

Huntsville-Madison County Public Library
Board of Directors Meeting
MINUTES
September 26, 2022

The meeting was called to order by the Chairperson.

Present: Melissa Thompson, Chair
Doug Martinson, Member
Kevin Gray, Member
Ranae Bartlett, Member
Dr. Jan Harris, Member
Cindy Hewitt, Executive Director
Connie Chow, Deputy Director
Marie Flynn, Friends of the Gurley Library
Dorothie Linton, Recorder

Approval of Agenda

Ms. Thompson asked for additions or corrections to the Agenda and hearing none declared the Agenda approved as presented.

Approval of Minutes

Ms. Thompson called for additions or corrections to the Minutes. Mr. Gray motioned to approve, Mr. Martinson seconded, and the motion carried.

Friends of the Library Report

Ms. Flynn presented the Board with information about the Friends of the Gurley Library. The Friends have recently supported the library by purchasing gift cards for winners in a recent art contest, maintaining the branch's outdoor movie license and through annual summer and winter giveaways. The Friends will soon be purchasing a new printer for the branch.

Financial Committee

Approve End of FY Employee Bonus

Ms. Bartlett reported that the committee is requesting the approval of a \$600 end of year bonus for all Library employees who were employed by the Library before August 31, 2022. The motion carried.

Approve FY 2023 Budget

Ms. Bartlett reported that the committee has reviewed the proposed FY 2023 budget and requests approval of the budget as presented. The motion carried.

Approve Audit Bid

Ms. Bartlett reported that the audit services company previously used by the Library declined to submit a bid for the upcoming audit period. Only one other bid was submitted and the committee requests approval of the lone bid. The motion carried.

Governance Committee

Electronic Meeting Policy

Mr. Gray requested the Board approve a new electronic meeting policy as required by state law. The new policy was drafted in line with guidelines from the Alabama Public Library Service and fulfills the state requirements. The motion carried.

Insurance Review

Mr. Gray reported that the library's insurance brokers have submitted coverages that include a slight increase in cost. No changes to the current coverages are recommended by the committee.

Governmental Relations

Dr. Harris reported there have been no further donations secured since the last meeting. The Monrovia Library will be getting new doors to replace the existing ones in the next year.

Library Foundation Report

Ms. Tabereaux reported that the annual Vive le Livre was a success and the Foundation is awaiting the final numbers. The Foundation is preparing for their annual end of year appeal and has already seen great returns on their work with other local non-profits to educate the community on the importance of planned giving in regards to estate and will planning.

Executive Director's Report

Activity Report

Ms. Hewitt presented the Board with the most recent end of year numbers although final numbers will not be complete until the next meeting. Circulation in FY 2022 was well over 2.6 million with the Library recording its highest total circulation of materials ever during this period. The Madison and South Huntsville branches recorded the highest circulation numbers while the South Huntsville and Downtown Huntsville branches recorded the highest number of visitors during FY 2022. Use of the library's downloadable materials remains strong. The next round of local artist submission for the BLAST music streaming service will begin soon. Usage of the library's website remains steady. WiFi hotspots will transition to a fee free model very shortly with a target date of October 3.

Financial Report

Ms. Hewitt reported the Library is in great financial shape, and notes that the current numbers include some expenses for FY 2022 that have yet to be recorded, such as payroll for the month of September. The Downtown Huntsville Library has encountered delays for several planned maintenance repairs and the allocated monies will be moved to the rainy day fund and requested for use once the repairs are re-scheduled.

Strategic Plan Update

Ms. Hewitt reported that library has added a new benefit for its employees. Employees are now eligible to join the Huntsville Hospital Employee Care Clinic for a monthly fee and receive primary care through the clinic for them and their dependents. Pay rate adjustments in line with the ongoing salary project have been included in the FY 2023 budget and opportunities to continue to advance in line with the project's goals will continue to be evaluated throughout the upcoming fiscal year.

New Hope Library Update

The New Hope Branch Library is waiting on the arrival of shelving but has a soft opening planned for early October with a ribbon cutting ceremony to be announced at a later date.

