870052531161 PYMT PROC TSYS CCD	439.90
1/27	84870052531161 PYMT PROC TSYS CCD	117.60
1/27	84870052531161 DEPOSIT	2,055.00
1/30	84870052531161 PYMT PROC TSYS CCD	15.40
1/30	84870052531161 PYMT PROC TSYS CCD	16.55
1/31	84870052531161 PYMT PROC TSYS CCD	82.15
	84870052531161	

-----Debits and Withdrawals-----

Date	Description	Amount
1/03	FEES SEP TSYS CCD	347.26-
1/11	84870052531161 PURCHASE SAMS CLUB STORES CK #4079 HOOV AL	646.83-
1/20	PAYMENT CANTALOUPE DEBIT PPD	10.99-

NON-PROFIT CHECKING @XXXXXXXXXX@2488 (Continued)

----- Summary by Check Number -----

Date	Check No	Amount	Date	Check No	Amount
1/11	4079	646.83	1/31	4081	219.03
1/17	4080	19.99	1/31	4083*	67.07

*Indicates Break in Check Number Sequence

----- Daily Balance Information -----

Date	Balance	Date	Balance	Date	Balance
1/01	332,006.02	1/12	333,849.22	1/24	334,736.62
1/03	331,663.46	1/13	333,904.62	1/25	334,904.18
1/05	331,753.96	1/17	334,148.38	1/26	335,344.08
1/06	333,861.53	1/18	334,151.38	1/27	337,516.68
1/09	333,969.59	1/19	334,213.53	1/30	337,548.63
1/10	334,128.87	1/20	334,256.04	1/31	337,344.68
1/11	333,634.57	1/23	334,635.78		

*** E N D O F S T A T E M E N T ***

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Vestavia Hills, AL

Monthly Budget Report

Account Summary

For Fiscal: 2022-2023 Period Ending: 02/28/2023

		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Fund: 01 - GENERAL FUND										
Expense										
01-70-5010-000-500	COMPENSATION	129,580.00	124,445.82	5,134.18	3.96%	644,003.00	615,768.69	28,234.31	4.38%	1,558,721.00
01-70-5015-000-500	PAYROLL TAX EXP	9,888.00	9,264.48	623.52	6.31%	49,243.00	46,197.90	3,045.10	6.18%	119,242.00
01-70-5016-000-500	FRINGE BENEFITS EXP	28,128.00	29,311.51	-1,183.51	-4.21%	135,759.00	141,778.39	-6,019.39	-4.43%	329,944.00
01-70-5045-000-500	EMPLOYEE TRAINING	1,294.00	0.00	1,294.00	100.00%	6,651.00	2,782.77	3,868.23	58.16%	15,200.00
Budget Detail										
	Description	Units	Price	Amount						
	AAPPA Certification Program	1.00	200.00	200.00						
	Alabama Library Association Convention	2.00	550.00	1,100.00						
	American Library Association Conference	1.00	2,800.00	2,800.00						
	Innovative Users Group	1.00	2,000.00	2,000.00						
	LibLearn X The Library Experience 2	1.00	2,000.00	2,000.00						
	LibLearnX: The Library Experience	1.00	2,000.00	2,000.00						
	Technology and Makerspace Training	1.00	1,600.00	1,600.00						
	Tyler Connect 2021	1.00	3,500.00	3,500.00						
01-70-5050-000-500	MEMBERSHIP & DUES	746.00	0.00	746.00	100.00%	1,328.00	622.00	706.00	53.16%	2,450.00
Budget Detail										
	Description	Units	Price	Amount						
	AAPPA Memberships	2.00	50.00	100.00						
	Alabama Library Association Memberships	5.00	80.00	400.00						
	American Library Association Memberships	4.00	200.00	800.00						
	JCPLA Organizational Dues	1.00	500.00	500.00						
	Movie Licensing USA Membership	1.00	650.00	650.00						
01-70-5051-000-500	TRAVEL & CONFERENCE	689.00	0.00	689.00	100.00%	1,618.00	0.00	1,618.00	100.00%	5,400.00
Budget Detail										
	Description	Units	Price	Amount						
	American Library Association Conference	1.00	3,200.00	3,200.00						
	LibLearnX: The Library learning Experience	1.00	2,200.00	2,200.00						
01-70-5065-000-500	PHYSICALS/DRUG SCREEN	33.00	46.00	-13.00	-39.39%	157.00	92.00	65.00	41.40%	500.00
01-70-5070-000-500	VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00%	125.00	0.00	125.00	100.00%	500.00
01-70-5090-000-500	POSTAGE	0.00	60.00	-60.00	0.00%	66.00	60.00	6.00	9.09%	1,150.00
01-70-5100-000-500	SUPPLIES/PRINT & OFFICE	460.00	0.00	460.00	100.00%	2,613.00	1,396.44	1,216.56	46.56%	8,000.00
01-70-5101-000-500	SUPPLIES/LIB PROCESS	765.00	0.00	765.00	100.00%	2,029.00	1,396.90	632.10	31.15%	10,000.00

Monthly Budget Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
01-70-5105-000-500	SUPPLIES/OTHER	376.00	42.10	333.90	88.80%	1,905.00	1,409.52	495.48	26.01%	9,000.00
01-70-5110-000-500	SUPPLIES/JANITORIAL	267.00	0.00	267.00	100.00%	1,609.00	3,643.82	-2,034.82	-126.46%	7,000.00
01-70-5140-000-500	GASOLINE	134.00	0.00	134.00	100.00%	716.00	205.34	510.66	71.32%	1,800.00
01-70-5210-000-500	MAINTENANCE CONTRACTS	13,718.00	16,194.29	-2,476.29	-18.05%	102,197.00	94,016.90	8,180.10	8.00%	198,157.00

Budget Detail

Description	Units	Price	Amount
Adobe Creative Suite Licenses	12.00	1,100.00	13,200.00
AIScan Security Camera Maintenance	1.00	5,940.00	5,940.00
American Termite Service	1.00	500.00	500.00
Ameritek Konica Public Computer Maintenance	1.00	2,000.00	2,000.00
Bibliotheca Lockers, Gates, Pads, Self Checks Main	1.00	21,400.00	21,400.00
Citywide Maintenance - American Pest Control	1.00	650.00	650.00
Citywide Maintenance - Bagby Elevator	1.00	3,000.00	3,000.00
Citywide Maintenance - Naturscape, Inc. Landscapin	1.00	10,250.00	10,250.00
Communico Interface	1.00	4,100.00	4,100.00
Comprise Kiosk Maintenance	1.00	3,000.00	3,000.00
Comprise Smart Access Maintenance	1.00	770.00	770.00
Comprise Smart Alec & Money Manager Maintenance	1.00	2,000.00	2,000.00
Dell Network Servers Maintenance	1.00	2,000.00	2,000.00
Emergant Systems Brocade Switches	1.00	4,450.00	4,450.00
Faronics Deep Freeze	1.00	4,000.00	4,000.00
Go Daddy Web Hosting Service	1.00	75.00	75.00
IconTime TimeClock Maintenance	1.00	200.00	200.00
Jani-King Cleaning Service	12.00	2,016.00	24,192.00
JCLC Computer Connections & Contracts	1.00	47,000.00	47,000.00
JCLC Decision Center	1.00	2,100.00	2,100.00
JCLC Email Accounts	1.00	2,500.00	2,500.00
Johnson Controls Security Systems	1.00	4,995.00	4,995.00
Meru Wireless Maintenance	1.00	1,575.00	1,575.00
Microsoft Server Licenses and Agreements for new S	1.00	6,000.00	6,000.00
Mobile Hotspots	25.00	600.00	15,000.00
RJ Young Printer Maintenance	1.00	5,100.00	5,100.00
ScannX, Scanner Maintenance	1.00	800.00	800.00
Sightline Window Cleaning	1.00	5,400.00	5,400.00
Siteground DNS Hosting	1.00	160.00	160.00
VM Ware Platform Renewal	1.00	4,000.00	4,000.00
Wattstopper	1.00	1,800.00	1,800.00

