PORT WASHINGTON PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

November 15, 2023

AGENDA

I Approval of October 18, 2023 Board of Trustees Minutes

II Approval of October 2023 Warrants

III Approval of October 2023 Staff Changes

IV Financial Reports – October 2023

V Director's Report
- a) Sexual Harassment Prevention Training
- b) Building Security Update
  - 1) New Security Camera Installation
  - 2) Security Guard Coverage
- c) NYS Countywide Shared Services Match
- d) Voting Recap
- e) Façade/ALC Roof Project Closeout
- f) Excess Equipment List

VI President's Report
- a) NLS Member Support 2024 & 2025
- b) NLS Annual Meeting (Virtual) – December 6, 2023
- c) 2024 Trustee Training
- d) Library Advocacy Day – February 7, 2024 in Albany

VII Assistant Director
- a) HKNC Partnership
- b) Homework Help

VIII Councils
- a) Art Advisory Minutes – September 13, 2023

IX Foundation
- a) Foundation Minutes – July 10, 2023
- b) Financial Report – July 31, 2023

X Friends of the Library
- a) Minutes of Meeting – October 18, 2023

(over)

XI Staff Reports
a) Year End Statistics 2023
b) Association of Bookmobile & Outreach Services Conference Report
c) NYLA Reports

XII Correspondence
a) Senator Martins at Covid Home Tests
b) Patron Comments

XIII Staff Association

XIV Public Comments

XV Adjournment

PORT WASHINGTON PUBLIC LIBRARY
UNAPPROVED MINUTES OF
THE BOARD OF TRUSTEES MEETING
OCTOBER 18, 2023

Participants:	William Keller, Presiding	Patricia Bridges
	Nancy Comer	Michael Krevor
	Adrienne Saur	Matthew Straus
	Keith Klang	

OPENING

Mr. Keller opened the public meeting at 7:45 pm stating the Board met at 7:00 pm and elected to go into Executive Session to discuss contracts.

APPROVAL OF MINUTES

Mr. Keller requested a motion to approve the September 20, 2023 Board of Trustees meeting minutes. Ms. Bridges moved to approve. All agreed.

APPROVAL OF SEPTEMBER WARRANTS

Mr. Keller requested a motion to approve the September 2023 warrants 23-09-03A and 23-09-03B. Ms. Bridges moved to approve warrants and Mr. Straus moved to approve two payrolls on 9/14 and 9/28. All agreed.

STAFF CHANGES SEPTEMBER

Mr. Keller read the Staff Changes for September 2023 stating there were two appointments and one departure. Mr. Straus moved to accept. All agreed.

FINANCIAL REPORT

Mr. Keller noted the September financial reports showing revenue at 25% and expenditures at 20%.

YEAR-END MEMO

Mr. Keller requested a motion to approve recommendations as outlined in the Year End Memo dated October 9, 2023 by the Library's accountants Cullen & Danowski LLP to assign $271,074 to fund future capital projects. Mr. Straus moved to approve. All agreed.

BUDGET TRANSFERS

Mr. Keller requested a motion to approve the General Fund budget transfers for the year ending June 30, 2023 in the amount of $377,050.64. Ms. Comer moved to approve. All agreed.

ALC & FAÇADE RESTORATION

Mr. Klang provided the Board with an update of payments to Preferred Construction approved by H2M including #10. A punch list was created last week at a walkthrough with the Architect, Library Representative, and General Contractor. The contractor is working to finish the punch list. Most work and workers will be off the premises at the end of the week.

PARTNERSHIP WITH SCHOOLS

The Library is partnering with the Port Washington School District (PWSD) to provide space for a district-wide initiative for school personnel. Participants meet in the Mezzanine area on Wednesday mornings prior to the PWPL's opening. There were 35 participants last Wednesday. The PWSD is very appreciative and there will be a few more sessions.

ALC MEETING ROOM ACCESS

Mr. Klang stated that the Adult Learning Center rooms are now available for the public to reserve on-line. This will add additional spaces for the public to use.

ILS SERVICES BUDGET APPROVAL

Mr. Keller requested a motion to approve the resolution to vote "in favor" of the ILS & Participating Associated Services Libraries Schedules of fees and to state that he is appointed to submit the authorization. Ms. Bridges moved to approve. All agreed.

TRUSTEE TRAINING

Mr. Keller reminded the Board to complete the mandatory two hours of Trustee Training by December 31, 2023. NLS has many interesting, accredited programs and webinars scheduled between now and the end of the year.

NLS ANNUAL MEETING

Mr. Keller stated that the Nassau Library System's Annual Meeting will be on December 6, 2023. People can attend virtually.

IN-PERSON SERVICES

Mr. Hutter reported on in-person services for this month. The Fiesta in the Park celebrating Spanish Heritage with live music, dance lessons, delicious food, and crafts was attended by hundreds. The program was sponsored by Friends of the Library, The Parent Resource Center, Landmark on Main Street, and the Town of North Hempstead.

The Moon Festival sponsored by the Children's Advisory Council included a fashion show and Chinese yo-yo performance and a craft to create a beautiful lantern.

Ms. Davidoff and Mr. Hutter recently presented to Mill Pond Estates residents a demonstration of the digital services offered by the Library.

The St. Francis Health Van will be at the providing screenings, including a brief cardiac history, flu shots, blood pressure, and simple blood tests. Gold Coast Film Festival presenting Great Shorts in a two-part series. Music Advisory Council will present Joseph Parrish, a bass-baritone. Sandwiched In will have a WWI program for Veterans Day on November 10th with a special flag ceremony from the local VFW.

FOL MINUTES

In November, The Friends of the Library will sponsor a hybrid program, An Insider's View of the Legal Battle Against Book Banning, and an FOL University program.

Mr. Keller requested approval for leave requests provided by staff for attendance at upcoming conferences. Ms. Bridges motioned to approve leave requests for Ms. Monsour, Ms. Gerbasi, Ms. Munoz, and Mr. Hutter.

CONFERENCE LEAVE REQUESTS

Mr. Keller noted the Art Advisory Council minutes of June 14, 2023 and September 2023.

AAC MINUTES

Mr. Keller requested a motion to approve Craig Werle as a new member to the Art Advisory Council. Ms. Saur moved to approve. All agreed.

AAC NEW MEMBER

Mr. Keller noted the very detailed October 2023 Health Advisory Council's recent and upcoming programming report from Ms. West.

HAC PROGRAMS

Mr. Keller requested a motion to approve Corey Peterson as a new member for the Nautical Advisory Council. Mr. Straus move to approve. All agreed.

NAC NEW MEMBER

Mr. Keller noted the Friends of the Library minutes of September 6, 2023 which described interesting programs coming soon.

FOL MINUTES

Mr. Keller noted the Staff report from ESOL recapping summer initiatives and the upcoming year.

STAFF REPORTS

Mr. Klang stated that the Library put together a Referral Guide. A Spanish language version will also be prepared. It has been distributed to our partners and will be posted on the PWPL website.

Mr. Keller noted the History Center – Summer/Fall report prepared by Ms. Nastro. One highlight is that the FOL funded digitization of the Port Washington News is continuing and will cover from 1965-1985.

Mr. Keller noted the Patron Comments for July/August/September 2023.

PATRON COMMENTS

Mr. Guildroy was the Staff Association representative and had no comment.

STAFF ASSOC.

Mr. Straus motioned adjourn. All agreed.

ADJOURNMENT

PORT WASHINGTON PUBLIC LIBRARY
BOARD MEETING
OCTOBER 2023 REPORTS

WARRANTS TO BE VOTED ON

Warrant Number	Amount
23-10-04A	$ 197,920.46
23-10-04B	$ 73,048.18
Warrant Total	$ 270,968.64

Payroll Date	Gross	Net	Processing	Tax Liability
10/12/2023	$ 141,021.46	$ 102,619.55	$ -	$ 42,648.04
10/26/2023	$ 144,842.41	$ 93,529.92	$ 2,036.90	$ 39,420.53
PAYROLL TOTAL	$ 285,863.87	$ 196,149.47	$ 2,036.90	$ 82,068.57

Prepared By:
Paul Thomaidis
Finance Office

PORT WASHINGTON PUBLIC LIBRARY
Balance Sheet - Governmental Funds
October 31, 2023
33.33% of Budget Expensed

	General	Special Aid	Capital Projects	Permanent	Total Governmental Funds	Fiduciary Fund Agency
ASSETS						
Cash						
Unrestricted	$ 4,701,637	$ 728,033	$ 1,038,617	$	$ 6,468,287	$
Restricted				138,385	138,385	
Receivables						
Due from other funds	751,120	3,379			754,499	13,123
Due from component unit	8,205	28,085			36,290	
Prepaid expense	136,523	5,910			142,433	
Total Assets	$ 5,597,485	$ 765,407	$ 1,038,617	$ 138,385	$ 7,539,894	$ 13,123
LIABILITIES						
Payables						
Due to other funds	13,123	2,147	748,973	3,379	767,622	
Other liabilities					-	13,123
Due to ERS	110,622				110,622	
Total Liabilities	123,745	2,147	748,973	3,379	878,244	13,123
FUND BALANCES						
Nonspendable:						
Prepaid	137,343	3,650			140,993	
Endowment				135,006	135,006	
Restricted: Grants		759,610			759,610	
Assigned:						
Capital projects	2,372,333		289,644		2,661,977	
Retirement contribution	556,749				556,749	
Terminal leave	889,799				889,799	
Unappropriated fund balance	66,500				66,500	
Unassigned: Fund balance	1,451,016				1,451,016	
Total Fund Balances	5,473,740	763,260	289,644	135,006	6,661,650	-
Total Liabilities and Fund Balances	$ 5,597,485	$ 765,407	$ 1,038,617	$ 138,385	$ 7,539,894	$ 13,123

PORT WASHINGTON PUBLIC LIBRARY
Statement of Revenues and Expenditures - General Fund
For One Month and Four Months Ended October 31, 2023
33.33% of Budget Expensed

	Budget	October 31, 2023 One Month	October 31, 2023 Year to Date	Balance Remaining	% of Annual Budget
REVENUES					
REAL PROPERTY TAXES	$ 7,213,733	$ 601,145	$ 2,404,578	$ (4,809,155)	33.3%
OTHER TAX ITEMS	100,000			(100,000)	0.0%
FEES - LOST BOOKS	7,500	200	734	(6,766)	9.8%
XEROX REVENUES	9,000	526	2,286	(6,714)	25.4%
INTEREST	80,000	13,640	59,909	(20,091)	74.9%
SALE OF USED BOOKS	3,000	48	260	(2,740)	8.7%
SALE OF INSTRUCTIONAL SUPPLIES					N/A
REFUND OF PY EXPENSES					N/A
GIFTS & DONATIONS	12,500			(12,500)	0.0%
MISCELLANEOUS		44	104	104	N/A
STATE AID	8,800		8,669	(131)	98.5%
Total Revenues	7,434,533	615,603	2,476,540	(4,957,993)	33.3%
EXPENDITURES					
141 CERTIFIED LIBRARIANS					
.01 CERT.LIB GRADE 29-27-25	134,752	10,671	44,665	90,087	33.1%
.02 CERT.LIB GRADE 21	106,641	8,041	33,803	72,838	31.7%
.03 CERT.LIB GRADE 19	426,810	32,188	135,250	291,560	31.7%
.04 CERT.LIB GRADE 17	433,480	30,403	127,792	305,688	29.5%
.05 CERT.LIB GRADE 15	1,250,591	85,124	360,505	890,086	28.8%
.06 CERT.LIB HOLIDAY & SUNDAY	63,049	8,820	12,758	50,291	20.2%
TOTAL CERT. LIBRARIANS	2,415,323	175,247	714,773	1,700,550	29.6%
143 CLERICAL STAFF					
.01 CLERICAL GRADE 11	234,717	19,222	88,119	146,598	37.5%
.02 CLERICAL GRADE 9	50,143	3,781	15,882	34,261	31.7%
.04 CLERICAL GRADE 5	193,933	11,481	50,066	143,867	25.8%
.05 CLERICAL GRADE 3	138,578	10,963	39,978	98,600	28.8%
.06 CLERICAL HOLIDAY & SUNDAY	25,000	2,514	3,922	21,078	15.7%
TOTAL CLERICAL STAFF	642,371	47,961	197,967	444,404	30.8%
143 HOURLY STAFF					
.11 BOOKSHELVERS-ADULT	70,000	3,135	10,108	59,892	14.4%
.12 BOOK SHELVERS-CHILDREN	25,000	2,312	7,153	17,847	28.6%
.13 ENGLISH AS A SECOND LANGUA	34,000	4,368	9,801	24,199	28.8%
.14 ISD	87,000	4,713	21,013	65,987	24.2%
.15 COLLECTION MANAGEMENT	80,000	6,083	23,091	56,909	28.9%
.16 INTERLOANS	11,000	1,252	5,091	5,909	46.3%
.17 PERIODICAL SERVICE DESK					N/A
.18 PROCESSING OF BOOKS	36,000	2,863	10,987	25,013	30.5%
.19 TECHNICIANS-MEDIA	15,000	2,221	7,242	7,758	48.3%
.21 STUDENT COMPUTER AIDES	77,000	5,831	20,651	56,349	26.8%
.22 SUNDAY & HOLIDAYS - SUPPORT	36,000	2,772	3,335	32,665	9.3%
.23 INFO. TECH SPEC. II	21,000	4,507	7,705	13,295	36.7%
.24 COMMUNITY OUTREACH	16,000	1,271	6,093	9,907	38.1%
TOTAL HOURLY STAFF	508,000	41,328	132,270	375,730	26.0%
143 BUILDING STAFF					
.31 CUSTODIAL	270,565	18,705	77,194	193,371	28.5%
.32 HOLIDAYS & SUNDAY - CUSTODIA	22,873	2,358	5,238	17,635	22.9%
TOTAL BUILDING STAFF	293,438	21,063	82,432	211,006	28.1%
SEPARATION PAYOUTS		467	467	(467)	N/A

PORT WASHINGTON PUBLIC LIBRARY
Statement of Revenues and Expenditures - General Fund (Continued)
For One Month and Four Months Ended October 31, 2023
33.33% of Budget Expensed

	Budget	October 31, 2023 One Month	October 31, 2023 Year to Date	Balance Remaining	% of Annual Budget
EXPENDITURES (CONTINUED)					
9030.8 SOCIAL SECURITY	$ 295,224	$ 20,818	$ 82,267	$ 212,957	27.9%
9040.8 WORKER'S COMPENSATION	38,000			38,000	0.0%
9045.8 DISABILITY INSURANCE	10,000	1,132	506	9,494	5.1%
9050.8 UNEMPLOYMENT INSURANCE	1,390			1,390	
9060.8 HOSPITAL & MEDICAL INSURANCE					
.01 MEDICAL	975,040	63,197	290,888	684,152	29.8%
.02 DENTAL	26,512	13,235	9,490	17,022	35.8%
.03 EYECARE	2,000		445	1,555	22.3%
TOTAL HOSPITAL & MEDICAL INSURANCE	1,003,552	76,432	300,823	702,729	30.0%
9010.8 STATE RETIREMENT	475,488			475,488	0.0%
203 EQUIPMENT					
.01 EQUIPMENT - LIBRARY	24,500	1,225	4,003	20,497	16.3%
.02 EQUIPMENT - COMPUTER	16,850			16,850	0.0%
.03 EQUIPMENT - BUILDING	15,000		1,164	13,836	7.8%
TOTAL EQUIPMENT	56,350	1,225	5,167	51,183	9.2%
410 PRINT & INFORMATION SERVICES					
.02 SERVICES & CONTINUATIONS				-	
.05 BOOKS-FICTION	50,000	8,359	8,826	41,174	17.7%
.06 BOOKS-NON-FICTION	50,000	7,951	9,426	40,574	18.9%
.07 BOOKS-REFERENCE	35,000	1,939	9,186	25,814	26.2%
.08 BOOKS-CHILDREN	23,500	5,041	5,183	18,317	22.1%
.09 BOOKS-AUDIO & ELECTRONIC	100,000	9,391	49,617	50,383	49.6%
.10 BOOKS-YOUNG ADULT	15,000	1,870	1,870	13,130	12.5%
TOTAL PRINT & INFORMATION SERVICES	273,500	34,551	84,108	189,392	30.8%
411 MACHINE READABLE MATERIAL					
.02 REFERENCE SOFTWARE	60,000		15,537	44,463	25.9%
.03 COMPUTER SOFTWARE	35,000	4,882	11,654	23,346	33.3%
TOTAL MACHINE READABLE MATERIAL	95,000	4,882	27,191	67,809	28.6%
413 SERIALS					
.01 MICROFORM	4,500			4,500	0.0%
.02 NON-MICROFORM	32,000	302	3,766	28,234	11.8%
TOTAL SERIALS	36,500	302	3,766	32,734	10.3%
417 A-V MATERIALS					
.02 CHILDREN'S MATERIALS	6,000	189	574	5,426	9.6%
.03 DVD	20,000	2,707	6,663	13,337	33.3%
.04 YOUNG ADULT				-	N/A
.05 DIGITAL MEDIA	30,000	2,770	8,016	21,984	26.7%
TOTAL A-V MATERIALS	56,000	5,666	15,253	40,747	27.2%
417 AUDIO RECORDINGS					
.11 VIDEO GAME COLLECTION	10,000	898	1,134	8,866	11.3%
.12 COMPACT DISKS	6,000	438	1,176	4,824	19.6%
TOTAL AUDIO RECORDINGS	16,000	1,336	2,310	13,690	14.4%
417 A-V RENTAL & MAINTENANCE					
.21 FILM RENTAL-ADULT	3,000	375	1,125	1,875	37.5%
.24 MAINT. & REPAIRS	1,000			1,000	0.0%
.25 BULBS	500		167	333	33.4%
TOTAL A-V RENTAL & MAINTENANCE	4,500	375	1,292	3,208	28.7%

PORT WASHINGTON PUBLIC LIBRARY
Statement of Revenues and Expenditures - General Fund (Continued)
For One Month and Four Months Ended October 31, 2023
33.33% of Budget Expensed