Holds Locker Update

The grand opening of the holds locker at the Mark Russell Recreation Center is scheduled for October 7 at 10 AM.

Aspen Overlay for Public Catalog

The library's online catalog will benefit from a new Aspen overlay which will increase patron ability to discover results from all of the library resources, including digital materials and programming events, by using the search feature.

New Business

Approve Updated Disaster Plan

Ms. Hewitt presented the updated HMCPL Disaster Plan which has been revised to include the New Hope Branch facility and related disaster response measures. The library is required by the state to maintain an up-to-date disaster plan and to submit corrections and updates to the plan as needed. Dr. Harris moved to approve the plan as presented, Mr. Gray seconded and the motion carried.

Approve Staff Appreciation Half Day

Ms. Linton presented a request to the Board to approve a half day closure on January 27 beginning at 1 PM to allow staff members to convene for a new annual Staff Appreciation Day. During the event, library leadership will express thanks to library staff members for their efforts over the previous year, inform staff of goals and objectives for the coming year, and celebrate staff members marking notable years of service with the library. Mr. Martinson motioned to approve the closure, Ms. Bartlett seconded and the motion carried.

Next Meeting Date

The next meeting will be held November 16, 2022 at the North Huntsville Branch Library.

There being no further business the meeting adjourned.

Submitted by:

Approved:

Dorothie Linton

Melissa Thompson, Chair

Proposed Changes and Updates to the HMCPL Vacation Policy Summary

- Adjusted maximum amount of accrued vacation employees can rollover from anniversary year to anniversary year. Amount adjusted from 42 days (336 hours) to 24 days (192 hours) to match current maximum accrual rate and yearly limit (see paragraph 5).
- Should changes be approved, all existing employees with vacation leave balances in excess of the new maximum of 192 hours will be given a one year period (Jan. 1, 2023 to Dec. 31, 2023) to make use of excess leave. Managers will be instructed to be lenient with leave request approvals for these employees provided library services are not impacted.
- Upon conclusion of the one year period, any employee with a vacation leave balance in excess of 192 hours will see the excess leave rolled over into their sick leave accrual balance in accordance with existing policy.

DRAFT: Nov. 2022

SECTION 8.14

Date Approved: 05/19/2021

Date Reviewed: 04/2021

VACATION LEAVE

Huntsville-Madison County Public Library encourages its employees to take vacation time away from work; however, vacation leave can be used by an eligible employee for any purpose. Pay will not be granted in lieu of vacation.

Eligible employees shall accrue vacation leave according to the rates included in the following table. Vacation leave accruals are based on completed years of employment. Employees working under 30 hours per week are not eligible for vacation accruals.

Years of Continuous service with HMCPL		40 Hrs Bi-Weekly	30 Hrs Bi-Weekly
Less than 1 year	10 days per year	3:08	2:30
1 - Less than 5 years	12 days per year	3:69	2:77
5 - Less than 10 years	15 days per year	4:61	3:45
10 - Less than 15 years	18 days per year	5:53	4:15
15 - Less than 20 years	21 days per year	6:47	4:83
20+ years	24 days per year	7:38	5:53

Eligible employees will be credited with vacation leave as it is earned. Vacation begins accruing from the first day of full-time employment (30+ hours), but an employee is entitled to use

vacation leave only after being employed at the Library for a period of six (6) months without a break in service.

Eligible employees may carry forward a maximum of 24 days (192 hours) of vacation leave. On the employee's anniversary date, any vacation leave accrued in excess of 24 days will be transferred from the employee's vacation accrual to the employee's sick leave accrual.

Employees may take no more than 24 days of vacation leave in any calendar year, and no more than ten (10) successive days of vacation leave without the Executive Director's approval.

Vacation leave requests must be submitted to an employee's supervisor for approval. Vacation leave requests should be made as far in advance as possible, but must be requested at least ten (10) days in advance of the time desired. Request approval will be based on a number of factors, including the needs of the Library, the department, and staffing concerns.