01-70-5310-000-500	MAINT/REP-OFFICE EQUIP	0.00	0.00	0.00	0.00%	125.00	0.00	125.00	100.00%	1,000.00
01-70-5350-000-500	MAINT/REP-SMALL EQUIP	0.00	0.00	0.00	0.00%	750.00	0.00	750.00	100.00%	1,500.00
01-70-5370-000-500	MAINT/REP-VEHICLES	114.00	128.82	-14.82	-13.00%	1,498.00	398.46	1,099.54	73.40%	2,500.00
01-70-5380-000-500	MAINT/REP-BUILDING	1,428.00	-1,517.98	2,945.98	206.30%	8,464.00	5,345.73	3,118.27	36.84%	25,000.00

Monthly Budget Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
01-70-5385-000-500	MAINT/REP-HVAC	4,100.00	0.00	4,100.00	100.00%	12,050.00	7,208.98	4,841.02	40.17%	25,000.00
01-70-5390-000-500	MAINT/REP-ELEC & PLUMB	1,191.00	0.00	1,191.00	100.00%	3,280.00	500.00	2,780.00	84.76%	7,500.00
01-70-5700-000-500	UTILITIES	11,405.00	7,032.69	4,372.31	38.34%	51,822.00	52,386.90	-564.90	-1.09%	124,000.00

Budget Detail

Description	Units	Price	Amount
Alabama Power	1.00	81,000.00	81,000.00
Birmingham Water Works	1.00	11,000.00	11,000.00
BWW Sewer Payment	1.00	800.00	800.00
Charter Communications	1.00	1,740.00	1,740.00
Spire	1.00	29,460.00	29,460.00

01-70-5720-000-500	COMM(TELEPHONE & INTERNET)	1,254.00	791.24	462.76	36.90%	8,085.00	5,813.47	2,271.53	28.10%	19,350.00
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Budget Detail

Description	Units	Price	Amount
Altaworx	1.00	8,700.00	8,700.00
AT&T	1.00	900.00	900.00
AT&T Corp.	1.00	6,000.00	6,000.00
iPhones	2.00	650.00	1,300.00
Spectrum (Lockers)	1.00	1,600.00	1,600.00
YouTube	1.00	850.00	850.00

01-70-5840-000-500	PROF CONSULTANTS	0.00	0.00	0.00	0.00%	1,564.00	0.00	1,564.00	100.00%	5,054.00
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Budget Detail

Description	Units	Price	Amount
Karen Moody - Erate Consultant	1.00	1.00	1.00
Professional Development Consultants	1.00	2,000.00	2,000.00
Technology Consultants	1.00	3,053.00	3,053.00

01-70-5940-000-500	COMMUNITY INVOLVEMENT	1,971.00	151.41	1,819.59	92.32%	12,431.00	9,916.12	2,514.88	20.23%	40,000.00
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Budget Detail

Description	Units	Price	Amount
Adult Department Programs	1.00	9,000.00	9,000.00
Children's Department Programs	1.00	21,000.00	21,000.00
Makerspace Department Programs	1.00	1,000.00	1,000.00
Supplemental Programs & Printing Items as Needed	1.00	4,000.00	4,000.00
Teen Department Programs	1.00	5,000.00	5,000.00

01-70-5940-002-500	OUTREACH/LIB PARK & CH	0.00	0.00	0.00	0.00%	750.00	0.00	750.00	100.00%	3,000.00
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01-70-5940-003-500	MARKETING - LIBRARY	104.00	180.00	-76.00	-73.08%	5,201.00	800.00	4,401.00	84.62%	8,700.00
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Budget Detail

Description	Units	Price	Amount
Event Promotions	1.00	500.00	500.00
Printing	1.00	7,000.00	7,000.00

Monthly Budget Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Signage and Banners		1.00	1,200.00	1,200.00						
01-70-8100-000-500	PURCHASE/OFFICE & COMP EQUIP	0.00	0.00	0.00	0.00%	1,795.00	255.23	1,539.77	85.78%	8,000.00
01-70-8150-000-500	PURCHASES-SMALL EQUIP	352.00	0.00	352.00	100.00%	1,600.00	874.93	725.07	45.32%	4,000.00
01-70-8205-000-500	PURCHASES/PERIODICAL REPLACE	22,140.00	0.00	22,140.00	100.00%	60,237.00	52,234.19	8,002.81	13.29%	121,260.00
Budget Detail										
Description		Units	Price	Amount						
Birmingham News		1.00	300.00	300.00						
Creative Bug Crafting / Creativity Instruction		1.00	1,100.00	1,100.00						
EBSCO - Print Magazines		1.00	4,500.00	4,500.00						
Hoopla		1.00	50,000.00	50,000.00						
JCLC Databases		1.00	8,000.00	8,000.00						
Kanopy		1.00	2,500.00	2,500.00						
Morning Star & Value Line		1.00	1,260.00	1,260.00						
Niche Academy		1.00	2,100.00	2,100.00						
Overdrive Digital Collections		1.00	45,000.00	45,000.00						
Overdrive Digital Magazines		1.00	3,500.00	3,500.00						
Universal Class		1.00	3,000.00	3,000.00						
01-70-8610-000-500	PURCHASES/BOOKS	10,049.00	10,613.49	-564.49	-5.62%	42,939.00	51,059.64	-8,120.64	-18.91%	147,000.00
	Total Expense:	240,186.00	196,743.87	43,442.13	18.09%	1,162,610.00	1,096,164.32	66,445.68	5.72%	2,809,928.00
	Total Fund: 01 - GENERAL FUND:	240,186.00	196,743.87	43,442.13	18.09%	1,162,610.00	1,096,164.32	66,445.68	5.72%	2,809,928.00
Fund: 12 - LIBRARY-STATE AID										
Expense										
12-70-5050-000-500	MEMBERSHIP & DUES	2,441.77	-7,921.76	10,363.53	424.43%	12,208.85	0.00	12,208.85	100.00%	29,313.00
	Total Expense:	2,441.77	-7,921.76	10,363.53	424.43%	12,208.85	0.00	12,208.85	100.00%	29,313.00
	Total Fund: 12 - LIBRARY-STATE AID:	2,441.77	-7,921.76	10,363.53	424.43%	12,208.85	0.00	12,208.85	100.00%	29,313.00
Fund: 13 - LIBRARY-BOOKS/DON										
Expense										
13-70-5045-000-500	EMPLOYEE TRAINING	666.40	0.00	666.40	100.00%	3,332.00	497.00	2,835.00	85.08%	8,000.00
13-70-5050-000-500	MEMBERSHIP & DUES	41.65	0.00	41.65	100.00%	208.25	0.00	208.25	100.00%	500.00
Budget Detail										
Description		Units	Price	Amount						
Alabama Library Association - Paraprofessionals		4.00	75.00	300.00						
American Library Association - Library Board		2.00	100.00	200.00						
13-70-5051-000-500	TRAVEL & CONFERENCE	750.00	0.00	750.00	100.00%	3,750.00	0.00	3,750.00	100.00%	9,000.00
Budget Detail										
Description		Units	Price	Amount						
American Library Association Conference Board of T		3.00	2,500.00	7,500.00						
Funds allocated to supplement the General Budget a		1.00	1,500.00	1,500.00						