	Budget	October 31, 2023 One Month	October 31, 2023 Year to Date	Balance Remaining	% of Annual Budget
EXPENDITURES (CONTINUED)					
430 OFFICE & LIBRARY SUPPLIES					
.01 ADULT SERVICES	$ 600	$ 147	$ 682	$ (82)	113.7%
.02 CHILDREN'S SERVICES	3,500	223	1,009	2,491	28.8%
.03 COLLECTION MANAGEMENT	800		142	658	17.8%
.04 COMMUNITY INFO	1,000		36	964	3.6%
.05 COMPUTER SERVICES	7,600	1,351	1,777	5,823	23.4%
.06 INFO SERVICES	700		240	460	34.3%
.07 MEDIA SERVICES	3,100		593	2,507	19.1%
.08 GENERAL OFFICE SUPPLIES	20,000	486	3,598	16,402	18.0%
.09 ORAL HISTORY/SPECIAL COLLEC	2,500	99	156	2,344	6.2%
.10 TECHNICAL SERVICES	8,500		1,043	7,457	12.3%
.11 OFFICE EQUIPMENT	12,000	3,490	5,742	6,258	47.9%
.12 YOUNG ADULT	400			400	0.0%
TOTAL OFFICE & LIBRARY SUPPLIES	60,700	5,796	15,018	45,682	24.7%
431 TELEPHONE					
.01 TELEPHONE	30,000	3,234	9,205	20,795	30.7%
.02 TELEPHONE MAINTENANCE	5,000	1,402	1,402	3,598	28.0%
TOTAL TELEPHONE	35,000	4,636	10,607	24,393	30.3%
433 POSTAGE & FREIGHT					
.01 POSTAGE - FREIGHT	25,000	48	7,292	17,708	29.2%
434 PRINTING					
.01 PRINTED INFO	7,000	100	1,735	5,265	24.8%
.04 DISPLAYS & EXHIBITIONS	5,500	75	100	5,400	1.8%
.05 LEGAL ADVERTISING	5,000			5,000	0.0%
.08 NEWSLETTERS	30,000	4,363	11,027	18,973	36.8%
TOTAL PRINTING	47,500	4,538	12,862	34,638	27.1%
435 TRAVEL & MILEAGE					
.01 MEETINGS	15,000	79	732	14,268	4.9%
.02 MILEAGE	3,000		184	2,816	6.1%
.03 STAFF DEVELOPMENT	2,000		1,650	350	82.5%
TOTAL TRAVEL & MILEAGE	20,000	79	2,566	17,434	12.8%
436 ALIS/NLS OPERATING SYSTEM					
.01 CIRCULATION CHARGES	35,000	7,760	15,520	19,480	44.3%
.02 OPAC/CONCURRENT SESSION C	25,000	7,643	15,285	9,715	61.1%
.03 NLS	33,000		33,990	(990)	103.0%
TOTAL ALIS/NLS OPERATING SYSTEM	93,000	15,403	64,795	28,205	69.7%
437 PROGRAM SERVICES					
.01 PROGRAMS -ADULT	16,000	1,525	3,645	12,355	22.8%
.02 PROGRAMS - YOUNG ADULT	7,500	1,150	1,720	5,780	22.9%
.03 PROGRAMS - JUVENILE	22,000	437	5,997	16,003	27.3%
.07 MEETING ROOM EXPENSES	1,000			1,000	0.0%
.08 OTHER PROGRAM SUPPORT	10,000	498	1,751	8,249	17.5%
.13 MEDIA PROGRAMS	8,500		2,000	6,500	23.5%
TOTAL PROGRAM SERVICES	65,000	3,610	15,113	49,887	23.3%
438 MEMBERSHIPS					
.01 MEMBERSHIPS	7,000			7,000	0.0%
439 RENTAL, REPAIR, MAINTENANCE OFFICE EQUIPMENT					
.01 EQUIPMENT	14,000	2,414	5,795	8,205	41.4%
.02 COPY EQUIPMENT	14,500	1,257	5,849	8,651	40.3%
.04 COMPUTER	1,000			1,000	0.0%
.06 PIANO	1,000	300	485	515	48.5%
TOTAL RENTAL REPAIR, MAINTENANCE OFFICE EQUIPMENT	30,500	3,971	12,129	18,371	39.8%

PORT WASHINGTON PUBLIC LIBRARY
Statement of Revenues and Expenditures - General Fund (Continued)
For One Month and Four Months Ended October 31, 2023
33.33% of Budget Expensed

	Budget	October 31, 2023 One Month	October 31, 2023 Year to Date	Balance Remaining	% of Annual Budget
EXPENDITURES (CONTINUED)					
440 BUSINESS SERVICES					
.01 ACCOUNTING	$ 62,000	$ 5,100	$ 20,750	$ 41,250	33.5%
.02 AUDIT	19,500			19,500	0.0%
.05 ELECTION	5,000			5,000	0.0%
.06 LEGAL	30,000	3,780	9,045	20,955	30.2%
.07 PAYROLL	23,500	2,037	8,027	15,473	34.2%
.09 OTHER	20,000	1,099	3,458	16,542	17.3%
.10 SECURITY SERVICES	45,000	5,858	17,397	27,603	38.7%
.11 COMPUTER SERVICES	64,800		15,678	49,122	24.2%
.13 CREDIT CARD FEES	2,000	107	612	1,388	30.6%
TOTAL BUSINESS SERVICES	271,800	17,981	74,967	196,833	27.6%
450 FUEL & UTILITIES					
.01 ELECTRICITY	145,810	15,796	50,647	95,163	34.7%
.02 FUEL	42,000	717	791	41,209	1.9%
.03 WATER POLLUTION CONTROL TA	6,160			6,160	0.0%
.04 WATER TAX	9,000		2,891	6,109	32.1%
TOTAL FUEL & UTILITIES	202,970	16,513	54,329	148,641	26.8%
451 CUSTODIAL SUPPLIES					
.01 BULBS	9,200	185	214	8,986	2.3%
.02 HOUSEKEEPING MAINT	14,500	485	4,671	9,829	32.2%
.03 UNIFORMS	1,000		215	785	21.5%
.04 CLEANING SERVICES	18,200			18,200	0.0%
TOTAL CUSTODIAL SUPPLIES	42,900	670	5,100	37,800	11.9%
452 REPAIRS TO BLDG & BLDG EQUIP .					
.01 REPAIR TO BUILDING	60,000	2,950	8,520	51,480	14.2%
.02 SUPPLIES FOR BUILDING	20,000	1,824	5,483	14,517	27.4%
.03 BUILDING IMPROVEMENTS	10,000	657	3,052	6,948	30.5%
.04 REPAIRS TO EQUIPMENT	10,000		1,229	8,771	12.3%
TOTAL REPAIRS TO BLDG & BLDG. EQUIP.	100,000	5,431	18,284	81,716	18.3%
454 INSURANCE					
.01 INSURANCE	80,000		81,501	(1,501)	101.9%
455 OTHER OPER. & MAINT .					
.01 MECHANICAL CONTRACTS	32,000	8,996	17,081	14,919	53.4%
.02 GROUND MAINT. CONTRACTS	25,000	1,268	5,598	19,402	22.4%
.03 BUILDING MAINT CONTRACT	19,500	541	2,463	17,037	12.6%
TOTAL OTHER OPER. & MAINT.	76,500	10,805	25,142	51,358	32.9%
DEBT SERVICE					
INSTALLMENT DEBT- PRINCIPAL	11,451	-	12,525	(1,074)	109.4%
INSTALLMENT DEBT INTEREST	1,076	-	2	1,074	0.2%
TOTAL DEBT SERVICE	12,527		12,527	-	100.0%
INTERFUND TRANSFERS					
OPERATING TRANSFERS OUT	110,000	-	-	110,000	0.0%
TOTAL EXPENDITURES	$ 7,501,033	$ 522,266	$ 2,062,824	5,438,209	27.5%
NET CHANGE IN FUND BALANCE			413,716		
FUND BALANCE, BEGINNING OF YEAR			5,060,024		
FUND BALANCE, FISCAL YEAR TO DATE			$ 5,473,740		

PORT WASHINGTON PUBLIC LIBRARY
Statement of Revenues, Expenditures and Changes in Fund Balances -
Special Revenue, Capital Projects and Permanent Funds
For One Month and Four Months Ended October 31, 2023
33.33% of Budget Expensed

	Special Revenue	Capital Projects	Permanent
REVENUES			
Interest income	$ 9,149	$ 13,050	$ 1,739
Miscellaneous revenue	91,399		
State sources			
Total Revenues	100,548	13,050	1,739
EXPENDITURES			
Program expenses	80,595	892,053	
OTHER FINANCING SOURCES (USES)			
Operating transfers in	1,739	-	-
Operating transfers (out)			(1,739)
Total Other Financing Sources (Uses)	1,739	-	(1,739)
Net Change in Fund Balance	21,692	(879,003)	-
Fund Balance - Beginning of year	737,918	1,168,647	135,006
Fund Balance - End of month	$ 759,610	$ 289,644	$ 135,006

PORT WASHINGTON PUBLIC LIBRARY
Detailed Schedule of Fund Balance
Special Revenue Fund
For One Month and Four Months Ended October 31, 2023

Assigned for Special Programs

9/11 PROJECT - 10/02 - SHODELL	$	133
ADULT LITERACY GRANT/BOOKS FOR DESSERT		24,737
AMERICAN GIRL DOLLS		236
ART ADVISORY COUNCIL		13,597
BRONSON		11,023
BROWN		5,890
BURTIS		19,505
CHILDREN'S ADVISORY COUNCIL		12,034
CHILDRENS GRANT		2,138
CONSTRUCTION GRANT		584
EPSTEIN BOOK FUND		374
ESL GRANT SUPPLIES/MATERIALS		399
FENDRICK MEMORIAL		1,313
FOUNDATION GRANT CAREER COACHING		17,094
FRIENDS OF THE LIBRARY		56,336
FRIENDS OF THE LIBRARY-BOGEN		42,217
GOODMAN ASSISTIVE TECHNOLOGY		6,293
HEALTH ADVISORY COUNCIL		33,120
HEALTH INFORMATION - ANTI SMOKING		14,878
HEARTS GRANT		22
HOMEGROWN READERS		23,457
JOB SEARCH BOOT CAMP GRANT		103
MAKERSPACE		19,276
MISCELLANEOUS WORKSHOPS		19,922
MORSE FUND		1,875
MUSIC ADVISORY COUNCIL		27,904
NAUTICAL CENTER		253,940
NEA CREATIVE READERS		2,236
NLS BULLET AID		(2,123)
NLS STATE GRANT COMPUTERS		693
NYS CONSTRUCTION GRANT		21,482
NYS LOBBY RENOVATION GRANT		22,714
NYS MEDIA ROOM RENO GRANT		12,378
OUTDOOR WIFI		3,096
PUBLICATION FUND		7,492
REGIONAL TECH & MEDIA		850
ROBERT STERN		208
S. STEYN MEMORIAL		7,954
SALTZMAN GRANT		6,493
SMALL STUDY ROOM		1,591
SPECIAL TRUST ACCOUNT (MISC)		2,722
SPIELMAN STORY TELLING		379
T. BIER FUND		10,287
TEPPER INTERGENERATIONAL		4,215
THEATER FOR DESSERT		(1,943)
UNDERHILL		24,495
UNGER/BESLITY MEMORIAL - TERRACE		11,073
VERA FIDDLER		266
WHITTEMORE MEMORIAL		2,144
WIFI HOTSPOTS		58
ZUCKER GRANT		12,450
	$	759,610

PORT WASHINGTON PUBLIC LIBRARY

Miscellaneous Revenue

For the Year Ended June 30, 2024

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total
Ear Phones	$ 1.00		$ 11.00	$ 3.00									$ 15.00
Flash USB Drives	7.00	21.00	7.00										35.00
My Healthy Thing													-
Meeting Room Usage													-
NYS Sales Tax													-
Metlife Dividend				40.56									40.56
PSEGLI Rebate													-
Utica Dividend													-
NLS Erate													-
NLS direct access													-
NLS MTA Offset													-
E-Rate Reimbursement													-
Backpack/Totes/Visor/Hats	15.00												15.00
Vending Machine/(Refund)			(1.75)										(1.75)
Credit Card Point Credit													-
Misc. Cash													-
Local History Image													-
Sales tax payment													-
NYS Unclaimed Funds													-
Nassau County Elections													-
ALIS e-commerce													-
Res./Non-Res. Card													-
Donation													-
Business Card													-
Deposit for architectural plans													-
Refund of Prior Year													-
Totals	$ 23.00	$ 21.00	$ 16.25	$ 43.56	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 103.81

Security Update

November 2023

New security cameras were recently installed in the following locations:

- North Wing
- South Wing
- Teen Area
- Local History Room
- Adler Art Gallery (Lower Level)

Security Guard Coverage Hours:

- Monday through Friday 3:30pm to 9:30pm
- Saturday 11:00am to 5:00pm
- Sunday 1:00pm to 5:30pm

Additional hours are added as needed**

PORT WASHINGTON PUBLIC LIBRARY **DEPARTMENT: Computer Services**

APPROVAL TO EXCESS EQUIPMENT

TYPE OF EQUIPMENT	MANUFACTURER	MODEL NUMBER	SERIAL NUMBER	QTY.	REASON FOR DISPOSAL
HP Compaq Elite 8300 Ultra-Slim Desktop	HP	8300	2UA3270YM4	1	This PC is too old to support new operating systems and is also past warranty.
HP Compaq 8100 Elite Small Form Factor	HP	8100	2UA10608Q3	1	This PC is too old to support new operating systems and is also past warranty.
HP Compaq 8100 Elite Small Form Factor	HP	8100	2UA10608Q2	1	This PC is too old to support new operating systems and is also past warranty.
HP Compaq Elite 8300 Small Form Factor	HP	8300	2UA3071VNC	1	This PC is too old to support new operating systems and is also past warranty.
HP Compaq 8200 Elite Small Form Factor	HP	8200	2UA12207KJ	1	This PC is too old to support new operating systems and is also past warranty.
Lenovo ThinkCentre A70z All-In-One PC	Lenovo	A70z	S1T7653	1	This PC is too old to support new operating systems and is also past warranty.
Lenovo ThinkCentre A70z All-In-One PC	Lenovo	A70z	S172321	1	This PC is too old to support new operating systems and is also past warranty.
Lenovo ThinkCentre M71z All-In-One PC	Lenovo	M71z	MJHXPTY	1	This PC is too old to support new operating systems and is also past warranty.

Lenovo ThinkCentre A70z All-In-One PC	Lenovo	A70z	S171813	1	This PC is too old to support new operating systems and is also past warranty.
Lenovo ThinkCentre A70z All-In-One PC	Lenovo	A70z	S1X5773	1	This PC is too old to support new operating systems and is also past warranty.
Lenovo ThinkCentre A70z All-In-One PC	Lenovo	A70z	S1C1580	1	This PC is too old to support new operating systems and is also past warranty.
HP Pro 3420 All-In-One PC	HP	3420	MXL2151LK1	1	This PC is too old to support new operating systems and is also past warranty.
Lenovo ThinkCentre M72e	Lenovo	M72e	MJ41RG0	1	This PC is too old to support new operating systems and is also past warranty.
Bogen Communications Inc. 35 Watt Amplifier	Bogen Communications Inc.	TPU-35B		1	This amplifier no longer functions correctly. Is past warranty.
Zenith DVD Recorder / Video Cassette Recorder	Zenith	XBR716	803INMF422659	1	DVD / VHS Recorder no longer functions correctly. Poor image. Is past warranty.
Nortel Norstar Phone	Nortel Northern Telecom			1	Telephone no longer functions correctly. Is past warranty.
Dell PowerEdge 2950 Server	Dell	PowerEdge2950	7QCXSF1	1	This server is too old to support new operating systems and is also past warranty.
Epson Artisan 730 Printer / Scanner	Epson	C432A	N94Y037697	1	Printer no longer functions correctly. Is past warranty.
Dell PowerEdge T610 Server	Dell	PowerEdge T610	GKL9XL1	1	This server is too old to support new operating systems and is also past warranty.
HP Scanjet G4010	HP	G4010	CN817A76171 / CNT817A115	1	Scanner no longer functions correctly. Is past warranty.
HP Scanjet 4070 Photosmart Scanner	HP	4070	CN51PAL5PW / CN51KAH2Z7	1	Scanner no longer functions correctly. Is past warranty.

HP Scanjet 4890	HP	4890	CN65BTA01T / CN57MT919Q	1	Scanner no longer functions correctly. Is past warranty.
HP Deskjet 6940 Printer	HP	6940	MY7599R38Y	1	Printer no longer functions correctly. Is past warranty.
HP Photosmart 5520 Print/Scan/Copy/Web	HP	5520	CN26E19188	1	This All-In-One device is no longer functions correctly. Is past warranty.
HP Pro 3420 All-In-One PC	HP	3420	MXL2151LK3	1	This PC is too old to support new operating systems and is also past warranty.
Dell PowerEdge 1750	Dell	PowerEdge 1750	514CJ31	1	This server is too old to support new operating systems and is also past warranty.
HP 22yh Display Monitor	HP	22yh	1CR0160VQG	1	Monitor no longer displays a proper image. Monitor is past warranty.
HP LaserJet Pro M102w Printer	HP	M102w	VNB3B38887	1	Printer no longer functions correctly. Is past warranty.
Dell E173FPf Monitor	Dell	E173FPf	CN-0D5428-72872-56D-2D8L	1	Monitor no longer displays a proper image. Monitor is past warranty.
Dell 1703FPt Monitor	Dell	1703FPt	CN-02Y315-71618-41G-AAPB	1	Monitor no longer displays a proper image. Monitor is past warranty.
Dell E171FP Monitor	Dell	E171FP	CN-08R3394760633VANR0	1	Monitor no longer displays a proper image. Monitor is past warranty.
Dell P170Sb FP Monitor	Dell	P170Sb	CN-0Y1G0M-74261-9BJ-2D6L	1	Monitor no longer displays a proper image. Monitor is past warranty.
Dell 1708 FPf Monitor	Dell	1708 FPf	CN-0X876H-72872-96I-11RU	1	Monitor no longer displays a proper image. Monitor is past warranty.
Dell 1707 FPt Monitor	Dell	1707 FPt	CN-0CC280-71618-641-ARHA	1	Monitor no longer displays a proper image. Monitor is past warranty.

