

HUNTSVILLE MADISON COUNTY PUBLIC LIBRARY

Board of Directors Meeting

Tuesday, January 27, 2026 @ 4:00 pm

**Meeting Site: Downtown Huntsville Library
Auditorium**

AGENDA

Call to Order G.W. Boon, Chair

Approval of Agenda (VOTE)

Approval of Minutes (VOTE)

Library Foundation Report Brooke Rawlins

Governance Committee Report Doug Martinson II

Access to Library Buildings Policy (VOTE)

Gifts and Memorials Policy (VOTE)

Memorandum of Understanding with Heart to Heart Pet Partners,
Inc (VOTE)

Finance Committee Report Brad Garland

Financial Report

Approval to post Request for Proposal for Downtown Huntsville Library Janitorial
Services (VOTE)

Approval to extend contract with Industrial Boiler & Mechanical Company, Inc. for
Downtown Huntsville Library Boiler Maintenance Services (VOTE)

Executive Director's Report Connie Chow
Activity Report

Public Comments

Harry Delugach

Rachel Homolak

Susan Stewart

Carissa Callan

Dr. Marisa Allison

Next Meeting Date: March 17, 2026 @ 4:00 p.m.

Location: North Huntsville Library

Huntsville-Madison County Public Library
Board of Directors Meeting
MINUTES
November 18th, 2025

The meeting was called to order by the Chairperson.

Present: G.W. Boon III, Chair
Doug Martinson, Vice-Chair
Elisa Ferrell, Member
Dr. Carla Clift, Member
Brad Garland, Member
Connie Chow, Executive Director
Stephen Efird, Deputy Director
Brooke Rawlins, Development Director
Kara Riethmaier, HR Director, Recorder

Public Comments:

Harry Delugach	Carissa Callan
Dr. Marisa Allison	Susan Stewart
Maggie Minsk	Tonia Stulting
Melanie Kolowski	

Approval of Agenda

Mr. Boon called for any changes to the agenda. Mr. Garland made a motion to accept the agenda. Ms. Ferrell seconded the motion. Motion passed.

Approval of Minutes

Mr. Boon called for any additions or corrections to the minutes from the last meeting. There were no requests for changes to the minutes. Ms. Ferrell made the motion to approve the minutes, and Mr. Garland seconded the motion. Motion passed.

Library Foundation Report

Ms. Rawlins reported that the Library Foundation's Vive le Livre on September 24th, 2025, was a great success, and all proceeds will go to the library. The Library Foundation will soon begin the end-of-year appeal, with letters mailed to donors. It's anticipated that 2026 will start out strong for the Library Foundation.

Finance Committee Report

Mr. Garland went over the financials that covered October 2024 through September 2025 (fiscal year end) and noted the net of \$781,000 fiscal year ending 9/30/2025. Mr. Garland mentioned an oddity at Triana showing a negative \$94, but it is a timing issue and will be corrected later with grant money to be received. At the Downtown branch expenses were down due to manager rates of pay and the HR Director vacancy. Services including copier and faxes were up which was all pertaining to the fiscal year ending on 9/30/25. Mr. Garland also covered the financials for only October 2025. This covers one month of the new fiscal year that shows Madison City budget increased to \$1,040,000. Huntsville City money came through on 11/12/25 and was not reflected in current budget sheet along with some other gifts from other areas. This will be reflected in the budget by next meeting. Mr. Garland spoke about the current budget that covers October that shows an increase in expenses versus the previous budget due to centralized services and recalculations.

Executive Director's Report

Statistics Report

Ms. Chow reported on the statistics for the past fiscal year of 2025 as well as some of the beginning of the current fiscal year. Statistics showed that Madison, South Huntsville, and Downtown were still in the same order as before. There is a decrease in circulation of .81% as compared to the previous fiscal year. However, this can be attributed to the changes in the handling of downloadable content and policies. System wide visitors and program attendances have increased in the last fiscal year. Due to the increase in program attendance the administrative office will change attendance reporting to per branch instead of system wide for more accurate growth tracking. Ms. Chow covered the top circulating books in the Adult, Young Adult, Juvenile, Audiobook and eBook categories. The October statistics showed 10,199 program attendees and 127,947 visitors.

Community Survey Report

Ms. Chow reported on the results of the community survey that was open from July 7 to August 27 of the past year that had 1300 submissions. Of those submissions 3% were 24 and under and the rest were 25 and up. 45% of the submission reported using the library at least weekly. The satisfaction with the services provided was 66.1% very satisfied and 26.3% satisfied. 80% of users would recommend the library to others with 74% rating interactions with library staff as excellent. Ms. Chow also went over the results of surveys questions regarding library services. This survey data will be used to update goals for the new strategic plan.

Public Access Computer Policy

Ms. Chow spoke about the updates to the public access computer policy. This update now includes desktop computers and laptop kiosks. The update now includes Tier 3 juvenile card holders' ability to check out laptops. Due to patron demand, laptops will be able to access webcam and microphones, which are not available on desktop computers.

Digital Video Security Camera Policy

Ms. Chow spoke about the updates to the digital video security camera policy. The policy now has language that reflects the usage of security cameras at all 10 branch locations.

Performance Evaluation Policy

Ms. Riethmaier spoke about the updates to the current performance review policy. This update includes evaluations being done annually coinciding with the employee's start date and submission of evaluations within 30 days of the employee's anniversary date. Evaluations are to include explanations of unsatisfactory performance as well as descriptions of accomplishments. The update also includes a 90-day performance improvement plan period if needed.

Workplace Safety Plan (Pandemic)

Ms. Riethmaier proposed a workplace safety plan (pandemic) policy as a generalized pandemic policy. This policy outlines adherence to federal, state, and local guidelines, as well as the CDC guidelines. This policy also outlines vaccination status as not a condition of employment and the use of personal time off to obtain vaccinations.

LSTA Grant Proposal

Ms. Chow presented the application for the Library Services and Technology Act grant for the fiscal year of 2026. The proposal is for a \$20,000 collection development grant to supplement adult fiction and nonfiction book budgets for five Madison County branches that have seen significant growth in traffic. There are no matching funds requirements this year, and the request is for the maximum grant amount for HMCPL's organization size.

Library Board Meeting Dates for 2026

Ms. Chow proposed the library board meetings are typically held on the third Tuesday of every other month starting in January. The proposed meeting date for January is moved to the fourth Tuesday due to Martin Luther King Jr. Day. The proposed meeting date for September is moved to the fourth Tuesday due to allowance for more time for a solidified budget from funding sources. Meetings are proposed to continue being held at 4:00 PM.

Approval of Policy Updates

Mr. Boon called for a motion to approve the six policy updates under new business in the agenda. Mr. Garland made a motion to accept. Ms. Ferrell seconded the motion. Motion passed.

Public Comments

Harry Delugach

Mr. Delugach urges to board to promote inclusion and resist censorship pressures.

Susan Stewart

Ms. Stewart states concerns regarding the APLS board amending the administrative code governing libraries and its part in a broad effort to limit intellectual freedom and freedom of expression. The speaker suggests the board be more public about their stance, support the Alabama Library Association, and communicate with local legislators about the dangers of suppressing speech. Ms. Stewart proposes a press conference to inform Madison County residents about what is at stake, referencing Alabama Public Television's reversal on discontinuing PBS programming after public outcry.

Tonia Stulting

Ms. Stulting states that while acknowledging the importance of representation, she argues that books painting gender transition as fun and noble can negatively influence impressionable children.

Carissa Callan

Ms. Callan questions why the book *He Is He* by Ryan and Bethany Bomberger is shelved in the adult section. The speaker addresses concerns about the book's website link and parenting pages, arguing that other juvenile non-fiction books have similar features and higher reading levels. Ms. Callan states that the book does not mention gender or use incorrect pronouns, and contains only biological reality. Ms. Callan requests the board to resolve the discrepancy in placement, as it appears to be discrimination based on religion and biology.

Dr. Marisa Allison

Dr. Allison states concerns regarding APLS administrative code changes that will remove positive depictions of transgender people from children and young adult sections of public libraries. Dr. Allison also expressed concerns regarding APLS board members using their positions on the board as a platform for their political aspirations. Dr. Allison urges the board to be more transparent about the deliberations with the Huntsville and Madison City councils and the County Commission. Dr. Allison also expressed the need for Huntsville City, Madison City and Madison county to put taxpayer money into our libraries.

Maggie Minsk

Ms. Minsk states her thanks to the library board for defending intellectual freedom and inclusivity and her thanks to those that do not. She states the push to ban stories about real people have shown us exactly how important these stories are. Ms. Minsk states public libraries are our last place in this country where the entire community shows up under one roof and is treated with dignity.

Melanie Kolowski

Ms. Kolowski states that diversity needs to not only be tolerated, but it needs to be celebrated. Ms. Kolowski expresses concern over think tanks like the Heritage Foundation, Moms for

Liberty trying to divide us into race, religion, gender, etc. Ms. Kolowski states that they have a right to control what their children watch and listen to, but they don't have a right to others.

Next Meeting Date

The next meeting will be held Tuesday, January 27th, 2026 at 4:00pm at the Downtown Huntsville Public Library.

There being no further business, the meeting adjourned.

Submitted by:

Kara Riethmaier

Approved:

GW Boon III, Chair

Huntsville-Madison County Public Library Personnel Handbook

SECTION 13.1

Date Approved: 6/17/09-TBD

ACCESS TO LIBRARY BUILDINGS

Employees shall restrict their use of Library buildings to the hours that the buildings are open. If access to a building is needed after regular hours, permission must be obtained in advance from the employee's supervisorBranch Manager.