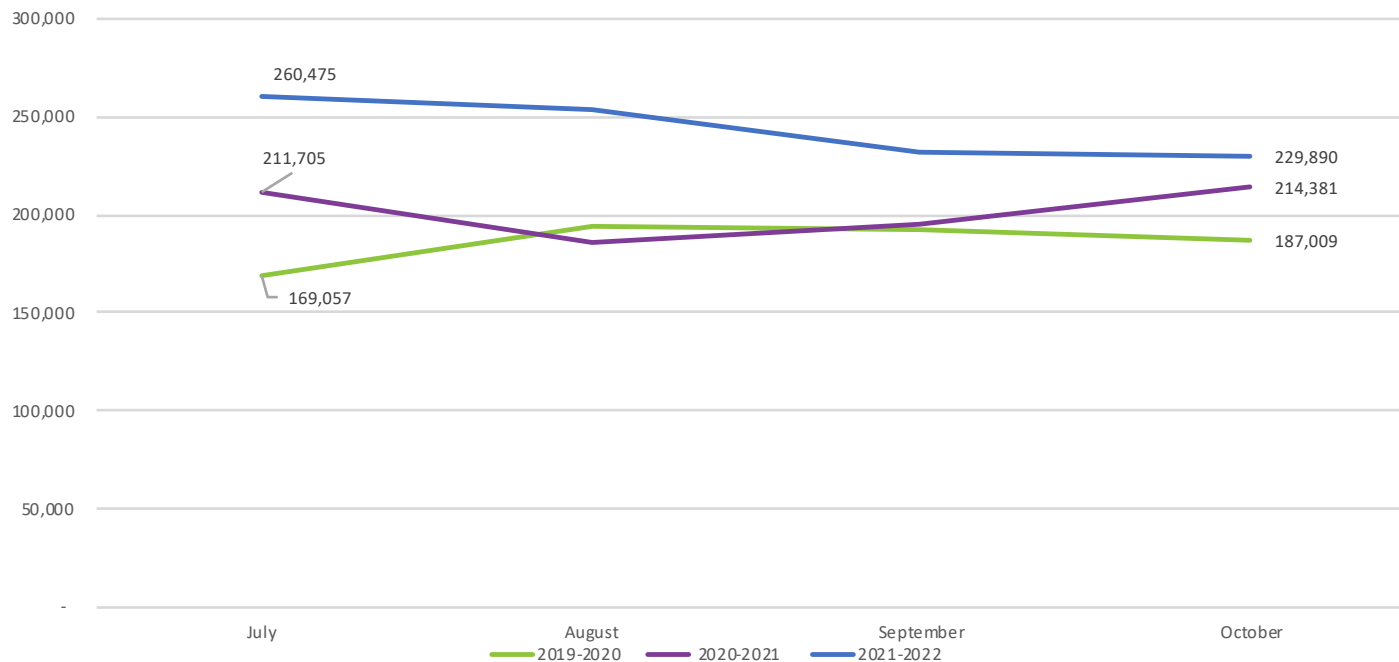
Vacation leave may only be taken in quarter-hour increments.

Upon termination, employees shall receive compensation for accrued vacation leave, not to exceed the 24 day maximum. Employees who terminate during their initial twelve (12) month probationary period may be compensated for any accrued but unused vacation time, only after they have been employed for six (6) months without a break in service. In the event of an employee's death, payment for all accrued vacation leave shall be made to the beneficiary or estate of that employee.