Dell 1707 FPt Monitor	Dell	1707 FPt	CN-0CC280-71618-642-ADUF	1	Monitor no longer displays a proper image. Monitor is past warranty.
Dell 1708 FPb Monitor	Dell	1708 FPb	CN-0FP816-46633-71U-2U8U	1	Monitor no longer displays a proper image. Monitor is past warranty.
Dell 1708 FPf Monitor	Dell	1708 FPf	CN-0PM372-72872-77Q-30LS	1	Monitor no longer displays a proper image. Monitor is past warranty.
Dell 1707 FPc	Dell	1707 FPc	CN-0CC352-64180-646-0T0C	1	Monitor no longer displays a proper image. Monitor is past warranty.
Dell OptiPlex 9030 All-In-One PC	Dell	OptiPlex 9030	2Z9C942	1	This PC is too old to support new operating systems and is also past warranty.
Dell OptiPlex 9030 All-In-One PC	Dell	OptiPlex 9030	7R7XB42	1	This PC is too old to support new operating systems and is also past warranty.
ORION StarBlast Telescope	ORION	StarBlast	N/A	1	Telescope no longer functions correctly. Is past warranty.
RoKu Streaming Stick	RoKu		2LA516068513	1	RoKu device no longer functions correctly. Is past warranty.
RoKu Streaming Stick	RoKu		5S464T228656	1	RoKu no longer functions correctly. Is past warranty.
Barnes & Noble Nook	Nook		N/A	1	Tablet is unable to retain a charge. Battery is damaged. Tablet is past warranty.
Asus Tablet K005	Asus	K005	N/A	1	Tablet is unable to retain a charge. Battery is damaged. Tablet is past warranty.
Apple iPad	Apple	A1566	DMPS995XHG5G	1	iPad is unable to retain a charge. Battery is damaged. iPad is past warranty.
Dell Latitude 110L	Dell	Latitude 110L	7YCB871	1	This laptop is too old to support new operating systems and is also past warranty.
HP ScanJet 8300	HP	8300	CN74WB0057 /	1	Scanner no longer functions

			L1960A-AC3		correctly. Is past warranty.
Avision iVina A3 Bookedge Scanner FB6080E	Avision	iVina FB6080E	CN109BECA110000 1	1	Old scannx scanner is non operable and was replaced.
Lenovo ideacentre PC	Lenovo	Ideacentre	KS00093757	1	This PC is too old to support new operating systems and is also past warranty.
SonicWall TZ215 Firewall Network Security Appliance	SonicWall	APL24-08E	C0EAE4A66C44	1	This appliance is old and is also past warranty.
formlabs Form2 3D Printer	formlabs	Form2	EliteWombat	1	No longer functions correctly and replaced. Is past warranty.
HP LaserJet Pro M402dw	HP	M402dw	PHBVC02982	1	Printer no longer functions correctly. Is past warranty.
Date Submitted: 11/15/23				Board Approved:	

November 2023
PORT WASHINGTON PUBLIC LIBRARY **DEPARTMENT: Maintenance**

APPROVAL TO EXCESS EQUIPMENT

TYPE OF EQUIPMENT	MANUFACTURER	MODEL NUMBER	SERIAL NUMBER	QTY.	REASON FOR DISPOSAL	DATE OF BOARD APPROVAL
Metal Shelving				Approximately 225 pieces	These were shelving pieces from the Children's Library that have proven to be inadequate. The shelving does not hold books firmly in place and they often fall off the shelves, sometimes from a height taller than small children.	
Metal Shelving				Approximately 100 pieces	These were shelving pieces from the old ESOL shelving units that are no longer utilized since the renovation of that area. They do not fit any of our existing shelving.	
Wooden Folding Tables				2	Wooden folding tables that no longer fold properly. In addition, they are extremely heavy and difficult to deploy.	
Date Submitted: 11/15/23						

NASSAU LIBRARY SYSTEM

Strengthening Nassau's Public Libraries

Take advantage of all we have to offer to our member libraries:

Professional Consulting:

- NYS regulations and legal issues
- Policies and best practices
- Long range and operational planning
- Expertise in cataloging, youth services, outreach, IT, customer service, marketing, reference, facilities, finance

Digital Resources:

- OverDrive consortium administration, including coordination of purchasing
- Discounted rates for databases and digital services
- Vendor relations and account maintenance

Continuing Education:

- Trustee training
- Custom on site and virtual training
- Webinars and video tutorials
- Special events and guest speakers
- Facilitation of peer-to-peer learning

IT and Network Support:

- Website hosting and maintenance
- Broadband internet
- IT helpdesk
- Email hosting
- Website design and development
- Federal E-rate coordination
- Network monitoring

Circulation and Delivery:

- Daily weekday materials delivery and sorting
- Cataloging and records maintenance
- Cooperative circulation system
- Interlibrary loan
- Automated notices and alerts

Promotion, Advocacy and Funding:

- Government and media relations
- Coordinated messaging campaigns
- NYS Construction Aid administration
- Marketing asset repository
- Group buys at discounted rates

Statistics and Data:

- Monthly Key Performance Indicator reports
- NYS Annual Report support
- Per-capita and other operational reports
- Digital services performance reports

Programming and Outreach:

- Techmobile to support digital inclusion and outreach activities
- Summer Reading administration
- Long Island Reads coordination
- Book club at Nassau County jail
- Early Literacy, Maker and STEM kits
- Outreach event equipment loans
- Community partnership projects

To find out about these services and more, contact us at nls@nassaulibrary.org or 516-292-8920

NASSAU LIBRARY SYSTEM

2024 and 2025 Member Library Support

Request for Approval by Member Library Boards by December 5, 2023

NLS is requesting member library board approval of member library support for calendar years 2024 and 2025. Since 2014, NLS has used a four-factor formula to calculate each library's share that gives equal weight to population, cardholders, materials expenditures, and net circulation. NLS relies on the libraries' Annual Reports to NYS for the data used in the calculations, as well as ILS reports for components of the cardholder and circulation data. NLS has not effected an increase in the total amount of member library support since 2013. With this proposal we seek a modest increase of $25,000 phased in over two years, which amounts to 1.19% per year. The attached charts fully explicate the following proposal:

- **Two-year deal for 2024 + 2025** so libraries have stable and predictable obligations.
- **$25,000 increase phased in over two years**, for a total request of $1,075,000 in 2025.
- **Use of a three-year average for each of the factors in the formula**. In this proposal we have used an average of 2020, 2021, and 2022 data (the most recent annual reports available) for each of the factors in the formula. (The average is not necessary for the population factor, as the chartered population of each library district is static for 10 years.) This prevents single-year anomalies in libraries' circumstances from causing dramatic shifts in their calculations. We began using three-year averages in the calculation of ILS fees and member library support in 2020, based on the recommendation of participating libraries.
- **A two-year implementation of the new amounts for individual libraries.** This means that the impact of any increase is spread over the course of two years, with half of the increase implemented in 2024 and the full increase in 2025. Likewise, half of any reduction would be implemented in 2024 and the full reduction would be realized in 2025. This is what has been done in the past without objections by the libraries.

Member library support of NLS supports services to member libraries that are not mandated by the State, including delivery service. In the past two years NLS has launched important new projects, such as the Techmobile and marketing campaigns like the Nassau Library Tour. Other services supported by this funding are: administration of the OverDrive consortium and database coordinated orders; original cataloging; E-rate assistance; NLS staff-mediated out-of-system interlibrary loans; continuing education and training offered by NLS; NLS email accounts for member libraries and/or their staff; hosting libraries' websites; and website design, enhancement and problem-solving assistance. Following the attached charts is a document

NASSAU LIBRARY SYSTEM
Strengthening Nassau's Public Libraries

MEMBER LIBRARY BOARD VOTE

NLS' Request for Member Library Support of NLS for 2024 and 2025

Please return the completed form to Gina Staffa (gstaffa@nassaulibrary.org) at NLS by December 5, 2023. Original or scanned forms are acceptable.

The Board of Trustees of the __Port Washington Public_____ Library voted to

___ approve / ___ disapprove NLS' request for Member Library Support for calendar years 2024 and 2025 at a meeting held on November 15, 2023**.**

The vote was: # For ____ # Against ____ # Abstained _____

Signature of the President of the Board: _____

(or the trustee who presided at the meeting at which the vote was taken)

President's Name: _____William Keller_____

(or the trustee who presided at the meeting at which the vote was taken)

If this request is approved by 28 or more member library boards, the decision will be binding on all member libraries. Member libraries will be billed for the 2024 calendar year support based on their fiscal years.

- Libraries that operate on a calendar year basis will be billed in January 2024;
- Libraries with a June – May fiscal year will be billed in June 2024;
- Libraries with a July – June fiscal year will be billed in July 2024.

Two-Year Implementation of 2024 and 2025 Member Library Support

Based on 3-Year averages of each factor - 2020, 2021, 2022

Library	Member Library Support Paid in 2023	Proposed for 2025	Total Increase or (Decrease)	1st Half of Increase or Decrease to be Paid in 2024	2nd Half of Increase or Decrease to be Paid in 2025
Baldwin	$23,253	$22,267	($986)	$22,760	$22,267
Bayville	$4,778	$4,943	$165	$4,861	$4,943
Bellmore	$10,830	$10,719	($111)	$10,775	$10,719
Bethpage	$16,161	$16,500	$339	$16,331	$16,500
Bryant (Roslyn)	$18,877	$20,578	$1,701	$19,728	$20,578
East Meadow	$43,241	$43,265	$24	$43,253	$43,265
East Rockaway	$7,887	$8,071	$184	$7,979	$8,071
East Williston	$2,043	$2,101	$58	$2,072	$2,101
Elmont	$35,300	$37,078	$1,778	$36,189	$37,078
Farmingdale	$30,060	$30,235	$175	$30,148	$30,235
Floral Park	$10,988	$11,545	$557	$11,267	$11,545
Franklin Square	$16,836	$18,086	$1,250	$17,461	$18,086
Freeport	$25,473	$24,448	($1,025)	$24,961	$24,448
Garden City	$22,942	$25,218	$2,276	$24,080	$25,218
Glen Cove	$16,341	$16,401	$60	$16,371	$16,401
Gold Coast	$11,343	$11,321	($22)	$11,332	$11,321
Great Neck	$46,969	$48,430	$1,461	$47,700	$48,430
Hempstead	$22,845	$22,232	($613)	$22,539	$22,232
Henry Waldinger (Valley Stream)	$19,292	$19,360	$68	$19,326	$19,360
Hewlett-Woodmere	$29,706	$31,243	$1,537	$30,475	$31,243
Hicksville	$23,807	$26,172	$2,365	$24,990	$26,172
Hillside	$15,858	$16,001	$143	$15,930	$16,001
Island Park	$6,932	$6,982	$50	$6,957	$6,982
Island Trees	$10,313	$10,177	($136)	$10,245	$10,177
Jericho	$29,078	$28,724	($354)	$28,901	$28,724
Lakeview	$4,271	$3,818	($453)	$4,045	$3,818
Levittown	$41,841	$40,274	($1,567)	$41,058	$40,274
Locust Valley	$5,523	$5,738	$215	$5,631	$5,738
Long Beach	$30,074	$31,029	$955	$30,552	$31,029
Lynbrook	$13,760	$14,030	$270	$13,895	$14,030
Malverne	$5,675	$5,583	($92)	$5,629	$5,583
Manhasset	$16,499	$18,036	$1,537	$17,268	$18,036
Massapequa	$38,442	$36,609	($1,833)	$37,526	$36,609
Merrick	$16,286	$16,467	$181	$16,377	$16,467
Mineola	$13,004	$13,125	$121	$13,065	$13,125
North Bellmore	$16,068	$18,374	$2,306	$17,221	$18,374
North Merrick	$13,441	$13,262	($179)	$13,352	$13,262
Oceanside	$29,014	$30,998	$1,984	$30,006	$30,998
Oyster Bay	$10,822	$11,482	$660	$11,152	$11,482
Peninsula	$27,330	$27,683	$353	$27,507	$27,683
Plainedge	$13,531	$13,414	($117)	$13,473	$13,414
Plainview	$30,268	$31,615	$1,347	$30,942	$31,615
Port Washington	$33,990	$36,657	$2,667	$35,324	$36,657

Two-Year Implementation of 2024 and 2025 Member Library Support

Based on 3-Year averages of each factor - 2020, 2021, 2022

Library	Member Library Support Paid in 2023	Proposed for 2025	Total Increase or (Decrease)	1st Half of Increase or Decrease to be Paid in 2024	2nd Half of Increase or Decrease to be Paid in 2025
Rockville Centre	$20,905	$22,003	$1,098	$21,454	$22,003
Roosevelt	$11,288	$11,689	$401	$11,489	$11,689
Sea Cliff	$4,104	$4,282	$178	$4,193	$4,282
Seaford	$12,306	$12,481	$175	$12,394	$12,481
Shelter Rock	$21,738	$22,813	$1,075	$22,276	$22,813
Syosset	$37,149	$39,337	$2,188	$38,243	$39,337
Uniondale	$19,757	$19,832	$75	$19,795	$19,832
Wantagh	$16,087	$16,105	$18	$16,096	$16,105
West Hempstead	$19,725	$20,459	$734	$20,092	$20,459
Westbury	$21,167	$20,576	($591)	$20,872	$20,576
Williston Park	$4,785	$5,132	$347	$4,959	$5,132

The following pages show how the dollar amounts were calculated for each of the 4 factors.

Four-Factor Formula for 2025
Member Library Support for Each Factor and Total
Factors based on 3-Year Average $1,075,000

Library	Factor 1 Population Portion of Support [1]	Factor 2 Materials Expenditures Portion of Support [2]	Factor 3 Cardholders Portion of Support [3]	Factor 4 Net Circulation Portion of Support [4]	TOTAL Member Library Support [5]
Baldwin	$6,844	$4,503	$6,318	$4,602	$22,267
Bayville	$1,342	$915	$1,216	$1,470	$4,943
Bellmore	$2,523	$2,913	$2,657	$2,626	$10,719
Bethpage	$3,887	$4,266	$4,576	$3,771	$16,500
Bryant (Roslyn)	$3,619	$6,314	$4,095	$6,550	$20,578
East Meadow	$10,408	$15,328	$9,258	$8,271	$43,265
East Rockaway	$2,021	$1,447	$2,129	$2,474	$8,071
East Williston	$526	$407	$489	$679	$2,101
Elmont	$10,515	$8,918	$11,544	$6,101	$37,078
Farmingdale	$8,196	$6,104	$9,430	$6,505	$30,235
Floral Park	$3,217	$2,302	$3,222	$2,804	$11,545
Franklin Square	$5,153	$4,170	$3,531	$5,232	$18,086
Freeport	$8,249	$5,947	$7,486	$2,766	$24,448
Garden City	$4,630	$7,725	$5,364	$7,499	$25,218
Glen Cove	$5,643	$3,940	$3,419	$3,399	$16,401
Gold Coast	$2,303	$4,142	$2,424	$2,452	$11,321
Great Neck	$9,585	$12,822	$12,391	$13,632	$48,430
Hempstead	$11,771	$2,350	$6,580	$1,531	$22,232
Henry Waldinger (VS)	$8,084	$3,704	$4,774	$2,798	$19,360
Hewlett	$4,409	$12,178	$4,845	$9,811	$31,243
Hicksville	$8,323	$5,209	$7,723	$4,917	$26,172
Hillside	$4,751	$2,943	$4,226	$4,081	$16,001
Island Park	$1,781	$2,297	$1,721	$1,183	$6,982
Island Trees	$3,072	$1,704	$3,073	$2,328	$10,177
Jericho	$3,473	$10,272	$4,529	$10,450	$28,724
Lakeview	$1,157	$1,279	$1,153	$229	$3,818
Levittown	$9,220	$13,208	$9,426	$8,420	$40,274
Locust Valley	$1,371	$1,946	$1,154	$1,267	$5,738
Long Beach	$8,086	$6,170	$9,905	$6,868	$31,029
Lynbrook	$4,066	$2,858	$3,726	$3,380	$14,030
Malverne	$1,703	$826	$1,388	$1,666	$5,583
Manhasset	$3,273	$6,246	$3,419	$5,098	$18,036
Massapequa	$9,295	$10,081	$9,639	$7,594	$36,609
Merrick	$3,598	$4,357	$3,889	$4,623	$16,467
Mineola	$4,138	$3,240	$2,706	$3,041	$13,125
North Bellmore	$5,317	$3,876	$4,625	$4,556	$18,374
North Merrick	$2,727	$4,601	$2,694	$3,240	$13,262
Oceanside	$7,452	$5,040	$8,030	$10,476	$30,998
Oyster Bay	$2,709	$3,587	$2,389	$2,797	$11,482
Peninsula	$7,781	$3,459	$5,293	$11,150	$27,683
Plainedge	$3,818	$3,844	$3,519	$2,233	$13,414
Plainview	$6,050	$6,722	$7,652	$11,191	$31,615
Port Washington	$6,453	$9,901	$9,664	$10,639	$36,657
Rockville Centre	$4,797	$5,249	$4,828	$7,129	$22,003
Roosevelt	$3,894	$4,546	$2,954	$295	$11,689
Sea Cliff	$1,007	$997	$1,033	$1,245	$4,282
Seaford	$3,200	$3,538	$3,014	$2,729	$12,481
Shelter Rock	$5,556	$4,194	$4,755	$8,308	$22,813
Syosset	$7,044	$7,665	$10,105	$14,523	$39,337
Uniondale	$6,679	$4,022	$7,624	$1,507	$19,832
Wantagh	$3,515	$4,777	$3,623	$4,190	$16,105
West Hempstead	$3,628	$5,783	$3,672	$7,376	$20,459
Westbury	$5,381	$3,112	$8,550	$3,533	$20,576
Williston Park	$1,510	$806	$1,301	$1,515	$5,132
Total	**$268,750**	**$268,750**	**$268,750**	**$268,750**	**$1,075,000**

Notes:

[1] 2020 Population Chartered to Serve as per DLD.

[2] Materials Expenditures 3-year average from 2020, 2021, 2022 Member Library Reports to State.

[3] Resident & Library Fund District Cardholders 3-year average. Resident cardholders from 2020, 2021, 2022 Reports to State. LFD cardholders from 2020, 2021, 2022 ILS Services reports.

[4] Net circulation = total circ less items loaned via direct access to the cardholders of other member libraries and less items lent via ILL (i.e. items sent to other libraries to fill the holds/requests of those libraries' cardholders). Source of total circ and items lent via ILL (interlibrary loan) from Member Library Reports to the State. Source of items loaned via direct access = ILS Services statistical reports and statistics from the three non-ILS Services libraries. 3-year average from 2020, 2021, 2022.

Nassau Library System

Source of Info: 2020 Census as per DLD
Chart #2

Factor 1 - Population Chartered to Serve
Four-Factor Formula for 2025

	Alphabetical by Library	Population Chartered to Serve	% of Total Population	Factor 1 Portion of Support
1	Baldwin	34,404	2.54674%	**$6,844**
2	Bayville	6,748	0.49952%	**$1,342**
3	Bellmore	12,682	0.93878%	**$2,523**
4	Bethpage	19,537	1.44622%	**$3,887**
5	Bryant (Roslyn)	18,190	1.34651%	**$3,619**
6	East Meadow	52,315	3.87259%	**$10,408**
7	East Rockaway	10,159	0.75202%	**$2,021**
8	East Williston	2,645	0.19579%	**$526**
9	Elmont	52,853	3.91242%	**$10,515**
10	Farmingdale	41,196	3.04952%	**$8,196**
11	Floral Park	16,172	1.19713%	**$3,217**
12	Franklin Square	25,901	1.91731%	**$5,153**
13	Freeport	41,463	3.06928%	**$8,249**
14	Garden City	23,272	1.72270%	**$4,630**
15	Glen Cove	28,365	2.09971%	**$5,643**
16	Gold Coast	11,574	0.85676%	**$2,303**
17	Great Neck	48,178	3.56636%	**$9,585**
18	Hempstead	59,169	4.37996%	**$11,771**
19	Henry Waldinger (VS)	40,634	3.00791%	**$8,084**
20	Hewlett	22,161	1.64046%	**$4,409**
21	Hicksville	41,837	3.09697%	**$8,323**
22	Hillside	23,880	1.76771%	**$4,751**
23	Island Park	8,954	0.66282%	**$1,781**
24	Island Trees	15,444	1.14324%	**$3,072**
25	Jericho	17,456	1.29217%	**$3,473**
26	Lakeview	5,817	0.43060%	**$1,157**
27	Levittown	46,344	3.43059%	**$9,220**
28	Locust Valley	6,894	0.51033%	**$1,371**
29	Long Beach	40,647	3.00888%	**$8,086**
30	Lynbrook	20,438	1.51291%	**$4,066**
31	Malverne	8,560	0.63365%	**$1,703**
32	Manhasset	16,453	1.21793%	**$3,273**
33	Massapequa	46,724	3.45872%	**$9,295**
34	Merrick	18,085	1.33873%	**$3,598**
35	Mineola	20,800	1.53971%	**$4,138**
36	North Bellmore	26,724	1.97823%	**$5,317**
37	North Merrick	13,707	1.01465%	**$2,727**
38	Oceanside	37,459	2.77289%	**$7,452**
39	Oyster Bay	13,619	1.00814%	**$2,709**
40	Peninsula	39,114	2.89540%	**$7,781**
41	Plainedge	19,190	1.42053%	**$3,818**
42	Plainview	30,413	2.25131%	**$6,050**
43	Port Washington	32,438	2.40121%	**$6,453**
44	Rockville Centre	24,114	1.78503%	**$4,797**
45	Roosevelt	19,574	1.44896%	**$3,894**
46	Sea Cliff	5,062	0.37471%	**$1,007**
47	Seaford	16,086	1.19076%	**$3,200**
48	Shelter Rock	27,928	2.06736%	**$5,556**
49	Syosset	35,408	2.62106%	**$7,044**
50	Uniondale	33,571	2.48508%	**$6,679**
51	Wantagh	17,667	1.30779%	**$3,515**
52	West Hempstead	18,237	1.34999%	**$3,628**
53	Westbury	27,050	2.00236%	**$5,381**
54	Williston Park	7,591	0.56192%	**$1,510**
	Totals	**1,350,903**	**100%**	**$268,750**

		Descending by Factor 1 Population
1	Hempstead	59,169
2	Elmont	52,853
3	East Meadow	52,315
4	Great Neck	48,178
5	Massapequa	46,724
6	Levittown	46,344
7	Hicksville	41,837
8	Freeport	41,463
9	Farmingdale	41,196
10	Long Beach	40,647
11	Henry Waldinger (VS)	40,634
12	Peninsula	39,114
13	Oceanside	37,459
14	Syosset	35,408
15	Baldwin	34,404
16	Uniondale	33,571
17	Port Washington	32,438
18	Plainview	30,413
19	Glen Cove	28,365
20	Shelter Rock	27,928
21	Westbury	27,050
22	North Bellmore	26,724
23	Franklin Square	25,901
24	Rockville Centre	24,114
25	Hillside	23,880
26	Garden City	23,272
27	Hewlett	22,161
28	Mineola	20,800
29	Lynbrook	20,438
30	Roosevelt	19,574
31	Bethpage	19,537
32	Plainedge	19,190
33	West Hempstead	18,237
34	Bryant (Roslyn)	18,190
35	Merrick	18,085
36	Wantagh	17,667
37	Jericho	17,456
38	Manhasset	16,453
39	Floral Park	16,172
40	Seaford	16,086
41	Island Trees	15,444
42	North Merrick	13,707
43	Oyster Bay	13,619
44	Bellmore	12,682
45	Gold Coast	11,574
46	East Rockaway	10,159
47	Island Park	8,954
48	Malverne	8,560
49	Williston Park	7,591
50	Locust Valley	6,894
51	Bayville	6,748
52	Lakeview	5,817
53	Sea Cliff	5,062
54	East Williston	2,645

Total dollar amount attributed to each of the four factors is 1/4 ($268,750) of the total amount of member support requested ($1,075,000).