Monthly Budget Report

For Fiscal: 2022-2023 Period Ending: 02/28/2023

		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
13-70-5052-000-500	EMPLOYEE MISC EXPENSES	41.66	0.00	41.66	100.00%	208.30	0.00	208.30	100.00%	500.00
13-70-5090-000-500	POSTAGE	274.89	0.00	274.89	100.00%	1,374.45	1,485.00	-110.55	-8.04%	3,300.00
13-70-5100-000-500	SUPPLIES/PRINT & OFFICE	41.66	0.00	41.66	100.00%	208.30	0.00	208.30	100.00%	500.00
13-70-5105-000-500	SUPPLIES/OTHER	83.33	0.00	83.33	100.00%	416.65	2,918.11	-2,501.46	-600.37%	1,000.00
13-70-5110-000-500	SUPPLIES/JANITORIAL	83.33	0.00	83.33	100.00%	416.65	0.00	416.65	100.00%	1,000.00
13-70-5210-000-500	MAINTENANCE CONTRACTS	1,249.50	0.00	1,249.50	100.00%	6,247.50	0.00	6,247.50	100.00%	15,000.00
13-70-5220-000-500	COMPUTER SERVICES/ JCLC	208.33	0.00	208.33	100.00%	1,041.65	0.00	1,041.65	100.00%	2,500.00
13-70-5310-000-500	MAINT/REP-OFFICE EQUIP	166.66	0.00	166.66	100.00%	833.30	0.00	833.30	100.00%	2,000.00
13-70-5380-000-500	MAINT/REP-BLDG	333.33	0.00	333.33	100.00%	1,666.65	0.00	1,666.65	100.00%	4,000.00
13-70-5605-000-500	RENTAL/STORAGE FACILITY	249.90	304.95	-55.05	-22.03%	1,249.50	1,157.80	91.70	7.34%	3,000.00
13-70-5840-000-500	PROFESSIONAL CONSULTANTS	75.00	0.00	75.00	100.00%	375.00	0.00	375.00	100.00%	900.00
13-70-5940-000-500	COMMUNITY INVOLVEMENT	541.66	0.00	541.66	100.00%	2,708.30	0.00	2,708.30	100.00%	6,500.00

Budget Detail

Description	Units	Price	Amount
Adult Department	1.00	1,000.00	1,000.00
Childrens Department	1.00	3,000.00	3,000.00
Programming Items via Pinnacle	1.00	2,000.00	2,000.00
Teen Department	1.00	500.00	500.00

13-70-5990-000-500	BANK CHARGES	0.00	0.00	0.00	0.00%	0.00	1,597.82	-1,597.82	0.00%	0.00
13-70-5992-000-500	MERCHANT FEES	249.90	0.00	249.90	100.00%	1,249.50	0.00	1,249.50	100.00%	3,000.00
13-70-8100-000-500	PURCHASE-OFFICE & COMP EQUIP	333.20	0.00	333.20	100.00%	1,666.00	0.00	1,666.00	100.00%	4,000.00
13-70-8150-000-500	PURCHASES-SMALL EQUIP	41.66	0.00	41.66	100.00%	208.30	0.00	208.30	100.00%	500.00
13-70-8205-000-500	PURCHASES/PERIODICAL REPLACE	41.66	0.00	41.66	100.00%	208.30	0.00	208.30	100.00%	500.00
13-70-8500-000-500	PURCHASES-CAP (UNDER \$5K)	333.33	0.00	333.33	100.00%	1,666.65	0.00	1,666.65	100.00%	4,000.00

Budget Detail

Description	Units	Price	Amount
Landscaping Maintenance - Use Fund Balance	1.00	4,000.00	4,000.00

13-70-8610-000-500	PURCHASES-BOOKS	25.00	0.00	25.00	100.00%	125.00	0.00	125.00	100.00%	300.00
Total Expense:		5,832.05	304.95	5,527.10	94.77%	29,160.25	7,655.73	21,504.52	73.75%	70,000.00
Total Fund: 13 - LIBRARY-BOOKS/DON:		5,832.05	304.95	5,527.10	94.77%	29,160.25	7,655.73	21,504.52	73.75%	70,000.00
Report Total:		248,459.82	189,127.06	59,332.76	23.88%	1,203,979.10	1,103,820.05	100,159.05	8.32%	2,909,241.00

Group Summary

Account Type	February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Fund: 01 - GENERAL FUND									
Expense	240,186.00	196,743.87	43,442.13	18.09%	1,162,610.00	1,096,164.32	66,445.68	5.72%	2,809,928.00
Total Fund: 01 - GENERAL FUND:	240,186.00	196,743.87	43,442.13	18.09%	1,162,610.00	1,096,164.32	66,445.68	5.72%	2,809,928.00
Fund: 12 - LIBRARY-STATE AID									
Expense	2,441.77	-7,921.76	10,363.53	424.43%	12,208.85	0.00	12,208.85	100.00%	29,313.00
Total Fund: 12 - LIBRARY-STATE AID:	2,441.77	-7,921.76	10,363.53	424.43%	12,208.85	0.00	12,208.85	100.00%	29,313.00
Fund: 13 - LIBRARY-BOOKS/DON									
Expense	5,832.05	304.95	5,527.10	94.77%	29,160.25	7,655.73	21,504.52	73.75%	70,000.00
Total Fund: 13 - LIBRARY-BOOKS/DON:	5,832.05	304.95	5,527.10	94.77%	29,160.25	7,655.73	21,504.52	73.75%	70,000.00
Report Total:	248,459.82	189,127.06	59,332.76	23.88%	1,203,979.10	1,103,820.05	100,159.05	8.32%	2,909,241.00