Keys

Huntsville Madison County Public Library employees may be issued different types of keys for Library Facilities. This may be in the form of a physical key, proximity key or keypad entry code. Keys and security codes for the Downtown Library are issued under the direction of the Executive Director or Deputy Director. Employees who have been issued a security code are responsible for each time the code is used and may be subject to disciplinary action if they share the code with any unauthorized individuals. All keys issued to an employee are the property of Huntsville Madison County Public Library and must be returned upon separation from employment.

Physical Keys

Keys for branch libraries are issued by the Branch Manager to employees who have the responsibility of opening and closing the building. Employees who have been issued a key are responsible for the key and may be subject to disciplinary action if they share the key with any unauthorized individuals.

Proximity Key Cards

Proximity cards are required to gain access to some HMCPL branches employee entrance. Cards are issued through the Human Resources office and must be returned when employment is terminated. Employees who have been issued a proximity key card are responsible for the key and may be subject to disciplinary action if they share the key with any unauthorized individuals. Misplaced, lost, or stolen proximity cards must be reported to the Executive Director, Deputy Director, or Human Resources personnel immediately. There is a \$5.00 replacement fee for lost proximity cards

Keypad- Electronic Door Locks

Huntsville Madison County Libraries that have entry points with a Keypad- Electronic Door Lock should change their electronic door code periodically or on an as needed basis for safety purposes. If a supervisor or employee suspects that the door code has been compromised, the code must be changed immediately. All door code changes must be reported to the Executive Director, Deputy Director, and any current employees working at the facility. Employees are responsible for the facility codes and may be subject to disciplinary action if they share the codes with any unauthorized individuals.

Reproduction of Keys Prohibited

No keys issued by the Huntsville Madison County Public Library may be duplicated without the prior approval of the Branch Manager and Executive Director or Deputy Director.

Misplaced, Lost, or Stolen Keys

Misplaced, lost or stolen keys must be reported immediately to a supervisor, branch manager, Deputy Director, or the Executive Director. Any misplaced, lost or stolen special keys that are not directly issued from the Huntsville Madison County Library may have a replacement cost that the employee will be responsible for and may be garnished from the employees check.

~~Keys and security codes for the Main Library are issued under the direction of the Executive Director. Employees who have been issued a security code are responsible for each time the code is used and may be subject to disciplinary action if they share the code with any other person.~~

~~Proximity cards are required to gain access to the Main Library employee entrance. Cards are issued through the Business Office and must be returned when employment is terminated. Lost proximity cards must be reported to the Business Office immediately. There is a \$5.00 replacement fee for lost proximity cards.~~

~~Keys for branch libraries are issued by the Branch Manager to employees who have the responsibility of opening and closing the building. Employees who have been issued a key are responsible for the key and may be subject to disciplinary action if they share the key with any other person. Lost keys must be reported to the Branch Manager immediately. Keys must be returned to the Branch Manager when employment is terminated.~~

Gifts and Memorial Policy

Monetary Gifts - General

~~The Library Board~~ **The Huntsville-Madison County Public Library** is grateful for all donations and gifts. It is through the generosity of individuals and groups that areas of library service have been developed and the library collection enriched to an extent that would not otherwise have been possible.

The HMCPL accepts monetary gifts through the Huntsville-Madison County Library Foundation. The Library Foundation is a nonprofit organization whose mission is to advocate for the library and to acquire resources that enhance the library's value to the community.

The Library Foundation acknowledges all financial gifts by issuing receipts that may be used for Internal Revenue Service tax-deduction purposes.

The HMCPL board, administration, or the Library Foundation board may elect not to accept a specific monetary gift if:

- the gift is not in the best interest of the HMCPL;
- the source or conditions of the gift could damage the integrity, reputation, or mission of the HMCPL; or
- the gift imposes financial burdens on the HMCPL.

~~The Library, as a non-profit organization, may issue receipts for donations that may be used for Internal Revenue Service tax deduction purposes. The Library cannot set a value on gifts, this is the responsibility of the donor.~~

~~Placement of donated items as well as the selection and placement of materials using monetary donations will be done in accordance with the Collection Development policy.~~

~~Donations can be made online.~~

Memorials Monetary Gifts – Memorial and Honorary Donations

Monetary gifts for the purchase of books or other library material as memorials **or honoraria** will be accepted, and appropriate designation and acknowledgment will be made by the Library

Library staff will review titles that are available on a specified subject matter, if requested by the donor, and will select a title within a given price range that is most needed by the Library. These books or other materials become the property of the Library and will be treated as regular library acquisitions.

For memorial gifts, **the Library Foundation will send** an acknowledgement ~~will be sent~~ to the recipient designated by the donor indicating for whom the gift has been given and the name of the donor. For **gifts made in honor, honor gifts**, a notification of the gift and the donor will be sent to the honoree. The donor must provide the Library **Foundation** with names and addresses for notifications.

Memorial funds for special projects or acquisitions may be established if approved by the HMCPL Board.

~~With a gift of \$25.00 or more, a plate will be placed in the purchased book with the names of the donor and honoree. A gift of under \$25.00 will go to the Huntsville Madison County Public Library book fund. Donors and recipients at any level will be listed in the Friends of the Library newsletter.~~

~~Memorial funds for special projects or acquisitions may be established if approved by the Library Board.~~

~~Gifts~~ Gifts of Books and Other Media

All gifts become the sole property of the Library and may be utilized or disposed of in any manner approved by the Board. In certain instances, if the Board deems it to be for the benefit of the Library, terms or restrictions may be placed upon gifts by the donors, and a contract entered into by the Board and the donor.

The addition of gift books and other materials to the Library collection is determined by the same standards of selection that are applied to purchased material. Library staff will review and screen material using such selection criteria as:

1. Timeliness (published within the past 5 years)
2. Scope
3. Relevance to the Huntsville-Madison County Public Library collection policy
4. Appropriateness of content and format
5. Literary or educational quality
6. Physical condition
7. Sufficient availability of title in collection.

Materials not added to the collection may be sold by the Friends of the Library of the branch where the donation was made. Proceeds from these sales provide support for the library location receiving the gift. The Library does not provide notification to the donor of whether or not a gift has been placed in the collection.

Placement of donated items as well as the selection and placement of materials using monetary donations will be done in accordance with the Collection Development policy.

The donor is responsible for:

1. Delivering gifts to the Library in small boxes or bags that can be easily lifted
2. Completing the gift acknowledgement form that is provided by the Library and may be used for tax purposes.

Last Updated: 11/19/2024

MEMORANDUM OF UNDERSTANDING

Between Heart to Heart Pet Partners, Inc.SM and South Huntsville Public Library (hereafter referred to as "Facility")

The purpose of this Memorandum of Understanding (MOU) is to develop a collaborative effort between Heart to Heart Pet Partners, Inc. and South Huntsville Public Library to provide a certified therapy team to offer a reading program designed to help improve a student's confidence as a reader.

Responsibilities of Heart to Heart Pet Partners, Inc.:

- ❖ Heart to Heart Pet Partners, Inc. will:
 - design and conduct a "Read with MeTM" program for this library setting;
 - provide a therapy team certified by Heart to Heart whose training, experience, skills and team rating are appropriate for the needs of the facility population;
 - conduct a site visit to ensure the population will benefit from these services and that the therapy team will have an appropriate location for the visits;
 - provide a Heart to Heart liaison for the facility;
 - provide a copy of Pet Partners Policies & Procedures;
 - schedule visits as per the needs of the facility and the availability of the appropriate Heart to Heart team, as set forth in the Heart to Heart Therapy Team Guidelines;
 - communicate annually with the facility representative to review and evaluate the effectiveness of the Heart to Heart therapy team;
 - and review and sign this Memorandum of Understanding.

Responsibilities of South Huntsville Public Library:

- ❖ South Huntsville Public Library will
 - facilitate a "Read with MeTM" program by scheduling a time and place for the program to take place;
 - provide a reading area that ensures the safety of the therapy team while maximizing the effectiveness and benefits of each visit;
 - provide the Handler (without therapy animal) and the Executive Director or her/his designee an opportunity to meet the facility representative, tour the facility and review facility policies and procedures;
 - inform facility staff regarding Heart to Heart visits and schedule;
 - and review and sign this Memorandum of Understanding.

This MOU will become effective on _____ . In the event either party chooses to terminate this MOU, the other party will be given 60 days written notice prior to the date services are to end. An exception will be made if the therapy animal or handler becomes incapacitated.