Factor 2 - Materials Expenditures 3-Year Average
Four-Factor Formula for 2025

	Alphabetical by Library	Average 2020, 2021, 2022 Materials Expenditures	% of Total Materials Expenditure	Factor 2 Portion of Support
1	Baldwin	$200,497	1.675%	**$4,503**
2	Bayville	$40,747	0.340%	**$915**
3	Bellmore	$129,730	1.084%	**$2,913**
4	Bethpage	$189,981	1.588%	**$4,266**
5	Bryant (Roslyn)	$281,141	2.349%	**$6,314**
6	East Meadow	$682,528	5.703%	**$15,328**
7	East Rockaway	$64,424	0.538%	**$1,447**
8	East Williston	$18,115	0.151%	**$407**
9	Elmont	$397,111	3.318%	**$8,918**
10	Farmingdale	$271,808	2.271%	**$6,104**
11	Floral Park	$102,494	0.856%	**$2,302**
12	Franklin Square	$185,688	1.552%	**$4,170**
13	Freeport	$264,826	2.213%	**$5,947**
14	Garden City	$343,998	2.875%	**$7,725**
15	Glen Cove	$175,438	1.466%	**$3,940**
16	Gold Coast	$184,454	1.541%	**$4,142**
17	Great Neck	$570,965	4.771%	**$12,822**
18	Hempstead	$104,640	0.874%	**$2,350**
19	Henry Waldinger (VS)	$164,923	1.378%	**$3,704**
20	Hewlett	$542,263	4.531%	**$12,178**
21	Hicksville	$231,952	1.938%	**$5,209**
22	Hillside	$131,069	1.095%	**$2,943**
23	Island Park	$102,301	0.855%	**$2,297**
24	Island Trees	$75,865	0.634%	**$1,704**
25	Jericho	$457,418	3.822%	**$10,272**
26	Lakeview	$56,940	0.476%	**$1,279**
27	Levittown	$588,126	4.914%	**$13,208**
28	Locust Valley	$86,634	0.724%	**$1,946**
29	Long Beach	$274,727	2.296%	**$6,170**
30	Lynbrook	$127,273	1.064%	**$2,858**
31	Malverne	$36,796	0.307%	**$826**
32	Manhasset	$278,143	2.324%	**$6,246**
33	Massapequa	$448,904	3.751%	**$10,081**
34	Merrick	$194,008	1.621%	**$4,357**
35	Mineola	$144,291	1.206%	**$3,240**
36	North Bellmore	$172,607	1.442%	**$3,876**
37	North Merrick	$204,896	1.712%	**$4,601**
38	Oceanside	$224,405	1.875%	**$5,040**
39	Oyster Bay	$159,721	1.335%	**$3,587**
40	Peninsula	$154,037	1.287%	**$3,459**
41	Plainedge	$171,167	1.430%	**$3,844**
42	Plainview	$299,334	2.501%	**$6,722**
43	Port Washington	$440,857	3.684%	**$9,901**
44	Rockville Centre	$233,737	1.953%	**$5,249**
45	Roosevelt	$202,405	1.691%	**$4,546**
46	Sea Cliff	$44,411	0.371%	**$997**
47	Seaford	$157,524	1.316%	**$3,538**
48	Shelter Rock	$186,761	1.561%	**$4,194**
49	Syosset	$341,326	2.852%	**$7,665**
50	Uniondale	$179,096	1.497%	**$4,022**
51	Wantagh	$212,694	1.777%	**$4,777**
52	West Hempstead	$257,520	2.152%	**$5,783**
53	Westbury	$138,592	1.158%	**$3,112**
54	Williston Park	$35,884	0.300%	**$806**
	Totals	**$11,967,190**	**100%**	**$268,750**

	Library	Descending by Factor 2 Materials Expenditures
1	East Meadow	$682,528
2	Levittown	$588,126
3	Great Neck	$570,965
4	Hewlett	$542,263
5	Jericho	$457,418
6	Massapequa	$448,904
7	Port Washington	$440,857
8	Elmont	$397,111
9	Garden City	$343,998
10	Syosset	$341,326
11	Plainview	$299,334
12	Bryant (Roslyn)	$281,141
13	Manhasset	$278,143
14	Long Beach	$274,727
15	Farmingdale	$271,808
16	Freeport	$264,826
17	West Hempstead	$257,520
18	Rockville Centre	$233,737
19	Hicksville	$231,952
20	Oceanside	$224,405
21	Wantagh	$212,694
22	North Merrick	$204,896
23	Roosevelt	$202,405
24	Baldwin	$200,497
25	Merrick	$194,008
26	Bethpage	$189,981
27	Shelter Rock	$186,761
28	Franklin Square	$185,688
29	Gold Coast	$184,454
30	Uniondale	$179,096
31	Glen Cove	$175,438
32	North Bellmore	$172,607
33	Plainedge	$171,167
34	Henry Waldinger (VS)	$164,923
35	Oyster Bay	$159,721
36	Seaford	$157,524
37	Peninsula	$154,037
38	Mineola	$144,291
39	Westbury	$138,592
40	Hillside	$131,069
41	Bellmore	$129,730
42	Lynbrook	$127,273
43	Hempstead	$104,640
44	Floral Park	$102,494
45	Island Park	$102,301
46	Locust Valley	$86,634
47	Island Trees	$75,865
48	East Rockaway	$64,424
49	Lakeview	$56,940
50	Sea Cliff	$44,411
51	Bayville	$40,747
52	Malverne	$36,796
53	Williston Park	$35,884
54	East Williston	$18,115

Total dollar amount attributed to each of the four factors is 1/4 ($268,750) of the total amount of member support requested ($1,075,000).

Nassau Library System

Source: 2020, 2021, 2022 Mem Lib Repts to State
LFD = ILS 2020-2022 Reports
Chart #4

Factor 3 - Resident and LFD Cardholders 3-Year Average
Four-Factor Formula for 2025

	Alphabetical by Library	Average 2020, 2021, 2022 Resident and LFD Cardholders	% of Total Resident and LFD Cardholders	Factor 3 Portion of Support
1	Baldwin	16,030	2.35109%	**$6,318**
2	Bayville	3,085	0.45242%	**$1,216**
3	Bellmore	6,740	0.98859%	**$2,657**
4	Bethpage	11,610	1.70277%	**$4,576**
5	Bryant (Roslyn)	10,389	1.52369%	**$4,095**
6	East Meadow	23,487	3.44479%	**$9,258**
7	East Rockaway	5,400	0.79206%	**$2,129**
8	East Williston	1,241	0.18206%	**$489**
9	Elmont	29,287	4.29547%	**$11,544**
10	Farmingdale	23,924	3.50894%	**$9,430**
11	Floral Park	8,173	1.19877%	**$3,222**
12	Franklin Square	8,958	1.31380%	**$3,531**
13	Freeport	18,991	2.78542%	**$7,486**
14	Garden City	13,608	1.99581%	**$5,364**
15	Glen Cove	8,673	1.27210%	**$3,419**
16	Gold Coast	6,151	0.90211%	**$2,424**
17	Great Neck	31,436	4.61066%	**$12,391**
18	Hempstead	16,694	2.44843%	**$6,580**
19	Henry Walinger (VS)	12,112	1.77644%	**$4,774**
20	Hewlett	12,291	1.80265%	**$4,845**
21	Hicksville	19,594	2.87386%	**$7,723**
22	Hillside	10,721	1.57248%	**$4,226**
23	Island Park	4,365	0.64026%	**$1,721**
24	Island Trees	7,796	1.14342%	**$3,073**
25	Jericho	11,489	1.68512%	**$4,529**
26	Lakeview	2,925	0.42905%	**$1,153**
27	Levittown	23,913	3.50723%	**$9,426**
28	Locust Valley	2,929	0.42954%	**$1,154**
29	Long Beach	25,129	3.68562%	**$9,905**
30	Lynbrook	9,453	1.38650%	**$3,726**
31	Malverne	3,521	0.51647%	**$1,388**
32	Manhasset	8,675	1.27230%	**$3,419**
33	Massapequa	24,453	3.58652%	**$9,639**
34	Merrick	9,865	1.44693%	**$3,889**
35	Mineola	6,864	1.00673%	**$2,706**
36	North Bellmore	11,735	1.72110%	**$4,625**
37	North Merrick	6,834	1.00228%	**$2,694**
38	Oceanside	20,372	2.98792%	**$8,030**
39	Oyster Bay	6,060	0.88881%	**$2,389**
40	Peninsula	13,430	1.96970%	**$5,293**
41	Plainedge	8,927	1.30926%	**$3,519**
42	Plainview	19,413	2.84732%	**$7,652**
43	Port Washington	24,519	3.59611%	**$9,664**
44	Rockville Centre	12,248	1.79644%	**$4,828**
45	Roosevelt	7,495	1.09933%	**$2,954**
46	Sea Cliff	2,621	0.38447%	**$1,033**
47	Seaford	7,647	1.12152%	**$3,014**
48	Shelter Rock	12,063	1.76926%	**$4,755**
49	Syosset	25,636	3.75994%	**$10,105**
50	Uniondale	19,341	2.83676%	**$7,624**
51	Wantagh	9,191	1.34808%	**$3,623**
52	West Hempstead	9,315	1.36621%	**$3,672**
53	Westbury	21,690	3.18128%	**$8,550**
54	Williston Park	3,301	0.48410%	**$1,301**
	Total	**681,811**	**100%**	**$268,750**

	Library	Descending by Factor 3 Resident and LFD Cardholders
1	Great Neck	31,436
2	Elmont	29,287
3	Syosset	25,636
4	Long Beach	25,129
5	Port Washington	24,519
6	Massapequa	24,453
7	Farmingdale	23,924
8	Levittown	23,913
9	East Meadow	23,487
10	Westbury	21,690
11	Oceanside	20,372
12	Hicksville	19,594
13	Plainview	19,413
14	Uniondale	19,341
15	Freeport	18,991
16	Hempstead	16,694
17	Baldwin	16,030
18	Garden City	13,608
19	Peninsula	13,430
20	Hewlett	12,291
21	Rockville Centre	12,248
22	Henry Walinger (VS)	12,112
23	Shelter Rock	12,063
24	North Bellmore	11,735
25	Bethpage	11,610
26	Jericho	11,489
27	Hillside	10,721
28	Bryant (Roslyn)	10,389
29	Merrick	9,865
30	Lynbrook	9,453
31	West Hempstead	9,315
32	Wantagh	9,191
33	Franklin Square	8,958
34	Plainedge	8,927
35	Manhasset	8,675
36	Glen Cove	8,673
37	Floral Park	8,173
38	Island Trees	7,796
39	Seaford	7,647
40	Roosevelt	7,495
41	Mineola	6,864
42	North Merrick	6,834
43	Bellmore	6,740
44	Gold Coast	6,151
45	Oyster Bay	6,060
46	East Rockaway	5,400
47	Island Park	4,365
48	Malverne	3,521
49	Williston Park	3,301
50	Bayville	3,085
51	Locust Valley	2,929
52	Lakeview	2,925
53	Sea Cliff	2,621
54	East Williston	1,241

Total dollar amount attributed to each of the four factors is 1/4 ($268,750) of the total amount of member support requested ($1,075,000).

Nassau Library System

Source: 2020, 2021, 2022 Mem Lib Repts to State
Direct Access Statistics=ILS Rpts 2020-22
Chart #5

Factor 4 - Net Circulation 3-Year Average
Four-Factor Formula for 2025

	Alphabetical by Library	Average 2020, 2021, 2022 Net Circulation	% of Total Net Circ	Factor 4 Portion of Support
1	Baldwin	101,920	1.71234%	**$4,602**
2	Bayville	32,560	0.54704%	**$1,470**
3	Bellmore	58,168	0.97727%	**$2,626**
4	Bethpage	83,526	1.40331%	**$3,771**
5	Bryant (Roslyn)	145,062	2.43717%	**$6,550**
6	East Meadow	183,178	3.07756%	**$8,271**
7	East Rockaway	54,792	0.92056%	**$2,474**
8	East Williston	15,035	0.25260%	**$679**
9	Elmont	135,118	2.27010%	**$6,101**
10	Farmingdale	144,072	2.42053%	**$6,505**
11	Floral Park	62,098	1.04330%	**$2,804**
12	Franklin Square	115,871	1.94674%	**$5,232**
13	Freeport	61,253	1.02910%	**$2,766**
14	Garden City	166,092	2.79049%	**$7,499**
15	Glen Cove	75,273	1.26466%	**$3,399**
16	Gold Coast	54,304	0.91236%	**$2,452**
17	Great Neck	301,920	5.07252%	**$13,632**
18	Hempstead	33,898	0.56952%	**$1,531**
19	Henry Walinger (VS)	61,974	1.04122%	**$2,798**
20	Hewlett	217,292	3.65070%	**$9,811**
21	Hicksville	108,905	1.82970%	**$4,917**
22	Hillside	90,374	1.51837%	**$4,081**
23	Island Park	26,203	0.44024%	**$1,183**
24	Island Trees	51,550	0.86608%	**$2,328**
25	Jericho	231,432	3.88827%	**$10,450**
26	Lakeview	5,080	0.08535%	**$229**
27	Levittown	186,474	3.13293%	**$8,420**
28	Locust Valley	28,061	0.47144%	**$1,267**
29	Long Beach	152,115	2.55566%	**$6,868**
30	Lynbrook	74,864	1.25778%	**$3,380**
31	Malverne	36,904	0.62002%	**$1,666**
32	Manhasset	112,900	1.89683%	**$5,098**
33	Massapequa	168,191	2.82576%	**$7,594**
34	Merrick	102,392	1.72028%	**$4,623**
35	Mineola	67,350	1.13155%	**$3,041**
36	North Bellmore	100,895	1.69513%	**$4,556**
37	North Merrick	71,754	1.20554%	**$3,240**
38	Oceanside	232,010	3.89797%	**$10,476**
39	Oyster Bay	61,943	1.04070%	**$2,797**
40	Peninsula	246,942	4.14884%	**$11,150**
41	Plainedge	49,453	0.83085%	**$2,233**
42	Plainview	247,840	4.16394%	**$11,191**
43	Port Washington	235,617	3.95858%	**$10,639**
44	Rockville Centre	157,887	2.65264%	**$7,129**
45	Roosevelt	6,533	0.10976%	**$295**
46	Sea Cliff	27,564	0.46311%	**$1,245**
47	Seaford	60,444	1.01551%	**$2,729**
48	Shelter Rock	184,007	3.09148%	**$8,308**
49	Syosset	321,650	5.40401%	**$14,523**
50	Uniondale	33,379	0.56080%	**$1,507**
51	Wantagh	92,798	1.55909%	**$4,190**
52	West Hempstead	163,363	2.74464%	**$7,376**
53	Westbury	78,240	1.31450%	**$3,533**
54	Williston Park	33,543	0.56356%	**$1,515**
	Totals	**5,952,066**	**100%**	**$268,750**

	Library	Descending by Factor 4 Net Circulation
1	Syosset	321,650
2	Great Neck	301,920
3	Plainview	247,840
4	Peninsula	246,942
5	Port Washington	235,617
6	Oceanside	232,010
7	Jericho	231,432
8	Hewlett	217,292
9	Levittown	186,474
10	Shelter Rock	184,007
11	East Meadow	183,178
12	Massapequa	168,191
13	Garden City	166,092
14	West Hempstead	163,363
15	Rockville Centre	157,887
16	Long Beach	152,115
17	Bryant (Roslyn)	145,062
18	Farmingdale	144,072
19	Elmont	135,118
20	Franklin Square	115,871
21	Manhasset	112,900
22	Hicksville	108,905
23	Merrick	102,392
24	Baldwin	101,920
25	North Bellmore	100,895
26	Wantagh	92,798
27	Hillside	90,374
28	Bethpage	83,526
29	Westbury	78,240
30	Glen Cove	75,273
31	Lynbrook	74,864
32	North Merrick	71,754
33	Mineola	67,350
34	Floral Park	62,098
35	Henry Walinger (VS)	61,974
36	Oyster Bay	61,943
37	Freeport	61,253
38	Seaford	60,444
39	Bellmore	58,168
40	East Rockaway	54,792
41	Gold Coast	54,304
42	Island Trees	51,550
43	Plainedge	49,453
44	Malverne	36,904
45	Hempstead	33,898
46	Williston Park	33,543
47	Uniondale	33,379
48	Bayville	32,560
49	Locust Valley	28,061
50	Sea Cliff	27,564
51	Island Park	26,203
52	East Williston	15,035
53	Roosevelt	6,533
54	Lakeview	5,080

Total dollar amount attributed to each of the four factors is 1/4 ($268,750) of the total amount of member support requested ($1,075,000)

The following pages show three years of data and the average for the Materials Expenditures, Cardholders, and Net Circulation factors.