Fund Summary

Fund	February Budget	February Activity	Variance		YTD Budget	YTD Activity	Variance		Total Budget
			Favorable (Unfavorable)	Percent Remaining			Favorable (Unfavorable)	Percent Remaining	
01 - GENERAL FUND	240,186.00	196,743.87	43,442.13	18.09%	1,162,610.00	1,096,164.32	66,445.68	5.72%	2,809,928.00
12 - LIBRARY-STATE AID	2,441.77	-7,921.76	10,363.53	424.43%	12,208.85	0.00	12,208.85	100.00%	29,313.00
13 - LIBRARY-BOOKS/DON	5,832.05	304.95	5,527.10	94.77%	29,160.25	7,655.73	21,504.52	73.75%	70,000.00
Report Total:	248,459.82	189,127.06	59,332.76	23.88%	1,203,979.10	1,103,820.05	100,159.05	8.32%	2,909,241.00



Vestavia Hills, AL

Balance Sheet

Account Summary

As Of 03/01/2023

Account	Name	Balance
Fund: 12 - LIBRARY-STATE AID		
Assets		
12-00-1031-000-000	CLAIM ON CASH	6,700.97
12-00-1941-000-000	DUE FROM OTHER FUNDS	0.00
	Total Assets:	<u>6,700.97</u>
		<u>6,700.97</u>
Liability		
12-00-2000-000-000	ACCOUNTS PAYABLE	0.00
12-00-2005-000-000	ACCOUNTS PAYABLE/OTHER	0.00
12-00-2741-000-000	DUE TO GENERAL FUND	0.00
12-00-2830-000-000	ENCUMBRANCES	0.00
12-00-2840-000-000	RESERVE FOR ENCUMBRANCES	0.00
	Total Liability:	<u>0.00</u>
Equity		
12-00-2950-000-000	FUND BALANCE/RESTRICTED	6,700.97
	Total Beginning Equity:	<u>6,700.97</u>
Total Revenue		0.00
Total Expense		0.00
Revenues Over/Under Expenses		<u>0.00</u>
	Total Equity and Current Surplus (Deficit):	<u>6,700.97</u>
	Total Liabilities, Equity and Current Surplus (Deficit):	<u><u>6,700.97</u></u>

Balance Sheet

As Of 03/01/2023

Account	Name	Balance
Fund: 13 - LIBRARY-BOOKS/DON		
Assets		
13-00-1010-000-000	PETTY CASH	600.00
13-00-1022-001-000	DONATION	337,344.68
13-00-1031-000-000	CLAIM ON CASH	40,726.83
13-00-1131-000-000	INVESTMENTS	0.00
13-00-1230-000-000	ACCOUNTS RECEIVABLE	0.00
13-00-1341-000-000	PREPAID EXPENSES	0.00
	Total Assets:	<u>378,671.51</u>
		<u>378,671.51</u>
Liability		
13-00-2000-000-000	ACCOUNTS PAYABLE	304.95
13-00-2005-000-000	ACCOUNTS PAYABLE/OTHER	0.00
13-00-2741-000-000	DUE TO OTHER FUNDS	0.00
13-00-2830-000-000	ENCUMBRANCES	0.00
13-00-2840-000-000	RESERVE FOR ENCUMBRANCES	0.00
	Total Liability:	<u>304.95</u>
Equity		
13-00-2900-000-000	RESERVE FOR PPD/INV	0.00
13-00-2950-000-000	FUND BALANCE/RESTRICTED	330,495.59
	Total Beginning Equity:	<u>330,495.59</u>
Total Revenue		55,526.70
Total Expense		7,655.73
Revenues Over/Under Expenses		<u>47,870.97</u>
	Total Equity and Current Surplus (Deficit):	<u>378,366.56</u>
	Total Liabilities, Equity and Current Surplus (Deficit):	<u><u>378,671.51</u></u>

Vestavia Hills Library in the Forest General Library Rules and Regulations (2018)

All people are welcome at the Vestavia Hills Library in the Forest. Library patrons are expected to adhere to generally accepted rules of conduct. Problem behavior is any behavior that either consciously or unconsciously violates or restricts the rights of other and/or disrupts Library operations. Failure to adhere to the Library's policy may result in loss of Library privileges or removal from the Library. Any illegal act or conduct in violation of federal, state, or local law, ordinance or regulation is not permitted. The following guidelines for behavior/use should be observed:

1. Disruptive behavior is prohibited. Any verbal abuse, sexual or general harassment, excessive noise (including loud personal or cellular conversation) or threatening gestures toward Library patrons or staff is prohibited.
2. Children age eight and under must be directly supervised by an adult (18 years and older) at all times. The authorities may be notified if children are left unattended.
3. Children may not be left in vehicles unattended. If a child is left in a vehicle unattended the Vestavia Hills Police will be notified immediately.
4. All groups of children must be accompanied by an adult supervisor (age 18 years and older) at all times.
5. The Library assumes no responsibility for the safety of any child who is left unattended at the Library. Likewise, the Library assumes no responsibility for the safety of a child if the child leaves the Library.
6. Tobacco, alcohol, drugs and weapons are prohibited. Being under the influence of alcohol/illegal drugs and/or selling, using, or possessing alcohol/illegal drugs is prohibited on Library property.
7. In order to remain compliant to state laws and city ordinances, smoking, smokeless tobacco and the use of electronic cigarettes are prohibited anywhere on Library property.
8. Sleeping is not permitted on Library property. Sleeping and/or "camping" in the Library or on Library property is prohibited. For purposes of this policy, "camping" includes:
 - Sleeping for an extended period of time (not including incidental napping), lying down and sleeping on a couch, bench, floor or other surface, with or without one's belongings.
 - Excessive use of seating or space that interferes with usage for patrons or staff.
 - Using the bathrooms for bathing, showering or for more than casual grooming.
 - Storing personal belongings; cooking/food prep activities; and other similar behavior that amounts to using seating areas or spaces as a temporary shelter or living quarters. Unattended property will be subject to confiscation.
 - Whether a given use constitutes "camping" will be determined based on the facts and circumstances of specific situations.
9. The Vestavia Hills Library in the Forest strives to create welcoming, clean, and comfortable environments for the public. This policy is written with the intent to preserve

library materials, computer equipment, and furnishings, and to maintain a pleasant and clean environment for patrons and staff. Since food and beverages can pose a risk to our resources, we ask that patrons act responsibly when eating and/or drinking in the Library.

Snacks such as chips, candy, protein bars, fruit, or items from the Library's vending machine are permitted in all areas of the Library with the exception of the Computer Lab or any public computer work stations, including those designated for Library catalogs. Lidded beverages (coffee, bottled water, sodas and juice cups, glass and plastic beverage bottles and cans) are also permitted in all areas of the Library with the exception of the Computer Lab or any public computer work stations, including those designated for Library catalogs. Full meals or "heavy" foods such as burgers, sandwiches, pizza, salads, soups, and "fast food" meals are not permitted in any interior area of the Library. Delivery of food to the Library is prohibited.