Facility Representative

Date

Heart to Heart Pet Partners, Inc. Representative

Date

HUNTSVILLE PUBLIC LIBRARY
BALANCE SHEET
AS OF 12/31/2025

		Dec 31, 25
ASSETS		
Current Assets		
Checking/Savings		
Cash and cash on hand		
VISA DEBIT CARDS		
VISA GIFT CARD-OUTREACH 1701	330.30	
Total VISA DEBIT CARDS	330.30	
Servis1st Bank-Master Account		
Servis1st Bank-Master-Rainy Day	1,940,899.00	
Servis1st Bank-Master Account - Other	1,852,858.95	
Total Servis1st Bank-Master Account	3,793,757.95	
Servis1st Bank-Gifts	582,247.62	
Servis1st Bank-Merchant Acct	14,252.63	
Servis1st Bank-Payroll	21,140.51	
Petty cash	1,695.00	
TRUIST BANK CD RAINY DAY-MMA	596,497.66	
Total Cash and cash on hand	5,009,921.67	
Certificates of Deposit		
UNITED COMMUNITY EME - 96833	195,674.73	
UNITED COMMUNITY-RAINY DAY	276,002.71	
UNITED COMMUNITY-CUMMER	107,508.14	
Firstbank EME Funds	99,869.77	
PNC CD #391594 EME	186,785.74	
SERVIS 1ST CD 3140415 AEDG	57,010.36	
Servis1st CD Mccalin 371138	30,396.79	
UNITED COMMUNITY-KYSER CD	58,849.41	
Total Certificates of Deposit	1,012,097.65	
Investments		
C. Schwab HMCPL 3703-9063	949,371.68	
C. Schwab M. Pruitt 4478-8529	116,762.87	
C.Schwab Jean Payne 7587-0478	83,700.65	
C. Schwab- Roberts 4311-4986	23,559.34	
Total Investments	1,173,394.54	
Total Checking/Savings	7,195,413.86	
Accounts Receivable		
Accounts Receivable	-321.30	
Total Accounts Receivable	-321.30	
Other Current Assets		
Lease Receivable - ST	15,376.64	
Miscellaneous Receivables	76,193.55	
Prepays	100,262.28	
Total Other Current Assets	191,832.47	
Total Current Assets	7,386,925.03	
Fixed Assets		
Library collection	2,896,637.69	
Miscellaneous fixed assets	6,230,927.80	
Donated photographs	126,077.00	
Acc deprec - library collection	-1,956,200.93	
Acc deprec - misc fixed assets	-4,774,977.70	
Lease Asset	69,730.61	

HUNTSVILLE PUBLIC LIBRARY
BALANCE SHEET
AS OF 12/31/2025

		Dec 31, 25
	Acc Amortization - Lease	-9,467.01
	Total Fixed Assets	2,582,727.46
TOTAL ASSETS		9,969,652.49
LIABILITIES & EQUITY		
Liabilities		
	Current Liabilities	
	Other Current Liabilities	
	Lease Liability - ST	15,234.70
	Accrued liabilities	
	Withheld Principal 457(b)Pretax	-13,763.93
	Withheld Principal 457(b) Roth	-20,814.24
	Clinic	-195.00
	Withheld Vanguard 457(b) Roth	20,814.24
	Withheld Vanguard 457(b) Pretax	12,371.04
	Accrued Comp Absences	185,092.22
	Accrued Expenses	88,139.55
	Accrued payroll	119,694.86
	Accrued payroll taxes	8,573.45
	Retirement payable	41,113.26
	Withheld Accident Ins(prefaxed)	-15.26
	Withheld Critical Illness Princ	57.15
	Withheld Voluntary Life Prem	69.73
	Withheld Health Ins (prefaxed)	-2,546.33
	Withheld Health Ins (taxed)	3,401.22
	Withheld LTD Principal	210.50
	Withheld STD Principal	58.47
	Withheld Vision (prefaxed)	-128.79
	Withheld Vision (taxed)	94.20
	Total Accrued liabilities	442,226.34
	Deferred revenue	
	Deferred revenue - grants	35,560.08
	Total Deferred revenue	35,560.08
	Total Other Current Liabilities	493,021.12
	Total Current Liabilities	493,021.12
	Long Term Liabilities	
	Lease - Deferred Inflow of Reso	14,654.53
	Lease Liability - LT	45,404.60
	Total Long Term Liabilities	60,059.13
	Total Liabilities	553,080.25
Equity		
	Investment in Fixed Assets	2,926,306.12
	Restricted Fund	359,349.75
	Retained Earnings	4,210,721.77
	UNRESTRICTED-GENERAL FUND	1,755,685.55
	Net Income	164,509.05
	Total Equity	9,416,572.24
	TOTAL LIABILITIES & EQUITY	9,969,652.49

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 25 - DECEMBER 2025

TOTAL INCOME AND EXPENSES SHOULD BE AT 25%				
	Total COH			
	Oct - Dec 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	1,533,614.54	6,098,458.00	-4,564,843.46	25.15%
FRIENDS OF THE LIBRARY SUPPORT	36,096.67	105,000.00	-68,903.33	34.38%
FOUNDATION SUPPORT	0.00	66,817.00	-66,817.00	0.0%
Total INVESTMENT INCOME	34,693.82	173,675.00	-138,981.18	19.98%
Total FEES	28,639.28	85,620.00	-56,980.72	33.45%
Total GIFTS and GRANTS	56,828.37	0.00	56,828.37	100.0%
Total PROGRAM REVENUES	20.15	0.00	20.15	100.0%
Total Income	1,691,338.72	6,529,570.00	-4,838,231.28	25.9%
Gross Profit	1,691,338.72	6,529,570.00	-4,838,231.28	25.9%
Expense				
Total AUTOMATED SERVICES	41,788.17	126,366.00	-84,577.83	33.07%
Total BUILDING OPERATIONS	239,915.38	1,160,399.00	-920,483.62	20.68%
Total GENERAL OPERATING	39,954.28	195,272.00	-155,317.72	20.46%
Total MATERIALS	145,620.42	558,958.00	-413,337.58	26.05%
Total SALARIES & BENEFITS	1,088,262.19	4,488,575.00	-3,400,312.81	24.25%
Total GRANT EXPENSES	2,023.49	0.00	2,023.49	100.0%
Total OTHER GIFT EXPENSES	10,155.74	0.00	10,155.74	100.0%
Total Expense	1,567,719.67	6,529,570.00	-4,961,850.33	24.01%
Net Ordinary Income	123,619.05	0.00	123,619.05	100.0%
Net Income	123,619.05	0.00	123,619.05	100.0%

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 25 - DECEMBER 2025

TOTAL INCOME AND EXPENSES SHOULD BE AT 25%				
	Total Gurley			
	Oct - Dec 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	26,471.27	115,833.00	-89,361.73	22.85%
FRIENDS OF THE LIBRARY SUPPORT	0.00	2,000.00	-2,000.00	0.0%
FOUNDATION SUPPORT	0.00	1,364.00	-1,364.00	0.0%
Total INVESTMENT INCOME	0.00			
Total FEES	339.88	1,690.00	-1,350.12	20.11%
Total GIFTS and GRANTS	618.95			
Total PROGRAM REVENUES	0.00			
Total Income	27,430.10	120,887.00	-93,456.90	22.69%
Gross Profit	27,430.10	120,887.00	-93,456.90	22.69%
Expense				
Total AUTOMATED SERVICES	1,630.72	6,367.00	-4,736.28	25.61%
Total BUILDING OPERATIONS	305.97	1,525.00	-1,219.03	20.06%
Total GENERAL OPERATING	511.87	3,892.00	-3,380.13	13.15%
Total MATERIALS	2,846.40	11,293.00	-8,446.60	25.21%
Total SALARIES & BENEFITS	28,545.31	97,810.00	-69,264.69	29.18%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	354.63			
Total Expense	34,194.90	120,887.00	-86,692.10	28.29%
Net Ordinary Income	-6,764.80	0.00	-6,764.80	100.0%
Net Income	-6,764.80	0.00	-6,764.80	100.0%

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 25 - DECEMBER 2025

TOTAL INCOME AND EXPENSES SHOULD BE AT 25%		Total Hazel Green			
		Oct - Dec 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
	Income				
	Total GOVERNMENT SUPPORT	57,823.50	141,294.00	-83,470.50	40.92%
	FRIENDS OF THE LIBRARY SUPPORT	93.00	0.00	93.00	100.0%
	FOUNDATION SUPPORT	0.00	1,364.00	-1,364.00	0.0%
	Total INVESTMENT INCOME	0.00			
	Total FEES	1,779.39	4,810.00	-3,030.61	36.99%
	Total GIFTS and GRANTS	3,200.00			
	Total PROGRAM REVENUES	0.00	0.00	0.00	0.0%
	Total Income	62,895.89	147,468.00	-84,572.11	42.65%
	Gross Profit	62,895.89	147,468.00	-84,572.11	42.65%
	Expense				
	Total AUTOMATED SERVICES	2,709.80	8,639.00	-5,929.20	31.37%
	Total BUILDING OPERATIONS	1,623.51	7,181.00	-5,557.49	22.61%
	Total GENERAL OPERATING	781.32	5,329.00	-4,547.68	14.66%
	Total MATERIALS	3,759.27	14,532.00	-10,772.73	25.87%
	Total SALARIES & BENEFITS	29,641.66	111,787.00	-82,145.34	26.52%
	Total GRANT EXPENSES	0.00			
	Total OTHER GIFT EXPENSES	367.06	0.00	367.06	100.0%
	Total Expense	38,882.62	147,468.00	-108,585.38	26.37%
Net Ordinary Income		24,013.27	0.00	24,013.27	100.0%
Net Income		24,013.27	0.00	24,013.27	100.0%

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 25 - DECEMBER 2025

TOTAL INCOME AND EXPENSES SHOULD BE AT 25%				
	Total Madison			
	Oct - Dec 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	259,343.76	1,075,375.00	-816,031.24	24.12%
FRIENDS OF THE LIBRARY SUPPORT	0.00	18,000.00	-18,000.00	0.0%
FOUNDATION SUPPORT	0.00	1,363.00	-1,363.00	0.0%
Total INVESTMENT INCOME	0.00			
Total FEES	12,116.42	34,600.00	-22,483.58	35.02%
Total GIFTS and GRANTS	5,300.00	0.00	5,300.00	100.0%
Total PROGRAM REVENUES	0.00			
Total Income	277,042.09	1,129,338.00	-852,295.91	24.53%
Gross Profit	277,042.09	1,129,338.00	-852,295.91	24.53%
Expense				
Total AUTOMATED SERVICES	23,222.77	60,931.00	-37,708.23	38.11%
Total BUILDING OPERATIONS	17,171.66	73,079.00	-55,907.34	23.5%
Total GENERAL OPERATING	8,445.18	35,588.00	-27,142.82	23.73%
Total MATERIALS	23,246.49	146,643.00	-123,396.51	15.85%
Total SALARIES & BENEFITS	211,650.77	813,097.00	-601,446.23	26.03%
Total GRANT EXPENSES	0.00	0.00	0.00	0.0%
Total OTHER GIFT EXPENSES	207.81	0.00	207.81	100.0%
Total Expense	283,944.68	1,129,338.00	-845,393.32	25.14%
Net Ordinary Income	-6,902.59	0.00	-6,902.59	100.0%
Net Income	-6,902.59	0.00	-6,902.59	100.0%