Library	2020 Factor 2 Materials Expenditures	2021 Factor 2 Materials Expenditures	2022 Factor 2 Materials Expenditures	3-Year Average Factor 2
Baldwin	$200,114	$192,822	$208,556	$200,497
Bayville	$32,966	$41,302	$47,974	$40,747
Bellmore	$114,936	$141,515	$132,739	$129,730
Bethpage	$182,335	$181,648	$205,960	$189,981
Bryant (Roslyn)	$276,392	$289,519	$277,513	$281,141
East Meadow	$642,735	$700,941	$703,908	$682,528
East Rockaway	$67,364	$62,801	$63,106	$64,424
East Williston	$17,276	$15,369	$21,700	$18,115
Elmont	$365,448	$421,493	$404,392	$397,111
Farmingdale	$270,796	$285,917	$258,710	$271,808
Floral Park	$82,999	$113,286	$111,197	$102,494
Franklin Square	$187,767	$193,592	$175,706	$185,688
Freeport	$230,691	$278,391	$285,397	$264,826
Garden City	$376,452	$273,389	$382,153	$343,998
Glen Cove	$167,651	$170,314	$188,349	$175,438
Gold Coast	$191,138	$169,737	$192,488	$184,454
Great Neck	$609,480	$536,633	$566,781	$570,965
Hempstead	$75,357	$106,773	$131,789	$104,640
Henry Waldinger (VS)	$155,588	$178,503	$160,679	$164,923
Hewlett	$522,044	$556,486	$548,260	$542,263
Hicksville	$238,593	$231,654	$225,608	$231,952
Hillside	$119,231	$114,956	$159,020	$131,069
Island Park	$99,759	$105,870	$101,275	$102,301
Island Trees	$72,442	$66,470	$88,684	$75,865
Jericho	$445,861	$446,821	$479,571	$457,418
Lakeview	$42,844	$64,608	$63,367	$56,940
Levittown	$600,595	$533,387	$630,395	$588,126
Locust Valley	$81,485	$92,989	$85,427	$86,634
Long Beach	$340,332	$242,061	$241,789	$274,727
Lynbrook	$128,649	$126,023	$127,148	$127,273
Malverne	$39,011	$37,500	$33,877	$36,796
Manhasset	$262,070	$306,961	$265,397	$278,143
Massapequa	$473,890	$422,885	$449,936	$448,904
Merrick	$166,452	$192,835	$222,738	$194,008
Mineola	$143,057	$142,239	$147,577	$144,291
North Bellmore	$159,188	$199,120	$159,513	$172,607
North Merrick	$210,004	$210,617	$194,066	$204,896
Oceanside	$243,644	$220,645	$208,927	$224,405
Oyster Bay	$147,641	$170,718	$160,803	$159,721
Peninsula	$151,949	$156,276	$153,886	$154,037
Plainedge	$165,700	$174,484	$173,316	$171,167
Plainview	$295,841	$299,674	$302,486	$299,334
Port Washington	$421,649	$415,855	$485,066	$440,857
Rockville Centre	$217,918	$245,196	$238,096	$233,737
Roosevelt	$154,643	$231,345	$221,226	$202,405
Sea Cliff	$47,357	$42,942	$42,934	$44,411
Seaford	$162,953	$154,164	$155,455	$157,524
Shelter Rock	$174,370	$182,950	$202,962	$186,761
Syosset	$350,225	$330,284	$343,470	$341,326
Uniondale	$155,361	$186,836	$195,090	$179,096
Wantagh	$222,753	$231,849	$183,479	$212,694
West Hempstead	$265,594	$270,784	$236,183	$257,520
Westbury	$138,022	$148,804	$128,951	$138,592
Williston Park	$35,334	$35,169	$37,148	$35,884
Total	**$11,743,946**	**$11,945,402**	**$12,212,223**	**$11,967,190**

Cardholders

Source: Library Rpts to the State, ILS Reports (LFD)

Library	2020 Factor 3 Cardholders	2021 Factor 3 Cardholders	2023 Factor 3 Cardholders	3-Year Average Factor 3
Baldwin	16,358	16,453	15,279	16,030
Bayville	2,887	3,056	3,311	3,085
Bellmore	6,500	6,491	7,230	6,740
Bethpage	10,894	11,458	12,477	11,610
Bryant (Roslyn)	9,750	10,312	11,104	10,389
East Meadow	22,461	22,929	25,071	23,487
East Rockaway	5,085	5,323	5,793	5,400
East Williston	1,198	1,233	1,293	1,241
Elmont	28,667	28,683	30,511	29,287
Farmingdale	23,134	23,457	25,182	23,924
Floral Park	7,881	8,032	8,607	8,173
Franklin Square	8,765	9,338	8,770	8,958
Freeport	19,194	18,660	19,120	18,991
Garden City	12,853	13,452	14,518	13,608
Glen Cove	8,435	8,272	9,313	8,673
Gold Coast	5,797	6,077	6,578	6,151
Great Neck	30,836	30,735	32,737	31,436
Hempstead	16,980	16,053	17,048	16,694
Henry Waldinger (VS)	11,923	11,969	12,444	12,112
Hewlett	11,550	12,005	13,317	12,291
Hicksville	15,520	21,675	21,588	19,594
Hillside	10,138	10,486	11,540	10,721
Island Park	4,245	4,197	4,654	4,365
Island Trees	7,512	7,544	8,332	7,796
Jericho	11,643	9,305	13,520	11,489
Lakeview	2,843	2,943	2,990	2,925
Levittown	22,651	23,583	25,504	23,913
Locust Valley	2,859	2,917	3,010	2,929
Long Beach	24,008	24,986	26,393	25,129
Lynbrook	8,929	9,372	10,059	9,453
Malverne	3,466	3,354	3,744	3,521
Manhasset	8,248	8,420	9,356	8,675
Massapequa	24,060	23,898	25,402	24,453
Merrick	9,667	9,601	10,328	9,865
Mineola	7,148	6,656	6,788	6,864
North Bellmore	11,140	11,409	12,655	11,735
North Merrick	6,742	6,694	7,065	6,834
Oceanside	19,522	20,197	21,397	20,372
Oyster Bay	5,794	6,045	6,341	6,060
Peninsula	13,467	14,027	12,795	13,430
Plainedge	8,841	8,906	9,033	8,927
Plainview	18,363	18,923	20,954	19,413
Port Washington	23,320	24,238	25,998	24,519
Rockville Centre	11,881	11,814	13,050	12,248
Roosevelt	7,036	7,377	8,073	7,495
Sea Cliff	2,514	2,540	2,810	2,621
Seaford	7,373	7,445	8,122	7,647
Shelter Rock	12,196	12,799	11,194	12,063
Syosset	25,421	25,376	26,110	25,636
Uniondale	18,044	18,578	21,402	19,341
Wantagh	8,939	8,958	9,677	9,191
West Hempstead	9,652	8,721	9,572	9,315
Westbury	21,007	20,995	23,069	21,690
Williston Park	3,164	3,188	3,550	3,301
Total	**658,501**	**671,155**	**715,778**	**681,811**

Factor 4 - Net Circulation

Library	2020 Factor 4 Net Circulation	2021 Factor 4 Net Circulation	2022 Factor 4 Net Circulation	3-Year Average Factor 4
Baldwin	125,505	80,408	99,846	101,920
Bayville	35,469	27,992	34,219	32,560
Bellmore	68,746	51,600	54,158	58,168
Bethpage	89,984	78,273	82,321	83,526
Bryant (Roslyn)	111,425	164,258	159,503	145,062
East Meadow	147,083	112,713	289,739	183,178
East Rockaway	57,768	52,077	54,532	54,792
East Williston	17,080	12,913	15,112	15,035
Elmont	126,267	130,397	148,689	135,118
Farmingdale	144,919	143,002	144,294	144,072
Floral Park	54,045	66,473	65,775	62,098
Franklin Square	93,751	123,684	130,179	115,871
Freeport	72,968	50,577	60,213	61,253
Garden City	156,368	176,227	165,680	166,092
Glen Cove	77,172	70,100	78,548	75,273
Gold Coast	52,813	47,339	62,761	54,304
Great Neck	219,576	257,851	428,333	301,920
Hempstead	47,685	22,257	31,753	33,898
Henry Waldinger (VS)	78,501	45,536	61,886	61,974
Hewlett	218,122	210,511	223,243	217,292
Hicksville	91,572	120,387	114,756	108,905
Hillside	102,382	67,419	101,322	90,374
Island Park	29,720	22,473	26,417	26,203
Island Trees	51,385	56,195	47,069	51,550
Jericho	264,253	155,500	274,544	231,432
Lakeview	4,478	4,846	5,917	5,080
Levittown	195,076	175,837	188,510	186,474
Locust Valley	28,041	27,253	28,888	28,061
Long Beach	163,173	151,990	141,181	152,115
Lynbrook	79,432	66,254	78,906	74,864
Malverne	36,891	34,358	39,463	36,904
Manhasset	95,401	133,332	109,968	112,900
Massapequa	204,467	173,485	126,621	168,191
Merrick	112,892	86,898	107,387	102,392
Mineola	71,779	65,887	64,385	67,350
North Bellmore	78,018	101,838	122,830	100,895
North Merrick	67,524	72,468	75,271	71,754
Oceanside	190,728	232,524	272,777	232,010
Oyster Bay	57,873	60,804	67,152	61,943
Peninsula	229,317	224,395	287,113	246,942
Plainedge	55,624	50,543	42,191	49,453
Plainview	252,207	224,962	266,352	247,840
Port Washington	237,468	218,552	250,832	235,617
Rockville Centre	164,284	144,766	164,610	157,887
Roosevelt	7,885	6,968	4,746	6,533
Sea Cliff	26,874	24,513	31,306	27,564
Seaford	61,324	55,393	64,615	60,444
Shelter Rock	141,437	207,687	202,896	184,007
Syosset	281,231	324,592	359,128	321,650
Uniondale	20,372	30,752	49,013	33,379
Wantagh	88,190	89,166	101,039	92,798
West Hempstead	140,403	173,253	176,433	163,363
Westbury	94,695	51,656	88,369	78,240
Williston Park	32,825	32,675	35,130	33,543
Total	**5,754,468**	**5,593,809**	**6,507,921**	**5,952,066**

Nassau Library System

SUSPENSION OF NLS SERVICES TO MEMBER LIBRARIES NOT IN GOOD STANDING

Libraries that do not pay their share of member library support of NLS that has been approved by at least a majority of member library boards will be considered to be not in good standing.

1. NLS will not **host** the library's **web site**.
2. NLS will not provide **website design** and **maintenance assistance.**
3. NLS will not provide **email accounts** for the library and/or its staff.
4. NLS will not provide **original cataloging** for any items for which adequate copy cataloging records are unavailable.
5. NLS will not provide **E-rate reimbursement assistance.**

   [EXCEPTION: NLS will continue to prepare and submit a joint application for all member libraries participating in NLS' ILS and Associated Services.]
6. NLS will not provide **grant proposal assistance.**

   [EXCEPTION: NLS will provide assistance with library applications for grant programs offered by the State Library / DLD for which all member libraries of public library systems are eligible as well as for State Construction Aid.]
7. The staffs, directors and trustees of a library not in good standing will not be allowed to participate in NLS sponsored or arranged **continuing education (CE) without charge if NLS paid fees for outside presenter. The fee for participation in this will vary based of the cost of the outside presenter.**

   [EXCEPTION: State grant or aid program funded CE or CE provided as part of a state mandate such as coordinated outreach services or in support of state requirements for libraries (such as annual reports to the state and compliance with minimum standards) will continue to be open to all member libraries. These CE opportunities are provided by NLS without charge.]
8. NLS staff will not **facilitate a community-based planning process.**
9. NLS will not provide **staff-mediated interlibrary loan** service.
10. NLS will not provide **delivery service** to a library not in good standing. Such a library must pick up from and return items to the NLS Service Center. This includes items borrowed or loaned via LILink.
11. Libraries not in good standing may not participate in the **Premium Level** group subscription to **Tutor.com's online homework assistance.**
12. Libraries not in good standing may not participate in the **NLS NDD Consortium for access to downloadable ebooks and audiobooks** via OverDrive.
13. Libraries not in good standing may not participate in the **discounted subscriptions to databases and online services that are not in the Core Collection** that are offered by NLS.
14. Libraries not in good standing may not participate in **NLS' Core Collection of Databases.**

A list of services that would be suspended for NLS member libraries not in good standing was originally approved by the NLS Board of Trustees on Dec. 27, 2012 and was most recently revised on Oct. 25, 2021.

Register at https://us06web.zoom.us/meeting/register/tZ0qcOusrjkpE9Pfe6Ai0vhsC_LA2wleCewu.

+ Google Calendar + iCal Export

DETAILS

Date:

December 6

Time:

7:30 pm - 8:30 pm

Event Category:

Administration

View Event Website

ORGANIZER

Gina Staffa

Phone:

516-292-8920 x221

Email:

gstaffa@nassaulibrary.org

OTHER

CEU's offered?

Yes

NYS Annual Report Field

Trustee Trng

Online Available?

Both online and in-person

VENUE

Virtual/Online Only

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TRUSTEE TRAINING 2023			
TRUSTEE	DATE	COURSE TAKEN	CEU's
Patricia Bridges	June 13, 2023	Trustee Basics	2.0 hrs
Nancy Comer			
Bill Keller	April 18, 2023	Webinar – Trustee Handbook – Board Management Relations Libraries & Future AI in Libraries	1.5 hrs. 6.0 hrs.
Michael Krevor	June 20, 2023 September 22, 2023	TBHC Financial Planning & Budgeting Defending Freedom	1.5 hrs. 1.0 hrs.
Adrienne Saur	April 6, 2023 June 13, 2023	CEU Certificate Girls Who Code: Cost-Free Library Curriculum Trustee Basics	1.0 hrs. 2.0 hrs.
Michael Straus	June 13, 2023 Sept. 22, 2023	Trustee Basics Defending the Freed to Read	2.0 hrs. 1.0 hr.
Sima Vasa			

AAC Meeting Minutes

September 13, 2023

In attendance: Linda Sandman, Shellie Schneider, Christie Devereaux De Cesare, Betty Gimbel, Shelley Holtzman, Toby Ozure, Jocelyn Worrall, Patti Paris, Ellen Hallie Schiff and Barbara E. Fishman.

Absent: Pam Record, Jose Seligson, Raisy Derzie, Lynda Schwartz, Vanessa Nastro.

- The meeting started at 5:01, and the June Minutes were approved by Shelley and Jocelyn.
- Demetrius Manouselis's art reception was discussed. Due to a food incident that occurred, in the future, food served should be carefully chosen. Avoid spicey foods.
- The issue of nannies and children eating in the gallery is still and issue and needs to be discussed with Keith. A meeting will be arranged.
- Keith stopped in briefly to congratulate us on the Beth Atkinson exhibit. The exhibit is beautiful. There has been a lot of positive feedback. Thanks to Linda, Toby, Betty, Christie and Jocelyn's husband for installing the exhibit.
- Carole Freysz Gutierrez cannot be switched to January- February. Vanessa reported that the Library would like to have an exhibition "pop-up" of photographs by May Pang to correspond with the showing of her upcoming film, *The Lost Weekend.*(to be screened at the Library The "pop-Up" would run from January 2nd to 6th. AAC chosen artist can install exhibit on January 8th.
- For January – February, Patti Paris suggested an exhibit of lithographs that were given to her. We need to see the artwork.
- There are no updates for Antonio Masi.
- Jim Graf has been sent his acceptance letter and artist's documents. A studio visit needs to take place for a selection of the works to be show. He should provide a few images to be selected for the postcard.
- More professional artists are needed for 2024. It was suggested that Facebook would be a way to advertise and find more artists for future shows.
- Installations on Fridays are a problem because at noon presentations take place. Vanessa suggested that we schedule another day. The first Wednesday of each month would be ideal. Although the Library opens at 11am, Artist and Council can install exhibits as early as 8am without interference.
- Christie presented the Gallery Schedule for 2024. January/February and November/December are still available.
- Craig Werle's resume will be submitted to the Library Board for AAC membership at their next meeting.

- Linda mentioned that on October 14th, Beth Atkinson will have a children's workshop at 10am, presentation at 2pm and the reception will follow. Linda has encouraged all AAC members to attend the 2pm presentation.
- Jocelyn has graciously offered to host an AAC brunch on December 3 at 11am at her home. Each member will bring some food and a list of foods being brought will be generated.

The meeting ended at 5:50pm

Respectfully submitted,

Christie Devereaux De Cesare

The next AAC Meeting is Scheduled for Wednesday October 11th at 5pm

PORT WASHINGTON PUBLIC LIBRARY STATISTICS - YEAR END 2022-2023

	SEPTEMBER	DECEMBER	MARCH	JUNE	TOTAL	YAG 21 to 22	2021-2022	2020-2021
	1st	2nd	3rd	4th		% Change		
Circulation - Front Desk	31,200	38,521	38,774	52,954	161,449	51.3	106,716	85,884
Self-Checks	19,237	23,801	23,931	23,248	90,217	41.9	63,576	39,702
E-books -Overdrive	22,752	21,424	23,408	23,411	90,995	8.2	84,088	81,881
E-Materials (Hoopla+Kanopy)	3,589	3,970	3,947	3,703	15,209	-13.0	17,486	31,424
TOTAL CIRCULATION	76,778	87,716	90,060	103,316	357,870	31.6	271,866	238,891
TOTAL QUESTIONS	9,568	10,202	13,403	12,237	45,410	40.6	32,295	12,099
PATRONS ENTERING LIBRARY	32,483	61,044	63,204	63,894	220,625	38.4	159,377	89,190
SERVICES								
Adult Computers	3,676	3,906	4,275	4,759	16,616	13.4	14,654	7,491
Children's Computers	1,029	1,419	1,517	1,840	5,805	97.4	2,940	48
YA MAC	69	80	84	151	384	24.3	309	9
Online Databases	35,930	36,165	41,308	39308	152,711	7.7	141,733	152,283
Home Visits	52	45	37	55	189	-1.6	192	134
WiFi Connections	24,568	27,828	31,152	31,957	115,505	143.6	47,413	242,236
WebSite Visits	51,189	48,773	55,647	59,120	214,729	-11.2	241,735	
PROGRAMS OFFERED								
Adult	121	195	255	243	814	79.3	454	423
YA	10	21	23	18	72	71.4	42	32
Children	12	127	163	97	399	34.3	297	281
ESOL	87	426	625	432	1,570	-32.3	2,318	1,497
Non-Library	289	53	85	88	515	605.5	73	0
TOTAL	51	822	1,151	878	2,902	- 8.9	3,184	2,233
	570							
PROGRAM ATTENDANCE								
Adult	5,238	5,756	6,539	5134	22,667	50.6	15,051	17,169
YA	72	189	215	494	970	49.2	650	373
Children	3,012	4,720	4,997	3,560	16,289	62.6	10,015	9,311
ESOL	800	1,768	2,481	2,161	7,210	- 0.9	7,276	5,283
Non-Library	871	1,199	1,395	2,179	5,644	299.7	1,412	0
TOTAL	9,993	13,632	15,627	13,528	52,780	53.4	34,404	32,136
TOTAL COLLECTION ADDITIONS	2,513	2,355	2,285	2,386	9,539	- 20.8	12,050	8,026
STUDY RM USE (N,S, Quiet, Record Lab)	1,774	2,475	3,578	3,989	11,816	478.4	2,043	0
CHILDREN'S ROOM USE	1,669	1,928	5,359	3,628	12,584	791.2	6133	10,002
TEEN SPACE ROOM USE	10,061	12,055	15,666	11,533	49,315	49.1	33,074	0
NOTARIZATIONS: People	482	402	554	513	1,951	-1.3	1,977	633
Documents	745	582	846	743	2,916	- 5.4	3,081	937
PATRONS ADDED	591	424	519	423	1,957	15.9	1,689	966
NOTES:								11/3/2023

Notes:

Association of Bookmobile and Outreach Services (ABOS) Annual Conference Report

October 9 – 11, 2023

This month, I had the opportunity to attend the Association of Bookmobile and Outreach Services' Annual Conference in Hershey Pennsylvania. This event allows outreach librarians from across the country to gather and share ideas, learn best practices, and network with their colleagues. Conference participants had the opportunity to attend a variety of programs over the course of three days, in addition to the keynote address, networking events, and luncheons. Overall, I was very impressed by the quality of the programs offered and the range of topics covered in each program slot. I am happy to share some highlights from my experience below.

Programs:

WOW Your Community

How to create a committee made up of staff from all library departments to provide outreach services to the community.