Exceptions to this policy in designated areas for special events only may be made with approval of the Library Director. Patrons should place beverage containers in trash cans after use to keep the Library free of spills and residue that can attract pests. If food or drink is spilled, patrons should contact a Library employee immediately.

10. Patrons are required to dress appropriately. Shirt and shoes are required.
11. Patrons must use library materials, equipment and facilities properly.
12. All materials must be checked out before leaving the building.
13. Service animals are the only animals allowed in the library.
14. Pets may not be left in vehicles unattended. If a pet is left in a vehicle for an extended amount of time, the Vestavia Hills Police will be notified.
15. Pets may not be left unattended outside the Library, even if leashed.
16. To ensure Library safety and security Library officials may inspect all bags, briefcases, and similar items. Visitors may bring no more than one large and one personal item into the library.
17. Solicitation is prohibited at the Library and its premises.
18. Patrons must comply with the Library's evacuation/disaster procedures.
19. Authorized entrances and exits must be used.
20. Patrons must adhere to the Library's guidelines for computer use.
21. Patrons must comply with the Library's parking rules. Patrons may not park in front of the Library's entrance or for extended periods in the Book Return space. Patrons may not park in a handicapped parking space without a handicapped placard in the windshield or a license plate attached to the bumper. Motorcycles, motorized scooters or similar large vehicles must use designated spaces and may not park on the sidewalk.

22. During the Library's hours of operation, patrons may not interfere with or obstruct the free passage of other users or Library staff in or onto Library premises, including, but not limited to, placing objects such as skateboards, bicycles, furniture, easels, tripods, signage and/or leashed animals in public entry areas inside or outside of the Library where they may impede access. This includes any outside stairs, benches, tables, ramps and any covered areas outside of the building.
23. Library materials may not be taken into rest rooms.
24. Library users are prohibited from non-public areas.
25. Groups consisting of six (6) or more people desiring to use the library for seminars, work groups, or organizational-type meetings must reserve the use of a meeting room. These types of meetings cannot be held in the general open spaces of the library. Library staff members are authorized to evaluate problem situations and take appropriate action by either asking patrons to discontinue the behavior or leave the Library.

Sample Policies – Personal Hygiene

<https://www.lapl.org/about-lapl/rules-conduct>

Entering the library with hygiene conditions, including, but not limited to, clothing odor, body odor, or other strong scents that can be detected from six feet away; insects or pests, or with unsanitary belongings that interfere with the use and enjoyment of the library by other library patrons or with the functioning of library staff is prohibited.

<https://www.wichitalibrary.org/About/Policies/Pages/customer-code.aspx>

- Behavior that is willfully annoying, harassing, or threatening to another person, including, but not limited to, staring at another person with the intent to annoy that person, following another person about the building with the intent to annoy that person, or displaying print or non-print materials of an offensive nature to others or by behaving in a manner that can be reasonably expected to disturb others
- Speaking at volumes that are unnecessarily too loud or making other loud noises that are disruptive to the work of other customers, including, but not limited to, singing or talking loudly to others or in monologues
- Interfering with others' use of the Library through poor personal hygiene or excessive body odor/perfume/cologne

BYU Law School Library

<https://lawlibrary.byu.edu/information/public-use-policies/>

- Having offensive personal hygiene or body odor
- Monopolizing or impeding the use of furniture by others
- Refusing to leave at library closing time or impeding the closing of the library

Other

Entering library facilities with hygiene or public health conditions that interfere with the use of the library by other people is not allowed. This could include but is not limited to extreme clothing or body odor, insects, pests, or unsanitary belongings.



Topic: Heavy smells in public library policy - 11/17/2020

I am an adjunct instructor in a library science program. We were having a discussion regarding ...

Posted: Tuesday, November 17, 2020

MEMBER QUESTION

I am an adjunct instructor in a library science program.

We were having a discussion regarding patrons with body odor or heavy smells (such as perfume or cigarette smoke). What really surprised me.... several of my students who work in public libraries said they have an official policy that patrons who smell are not allowed to stay and are to be asked to leave the library. This really surprised me. Legally is this allowed? Who is to decide what an acceptable/unacceptable level of smell.

Overall, I found the notion of kicking out patrons because of smells to be repulsive, disgusting, and a completely against WHY we exist. If this is legal, I want to know how a library could, in good conscience, do this...

WNYLRC ATTORNEY'S RESPONSE

There is a large array of case law,^[1] academic articles, industry guidance, and news coverage on the subject of regulating smells in libraries (specifically, the smells of people and/or their belongings in libraries).^[2]

Based on those materials—and in particular, the case law—my answer to the question "*legally is this allowed?*" has to be: YES. With a carefully considered policy, carefully followed, barring library patrons based on their "disturbing" odor has been ruled to be legal, just like barring other factors that disturb the operations of the library (noise, eating, running) can be.

But just because a library can bar "disturbing odor" doesn't mean I always advise my clients to do it.

Why? Because this is 2020.

In 2020, we know that the impact of barring people based solely on them being "disturbing" is fraught with risk,^[3] both for legal reasons (claims based on the First Amendment, equal protection, due

process, disability, etc.) and for reasons related to a library's mission (concerns related to the type of existential considerations raised by the member). [4]

Of course, in 2020, we *also* know that regardless of where you land on the question of "disturbing odor," this issue poses concerns from the *other* side, as well; a patron or employee trying to access or work in a library may find a smell (whether caused by another person, or by a condition of the building) to present an actual risk to their health (allergies, chemical sensitivities). So one person's access to the library may pose a risk to the access of another.

Finally, in 2020, while nothing is a sure bet, it is reasonable to expect that one of these days, one of the legal cases challenging a library's bar to access based on a "disturbing odor" is going to result in a policy or ejection being overturned. And while that currently-hypothetical case may turn on circumstances unique enough[5] to not bar all such policies, such a ruling could throw the current legal footing into question.

Which is why I offer this: rather than barring people due to "disturbing odor"[6] (which as the member points out, is a conclusion rooted in subjectivity) a library might be wise to consider planning, policies and action to:

- Create "Scent-free zones" in your library where *any* perceptible odors, mold, dust, and use of substances associated with chemical sensitivities, are as minimized as possible. This can address the needs of people who are more sensitive to perfumes, chemical cleaners, and air fresheners...reducing the likelihood of complaints and concerns under the ADA.
- When planning capital improvements, invest in an HVAC system that circulates fresh air into library spaces (with all due consideration to humidity control for your collection), reducing the accumulation/proliferation of all odors, and in general creating a healthier breathing environment.
- Place seating near areas with more effective ventilation, and configure spaces to deter concentrations of patrons in less ventilated zones.
- And most critically: *Develop policies to address objective, quantifiable health hazards that might be signaled by smell, rather than barring subjective and hard-to-measure "disturbing odors."*

It is this last bullet—related to safety—that I would like to dwell on.