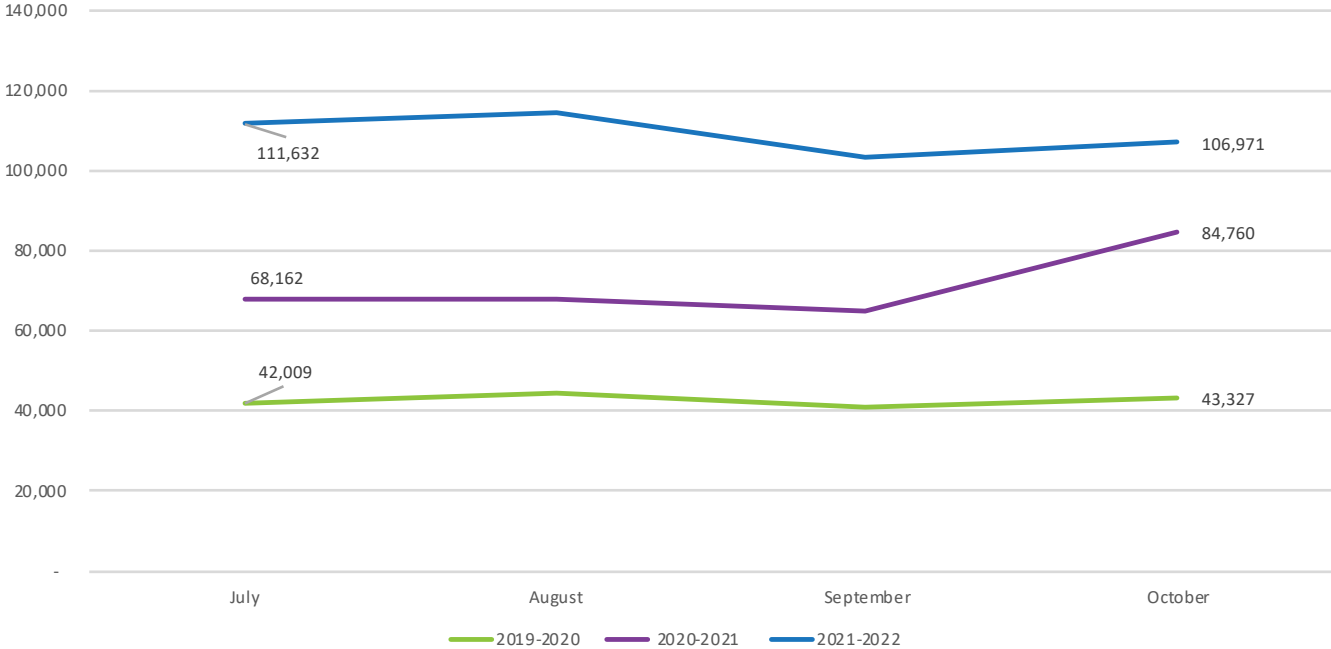
Note: As of January 1, 2010, any eligible employees that are currently accruing vacation leave at a higher rate than stated in this policy may continue to accrue vacation leave at the higher rate.

(Example: Under previous policy, an employee with 4 years of completed service with the Library earns 15 days of vacation each year. Under this revised policy, an employee with 4 years of completed service only earns 12 days of vacation each year. This provision of the revised policy allows the employee currently earning 15 days to continue earning 15 days of vacation each year since they have already reached that level of accrual under the previous policy. However, that employee's accrual rate will not increase to 18 days of vacation until they have completed 10 years of service with the Library as outlined in this revised policy.)