This Is How We Do It: Serving Older Adults from Independent Living to "Services No Longer Needed" and Everything In Between

Librarians from Louden County Virginia discuss how to deliver services to seniors in nursing homes, hospitals and assisted living facilities using a bookmobile.

This Is Library Work: Supportive Outreach for People Experiencing Housing Insecurity

Susy Gonzales Pueschner describes the extensive range of services she and her staff provide to the unhoused people living in tent communities in King County, Washington.

Books by Mail: Reaching Every Patron

Librarians from upstate New York discuss their book by mail programs, including the services offered by the federal Free Matter for the Blind program.

Project BRIDGE: Creative Engagement for Patrons with Alzheimer's and Dementia

Librarians from Jackson, Michigan provide an overview of their unique service plan for patrons experiencing dementia- "Building Relationships in Diverse Generational Experiences."

Starting A Veteran Program in Your Community

An outreach services librarian from Licking County, Ohio shares the resources he uses to maintain a database of servicemen and women and veterans in the area, tips for interviewing veterans, and suggestions for community partners serving the military community.

Speakers:

Kathy Stokes, AARP Director of Fraud Prevention Programs

Tiffany Jackson, Young Adult Writer

Attending the 2023 ABOS Conference gave me an opportunity to learn from my colleagues across the country, and I am eager to share my experiences with my coworkers here at the library. I am grateful to my fellow staff members, who covered my desk hours and other responsibilities while I was away. I would also like to thank Keith Klang, James Hutter and the board of trustees for allowing me to attend the conference.

Respectfully submitted,

Kate Monsour

Head of Adult Services

SENATOR JACK M. MARTINS
7TH DISTRICT
MARTINS@NYSENATE.GOV

VICE CHAIR
SENATE MINORITY CONFERENCE

NEW YORK
STATE
SENATE

RANKING MINORITY MEMBER
LABOR
PROCUREMENT AND CONTRACTS

COMMITTEES
FINANCE
HEALTH
HOUSING, CONSTRUCTION AND
COMMUNITY DEVELOPMENT
JUDICIARY

Dear Friends,

The cold and flu season is once again upon us, but we have a bit of good news that will help. The New York State Senate has made available Indicaid COVID-19 Rapid At Home test kits for distribution to residents in our district. Although they were marked with an October, '23 expiration, both the FDA and the manufacturer have confirmed that these kits are both SAFE and EFFECTIVE until October of 2025. Please visit **www.fda.gov** for more information.

In that light, we're partnering with local libraries to distribute these kits to our neighbors. So, you can pick up a few books for your fall and winter reading and COVID tests to help keep you safe. How easy is that?

I hope you have a safe and healthy winter full of good reading. And be sure to enjoy all the resources your local library has to offer!

Sincerely,

Jack M. Martins
NYS Senator

ALBANY OFFICE: 608 LEGISLATIVE OFFICE BLDG. • ALBANY, NY 12247 • TEL (518) 455-2677 • FAX (518) 426-6720
DISTRICT OFFICE: 173 MINEOLA BLVD., STE. 201, MINEOLA, NY 11501 • TEL (516) 922-1811 • FAX (516) 922-1154

PATRON COMMENTS

OCTOBER 2023

Received From	Date	Comment	Forwarded/ Responded
L. T.	10/3/23	Restore more programming on Zoom	JH
L. S.	10/3/23	Beginners class for phone use Adults. Thank you.	MD/
Anonymous	10/3/23	Can you bring an electric Cricut kit for kids?	
T. B.	10/6/23	Jeff Zeh is simply the best. Polite, Excellent Interviewer, Kind, etc.	KM/
L.L.	10/15/23	Email to Elise May Hi Ms, May, I just wanted to thank you for doing this amazing program and for including Sammy and now Gracie. The kids were so excited to read me their books (and read their books to their uncles over FaceTime too). They even decided to continue with the activity today— they've spent the past half hour sounding out words and continuing to write their books!! Thank you so much- we've never seen the kids this excited about writing! Hope you have a good rest of your weekend.	
B. S.	10/20/23	Today I had a problem with a virus on my computer and brought it to the computer room for help. Ms. Barbari tried to get rid of the virus and then asked Mr. Egerton to look at it. Mr. Egerton worked very hard until he fixed the problem. I want you to know that I am very grateful to the library and both Mr. Egerton and Miss Barbari for the service provided to me.	MD/MD

THE FOLLOWING IS

INFORMATION ONLY

NON-AGENDA ITEMS

Kathi Inman Berens, Ph.D. and **Rachel Noorda, Ph.D.**

Portland State University

Gen Z and Millennials

How They Use Public Libraries and Identify Through Media Use

Executive Summary

Gen Z and millennials have some surprising attitudes and behaviors regarding media consumption and library use.

Generational categories like Gen Z and millennials (aged 13-40 in 2022)[1] are an important way to understand book engagement and library use because "an individual's age is one of the most common predictors of differences in attitudes and behaviors."[2]

Mobile computing is a key aspect of daily life for Gen Z and millennials. 92% check social media every day; 25% check social media multiple times per hour. The high instance of reading on mobile devices among these groups, particularly of social media and other "walled garden" apps, is a profound shift from previous generations. This report will explain some implications of that development. It will aid librarians and other stakeholders in examining how libraries currently serve Gen Z and millennials, and how to continue serving them as they age. At times this report considers Gen Z and millennials together; at others, it drills down into generationally-specific behaviors when those behaviors differ sufficiently to warrant attention or explanation.

Based on a nationally representative survey sample conducted by the authors,[3] this report

discusses the following attitudes and behaviors Gen Z and millennials have regarding libraries:

- 54% of Gen Z and millennials visited a physical library within a twelve-month period.
- Libraries attract even Gen Z and millennials who **don't identify as readers**. 23% of Gen Z and millennials had visited a physical library in a twelve-month period AND did not identify as readers.
- Subscription-only and/or mobile-exclusive content provided in apps such as Webtoon (webcomics), Radish (romance e-novels) and Audible (audiobooks) is particularly popular with Gen Z and millennials: 12% of Gen Z & 8% of millennials subscribe to webcomics and 30% of Gen Z & 38% of millennials subscribe to Audible. But subscription content, such Audible-exclusive titles, is mostly unavailable for libraries to license.[4]
- 52% of Gen Z and millennial physical library patrons said they borrowed from library **digital collections**.
- Black (58%) and Latinx (57%) physical library patrons use digital collections more than the general survey population (52%).
- Long wait times for digital books disadvantage Black, Indigenous, and People of Color more than the general population. 47% of Black Gen Z and millennials overall (not just physical library patrons) have used digital collections, compared to 37% of the general population.
- 75% of Gen Z and millennial physical library patrons believe a library wait of one week or less is "long."

54% of Gen Z and millennials visited a physical library within a twelve-month period.

- Teen lounges in libraries are safe, comfortable spaces that support:
  - relaxation
  - mental and social well-being
  - learning untethered from school and educational mandates
- Given a choice, 59% of Gen Z and millennials would choose the graphic/manga version of a story rather than a text-only book.
  - Preference for a graphic/manga version instead of text-only book is higher in Black (69%) and Latinx (73%) communities.

Overall, social media use, crossmedia identities (readers, gamers, makers, fans and more), and subscription engagement characterize Gen Z and millennials in contrast to other generations.

This report is organized into five parts:

1. Gen Z **library use** and **non-use.**
2. How Gen Z and millennials **use media** and **discover books.**
3. Gen Z and millennials' **identity categories** such as readers, gamers, makers, and fans.
4. **Challenges** libraries face in growing Gen Z and millennials' engagement.
5. **Recommendations** for how libraries can connect with Gen Z and millennials.

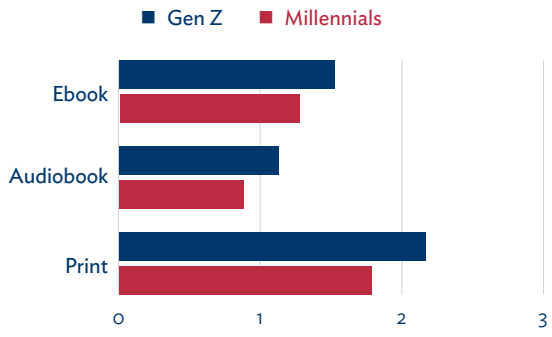
Introduction

Millennials (age 26–40) and especially Gen Z (age 13–25) have grown up in an increasingly digital environment, which shapes their reading behavior, reading preferences, and modes of book discovery. The survey results show that 92% of Gen Z and millennials check social media daily. 25% report checking multiple times an hour. According to 2022 Pew data, "fully 35% of teens say they are using at least one [social media platform] 'almost constantly.'"[5] Gen Z is the first generation to have had access to mobile computing since early childhood. If previous generations had to physically move to access media in a particular location (e.g., the "tv room" in a house; a computer lab at school), most of today's teenagers and young adults have microcomputers ("phones") on their person.

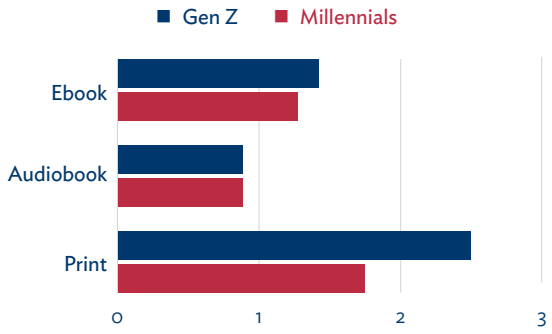
92% of Gen Z and millennials check social media daily. 25% report checking multiple times an hour.

The success of artificial intelligence-powered digital marketing helps to explain why 1 in 3 Gen Zers and millennials in the survey buy books based on recommendations from Instagram reviews/ads and 31% buy books because of TikTok reviews/ads. During their lives thus far, these two generations have been surrounded by pervasive media environments that mediate their interactions with friends, other social groups, and information. As a result, some of their behaviors and expectations when it comes to libraries require explanation.

Average Number of Books **Read per Month**



Average Number of Books **Bought per Month**



More than people in previous generations, Gen Z lives in an augmented reality moving seamlessly between embodied and virtual space through phones. As one Gen Zer commented: "For me, online and offline are one and the same, basically the same thing, integrated."[6] Yet, importantly, this comfort with the blurring of the digital and physical worlds does not translate into a preference for the digital. With more time spent on mobile computing comes increased need for "social media detox" and other efforts to limit or demarcate one's time in mobile apps.[7] Print books are Gen Zers' #1 preferred book format. Young people visit bookstores. Despite all the digital options, browsing library shelves continues to be relevant to their discovery of new books.

Gen Zers buy and read slightly more than millennials in all formats. Print is the preferred format.

Additionally, despite assumptions that young people may read less, both Gen Z and millennials are consuming books: on average they buy 1 ebook, 1 audiobook, and 2 print books per month; and read (including through subscriptions) 1 ebook, 1 audiobook, and 2 print books per month. Gen Zers buy and read more than millennials in all formats. Age negatively correlates with the number of print books bought per month: the younger Gen Zers are, the more print books they buy. The charts illustrate book *reading* and book *buying* across formats.

1 GEN Z AND MILLENNIAL LIBRARY USE

Physical Library Visits

Do Gen Zers and millennials use libraries? How and to what extent? About half of Americans aged 13–40 visit libraries in person, and this usage rate has been consistent over recent years. In the survey 54% of Gen Z and millennials reported having used physical libraries within a twelve-month period. This percentage is very close to what Pew reported for millennial library use in 2017 (53%),[8] and is higher than Pew's findings a decade ago.[9] 27% of Gen Z and millennials report discovering books by browsing books on shelves at public libraries. Browsing public libraries is Gen Z's #3 preferred place to discover books. Libraries are the #5 preferred place for millennials to discover books. Millennials are more likely to use the digital library collections than Gen Z. More (64%) African American or Black Gen Z and millennials visit the physical library, 10 percentage points higher than the general survey population. For both Latinx and Asian/Asian American Gen Z and millennials, browsing shelves in public libraries was the #3 preferred place of book discovery, after "on my phone in social media feeds" and "streaming TV/movies that are adapted to books."

Nourishing Gen Zers' use of the library continues to require physical space and print materials because they like print books.

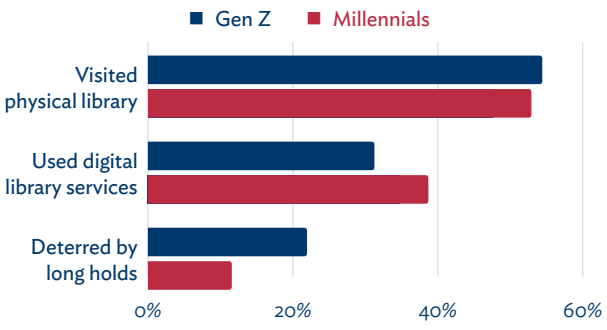
Gen Z slightly outperforms millennials in visits to physical libraries in the last twelve months. It also corresponds with Gen Z's preference for printed books. Nourishing Gen Zers' use of the library continues to require physical space and print materials because they like print books. Gen Z and millennials who *had not* been to the physical library in a twelve-month period read less than the general population across all formats except text messages and emails. Notably, 17% of the group that didn't physically visit the library did report using library digital services.

Physical library visitors identified these barriers or attitudes to digital borrowing:

- 41% "I didn't know how to access library services during the pandemic."
- 20% "I don't use library services."
- 14% "There's no library close to where I live."
- 12% "I lost my library card."

Gen Z and millennials are not going to the library *only* to borrow print books. Across age demographics, there was a 23 percentage point increase in Americans who attended library programs from 2014 to 2019.[10]

Library Use
Gen Z versus Millennials



Libraries Are Book Showrooms for Gen Z and Millennials

What role do libraries play in Gen Z and millennial reading habits and book discovery? In the *Immersive Media and Books 2020* research, researchers found that 1 in 3 book engagers bought a book that they first found at the library.[11] Generally, book engagers were *context agnostic*, meaning that they often found a book in one place and bought it or borrowed it in another. Turning attention to Gen Z and millennials specifically in 2022, libraries fit well with the "robust sampling" culture that Gen Zers and millennials are accustomed to. Digital subscription models

through which Gen Z and millennials consume other media (such as Netflix, Kindle Unlimited, Xbox Game Pass, Spotify, Audible, etc.) allow them to try new media products risk-free. In the traditional, print-centered book publishing ecosystem, libraries are the place for robust sampling.

Libraries allow people to try out books risk-free. This, and the role that libraries play in curating and promoting books, mean that libraries bolster publishers' low marketing budgets—for free.

Penguin Random House disclosed during the Department of Justice antitrust trial on the proposed acquisition of Simon & Schuster that they allocate 2% of their budget for marketing. Extrapolating from this, Guy LeCharles Gonzales calculates that they spend an average of $3,187 per title, for a total of $47.8 million.[12] Visibility in the crowded marketplace is a formidable challenge facing publishers, and they will pay to get optimal book display placement algorithmically with online vendors and also at retail bookstores. They pay a commission of 3–7% on books sold, or a dollar amount around $100, for a display at a bookstore. By contrast, libraries display books for free–no marketing dollars demanded. Some even invite local bookstores to sell books at library-sponsored author events. In the digital environment, attentive digital librarians customize their curated collections to the borrowing and holds requests of local patrons. Digital collections managers can adjust licenses in real time to accommodate demand, if the library can afford to fund staff time to monitor digital collection use.

54% of Gen Z and Millennials Who *Don't* Identify as Readers Visit Libraries—Why?

43% of Gen Z and millennials don't identify as readers. Of that "non-reader" group, 54% have been to their local library in the past twelve months. Why? What is it about libraries that attracts "non-readers"? What is the library's value to non-readers?

The library provides a number of things beyond books: a safe, free place to hang out; important

resources and advice during big life changes such as career transition, parenthood, new language acquisition, or learning to read; Wi-fi enabled work spaces; and creativity resources like maker spaces and media production equipment. Libraries also provide programming relevant to teens (Gen Z) and parents (older Gen Z and millennials), such as coding clubs, storytimes, job application help, and more. This helps to explain why, across age demographics, there was a 23-percentage point increase in Americans who attended library programs from 2014 to 2019.

The youth that researchers met during visits to two public library branches talked about coming to the library just to "vibe" and hang out. One contrasted the public library experience to that of her school library, where she said students had to have "a reason to be there" such as a test or study hall, as activities are tied to the school's curriculum. While her school library required her to be quiet and have a pass to enter, the public library was a place where she and other teens could chat while crafting. Making collaged bookmarks in the teen room, one young person commented, "this is so relaxing," which points towards the role that libraries play in mental/emotional health and socializing. At both library branches we visited, books lined the walls of the teen lounges. Some young people picked up books as they did other things such as crafting, gaming, checking their phones, chatting, and showing their craftwork to the teen librarians and an adult mentor. In these spaces, books were always an option but were not the focus of the experience.

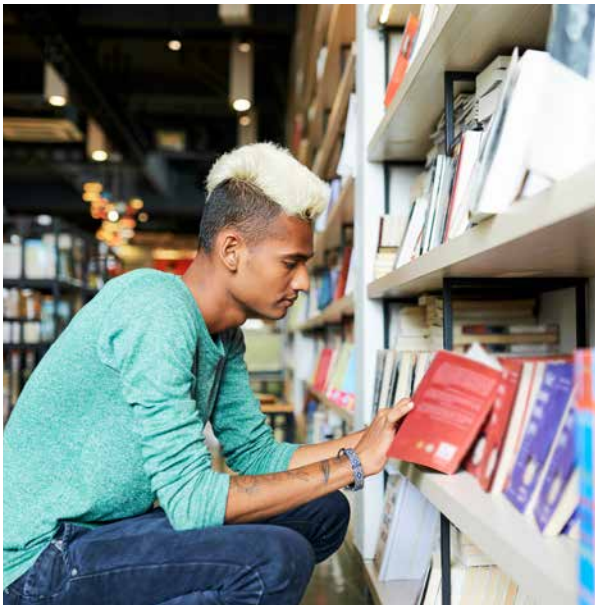
Millennials and Gen Z Also Visit Bookstores

In 2023, independent bookstores are a surprising success story, despite consumers buying more books from online retailers. 2023 has seen a growth of independent bookstores, leading to the highest number of American Bookseller Association members in over two decades.[13] In keeping with this, bookstores are an important part of reading for many Americans in the 13–40 age group. This research found that 58% of Gen Z and millennials bought a book in a bookstore in the prior twelve months. More than one third (35%) of those bought a book because they were browsing at the store and found something they liked. While bookstores don't allow for the same level of robust sampling that libraries do, they do allow readers to examine different books in person and often offer book recommendations and events.

A secondary appeal: indie bookstores tap into people's ethical values to "shop local" as a means of supporting one's community. 13% of Gen Z and millennials said they bought books to support their local bookstore. Browsing shelves in brick-and-mortar libraries is the #3 preferred place for Gen Z and millennials to discover books (13%), followed by browsing shelves in brick-and-mortar bookstores as #4 (11%). The #5 preferred way is browsing shelves in public libraries (11% of Gen Z and millennials). These data demonstrate that Gen Z and millennials slightly prefer bookstores to libraries for printed book discovery. However, Gen Z and millennials equally prefer recommendations from booksellers and librarians (15%).

A majority of library digital collections' non-users say they don't know how to access digital collections.