Some smells are just that—smells. They may be perceived negatively, and perhaps even as a disruption, but to most people, they pose no risk.

Some smells are not just smells, but "tells"—byproducts indicative of conditions that are experienced by the individual carrying them (like it or not, we all have these). Some may be linked to a medical condition or disability, but in no way do they pose a safety threat to others. Many people who are perceived as "smelly" have "tells".

And finally, some smells are indicative of a potential health hazard to those in their proximity; for example: sulfur added to otherwise odorless natural gas, the odor of certain paints as they dry...or the smell of a staph infection in an open wound. These "evidence of danger" smells are the ones that libraries, *who are legally obligated*[7] *to provide their patrons and employees with a safe environment*, need to be concerned about, and should develop policies to address.

Need an anecdote to distinguish the smells from the tells from the hazards? Here's a scenario:

A man walks to the library. While walking, he treads in dog poop.

Because decades of smoking cigarettes have dulled the man's sense of smell, he does not notice that his shoe is coated in poop. However, as soon as he enters the library, a page smells the poop,

and points out to the patron that not only is his shoe smelly, but it is leaving fecal residue on the floor.[8]

Because there are many health-related reasons why the library doesn't want dog poop on its floor, the man is asked to leave until his shoe is poop-free. The man leaves the library and visits his buddy across the street,[9] who lets him hose off his shoe in the back yard.

When the man returns to the library, he shows the page the clean shoe, and it is clear that the dog poop has been eliminated. However, dog poop being what it is, the smell lingers on the shoe. But insofar as the library is concerned, it no longer poses an active hazard to toddlers crawling on the Children's Room floor. The man is allowed to walk into the library, selects the latest John Grisham novel, and leaves, the odor of dog poop lingering in the Circulation Desk breeze.

And *that* is the difference between using a smell to mitigate a health hazard, and tolerating a potentially disturbing odor in a library. It is also how a library focuses on providing access and a safe environment for patrons and employees—while avoiding judgments rooted in subjectivity.

In posing this question, it is clear that the instructor is thinking about mission, about a library's role in its community, and about optimizing access to resources for all. But the instructor has also honed in on this "subjectivity" concern, by asking: "*Who is to decide what an acceptable/unacceptable level of smell?*"

It is that very subjectivity that brings legal peril to the current scheme of things. Sooner or later, the right combination of circumstances will arise, and a judge will rule that simply barring someone from a library based on nothing more than a bad stink is a legal violation.

Therefore, as we move past 2020, and into an era that will, all signs show, be more in need of information access and authentication than any era previously, I offer this template policy to "flip the script" on how libraries address the issue of odor.

The ABC library is committed to access for all. With regard to odors in the library, this means:

- *We provide a designated scent-free area for patrons with chemical or scent sensitivities;*
- *We require any odor that is a sign of a possible health risk (hazardous chemical, fecal matter, rotting food, smoke, communicable infection or any substance that can damage the library or pose a risk to those in it) be addressed, and if a risk is likely to be present, mitigated immediately;*
- *We work to find people who may be bothered by certain non-harmful odors, such as perfume, cologne, or "body odor" of other patrons, space in our scent-free area, or near windows or well-ventilated areas.*

*We appreciate that as humans, our patrons bring a wide array of odors into our space, and not everyone appreciates that smell of others. If you need a scent-free area or well-ventilated area, please let us know. **If you notice any odor or other factor that could be indicative of a health hazard, please immediately alert staff so it can be addressed per our policies.***

Meanwhile, the library's Code of Conduct should state some version of: *Any activity or substance posing a health hazard to patrons and employees is prohibited.*

And finally, internally, I suggest this protocol[10] for addressing reports of smells indicative of potential hazards:

Receive the report. Note the date, time, person reporting it, and what is reported. Ensure a qualified person immediately assesses the report. If there is a possible health hazard, involve the appropriate personnel or outside resources to develop an immediate response/mitigation plan, with all due respect for safety, privacy, access, and due process.

And that's it. From where I see it, while the status quo is legal, the future of "The Great Library Smell Debate" can shift to focus on two things: access, and safety.[11] Factors that are subjective or based on personal preference ("bad smells" causing "disruption") are currently legally valid, but there is the possibility of a successful legal challenge. If a library is concerned about the impact of such policies on mission, and wants to avoid subjective value judgments about smell, developing policies that focus on *access and safety* might be a more appropriate approach.

That said, to reiterate my honest answer to the question: right now, based on case law, "subjective" policies about "disturbing" odor, if narrowly tailored to serve a valid purpose[12], and executed properly, remain enforceable. But as I have outlined, they can pose a risk.

Make no mistake—sometimes odor needs to be addressed, and from many perspectives. But the law provides many options, and using a focus on access and safety is one of them.

Thank you for a thoughtful question.

[1] The most authoritative and influential are: *Lu v. Hulme* (2015), *Kreimer v. Bureau of Police for the Town of Morristown* (1992).

[2] Trusting that an audience of libraries knows how to find research material, I'll simply say that the materials cited in the guide posted here (http://www.homelesslibrary.com/uploads/1/3/0/1/13014906/body_odor_handout.pdf) show the range of coverage and thought on this topic (at "Ask the Lawyer," we don't reinvent the wheel).

[3] This risk springs from the fact that, objectively speaking, every human being "stinks." Of course, for a variety of reasons, sometimes our personal odor is more overtly and broadly perceptible than at other times, and depending on an array of cultural or physiological factors, may or may not be welcome by them.

[4] For a thorough discussion of the mission-related considerations of imposing odor bans, I recommend the article "It is a Non-Negotiable Order": Public Libraries' Body Odor Bans and the Ableist Politics of Purity." By no means an unbiased academic exercise, you can easily tell where this author is coming from (they find odor bans antithetical to the purpose of libraries).

[5] These cases turn not only on precise wording, but on how the policy was applied, and the law in that precise locality.

[6] "Disruptive smell" while real, is, of course, subjective, since as I mentioned in footnote 3, all humans, to some degree, "stink," but "stink" is a relative term. In that regard, I am reminded of the classic scene in Frank Herbert's "Dune," when young Paul Atreides first arrives at the home of his future allies, the Fremen. Paul perceives their cavernous home, called a "seitch" as having a wretched stink, but just as he is about to show his disgust, his mother says "How rich the odors of your seitch..." saving her son from a fatal social blunder. Of course, they go on to not only get used to the smell, but to conquer the planet.

[7] By a variety of laws, which can include local health codes, OSHA regulations, labor law, union contracts, local law.

[8] What he actually says is "Um...sir? Hi, good to see you again. Hey, it looks like maybe you stepped in some dog poop?" Thank goodness, not all people talk like lawyers.

[9] I bet people who live near libraries collect stories like this.