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 25 - DECEMBER 2025

TOTAL INCOME AND EXPENSES SHOULD BE AT 25%	Total Monrovia			
	Oct - Dec 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	78,655.00	205,120.00	-126,465.00	38.35%
FRIENDS OF THE LIBRARY SUPPORT	0.00	2,000.00	-2,000.00	0.0%
FOUNDATION SUPPORT	0.00	1,364.00	-1,364.00	0.0%
Total INVESTMENT INCOME	0.00			
Total FEES	2,918.14	5,990.00	-3,071.86	48.72%
Total GIFTS and GRANTS	550.00	0.00	550.00	100.0%
Total PROGRAM REVENUES	0.00			
Total Income	82,123.14	214,474.00	-132,350.86	38.29%
Gross Profit	82,123.14	214,474.00	-132,350.86	38.29%
Expense				
Total AUTOMATED SERVICES	4,388.84	13,084.00	-8,695.16	33.54%
Total BUILDING OPERATIONS	1,357.72	6,466.00	-5,108.28	21.0%
Total GENERAL OPERATING	2,132.63	7,664.00	-5,531.37	27.83%
Total MATERIALS	4,299.50	15,287.00	-10,987.50	28.13%
Total SALARIES & BENEFITS	45,585.83	171,973.00	-126,387.17	26.51%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	1,045.56	0.00	1,045.56	100.0%
Total Expense	58,810.08	214,474.00	-155,663.92	27.42%
Net Ordinary Income	23,313.06	0.00	23,313.06	100.0%
Net Income	23,313.06	0.00	23,313.06	100.0%

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 25 - DECEMBER 2025

TOTAL INCOME AND EXPENSES SHOULD BE AT 25%	Total New Hope			
	Oct - Dec 25	Budget	\$ Over Budget	% of Budget
				Oct - Dec 25
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	25,744.48	116,487.00	-90,742.52	22.1%
 FRIENDS OF THE LIBRARY SUPPORT	3,085.63	1,800.00	1,285.63	171.42%
 FOUNDATION SUPPORT	0.00	1,364.00	-1,364.00	0.0%
 Total INVESTMENT INCOME	0.00			
Total FEES	337.48	1,010.00	-672.52	33.41%
Total GIFTS and GRANTS	0.00			
Total PROGRAM REVENUES	0.00			
Total Income	29,167.59	120,661.00	-91,493.41	24.17%
Gross Profit	29,167.59	120,661.00	-91,493.41	24.17%
Expense				
Total AUTOMATED SERVICES	568.11	3,312.00	-2,743.89	17.15%
Total BUILDING OPERATIONS	1,080.21	4,556.00	-3,475.79	23.71%
Total GENERAL OPERATING	1,220.94	4,016.00	-2,795.06	30.4%
Total MATERIALS	1,730.30	7,455.00	-5,724.70	23.21%
Total SALARIES & BENEFITS	26,457.62	101,322.00	-74,864.38	26.11%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	0.00			
Total Expense	31,057.18	120,661.00	-89,603.82	25.74%
Net Ordinary Income	-1,889.59	0.00	-1,889.59	100.0%
Net Income	-1,889.59	0.00	-1,889.59	100.0%

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 25 - DECEMBER 2025

TOTAL INCOME AND EXPENSES SHOULD BE AT 25%				
	Total Triana			
	Oct - Dec 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	26,983.25	93,533.00	-66,549.75	28.85%
 FRIENDS OF THE LIBRARY SUPPORT	0.00			
 FOUNDATION SUPPORT	0.00	1,364.00	-1,364.00	0.0%
 Total INVESTMENT INCOME	0.00			
Total FEES	437.69	1,195.00	-757.31	36.63%
Total GIFTS and GRANTS	0.00			
Total PROGRAM REVENUES	0.00			
Total Income	27,420.94	96,092.00	-68,671.06	28.54%
Gross Profit	27,420.94	96,092.00	-68,671.06	28.54%
Expense				
Total AUTOMATED SERVICES	438.88	2,666.00	-2,227.12	16.46%
 Total BUILDING OPERATIONS	169.78	4,779.00	-4,609.22	3.55%
 Total GENERAL OPERATING	520.19	3,307.00	-2,786.81	15.73%
 Total MATERIALS	1,676.38	7,142.00	-5,465.62	23.47%
 Total SALARIES & BENEFITS	20,469.33	78,198.00	-57,728.67	26.18%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	143.85	0.00	143.85	100.0%
Total Expense	23,418.41	96,092.00	-72,673.59	24.37%
Net Ordinary Income	4,002.53	0.00	4,002.53	100.0%
Net Income	4,002.53	0.00	4,002.53	100.0%

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 25 - DECEMBER 2025

TOTAL INCOME AND EXPENSES SHOULD BE AT 25%				
	TOTAL			
	Oct - Dec 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	2,008,635.80	7,846,100.00	-5,837,464.20	25.6%
 FRIENDS OF THE LIBRARY SUPPORT	39,275.30	128,800.00	-89,524.70	30.49%
 FOUNDATION SUPPORT	0.00	75,000.00	-75,000.00	0.0%
 Total INVESTMENT INCOME	34,693.82	173,675.00	-138,981.18	19.98%
 Total FEES	46,568.28	134,915.00	-88,346.72	34.52%
 Total GIFTS and GRANTS	71,604.05	0.00	71,604.05	100.0%
 Total PROGRAM REVENUES	20.15	0.00	20.15	100.0%
Total Income	2,202,525.20	8,358,490.00	-6,155,964.80	26.35%
Gross Profit	2,202,525.20	8,358,490.00	-6,155,964.80	26.35%
Expense				
Total AUTOMATED SERVICES	74,747.29	221,365.00	-146,617.71	33.77%
 Total BUILDING OPERATIONS	261,624.23	1,257,985.00	-996,360.77	20.8%
 Total GENERAL OPERATING	53,566.41	255,068.00	-201,501.59	21.0%
 Total MATERIALS	183,178.76	761,310.00	-578,131.24	24.06%
 Total SALARIES & BENEFITS	1,450,612.71	5,862,762.00	-4,412,149.29	24.74%
 Total GRANT EXPENSES	2,023.49	0.00	2,023.49	100.0%
 Total OTHER GIFT EXPENSES	12,263.26	0.00	12,263.26	100.0%
Total Expense	2,038,016.15	8,358,490.00	-6,320,473.85	24.38%
Net Ordinary Income	164,509.05	0.00	164,509.05	100.0%
Net Income	164,509.05	0.00	164,509.05	100.0%

HUNTSVILLE PUBLIC LIBRARY
FINANCIAL ANALYSIS
OCTOBER 25 - DECEMBER 2025

	TOTAL				
	Oct - Dec 25	Budget	\$ Over Budget	% of Budget	TOTAL INCOME AND EXPENSES SHOULD BE AT 25%
Ordinary Income/Expense					
Income					
Total GOVERNMENT SUPPORT	2,008,635.80	7,846,100.00	-5,837,464.20	25.6%	
FRIENDS OF THE LIBRARY SUPPORT	39,275.30	128,800.00	-89,524.70	30.49%	
FOUNDATION SUPPORT	0.00	75,000.00	-75,000.00	0.0%	
Total INVESTMENT INCOME	34,693.82	173,675.00	-138,981.18	19.98%	
Total FEES	46,568.28	134,915.00	-88,346.72	34.52%	
Total GIFTS and GRANTS	71,604.05	0.00	71,604.05	100.0%	
Total PROGRAM REVENUES	20.15	0.00	20.15	100.0%	
Total Income	2,202,525.20	8,358,490.00	-6,155,964.80	26.35%	
Gross Profit	2,202,525.20	8,358,490.00	-6,155,964.80	26.35%	
Expense					
Total AUTOMATED SERVICES	74,747.29	221,365.00	-146,617.71	33.77%	AUTOMATED SERVICES: Paid Annual Bywater fee.
Total BUILDING OPERATIONS	261,624.23	1,257,985.00	-996,360.77	20.8%	
Total GENERAL OPERATING	53,566.41	255,068.00	-201,501.59	21.0%	
Total MATERIALS	183,178.76	761,310.00	-578,131.24	24.06%	
Total SALARIES & BENEFITS	1,450,612.71	5,862,762.00	-4,412,149.29	24.74%	
Total GRANT EXPENSES	2,023.49	0.00	2,023.49	100.0%	
Total OTHER GIFT EXPENSES	12,263.26	0.00	12,263.26	100.0%	
Total Expense	2,038,016.15	8,358,490.00	-6,320,473.85	24.38%	
Net Ordinary Income	164,509.05	0.00	164,509.05	100.0%	
Net Income	164,509.05	0.00	164,509.05	100.0%	

COST/PROPOSAL FORM

BOILER MAINTENANCE SERVICES FOR DOWNTOWN HUNTSVILLE LIBRARY

	Monthly Cost	Annual Preventative Maintenance Cost
2023	\$ 3,982.00	\$ 7,998.00
2024	\$ 4,141.28	\$ 8,317.92
2025	\$ 4,306.93	\$ 8,650.64
Optional Two Years		
2026	\$ 4,658.38	\$ 9,122.62
2027	\$ 4,844.71	\$ 9,487.52

COMPANY NAME: Industrial Boiler & Mechanical Co, Inc. (IB&M)ADDRESS: P.O. Box 5100CITY/STATE/ZIP: Chattanooga, TN, 37406TELEPHONE #: 423-629-1117 FAX#: 423-629-5333AUTHORIZED REPRESENTATIVE: Taylor Massingill (print)SIGNATURE: Taylor MassingillTITLE: Vice President DATE: 1-11-23