The instant availability of popular titles and the shopping experience would seem to be the most important differentiators between bookstores and libraries; however, the most popular print books at the library are less likely to be on the shelves for patrons to browse because they are borrowed out and on hold lists. By contrast, bookstores highlight the most popular titles on tables and face them out on shelves, increasing visibility and availability of in-demand products. Indie bookstores often feature cafés and places to sit where customers can make themselves as they browse. The Public Library Association recommended that libraries add coffee and couches back in 2017, but many libraries continue to lack the ability to have food inside the building, making library cafés a challenge to implement.[14]

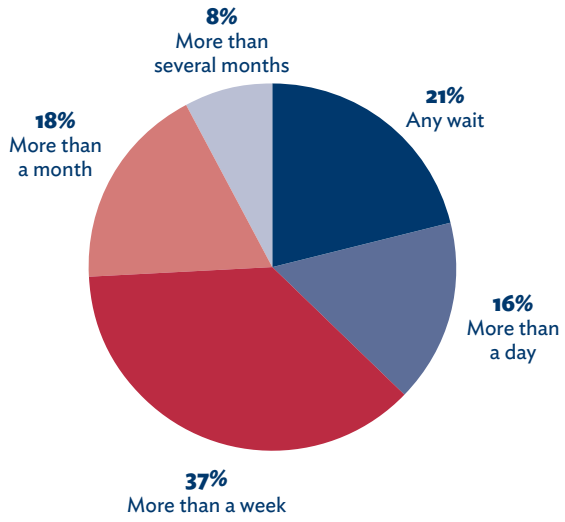


Gen Z and Millennials' Digital Collections Use

It's clear that Gen Z and millennials use libraries for their physical book collections and other resources, but what about their digital books? The survey found that only 37% of Gen Z and millennials borrowed from library digital collections. 80% of those borrow ebooks and audiobooks 2–7+ times per year. A majority of digital collection non-users say they don't understand how to access digital collections, indicating that there is an opportunity to proactively educate younger library users about digital library resources.

Millennials outpace Gen Zers in using the digital library collections, and they also have a higher tolerance for long wait times—something that library

Long Library Wait Time According to Gen Z and Millennials



patrons often encounter with popular digital materials. While 83% of library users ages 13–40 report not being deterred by wait times for digital library resources, Gen Zers are more deterred by long wait lines than millennials (21% compared to 17%). Notably, a combined total of 75% of Gen Zers and millennials say that a wait time of *one week or less* is "long."

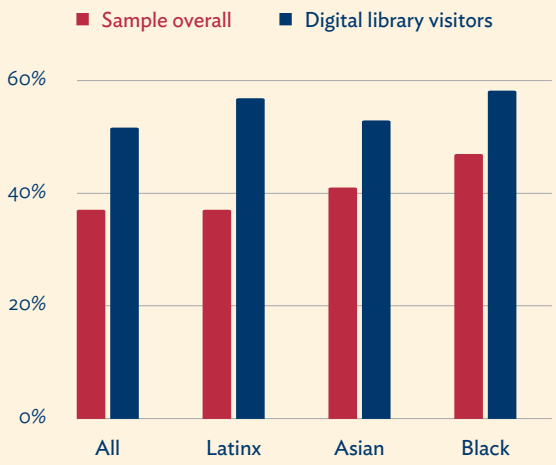
75% of Gen Zers and millennials say that a wait time of one week or less is "long."

What are the barriers to digital borrowing for those who *haven't* visited a physical library in a 12-month period? 40% said "I don't use library services." 28% said "I didn't know how to access library services during the pandemic." 20% said "I don't read audiobooks or ebooks." 12% said "I lost my library card."

Use of library digital collections breaks down differently by race and ethnicity. Black (58%) and Latinx (57%) physical library patrons use digital collections more than the general survey population (52%). 47% of Black Gen Z and millennials overall (not just physical library patrons) have used digital collections (compared to 37%). Black and Latinx GenZ/millennials are also more likely to be deterred by long hold lines at the library. Therefore, fair digital access is a racial equity issue, facilitating Black, Indigenous, and People of Color (BIPOC) access to books.

Fair digital access is a racial equity issue, facilitating Black, Indigenous, and People of Color (BIPOC) access to books.

BIPOC Patrons Use Digital Collections More Than the General Population



Digital library services

BIPOC patrons
Borrow digital library materials like ebooks and audiobooks

African American or Black
Highest physical and digital library use: 63.9% had visited the local library in the last 12 months.

Asian and Asian American
Browsing shelves in public libraries is the #3 preferred method of book discovery

Latino, Latina, Latinx
Browsing shelves in public libraries is the #3 preferred method of book discovery

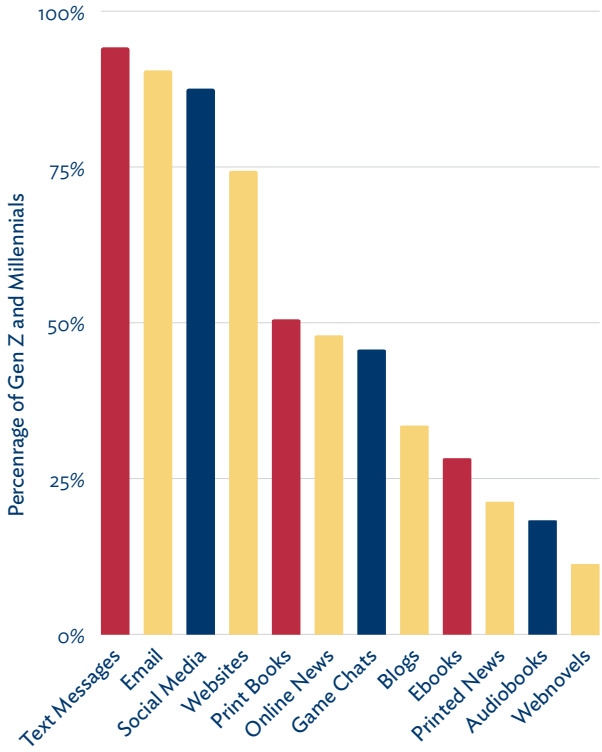
2 GEN Z AND MILLENNIALS MEDIA USE AND BOOK DISCOVERY

Media Use: Who Is Reading What?

This research expands the definition of reading to include a wide range of formats. We found that among Gen Z and millennials the top four most read modes in the last 12 months were digital (text messages, email, social media, websites). Print books came in fifth, with ebooks and audiobooks even further down the list. Some shifts in reading may be due to the amount of time people spend with their mobile devices and the conveniences of being able to read in short bursts—such as during a break from work or school, or while in transit, or while waiting in line. Webtoon and other serial content subscription apps, for example, compete with books for reading time, and their quick-to-read formats (such as single-pane webcomics), gives them an advantage in meeting readers' needs for short bursts of reading. Webtoon, at 85.6 million monthly readers globally, is the fastest-growing reading app.[15] Webtoon's U.S. audience hovers around 20% of its global audience, or 17.1 million monthly readers. Webtoon offers most of its serial content for free; subscribers pay to access content faster than the free release.[16]

Some differences exist between Gen Z and millennials in reading practices. Gen Zers are reading chats in games and webnovels in greater proportions. Millennials, meanwhile, read more emails, ebooks & audiobooks, blogs, and newspapers compared to the younger group.

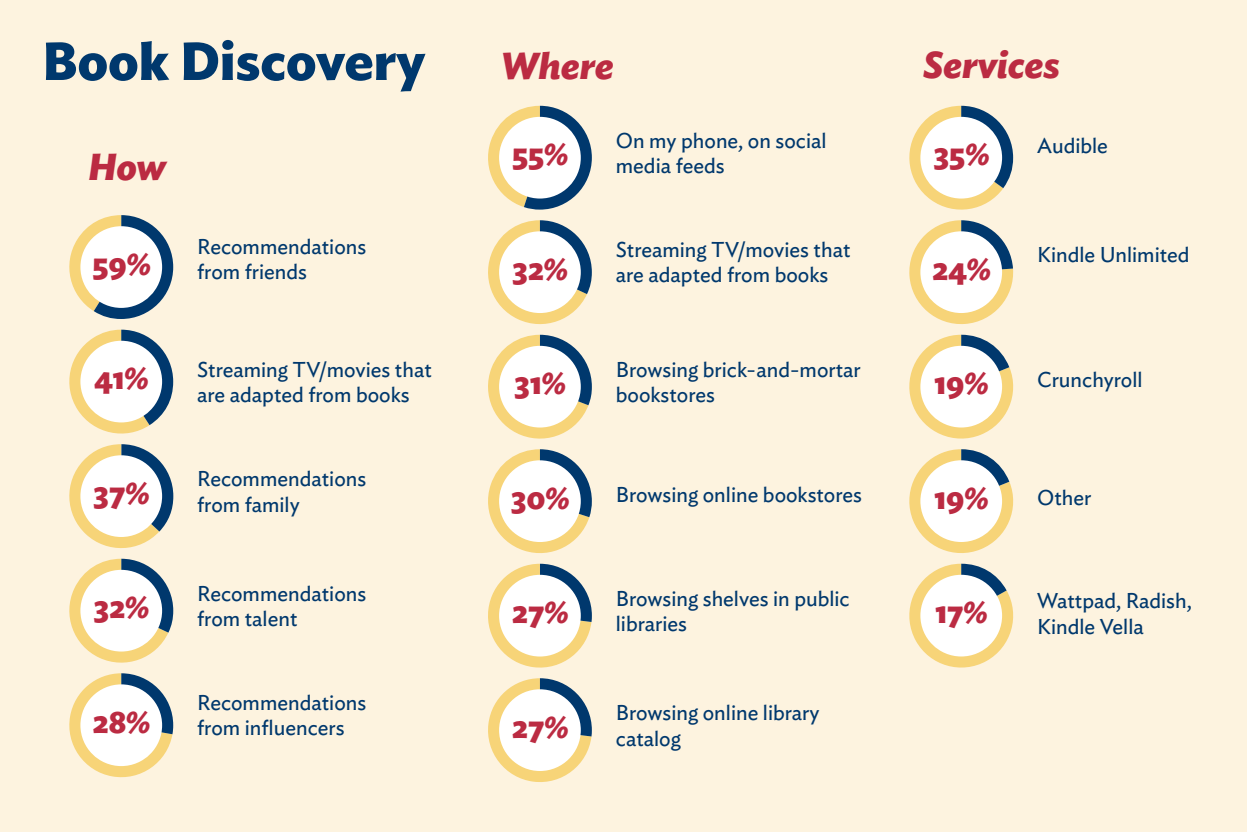
Read in the Last **12 Months**



The How and Where of Book Discovery

The hybrid online/offline environment that Gen Z and millennials are embedded in significantly impacts their book discovery and reading habits. The graphic below illustrates this—showing *how* and *where* people discover books alongside the subscription services most popular among Gen Z and millennials.

As can be seen in the graphic below, Gen Z and millennials discover books based on recommendations of people they know (friends, family) as well as strangers (talent and influencers). They discover books both in the digital world (social media, streaming/TV movies, online bookstores and library catalogs) and in the physical one (bookstore and library shelves). Many also subscribe to an ecosystem of services that are inaccessible, at least in part, to libraries. Audible, for example, is a mixed bag: some of its audiobooks are available at libraries, and some are not. A portion of "Amazon Originals" and "Amazon Exclusives" are currently only accessible through DPLA's Palace Marketplace.[17] The following content is currently inaccessible to libraries: CrunchyRoll; fanfiction



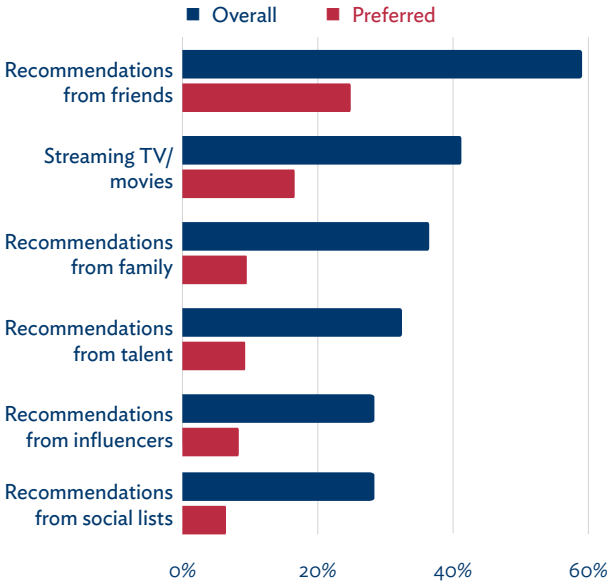
and serialized fiction apps like Wattpad, Radish, and Kindle Vella; and subscription services in the "Other" category which includes Webtoon, Substack, Patreon, and others. Of the Gen Zers and millennials who read webnovels, 60% pay for faster access to content; for people who use Substack, 79% pay for faster access to content.[18] "Original" content usually means it can be accessed exclusively on that platform. Readers tender an unseen payment in the "attention economy" as they read on these apps: the pattern of their time on site, how often they check the site, how quickly one opens a new installment, and far more granular information than that.[19]

Modes of book discovery differ somewhat between Gen Z and millennials. Gen Z invests more trust in celebrities, influencers, and social lists, though both groups accept them as trusted resources. More than one third (34%) of Gen Z people discover books based on recommendations from influencers (TikTokers, Instagrammers, bloggers, Discord streamers, and so forth.) Millennials are somewhat less influenced than Gen Z by influencers (23% for millennials compared to 34% of Gen Z). By contrast, millennials read significantly more online news services (57% compared to Gen Z's 36%) and printed newspapers (27% compared to Gen Z's 14%). Reviews are more effective in driving millennials' book discovery. Millennials' media habits are a middle ground between Gen Z and older generations. Perhaps unsurprisingly, Gen Z is less influenced by legacy media reviews: more (20%) said they were influenced by recommendations from online reviewers (Goodreads, Amazon, Audible, and Barnes and Noble) than by bestseller lists (15%) such as *New York Times*, *USA Today*, *Publishers Weekly*, Amazon.

Preferred Ways to Find Books

Streaming TV and movies is the #2 preferred way Gen Z and millennials discover books. For Black Gen Z and millennials, streaming is the #1 preferred way to discover books, a 10 percentage point increase over the general population. Gen Z and millennials

Top 6 Methods of Book Discovery for Gen Z and Millennials



are media omnivores who discover new content across media, finding a story they like in one format and following that story through its representations in other formats ("crossmedia"). These generations also move nimbly from virtual to embodied space. Latinx Gen Z and millennials reported strong engagement with fanfiction, 48% (10 percentage points more than the general population) and 27% subscribe to mobile serial fiction apps such as Wattpad, Radish and Kindle Vella (10 percentage points more than the general population).

For Black Gen Z and millennials, streaming TV/movies is the #1 preferred way to discover books.

Digging deeper, we asked survey respondents to check *all* of the ways they discover books (the **blue** bars in the chart above) and their *preferred* way of discovering books (the **red** bars in the chart above). Recommendation from friends (25%) is the most-preferred way to find books, closely followed by recommendations from talent[20] (8%), influencers (7%), and social lists (6%).[21] These two categories together (friends and social media/influencers) far outpace recommendations from family (9%) as the most-preferred way to find books.

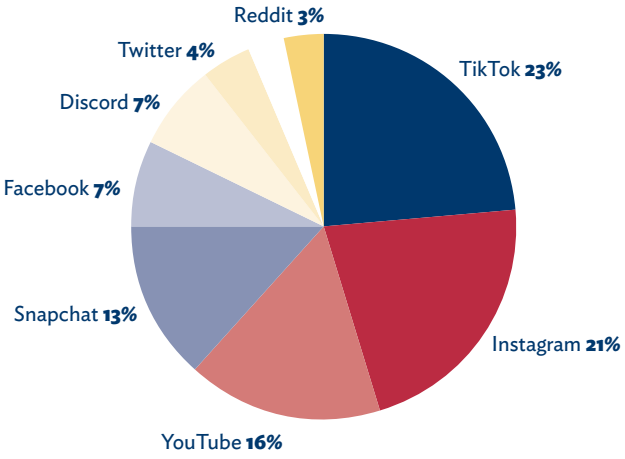
Preferred Social Media Platforms

There are both similarities and differences between the social media platforms that Gen Z and millennials preference. Both groups prefer Instagram (21%) and YouTube (Gen Z—16%; millennials—17%) at similar rates, but beyond that there is a divergence. Gen Z indicates a relative preference for TikTok (23%) and Snapchat (13%), while millennials prefer Facebook (33%) much more than Gen Z (7%). These findings are consistent with Pew's 2022 research into teen use of social media platforms, which found that "TikTok has established itself as one of the top online platforms for U.S. teens, while the share of teens who use Facebook has fallen sharply."[22]

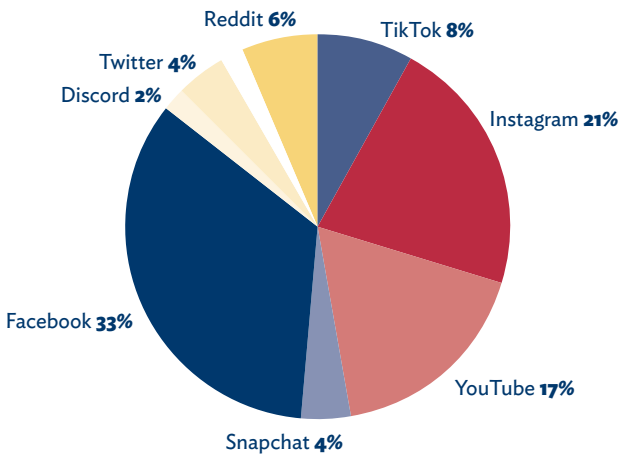
The differences between Gen Z and millennial social media platform preferences become significant when it comes to book discovery and purchase. While 21% of both Gen Z and millennials bought a book recommended or advertised on YouTube, millennials were more likely to buy a book recommended or advertised on Instagram (35% of millennials, 29% of Gen Z) and Gen Zers were more likely than millennials to buy a book recommended or advertised on TikTok (34% of Gen Z, 28% of millennials). Of the 46% of respondents who bought a book from a bookstore, Instagram was their #1 preferred platform. These data raise the question: how can librarians participate in social media marketing if they lack the time to immerse themselves in platform-specific conversations and vernacular? Does content pushed across traditional marketing channels even reach Gen Z and millennials?[23]

Social media on mobile phones is effective because it allows marketers to achieve "six touchpoints"[24] that build product awareness faster than is possible in newspapers, magazines and television. Talent and influencers typically post new content daily, and engage in conversation with fans. Such

Gen Z Preferred Social Media Platform



Millennial Preferred Social Media Platform



interaction builds trust and establishes credibility. That's why talent and influencers are also sites of conversation among fans. Identification as a "fan" is high with Gen Z and millennials (52%) and fans have many channels, online and offline, to engage with creators and hang out longer in the storyworlds they love.

When fans are also creators, printed books make good props in visual media like TikTok short videos and Instagram Reels. There are no TikTok videos of ebooks! Printed books can be imaginatively used as conversation pieces or expressive objects. An early BookToker, Ayman Chaudrhary, famously videoed herself throwing *Song of Achilles* across the room because it broke her heart. Many #booktoks focus on the materiality of the printed book, including closeups of bookmarks and other types of decoration, or stacks of books filmed in stop-motion animation. For celebrities and influencers, books are a quick way to generate ideas for fan engagement. Emma Roberts, an actress who started a book club on Instagram during pandemic lockdowns, said: talking about books "is one of my favorite ways to engage with my followers. … [It] just adds so much more substance to your online interactions."[25] Finally, the automation and customization of digital technology helps to make social media marketing effective. Artificial intelligence "can create 100 different variations" of a particular author newsletter or collate disparate datasets into a remarkably personal and customized pitch.[26]

Trends like these are top-of-mind for the most avid readers and media consumers; librarians should keep them in mind when strategizing how to "meet" Gen Z and millennials where they "live."