[10] Some larger libraries, or libraries that operate in close relationship with municipalities, will have well-developed hazard response plans, which this protocol should fit right into. Others will not have that level of planning, or the resources to involve "qualified" internal personnel in assessing a reported hazard. For that, it is good to have a relationship with the local county health department.

[11] Can a person bring in a smell so foul and pervasive that, even if it doesn't cause permanent injury, can be considered a "hazard"? Anything that causes eyes to tear up/swell, retching, headaches, or violent coughing/sneezing in the general population can be considered a "hazard" (which is a term whose definition changes from law to law, but is used in its more generic sense here). But getting some back-up from the health department is a good way to ensure that you get solid confirmation of this.

[12] Have your lawyer review this policy no less than annually!

Library staffs deal with patrons' body odor, other issues

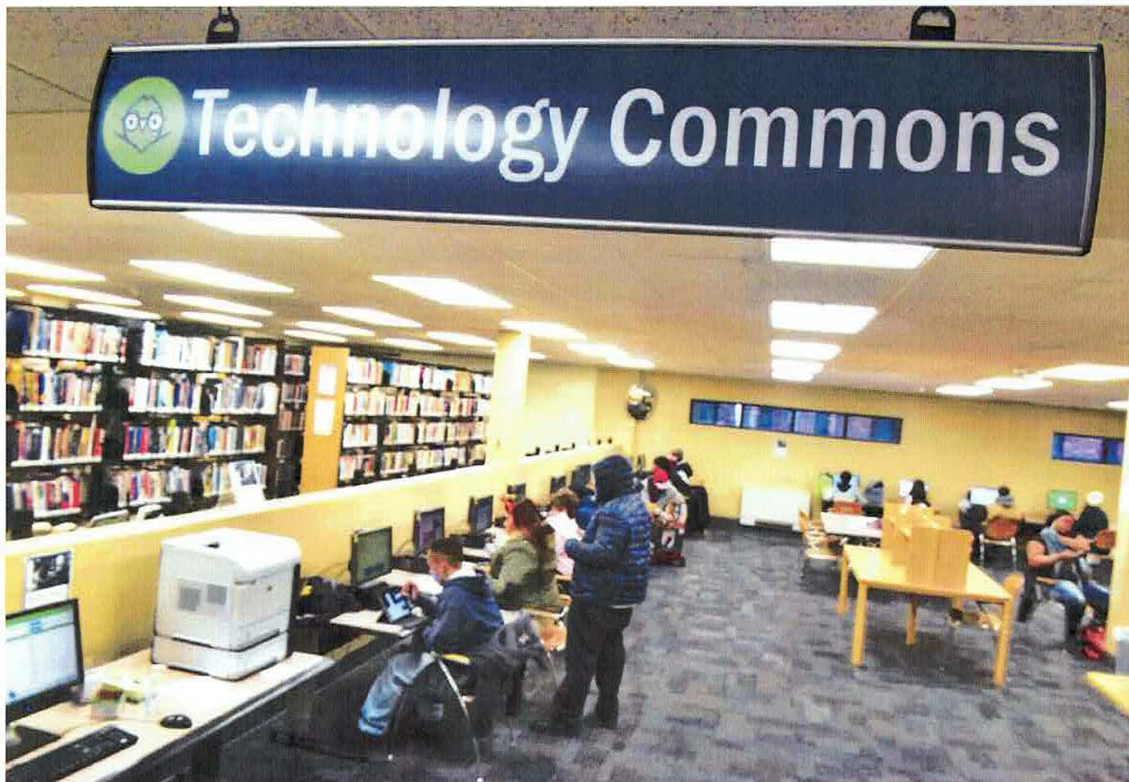
Man with disease that causes odor walks out after hearing complaint

[Emily Masters](#)

Jan. 20, 2017 Updated: Jan. 20, 2017 9:10 p.m.



1 of 1 | Technology Commons inside the Albany Public Library on Washington Avenue Thursday Jan. 19, 2017 in Albany, NY. (John Carl D'Annibale / Times Union) John Carl D'Annibale



Albany

A city man was in the public library's Pine Hills branch, quietly using his phone, when an employee told him someone had complained about his body odor.

"In a room full of people, in a loud voice, you don't just say that," the man, who suffers from a obscure disease that causes body odor, said. He asked to be identified only by his first name, Will, to protect his medical privacy.

"I was so insulted I didn't let her finish. I walked out," Will said. "If she had pulled me aside, I would have been happy to explain it to her."

Albany Public Library, like most Capital Region libraries, has a written behavior policy that lists about 25 activities the library deems "unacceptable." The list includes gambling, fighting, sleeping, having sex, bathing in the public restrooms, carrying weapons, yelling and "having bodily hygiene that is so offensive as to constitute a disturbance to other customers using the library."

Patrons who break the rules may be kicked out or lose their library privileges, the policy states.

"For the last 20 or more years, Albany's libraries have served as a community meeting place, live performance venue, internet service provider, and sometimes as the first step in finding social

services," Albany Public Library Executive Director Scott Jarzombek said. "The library needs to be welcoming to everyone, and sometimes that leads to uncomfortable conversations about behavior and even hygiene."

Public libraries in Troy and Schenectady County have also codified rules about body odor.

"That's just a part of what all public libraries deal with," said Karen Bradley, Schenectady County Public Library director.

The county library barred patrons who have "an unacceptable standard of hygiene" in the early 2000s, after a repeat offender drove off patrons, Bradley said. "It's a very rare issue," she said.

Unless people can't tolerate being on the same floor or in the same building as a smelly patron, employees don't intervene, she said. Instead, employees tell anyone who complains to get up and move themselves.

"There are other areas where you can go and read," Bradley said. No one has been kicked out for offensive body odor in at least a dozen years.

A more common issue is people bathing and changing clothes in the bathrooms, she said.

"Say a mother and child go into the bathroom. If someone is in there naked, we can't have that," Bradley said.

Saratoga Springs' policy makes no mention of body odor or personal hygiene but the Troy Public Library's rules warn against patrons "having bodily hygiene that is so offensive as to disturb other customers' use of the library."

Director Paul Hicok said Troy's policy aims to give all people access to the library. If someone complains, an employee will approach the offending patron.

Hicok said the staff has talked about the issue at length and discussed all the possibilities, including customers with medical issues. "It isn't always a hygiene issue," he said. "We train staff to be sensitive."

At the Schenectady County Public Library, Bradley said staff members have "difficult" conversations with patrons every day. A sheriff's deputy, posted inside the county's central library in Schenectady, is available to help settle significant disputes. Employees also wanted to know to handle the situations themselves, Bradley said.

"We needed some guidance," she said.

On Thursday, mental health professionals from Ellis Hospital trained employees from all nine branches how to work with patrons who may have mental health issues or developmental disabilities, Bradley said. The hospital staff also suggested a list of social services where library employees can refer patrons in need.

"You try to be human, compassionate and helpful." Bradley said. "You would definitely have that conversation privately and very discreetly."