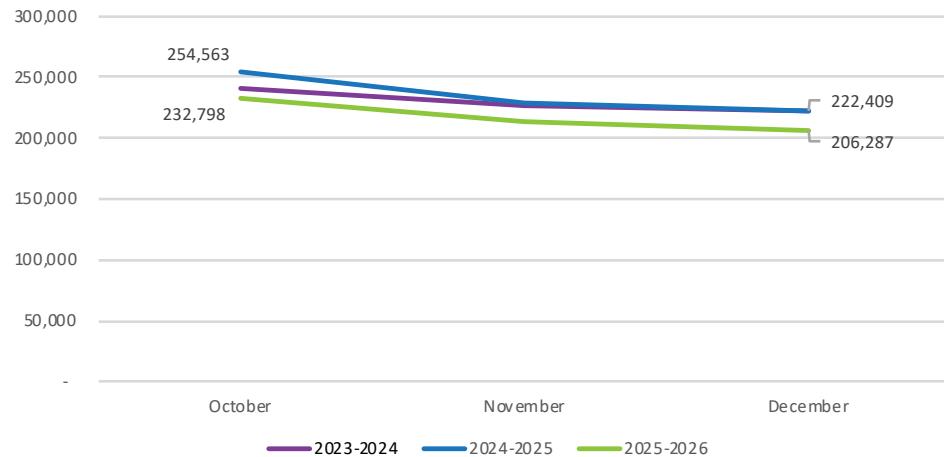
By signing the above, I certify that I am authorized by the Company named above to respond to this Request for Proposal.



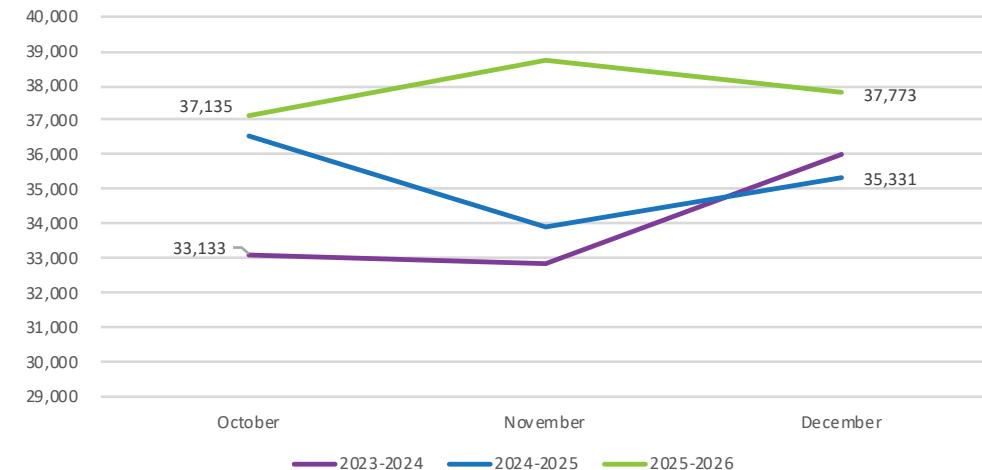
HMCPL Statistics

November/December 2025

Systemwide Circulation

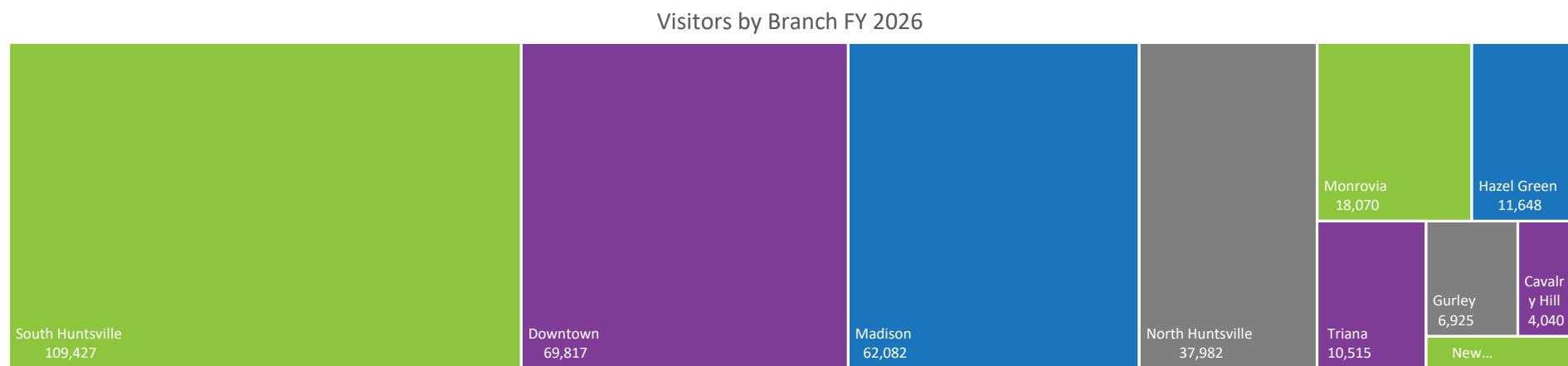
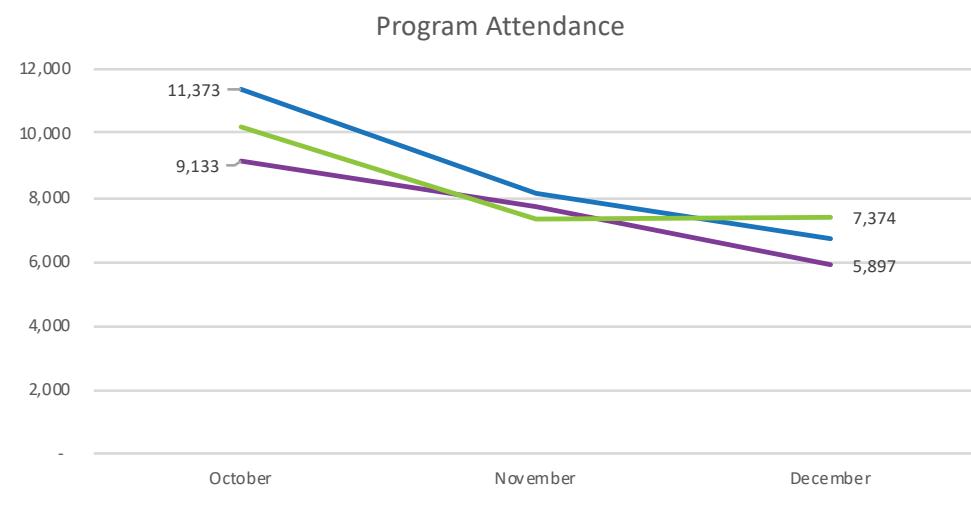


Downloadables

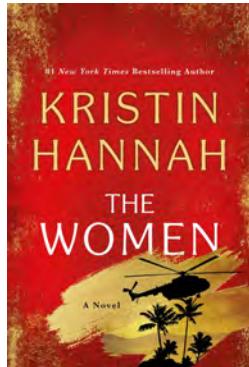


Circulation by Branch FY 2026

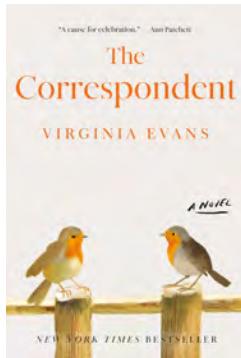




Books We Loved in November and December



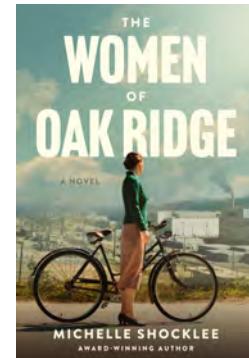
Top circulating adult book (print):
The Women, by Kristin Hannah
126 Checkouts



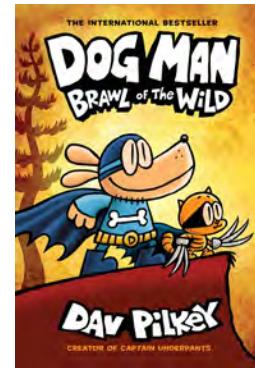
Highest demand book (print):
The Correspondent, by Virginia Evans
154 holds



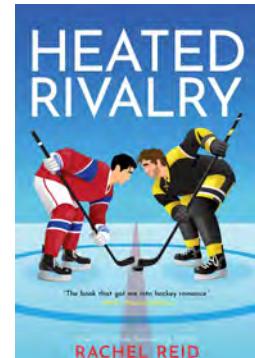
Top circulating YA book (print):
Sunrise on the Reaping, by Suzanne Collins
86 Checkouts



Top circulating book (digital audiobook):
The Women of Oak Ridge
by Michelle Shocklee - 151 Checkouts



Top circulating juvenile book (print):
Dog Man: Brawl of the Wild,
by Dav Pilkey - 115 Checkouts



Top circulating book (ebook):
Heated Rivalry, by Rachel Reid
63 Checkouts

Program Highlights



Spotlight: Triana Public Library hosted an art show exhibiting student works from the Fall semester of art classes.

Top Circulating Program:
Noon Year's Eve
Madison Public Library
500 Attendees



December 2025 HMCPL Statistics

Systemwide Circulation				
	FY2024	FY2025	FY2026	% +/-
October	240,972	254,563	232,798	-8.55%
November	225,985	228,833	213,516	-6.69%
December	222,394	222,409	206,287	-7.25%
January	228,175	232,744		
February	238,653	232,769		
March	255,940	251,114		
April	238,005	241,256		
May	246,220	246,439		
June	270,150	261,021		
July	284,311	274,742		
August	271,744	265,197		
September	258,523	245,941		
Year	2,981,042	2,957,028	652,601	

Systemwide totals include downloadables.