3 GEN Z AND MILLENNIAL IDENTITIES

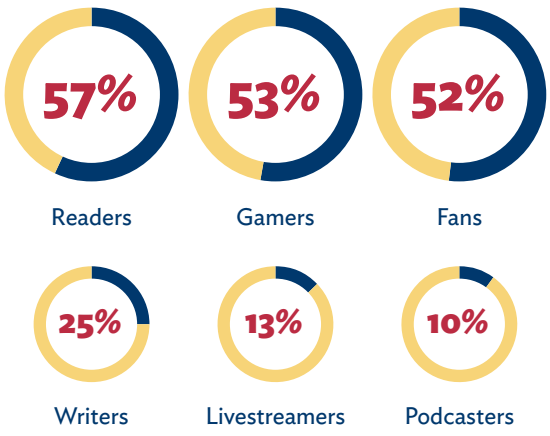
Consumers and Creators

In addition to consuming media, Gen Z and millennials also create it. They hold multiple identities, as readers, gamers, writers, fans, livestreamers, podcasters, and more. More Gen Zers identify as gamers, and fewer identify as readers. Millennials have higher percentages of identification as readers, fans, livestreamers, and podcasters. Identity is a perception of self, and identities are social, multiple, and fluid. In choosing to report self-identification, such as being a fan, the Gen Z and millennials in this study were able to interpret the terms of identity in their own ways. A fan could be an enthusiast of anything, not just book- or media-related things. The survey allowed respondents to define themselves as they saw fit, without required benchmarks to establish who "qualified" as a fan.

So why do these media identities matter, particularly to libraries? Leung et al. found that the more relevant a product is to a person's identity, the more the physical version of that product will appeal to the consumer.[27] Gen Z and millennials tend to buy more books per month if they identify as readers. Identities are social, and the community aspect of media consumption is a motivating factor for Gen Z and millennials. Being part of a fan community and connecting with others like them is the most important element of Gen Z media consumption. Nearly one-third (32%) of Gen Zers who identify as gamers report that they play videogames as a way to talk with friends, compared to 26% of gamers in the general survey population. Two of the top 3 reasons why Gen Z people report identifying as fans are 1) to be part of a fan community (27%) and 2) to meet others like them (26%). Gaming and fandoms provide the community and connection that Gen Zers value. By contrast, reading reflected more solitary pleasures. Reading for Gen Z was primarily motivated by "me time" and the desire for escapism. Given this orientation, libraries are in a unique position to demonstrate to Gen Z the *social* dimension of books by providing them spaces for community to meet and talk, especially inside branch libraries.

Media Identities

Gen Z and Millennials



One of the most important findings of the *Immersive Media and Books 2020* research was that avid media consumers are avid across categories: it's not a zero-sum game. People who avidly game and avidly watch TV/movies are also often avid readers and book buyers. In the 2020 study, we defined "avid" engagement as 4+ books per month, which was 53% of the survey population.[28] For these "avid" engagers,

there is an amplifying effect as an individual moves between media modes and platforms.

For Gen Z and millennials, 57% identify as readers, 53% as gamers, and 52% as fans. Those who discover books through 5+ different modes have higher rates of identification across the identity categories. They eagerly explore content across different media and identify as both **consumers**: readers (74%), fans (62%) and gamers (56%); and **makers**: writers (33%), lives-treamers (17%), and podcasters (14%). Avid engagers fluidly move between consuming and making media. Perhaps this is why social media is such a popular way for Gen Z and millennials to discover books: it taps into both the consumption and production aspects of their identity, as they watch talent and influencers, then join the conversation by posting their own content in response.

Gen Zers we met at our library branch visits were well aware of the creator economy, for example, and talked about ways to participate in it.

These complex consumer/producer identities were reflected in our ethnographic research. Gen Zers researchers met at library branch visits were well aware of the creator economy, for example, and talked about ways to participate in it. One entrepreneurial young woman had three different ideas for making and selling products in the creator economy. For instance, she was interested in building a lip gloss business using vegan products because those products are in-demand with other Gen Zers and because vegan products are more sustainable for the environment. One young man regularly wrote and recorded his own rap music in the recording studio inside his local library.

In another library site visit, researchers observed teens alternating between playing video games together and pausing to go back and join the larger group craft activity. Some of the specific media they identified consuming included rap and country music, *Batman* and 2K video games, and TV such as anime, *iZombie*, *Umbrella Academy*, *Love/Dance/Robots*, and *Grey's Anatomy*. They talked about reading manga, the *Geronimo* series, and other books. Occasionally the young people would break away from the craft activity to quietly peruse the shelves of books lining the teen lounge walls. In other words, the teens moved fluidly between creating, consuming, socializing, talking about their media, and browsing shelves, which illustrates their hybrid identities and engagement with both physical and digital media.

4 CHALLENGES

Libraries (and publishers) face three main challenges when it comes to Gen Z and millennial media habits and preferences.

1. Amazon Frames Gen Z and Millennial Book Expectations

Gen Z and millennials' high use of Amazon's audiobook and ebook paid subscription services poses a challenge for libraries particularly because of "Amazon-exclusive" licensing, which prohibits some authors from distributing their work outside the Amazon ecosystem. The same is true for "Amazon Originals," which is exclusively available to Amazon subscribers. In June 2022, DPLA partnered with Lyrasis and Knight Foundation to launch The Palace Project, a not-for-profit e-reader app, platform, and marketplace that allows libraries to serve e-content from all their vendors to patrons via a single app, available for iOS or Android. DPLA also runs Palace Marketplace, with an emphasis on providing libraries with flexible licensing models. Palace Marketplace includes more than 1.2 million ebook and audiobook titles from all of the Big 5 publishers, Amazon Publishing, Audible, hundreds of mid-size and independent publishers, and independent authors. So far, Palace Marketplace is the only platform that has negotiated access to titles from Amazon Publishing and Audible. If there are Amazon-exclusive books that are not accessible through the public library, this limits the library's ability to serve its patrons and offer them the books that they need and want, in the formats that they need and want. And, of course, libraries and publishers are not the only organizations whose operations have been disrupted by Amazon. Borders closed in 2011 and Barnes and Noble has retrenched from 726 stores in 2007 to 600 stores in May 2023.[29]

Additionally, the convenience of direct-to-door delivery of books from retailers like Amazon builds expectation in Gen Z and millennials regarding their access to print books. Amazon's advantage is convenience. Many libraries offer some delivery services to homebound individuals; and several libraries around the country pivoted during the COVID-19 pandemic to offer book delivery services to their patrons when physical library doors were closed to the public. As the world transitions into another stage of COVID-19 where pandemic becomes endemic, print book delivery should remain in the conversation for libraries to increase print circulation and reach print-hungry Gen Zers.

2. Pirating Books versus Library's Legitimate Digital Book Access

One third (32%) of Gen Z and millennials download or read books for free from unlicensed sources. The ease of downloading and sharing ebooks and audiobooks has been staunched by digital-rights-management software installed in digital books by publishers. But publishers remain wary that ebooks and audiobooks cut into print sales.

One third (32%) of Gen Z and millennials download or read books for free from unlicensed sources.

John Sargent, the former Macmillan CEO who led an 8-week embargo against granting libraries access to new digital book releases, defended his decision by saying he didn't want "frictionless" ebook access to train customers to get new releases for free.[30] More recently, the Association of American Publishers successfully sued to prevent state legislatures from mandating "reasonable terms" for libraries' digital book licensing.[31] Publishers prevailed in the first

case decided in a federal district court, winning the right to charge licensing prices without additional regulatory oversight beyond existing laws. This win is welcome news for publishers, but it doesn't affect ebook reading beyond the scope of library licensing. Publishers might benefit in the long run by encouraging Gen Z and millennials to borrow more ebooks from libraries, because doing so might train them to seek out licensed ebooks and audiobooks rather than pirated, often substandard, versions.

The 32% of Gen Z and millennials who pirate books is a large potential audience whose needs are not currently met by long wait times. Would more people borrow from libraries if wait times for ebooks and audiobooks were shorter? Can people who are in the habit of illegally downloading books be retrained to borrow licensed digital books from libraries?

These questions are important because the habits young people develop in accessing digital books may persist into adulthood, when they will have more control over their disposable income as book buyers and will also be able to vote for or against library tax levies.

Libraries give people a legitimate, morally unimpeachable way to access free books. Library borrowing also leads to book buying and discovery. The *Immersive Media and Books 2020* study found that 33% of the people who discovered a book at the library went on to purchase it.[32] Publishers need discovery tools in a very crowded media marketplace. "Pirates" are also some of the most passionate book readers. *Immersive Media and Books 2020* shows that "pirates" are super-consumers, active across all media both as consumers and producers.[33] They are people who sometimes purchase books they've already downloaded/read, and they actively participate in online, book-centered communities.

Publishers, librarians, and authors should consider aligning in one mission to keep people reading digital books through legitimate access. Libraries are a time-proven and convenient way to do this.

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3. Lack of Equitable Access to Digital Collections Harms BIPOC

Publishers are for-profit companies and public libraries are freely accessible mission-driven public organizations. This structural difference can lead to tension between libraries and publishers regarding digital lending terms. This report substantiates through data that BIPOC patrons use digital collections more than the general population. In her analysis of public library mission statements, Melissa Fraser-Arnott identified six components of modern public library identity: 1) community building, 2) culture and recreation, 3) equitable access, 4) information, 5) positive impact, and 6) stewardship.[34] Crawford Barniskis notes that lifelong learning and knowledge acquisition are core to public library mission statements.[35] As libraries, publishers and authors collaborate to make reading legitimately-accessed digital books easier, the guiding principles Fraser-Arnott identifies should be kept in mind.

5 RECOMMENDATIONS

Based on this report about Gen Z and millennials, we researchers have two top-level recommendations supported by several specific ways libraries might increase their relevance with Gen Z and millennials.

1. Get in Gen Z and Millennials' Consideration Set

Many Gen Z and millennials report that shelves at public libraries are some of their favorite places to browse for books. But their attention is corralled multiple times per day (if not per hour!) by ad-supported social media environments. How to get their attention? A simple external link from digital borrowing apps, such as Libby, to the branch library's website could make a big difference in keeping local branch libraries squarely in Gen Z and millennials' consideration set.

2. Communicate Libraries' Unique Qualities

More than previous generations, Gen Z responds to values-based marketing.[36] The same people who buy books at their local bookstore are people who might champion libraries, if they knew their advocacy would matter. Here are some of the value propositions libraries offer Gen Z and millennials and why supporting libraries contributes to the greater social good:

Libraries are free to visit and borrow from. There may be confusion about why one would visit a library, particularly for people whose only prior experience of libraries is shaped by school libraries which might have strict rules around noise and use. Don't assume all people know that public libraries loan a wide range of materials, including ebooks and audiobooks.

Libraries are fun. The library is more than books and borrowing: library programming, innovative resources, and safe spaces to chill out are all great uses of branch libraries. Our observational work at Cuyahoga County Public Library branches showed us that Gen Zers are coming to the library to hang out with people and socialize after school.

Libraries protect privacy. Are patrons aware that libraries protect patron privacy and intentionally do not collect their data? Gen Z and millennials are habituated to exchanging their privacy for access to content and services, such as providing an email address or allowing their online behavior to be tracked. The core library value of not storing readers' borrowing histories may not necessarily resonate as valuable to younger people. It's time to make Gen Z and millennials aware of why privacy is core to libraries' commitment to intellectual freedom.

Libraries are green. Libraries are the ultimate green organizations in the book industry, reusing and sharing books. Socially conscious and activist-driven Gen Z and millennials align with companies and organizations that are eco-friendly and reduce carbon footprints. Want to reduce waste? Use your local library. ■

METHODOLOGY

This report on Gen Z and millennial library behaviors is informed by two primary datasets, one quantitative and the other qualitative.

The quantitative data comes from a survey of 2075 Gen Z and millennials (aged 13–40) in March 2022. The survey was conducted through Qualtrics, an industry-standard survey software that gathers respondents according to parameters set by the survey designers. The survey was designed to be completed in 15 minutes or less; research shows that completion rates drop after 15 minutes.

Quotas were implemented for race, gender, and region to ensure sample representativeness of this age group in the U.S. population. Gen Z represents 44.3% of the overall sample (919 respondents) and millennials 55.7% of the overall survey sample (1156 respondents).

The report also covers a diverse range of income levels. Of the 68.2% who had a job in the twelve months prior to March 2022, 38.1% reported earning less than $30,000; 28.4% earned $30,000-$49,999; 19.8% earned $50,000–74,999; 13.6% earned $75,000+.

The qualitative data comes from ethnographic research at two branches of Cuyahoga County (OH) Public Library: Garfield and South Euclid. We did extra training and received certification from Portland State's Institutional Review Board to include minors in this study.

We conducted listening sessions with staff at Cuyahoga County Public named in the Acknowledgments. We also talked informally with librarians before and after our 2022 ALA panel[37], and in correspondence with librarians who reached out after our talk.

ACKNOWLEDGMENTS

The authors thank Dr. Alan Inouye, Senior Director of Public Policy & Government Relations at the American Library Association, for convening conversation about the future of libraries in a 2022 roundtable in Washington D.C. The roundtable included former ALA President Sari Feldman, Brian O'Leary (Executive Director of the Book Industry Study Group), and Larra Clark (Deputy Director of ALA Public Policy and Advocacy Office & Public Library Association), to all of whom we tender our thanks. From this conversation, important questions were raised that this report answers.

We are grateful to the leadership team at Cuyahoga County (OH) Public Library. Thank you (in alphabetical order) Daniel Barden (Technical Services Director), Wendy Bartlett (Branches Manager), Kaitlin Booth (Digital Collections Manager), and Hallie Rich (Chief, Communications and External Relations). Particularly thanks to Pamela Jankowski (Chief Public Services Officer) for arranging the branch visits. Thank you, Jen Deluke (Teen Librarian at Garfield Branch), Megan Barrett (Garfield Branch Manager), Emma Torrell (Teen Librarian at South Euclid Branch), Steve Haynie (South Euclid Branch Manager), and Louie Moore (Mentor/Monitor at South Euclid Branch) as well as the groups of young library patrons who welcomed us into their spaces to learn and listen.

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17. See also in this report section 4.1 "Amazon Frames Gen Z and Millennial Book Expectations."
18. Serial reading platforms have different modes of incentivizing payment. For example, Webtoon offers a single-read "fast pass" and "coins" to permanently unlock the content. On the fiction app Radish, new updates make older episodes eligible to be read for free. Readers must "wait until the episode you want to read has the hourglass symbol next to it, rather than the lock" to read. There's a gamified element to reading in these contexts.

19. There are many books and other resources about the attention economy. See, for example, Shoshana Zuboff's *The Age of Surveillance Capitalism: The Fight for a Human Future at the New Frontier of Power* (2019).
20. "Talent" refers to creators across media, such as authors, livestreamers, comics artists, professional gamers, podcasters, and comedians.
21. Social lists are recommendation lists on online social platforms such as Instagram, Reddit, and Discord.
22. Vogels et al., 2022.
23. Kristen McLean, NPD analyst, discussed the role of TikTok in driving the "70 percent of overall gains" in Q1 of 2022 book sales. Quoted in Friedman, *The Hot Sheet* 27 April 2022. mailchi.mp/hotsheetpub/nft-issue?e=6cd1ad34c1.
24. A touchpoint is any time a customer comes into contact with a product, before, during or after sale.
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28. Noorda and Berens (2020). Note that the survey population in that study screened for people 1) were 18 years or older and 2) who had engaged with at least one book, in any format and in any context, during the previous twelve months.
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PWPL 2023 Electronic Resource Usage Statistics - YTD October 2023

Database	Description	Data Type	Jan.	Feb.	Mar.	Apr.	May.	June.	July.	Aug.	Sep.	Oct.	YTD 2023 Total	YTD 2023 Costs*
Ancestry Library	Genealogy database and census data	Searches	34	46	177	167	209	86	116	129	10	51	1,025	$1,177
Britannica	Online encyclopedia	Sessions	59	85	49	49	98	26	12	11	34	90	513	NOVEL
Consumer Reports	Consumer products/services ratings and reviews	Visits	112	95	81	90	52	106	115	114	81	80	926	$4,562
Creativebug	Online arts and crafts video courses	Views	33	32	53	20	45	2	22	0	10	28	245	$1,224
Ebsco	Novelist reader's advisory service for fiction and non-fiction	Searches	52	86	108	96	181	36	22	65	38	87	771	$2,140
Galenet	Multiple periodical and newspaper databases	Searches	449	270	106	175	55	88	59	48	46	150	1,446	$2,244
HeritageQuest	Genealogy database	Searches	219	275	177	211	213	95	9	0	264	190	1,653	NLS Core
Hoopla**	Stream movies, music, audiobooks, ebooks and TV shows	Circulations	980	993	1,008	943	869	945	1,026	934	948	921	9,567	$19,508
JobNow	Live career and resume assistance service	Usage	50	89	63	17	7	1	13	20	63	34	357	$546
Kanopy**	Streaming movies, TV and documentaries	Plays	384	296	286	322	282	337	442	373	513	563	3,798	$5,360
Learning Express	Career guidance and test preparation service	Sessions	15	9	3	29	11	9	4	10	1	1	92	$2,851
LinkedIn Learning	Online training videos and courses	Views	404	185	629	264	351	409	224	212	309	337	3,324	$6,641
LOTE	Digital storybooks in 46 world languages	Watched	3	20	8	3	0	2	4	9	1	1	51	$694
Mango Languages	Language learning instruction	Sessions	79	76	105	74	74	45	92	72	93	115	825	$2,669
Mometrix Test Prep	Online test preparation service	Sessions							25	3	27	15	70	$2,753
Morning Star	Investment research database and newsletters	Sessions	286	233	239	181	204	163	116	159	170	186	1,937	$2,066
NewsBank	Online access to the Port Washington News	Searches	27	38	7	10	24	11	18	10	26	68	239	$1,129
Niche Academy	Video tutorials for Library's online services	Views	56	43	40	20	51	22	22	29	47	40	370	$1,286
Nuwav Legal	NYS legal documents and forms	Sessions	8	9	16	10	6	11	5	7	6	9	87	NLS Core
Overdrive**	Digital ebooks, audiobooks, magazines, comics and videos	Checkouts	8,117	7,520	7,771	7,736	7,948	7,727	8,425	8,714	8,173	9,118	81,249	$42,266
Pronunciator	Language learning instruction	Logins	2	2	8	4	14	11	6	9	16	16	88	NLS Core
Proquest	Multiple newspaper and magazine databases	Searches	344	473	336	242	292	213	176	210	239	288	2,813	NLS Core
Reference Solutions	Online directory of US telephone and company information	Searches	246	115	85	91	93	20	159	111	79	51	1,050	$3,545
TrueFlix	Science & Social Studies support for school assignments	Sessions							12	4	5	3	24	$2,283
Tumble Books	Online animated picture books for students	Views	85	37	28	107	81	18	8	2	81	35	482	$459
Tutor.com	Live homework help and career assistance service	Sessions	137	64	117	49	85	62	26	18	12	28	598	$4,644
ValueLine	Investment databases of companies and industries	Searches	1,932	1,874	2,211	2,366	2,139	2,203	1,564	1,767	2,068	2,295	20,419	$2,923
		Total	**14,113**	**12,965**	**13,711**	**13,276**	**13,384**	**12,648**	**12,722**	**13,040**	**13,360**	**14,800**	**134,019**	**$112,970**

NLS Core 2023 **$15,200**
Overdrive Consortium 2022-23 **$44,304**

TOTAL **$172,474**

***Costs are reported for Annual subscriptions unless otherwise noted**
**** Monthly Fees**