Privacy was Will's main concern after Monday's incident at the Pine Hills library.

"Having this medical issue causes a lot of problems for me, socially and professionally," he said.

He has hidradenitis suppurativa, a chronic skin condition in which pimple-like bumps grow wherever skin rubs together, like the groin and underarm areas. When the bumps rupture, they leak bloodstained pus that often has a foul odor.

After years with the condition, Will, a taxi driver, said he often doesn't realize a wound has opened until someone alerts him of the smell. He said he tries to stay out of public spaces when he can.

"I shower and clean my clothes every day, more than that," Will said. "I always find the farthest seat away from people."

He said he didn't realize a wound had opened Monday while he was surfing the web.

Albany Public Library spokeswoman Stephanie Simon said a patron complained about Will's body odor to a staff member.

Library employees are trained to ask what is causing a patron's body odor, have a printed copy of the behavior policy on hand and, if needed, offer referrals for social services, including locations where a person can shower and get new clothes, Simon said.

"We weren't trying to drive him away. We didn't even have the chance to explain," she said.

Simon said one other person was within earshot during the brief conversation but Will said multiple people were nearby. Either way, he said, "There should have been none."

"What about people who wear adult diapers or a colostomy bag?" Will said. He said he also believes the policy exists as "an excuse" to throw out homeless people, a claim the library denied.

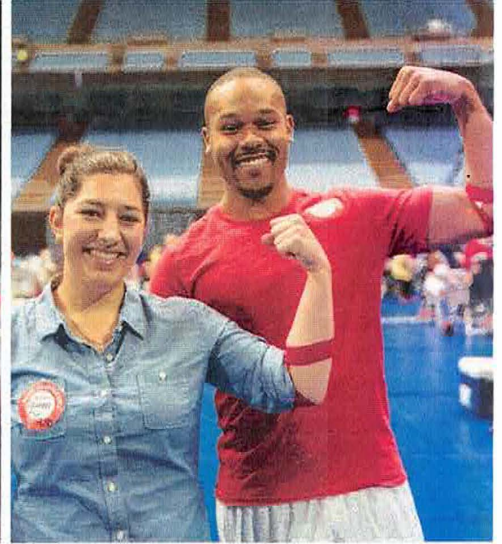
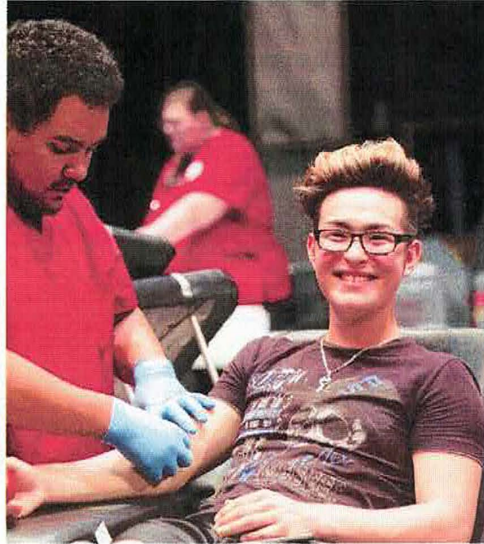
"You don't need an employee going around sniffing people," Will said. "If you don't know what a person is going through, you have no reason to open your mouth."

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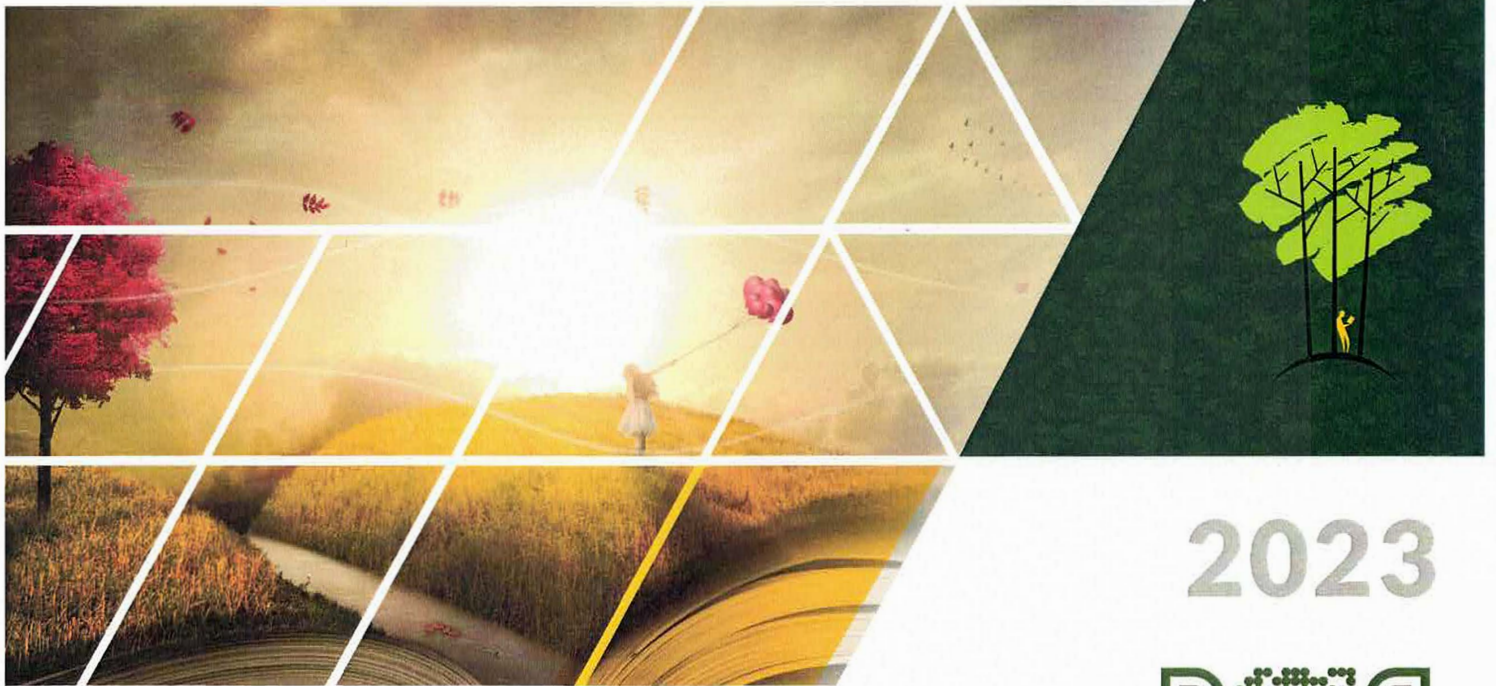
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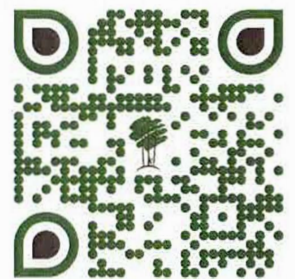
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