	FY2024	FY2025	FY2026	% +/-
October	980,175	1,302,802	4,497,198	245.19%
November	571,206	1,154,788	3,027,126	162.14%
December	1,375,626	740,217	1,061,065	43.35%
January	762,577	1,092,199		
February	1,106,513	3,173,713		
March	769,715	1,806,841		
April	857,334	1,757,554		
May	805,616	2,147,226		
June	748,271	624,764		
July	876,127	712,466		
August	813,124	3,019,405		
September	931,270	3,873,606		
Year	10,597,554	21,405,581	8,585,389	

Number of visits to hmcpl.org website including our public catalog .

Downloadables				
	FY2024	FY2025	FY2026	% +/-
October	33,133	36,546	37,135	1.61%
November	32,852	33,914	38,738	14.22%
December	36,014	35,331	37,773	6.91%
January	38,408	38,294		
February	36,349	34,091		
March	38,798	36,169		
April	37,494	34,963		
May	37,165	36,566		
June	38,006	36,160		
July	39,699	36,959		
August	39,948	37,775		
September	39,436	36,608		
Year	447,302	433,376	113,646	

*Downloadables include digital media from Hoopla, Overdrive, Blast, & Kanopy

	FY2024	FY2025	FY2026	% +/-
October	544	620	797	28.55%
November	546	503	548	8.95%
December	3,722	1,327	1,050	-20.87%
January	1,522	1,419		
February	1,094	879		
March	1,467	1,290		
April	1,201	1,373		
May	965	1,154		
June	505	1,229		
July	937	731		
August	582	1,193		
September	778	593		
Year	13,863	12,311	2,395	

*Music Downloadables includes Blast and Hoopla (music)

Wi-Fi # of Logins				
	FY2024	FY2025	FY2026	% +/-
October	18,432	21,588	19,665	-8.91%
November	16,301	18,100	16,241	-10.27%
December	15,031	17,326	15,997	-7.67%
January	13,109	17,766		
February	24,324	18,723		
March	18,740	20,077		
April	19,378	21,061		
May	20,990	20,778		
June	18,562	20,229		
July	21,625	23,092		
August	20,965	21,542		
September	20,422	20,953		
Year	227,879	241,235	51,903	

*February 2024 had an unexplained one day increase in wifi logins

	FY2024	FY2025	FY2026	% +/-
October	6,201	6,044	5,877	-2.76%
November	5,294	4,925	4,865	-1.22%
December	4,912	5,079	5,137	1.14%
January	4,590	5,681		
February	6,585	5,832		
March	6,313	6,178		
April	5,909	5,699		
May	6,044	5,768		
June	6,308	6,097		
July	7,080	7,005		
August	6,576	6,731		
September	5,991	6,245		
Year	71,803	71,284	15,879	

Reference Questions				
	FY2024	FY2025	FY2026	% +/-
October	10,066	11,930	16,128	35.19%
November	8,870	14,005	10,841	-22.59%
December	9,628	12,366	10,427	-15.68%
January	10,396	16,385		
February	10,387	15,296		
March	11,347	13,695		
April	11,322	12,318		
May	10,922	12,378		
June	10,394	11,733		
July	11,397	12,896		
August	10,454	12,197		
September	14,330	15,018		
Year	129,513	160,217	37,396	

	FY2024	FY2025	FY2026	% +/-
October	32,487	42,205	61,025	44.59%
November	34,795	34,783	71,261	104.87%
December	35,511	30,511	181,779	495.78%
January	29,284	69,861		
February	40,203	67,281		
March	53,113	50,900		
April	39,090	56,268		
May	40,574	18,970		
June	25,536	23,262		
July	66,117	32,681		
August	24,118	55,639		
September	166,299	28,986		
Year	587,127	511,347	314,065	

*December 2024 missing Britannica and EBSCO

*September 2025 missing Britannica

Cavalry Hill Circulation				
	FY2024	FY2025	FY2026	% +/-
October	574	342	316	-7.60%
November	556	384	250	-34.90%
December	445	426	223	-47.65%
January	487	262		
February	479	263		
March	659	245		
April	775	283		
May	714	305		
June	735	388		
July	572	474		
August	516	354		
September	470	282		
Year	6,982	4,008	789	

Cove Holds Locker Circulation				
	FY2024	FY2025	FY2026	% +/-
October	797	1,475	1,425	-3.39%
November	716	1,576	1,320	-16.24%
December	756	1,404	1,221	-13.03%
January	972	1,762		
February	1,164	1,856		
March	1,083	1,624		
April	1,057	1,472		
May	1,403	1,540		
June	1,632	1,567		
July	1,654	1,591		
August	1,689	1,677		
September	1,641	1,643		
Year	14,564	19,187	3,966	

Downtown Circulation				
	FY2024	FY2025	FY2026	% +/-
October	36,729	40,163	34,241	-14.74%
November	34,489	36,445	30,783	-15.54%
December	33,948	34,833	30,938	-11.18%
January	32,793	34,088		
February	36,142	39,739		
March	38,860	43,458		
April	36,840	40,909		
May	37,557	38,255		
June	41,176	41,190		
July	44,389	44,231		
August	41,959	40,727		
September	41,136	37,884		
Year	456,018	471,922	95,962	

Gurley Circulation				
	FY2024	FY2025	FY2026	% +/-
October	6,514	5,223	4,875	-6.66%
November	6,894	4,975	4,318	-13.21%
December	7,474	4,870	4,136	-15.07%
January	4,206	4,961		
February	4,623	4,554		
March	5,312	4,762		
April	4,875	5,031		
May	4,717	4,785		
June	4,987	5,160		
July	5,591	5,799		
August	5,593	4,963		
September	5,656	5,504		
Year	66,442	60,587	13,329	

Hazel Green Circulation				
	FY2024	FY2025	FY2026	% +/-
October	9,130	9,149	7,806	-14.68%
November	7,907	7,434	7,128	-4.12%
December	7,884	7,458	7,417	-0.55%
January	7,512	7,695		
February	7,974	7,998		
March	8,820	8,812		
April	7,570	8,876		
May	8,167	9,089		
June	9,496	9,906		
July	10,148	10,410		
August	9,208	9,752		
September	9,110	8,491		
Year	102,926	105,070	22,351	

Madison Circulation				
	FY2024	FY2025	FY2026	% +/-
October	66,672	67,866	62,550	-7.83%
November	59,189	59,793	55,686	-6.87%
December	57,796	57,948	53,278	-8.06%
January	60,209	61,846		
February	63,796	59,040		
March	68,117	66,288		
April	63,480	63,116		
May	65,800	65,011		
June	74,462	71,006		
July	77,592	75,172		
August	73,510	71,339		
September	68,681	63,935		
Year	799,304	782,360	171,514	

Monrovia Circulation				
	FY2024	FY2025	FY2026	% +/-
October	14,423	15,313	13,635	-10.96%
November	13,702	14,665	12,424	-15.28%
December	12,959	13,522	12,299	-9.04%
January	13,546	13,492		
February	14,343	13,316		
March	14,741	13,981		
April	13,652	14,122		
May	14,636	15,104		
June	15,530	15,354		
July	15,947	16,568		
August	16,010	16,509		
September	14,763	15,808		
Year	174,252	177,754	38,358	

New Hope Circulation				
	FY2024	FY2025	FY2026	% +/-
October	1,904	2,641	1,983	-24.91%
November	1,952	2,242	1,787	-20.29%
December	1,941	2,049	1,683	-17.86%
January	1,880	1,974		
February	2,021	1,950		
March	2,300	2,161		
April	2,235	2,197		
May	2,500	2,283		
June	3,153	2,582		
July	3,549	2,556		
August	3,069	2,537		
September	2,587	2,096		
Year	29,091	27,268	5,453	

North Huntsville Circulation				
	FY2024	FY2025	FY2026	% +/-
October	11,629	11,090	8,707	-21.49%
November	10,253	9,853	7,710	-21.75%
December	9,017	8,557	7,274	-14.99%
January	8,593	8,689		
February	9,410	9,263		
March	9,974	10,031		
April	9,381	10,110		
May	10,278	9,792		
June	11,312	10,020		
July	11,155	11,037		
August	10,410	10,158		
September	10,190	9,445		
Year	121,602	118,045	23,691	

Outreach Circulation				
	FY2024	FY2025	FY2026	% +/-
October	496	2,873	2,143	-25.41%
November	2,447	1,294	1,770	36.79%
December	326	2,913	2,714	-6.83%
January	2,749	2,763		
February	986	1,928		
March	2,107	1,597		
April	1,440	2,102		
May	940	956		
June	1,697	1,531		
July	833	1,274		
August	2,252	2,171		
September	2,384	2,078		
Year	18,657	23,480	6,627	

South Huntsville Circulation				
	FY2024	FY2025	FY2026	% +/-
October	57,571	60,006	55,754	-7.09%
November	53,693	54,952	49,412	-10.08%
December	52,450	51,888	45,523	-12.27%
January	55,579	55,389		
February	59,855	57,048		
March	63,456	60,016		
April	57,795	59,258		
May	60,699	60,869		
June	66,113	64,037		
July	71,340	65,795		
August	65,938	64,745		
September	60,762	60,193		
Year	725,251	714,196	150,689	

Triana Circulation				
	FY2024	FY2025	FY2026	% +/-
October	1,400	1,876	2,228	18.76%
November	1,305	1,306	2,190	67.69%
December	1,384	1,210	1,808	49.42%
January	1,241	1,529		
February	1,511	1,723		
March	1,713	1,970		
April	1,411	2,107		
May	1,644	1,884		
June	1,851	2,120		
July	1,842	2,876		
August	1,642	2,472		
September	1,707	1,974		
Year	18,651	23,047	6,226	

Cavalry Hill Visitors				
	FY2024	FY2025	FY2026	% +/-
October	1,827	1,818	1,509	-17.00%
November	1,755	1,301	1,265	-2.77%
December	1,852	1,245	1,266	1.69%
January	1,343	1,398		
February	1,904	1,336		
March	2,157	1,655		
April	2,298	1,638		
May	2,361	1,617		
June	2,795	1,782		
July	3,259	2,129		
August	2,624	1,706		
September	1,731	1,541		
Year	25,906	19,166		

Downtown Visitors				
	FY2024	FY2025	FY2026	% +/-
October	26,454	28,369	27,180	-4.19%
November	21,831	22,716	20,898	-8.00%
December	20,051	21,780	21,739	-0.19%
January	19,544	23,850		
February	26,254	25,468		
March	25,932	25,851		
April	25,957	25,022		
May	26,159	25,626		
June	26,583	26,492		
July	29,176	29,632		
August	29,144	27,927		
September	24,176	27,047		
Year	301,261	309,780	69,817	

Gurley Visitors				
	FY2024	FY2025	FY2026	% +/-
October	1,417	1,217	2,655	118.16%
November	681	1,019	1,988	95.09%
December	627	1,910	2,282	19.48%
January	922	2,332		
February	1,022	2,292		
March	1,044	2,292		
April	1,157	2,959		
May	1,194	2,746		
June	1,346	3,034		
July	1,584	2,876		
August	1,569	2,117		
September	1,255	2,719		
Year	13,818	27,513		

Hazel Green Visitors				
	FY2024	FY2025	FY2026	% +/-
October	2,271	2,963	4,261	43.81%
November	2,958	2,324	3,667	57.79%
December	2,093	3,195	3,720	16.43%
January	2,177	3,845		
February	2,690	4,262		
March	2,859	4,595		
April	2,554	4,308		
May	2,927	5,008		
June	3,123	5,402		
July	3,190	4,993		
August	2,682	4,678		
September	2,636	4,400		
Year	32,160	49,973		

Madison Visitors				
	FY2024	FY2025	FY2026	% +/-
October	20,358	22,865	23,849	4.30%
November	16,753	19,330	19,366	0.19%
December	16,030	17,274	18,867	9.22%
January	15,642	17,970		
February	21,868	16,615		
March	22,139	20,694		
April	19,619	20,761		
May	22,177	23,745		
June	25,384	22,926		
July	25,198	28,387		
August	24,544	29,068		
September	22,923	25,454		
Year	252,635	265,089	62,082	

Monrovia Visitors				
	FY2024	FY2025	FY2026	% +/-
October	4,223	4,581	6,717	46.63%
November	3,672	4,157	5,467	31.51%
December	3,440	5,420	5,886	8.60%
January	3,587	6,447		
February	4,253	6,507		
March	4,294	6,719		
April	4,570	6,965		
May	4,911	7,827		
June	4,924	8,092		
July	4,894	8,229		
August	3,932	7,394		
September	4,699	6,908		
Year	51,399	79,246	18,070	

New Hope Visitors				
	FY2024	FY2025	FY2026	% +/-
October	1,171	1,100	1,288	17.09%
November	982	893	890	-0.34%
December	901	869	896	3.11%
January	877	941		
February	1,077	968		
March	1,158	1,082		
April	1,085	1,047		
May	1,205	1,172		
June	1,306	1,226		
July	1,359	1,333		
August	1,162	1,223		
September	1,025	1,248		
Year	13,308	13,102	3,074	

North Huntsville Visitors				
	FY2024	FY2025	FY2026	% +/-
October	12,287	15,106	15,140	0.23%
November	11,465	12,079	12,090	0.09%
December	10,546	10,768	10,752	-0.15%
January	7,864	11,532		
February	12,676	12,415		
March	13,414	14,455		
April	14,828	14,776		
May	14,610	12,563		
June	15,695	14,880		
July	15,412	16,245		
August	15,572	15,627		
September	14,828	15,697		
Year	159,197	166,143	37,982	

South Huntsville Visitors				
	FY2024	FY2025	FY2026	% +/-
October	30,915	40,441	41,209	1.90%
November	29,385	36,623	34,482	-5.85%
December	29,789	32,573	33,736	3.57%
January	28,769	37,642		
February	35,116	38,996		
March	37,000	41,518		
April	36,681	42,267		
May	37,785	41,056		
June	41,126	43,880		
July	45,460	46,801		
August	43,749	43,954		
September	40,756	43,690		
Year	436,531	489,441	109,427	

Triana Visitors				
	FY2024	FY2025	FY2026	% +/-
October	1,600	2,085	4,139	98.51%
November	898	1,638	3,254	98.66%
December	1,555	1,960	3,122	59.29%
January	719	2,429		
February	2,067	3,445		
March	2,644	3,590		
April	2,224	3,388		
May	2,834	3,162		
June	3,854	3,493		
July	3,968	3,985		
August	1,871	2,412		
September	1,953	3,900		
Year	26,187	35,487	10,515	

Systemwide Visitors				
	FY2024	FY2025	FY2026	% +/-
October	102,523	120,545	127,947	6.14%
November	90,380	102,080	103,367	1.26%
December	86,884	96,994	102,266	5.44%
January	81,444	108,386		
February	108,927	112,304		
March	112,641	122,451		
April	110,973	123,131		
May	116,163	124,522		
June	126,136	131,207		
July	133,500	144,610		
August	126,849	136,106		
September	115,982	132,604		
Year	1,312,402	1,454,940		

*The Library was closed a full week in January 2024 due to weather.

Cavalry Hill Program Attendance				
	FY2024	FY2025	FY2026	% +/-
October	20	74	14	-81.08%
November	7	7	-	-100.00%
December	17	7	-	-100.00%
January	38	-		
February	43	-		
March	87	125		
April	153	75		
May	120	22		
June	531	409		
July	64	196		
August	20	-		
September	34	26		
Year	1,134	941	14	

Downtown Program Attendance				
	FY2024	FY2025	FY2026	% +/-
October	1,500	2,429	2,518	3.66%
November	778	1,450	1,380	-4.83%
December	548	1,345	1,415	5.20%
January	877	1,632		
February	1,190	1,614		
March	1,063	1,517		
April	867	1,697		
May	1,057	2,014		
June	1,996	3,486		
July	2,295	2,793		
August	1,291	1,894		
September	1,273	1,890		
Year	14,735	23,761	5,313	

Gurley Program Attendance				
	FY2024	FY2025	FY2026	% +/-
October	452	236	322	36.44%
November	298	216	244	12.96%
December	167	194	240	23.71%
January	342	284		
February	565	273		
March	409	244		
April	323	370		
May	262	313		
June	353	572		
July	404	342		
August	137	147		
September	169	299		
Year	3,881	3,490	806	

Hazel Green Program Attendance				
	FY2024	FY2025	FY2026	% +/-
October	197	311	292	-6.11%
November	193	275	278	1.09%
December	185	171	290	69.59%
January	275	243		
February	290	281		
March	312	361		
April	364	337		
May	493	414		
June	734	859		
July	545	329		
August	235	260		
September	267	319		
Year	4,090	4,160	860	

Madison Program Attendance				
	FY2024	FY2025	FY2026	% +/-
October	2,066	2,514	2,018	-19.73%
November	1,611	1,400	1,292	-7.71%
December	1,358	1,516	2,074	36.81%
January	1,550	1,537		
February	2,116	1,848		
March	2,381	2,295		
April	2,326	2,239		
May	2,228	3,227		
June	2,601	2,484		
July	2,797	2,525		
August	2,305	2,315		
September	1,914	1,443		
Year	25,253	25,343	5,384	

Monrovia Program Attendance				
	FY2024	FY2025	FY2026	% +/-
October	626	532	413	-22.37%
November	472	530	342	-35.47%
December	346	222	219	-1.35%
January	371	266		
February	494	288		
March	472	515		
April	477	486		
May	852	717		
June	799	1,052		
July	516	489		
August	353	664		
September	303	332		
Year	6,081	6,093	974	

New Hope Program Attendance				
	FY2024	FY2025	FY2026	% +/-
October	209	782	272	-65.22%
November	146	180	119	-33.89%
December	120	131	81	-38.17%
January	149	126		
February	129	112		
March	117	202		
April	104	226		
May	276	270		
June	389	365		
July	229	295		
August	120	175		
September	116	184		
Year	2,104	3,048	472	

North Huntsville Program Attendance				
	FY2024	FY2025	FY2026	% +/-
October	490	414	380	-8.21%
November	403	363	342	-5.79%
December	283	308	288	-6.49%
January	303	392		
February	425	344		
March	476	508		
April	504	445		
May	585	491		
June	1,210	1,336		
July	852	702		
August	304	175		
September	304	445		
Year	6,139	5,923	1,010	

South Huntsville Program Attendance				
	FY2024	FY2025	FY2026	% +/-
October	2,721	3,042	2,938	-3.42%
November	2,503	2,663	2,127	-20.13%
December	1,906	1,769	1,716	-3.00%
January	1,953	2,679		
February	2,563	2,375		
March	2,837	3,001		
April	3,358	3,820		
May	2,769	2,175		
June	4,889	4,493		
July	4,625	4,508		
August	3,622	2,302		
September	2,712	4,560		
Year	36,458	37,387	6,781	

Triana Program Attendance				
	FY2024	FY2025	FY2026	% +/-
October	97	188	145	-22.87%
November	86	95	208	118.95%
December	176	144	256	77.78%
January	86	106		
February	250	170		
March	98	213		
April	78	181		
May	74	168		
June	389	582		
July	421	409		
August	83	88		
September	136	170		
Year	1,974	2,514	609	

Outreach Program Attendance				
	FY2024	FY2025	FY2026	% +/-
October	755	851	887	4.23%
November	1,196	948	990	4.43%
December	791	902	795	-11.86%
January	999	794		
February	1,121	603		
March	1,043	559		
April	1,100	774		
May	-	876		
June	-			
July	56	56		
August	-	-		
September	945	903		
Year	8,006	7,266	2,672	

Systemwide Program Attendance				
	FY2024	FY2025	FY2026	% +/-
October	9,133	11,373	10,199	-10.32%
November	7,693	8,127	7,322	-9.91%
December	5,897	6,709	7,374	9.91%
January	6,943	8,059		
February	9,186	7,908		
March	9,295	9,540		
April	9,654	10,650		
May	8,716	10,687		
June	13,891	15,638		
July	12,804	12,644		
August	8,470	8,020		
September	8,173	10,571		
Year	109,855	119,926	24,895	

*FY24 and FY25 program attendance numbers from annual statistics

Number of Library Programs by Branch										
	Cavalry Hill			Downtown			Gurley			
	FY2024	FY2025	FY2026	FY2024	FY2025	FY2026	FY2024	FY2025	FY2026	
October	18	9	4	112	130	134	28	16	18	
November	22	5	8	97	99	118	24	14	15	
December	22	2	-	64	84	111	15	12	14	
January	14	3		93	108		18	19		
February	7	-		104	110		36	20		
March	7	8		84	108		24	24		
April	15	7		90	108		26	26		
May	10	5		93	104		20	13		
June	15	11		112	145		24	20		
July	9	7		120	137		28	19		
August	3	-		98	121		13	13		
September	7	5		95	135		10	17		
Year	149	62	12	1,162	1,389	363	266	213	47	

	Hazel Green			Madison			Monrovia			
	FY2024	FY2025	FY2026	FY2024	FY2025	FY2026	FY2024	FY2025	FY2026	
October	14	16	18	109	103	88	24	25	21	
November	12	15	15	88	76	79	22	20	18	
December	12	11	16	71	75	81	20	13	16	
January	16	13		88	86		22	14		
February	18	16		108	92		25	14		
March	18	18		109	104		21	20		
April	20	19		108	107		26	22		
May	18	12		98	87		24	17		
June	20	17		116	110		24	26		
July	20	12		115	107		21	18		
August	14	15		98	98		21	19		
September	15	17		101	97		20	21		
Year	197	181	49	1,209	1,142	248	270	229	55	

	New Hope			North Huntsville			South Huntsville			
	FY2024	FY2025	FY2026	FY2024	FY2025	FY2026	FY2024	FY2025	FY2026	
October	23	18	31	78	38	40	80	67	63	
November	24	19	26	40	32	36	71	51	51	
December	15	23	25	27	27	27	51	40	49	
January	26	18		36	38		47	50		
February	21	21		40	37		61	51		
March	20	22		37	41		65	54		
April	21	21		47	50		66	66		
May	22	18		36	28		59	40		
June	29	32		44	52		61	56		
July	30	27		47	43		65	59		
August	19	26		31	28		53	49		
September	19	28		36	45		56	66		
Year	269	273	82	499	459	103	735	649	163	

	Triana			Outreach			Total Number of Library Programs			
	FY2024	FY2025	FY2026	FY2024	FY2025	FY2026	FY2024	FY2025	FY2026	
October	11	14	16	17	25	28	514	461	461	
November	11	13	16	27	24	26	438	368	408	
December	21	17	15	17	24	28	335	328	382	
January	15	14		23	16		398	379		
February	16	14		25	15		461	390		
March	14	15		22	16		421	430		
April	15	15		28	23		462	464		
May	14	14		-	-		394	338		
June	31	34		1	1		476	503		
July	34	28		-	-		490	458		
August	16	10		-	-		366	379		
September	18	17		26	24		403	472		
Year	197	205	47	186	168	82	5,158	4,970	1,251	

Huntsville-Madison County Public Library
Building Maintenance

November - December 2025				
Date	Name	Memo	Amount	Total
MAIN				
NOVEMBER INVOICES PAID				
11/01/2025	Industrial Boiler & Mechanical Co. Inc.	ANNUAL ON 2 ALLIED BOILERS	8,650.64	
11/12/2025	Jake Marshall Service, Inc.	Labor by Phillip Parker - new strike for door, latch bolt issue not card reader - WO 1983	1,032.57	
11/14/2025	Scott Lighting Supply Company, Inc.	75 DT LED BULBS	525.00	
11/20/2025	City of Huntsville	HVAC WO 195833	410.55	
11/20/2025	City of Huntsville	PLUMBING WO 196883	54.35	
11/20/2025	City of Huntsville	CARPENTRY WO 197054	358.94	
11/20/2025	City of Huntsville	PLUMBING WO 197435	54.35	
		TOTAL FOR NOVEMBER		11,086.40
MAIN				
DECEMBER INVOICES PAID				
12/16/2025	Allied Supply Company, inc.	50# WATER SOFTENER CUBETS	61.59	
		TOTAL FOR DECEMBER		61.59
		TOTAL BUILDING MAINTENANCE		11,147.99
SOUTH HUNTSVILLE				
NOVEMBER INVOICES PAID				
11/01/2025	The Home Depot Credit Services	BOLT BARREL HD 6"	22.40	
11/20/2025	City of Huntsville	ELEC WO 197035	65.56	
		TOTAL FOR NOVEMBER		87.96
SOUTH HUNTSVILLE				
DECEMBER INVOICES PAID				
12/31/2025		11/06/2025 CLASSIFICATION ERROR	464.15	
12/31/2025	dormakaba USA Inc	SWING DOOR NORTH BY BATHROOMS	464.15	
		TOTAL FOR DECEMBER		928.30
		TOTAL BUILDING MAINTENANCE		1,016.26

Huntsville-Madison County Public Library
Building Maintenance

NORTH HUNTSVILLE		November - December 2025	
NOVEMBER INVOICES PAID			
11/06/2025	dormakaba USA Inc	South Huntsville Bathroom Door Repair DOS 8.8.25	464.15
11/20/2025	City of Huntsville	FACILITIES WO 196884	163.06
11/20/2025	City of Huntsville	ELECTRIC WO 197315	180.88
11/20/2025	City of Huntsville	HVAC WO 195547	20.88
11/20/2025	City of Huntsville	CONTROLS WO 195643	41.76
TOTAL FOR DECEMBER		870.73	
NORTH HUNTSVILLE			
DECEMBER INVOICES PAID			
12/17/2025	Lee Company	HVAC TECHNICIAN (12/1)	787.50
12/17/2025	Lee Company	HVAC HELPER (12/1)	290.00
12/17/2025	Lee Company	HVAC HELPER (12/4)	350.00
12/17/2025	dormakaba USA Inc	HANDICAP ENTRANCE ON EAST	991.06
12/31/2025		11/06/2025 CLASSIFICATION ERROR	-464.15
TOTAL FOR DECEMBER		1,954.41	
TOTAL BUILDING MAINTENANCE		2,825.14	
TOTAL SYSTEM MAINTENANCE		14,989.39	

2025 Statement of Concern Submissions

Submitted	Title	Author	Format	Status	Decision	Completion Date
1/12/2025	The End of the Fxxing World	Charles Forsman	Book	Completed	Moved from YA Graphic to Adult Graphic for adult themes and content	3/7/2025
2/4/2025	The Boys' Guide to Growing Up	Terri Couwenhoven	Book	Completed	Moved from Juv Nonfiction to Adult Nonfiction for sexually explicit content	4/21/2025
2/5/2025	A Small Thing but Big	Tony Johnston	Book	Completed	Committee recommended to keep book in collection with no changes in placement; Certified letter returned 4/30/25; Letter emailed 5/6/25	5/6/2025
2/12/2025	The Perks of Being a Wallflower	Stephen Chbosky	Book	Completed	Moved from YA Fiction to Adult Fiction for sexually explicit content	4/14/2025
2/24/2025	Thirteen Reasons Why	Jay Asher	Book	Completed	Moved to Adult Fiction for sexually explicit content. Certified letter delivery attempt 5/6/25 & 5/11/25; Certified letter returned 5/30/25 but not received by sender; Letter emailed 7/7/25.	7/7/2025
5/29/2025	Together: A First Conversation about Love	Megan Madison, Jessica Ralli, & Anne/Andy Passchier	Book	Completed	Moved to Adult Nonfiction - Parenting due to need for parental guidance to discuss terms and vocabulary.	8/13/2025
6/18/2025	A Friend Like You	Frank Murphy & Charnae Gordon	Book	Completed	Committee recommended to keep book in collection with no changes in placement; Received email from initiator requesting further review; Explained the process and requested confirmation of board review from initiator, and there was no request for further action.	8/20/2025
8/20/2025	What Are Your Words?: A Book About Pronouns	Katherine Locke	Book	In Process	Mailed 10/20/25. Notice Left (No Authorized Recipient Available) 10/23/25. Delivery re-attempted 10/28/25 with reminder to recipient to schedule redelivery of item. Unclaimed by recipient and sent back to sender 11/24/25. Received by sender 12/26/25. Due to newest administrative code update, title will be reevaluated once decision is made on any updates to collection development policy and letter will be resent.	
12/18/2025	Changing You : A Guide to Body Changes and Sexuality	Gail Salz	Book	In Process		

2026 Statement of Concern Submissions

Submitted	Title	Author	Format	Status	Decision	Completion Date
1/13/2025	Drama	Raina Telgemeier	Book	In Process		