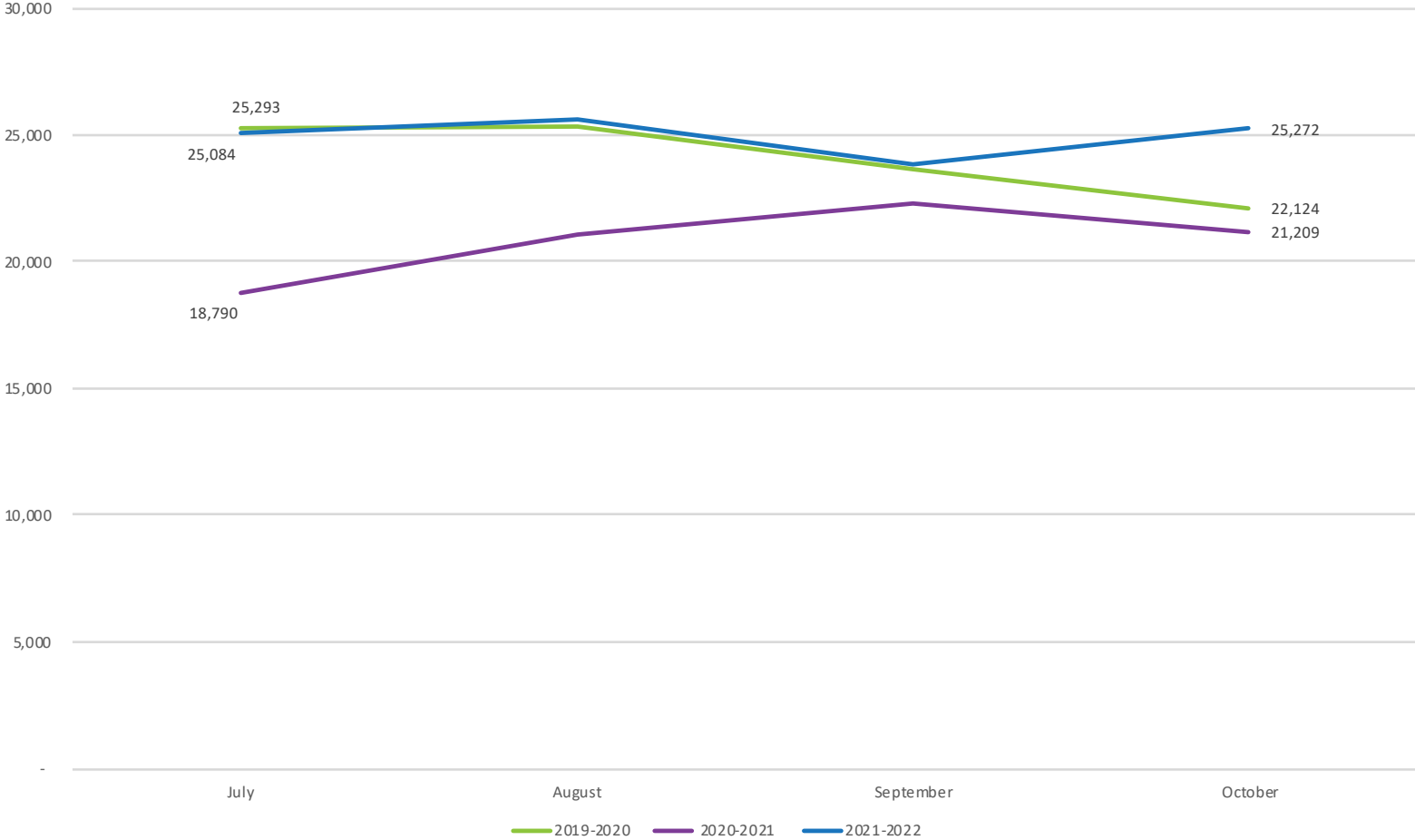
Systemwide Circulation - FY 2020-2022



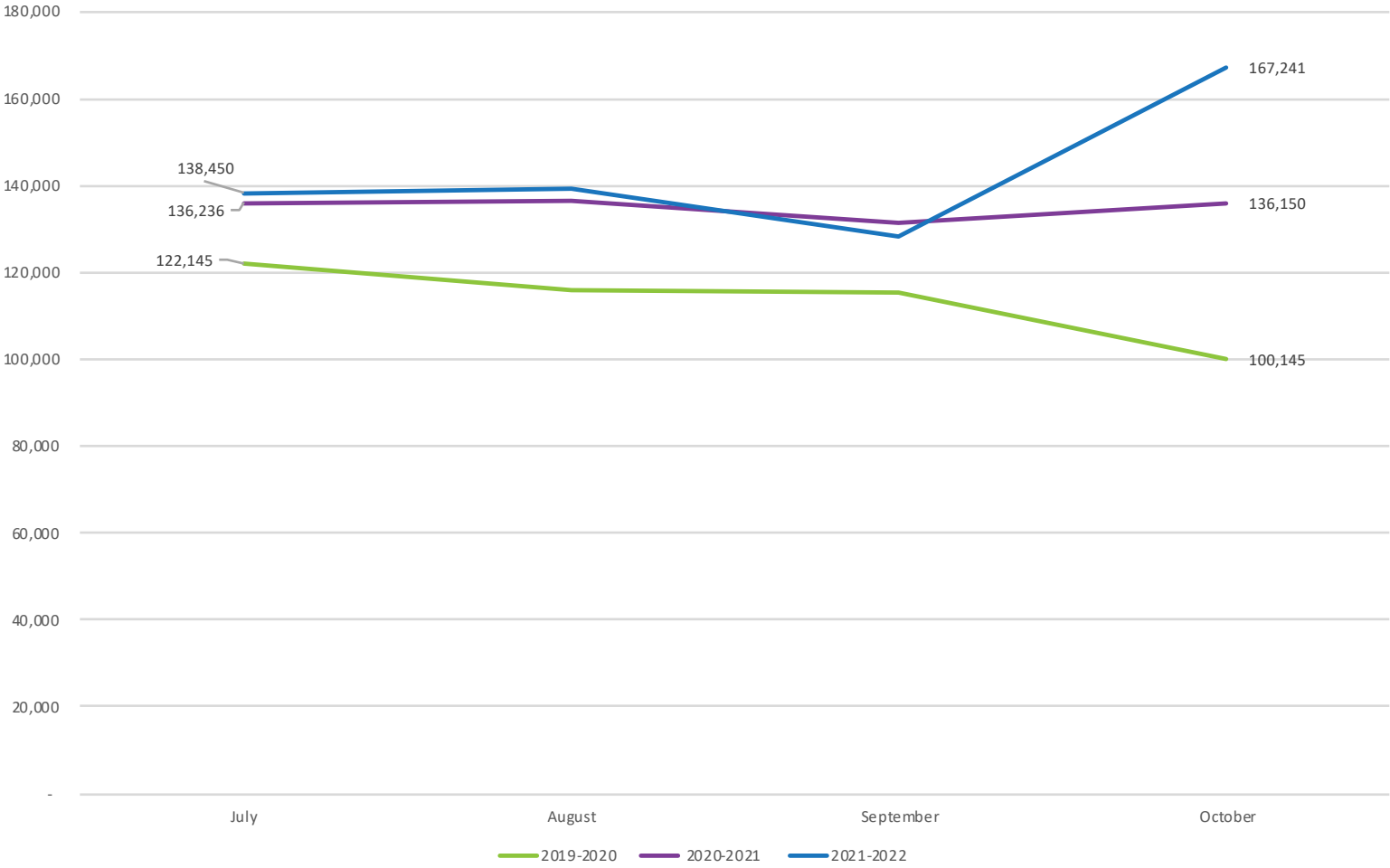
Systemwide Library Visits FY 2020- 2022



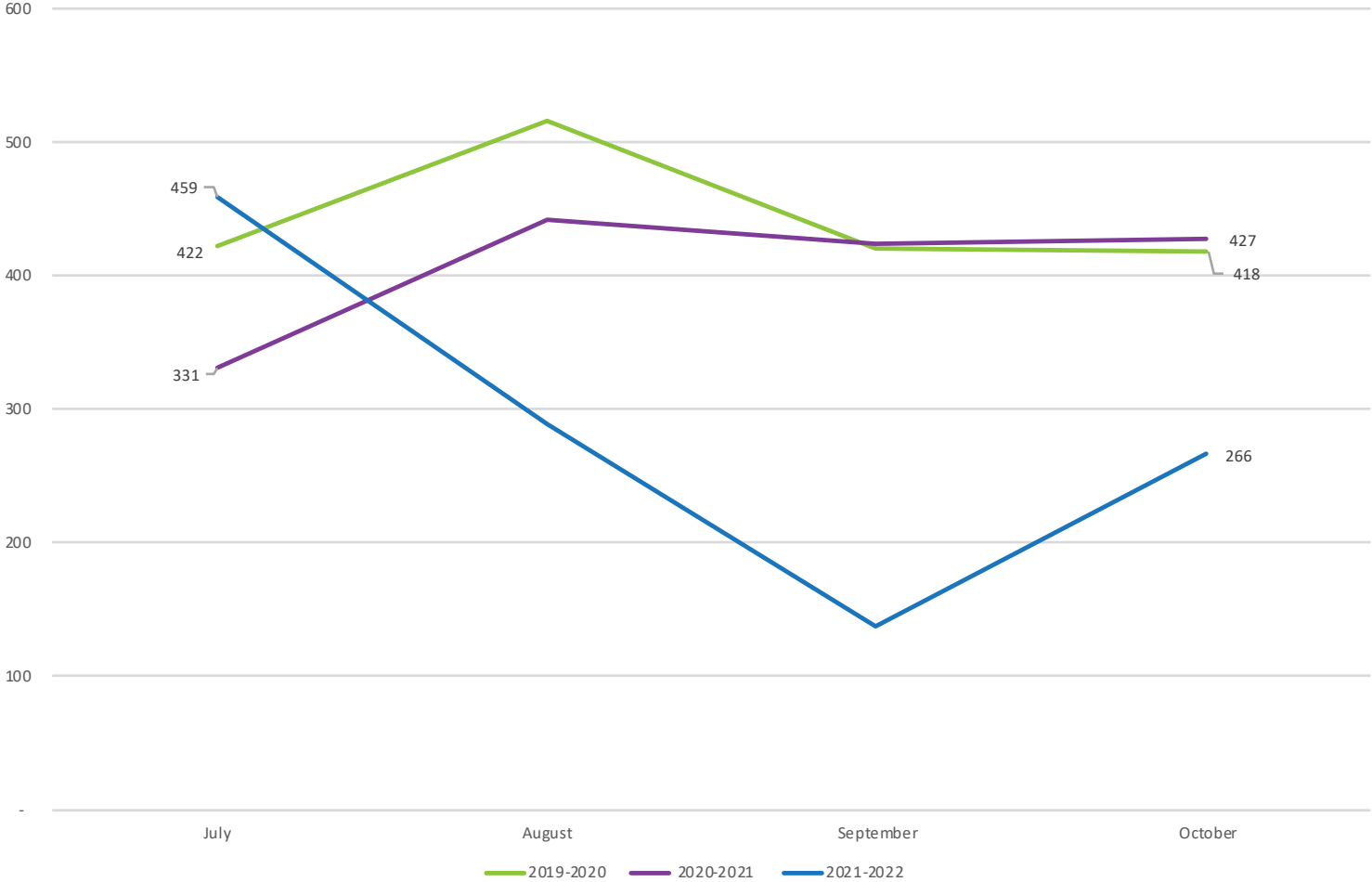
Downloadables - FY 2020-2022



HMCPL.org Visits - FY 2020-2022



Hotspot Circulation



October 2022 HMCPL Statistics

Systemwide Circulation				
	FY2021	FY2022	FY2023	% +/-
October	187,009	214,381	229,890	7.23%
November	169,056	200,100		
December	166,677	182,521		
January	164,800	194,484		
February	162,561	189,633		
March	188,251	216,632		
April	170,748	202,221		
May	177,034	213,161		
June	212,220	249,986		
July	211,705	260,475		
August	185,968	253,170		
September	195,892	231,817		
Year	2,191,921	2,608,581		

Systemwide totals include downloadables.

hmcpl.org				
	FY2021	FY2022	FY2023	% +/-
October	100,145	136,150	167,241	22.84%
November	85,104	120,147		
December	91,747	115,166		
January	100,380	136,458		
February	94,860	122,427		
March	69,871	128,900		
April	132,669	125,257		
May	152,925	131,567		
June	134,248	135,165		
July	136,236	138,450		
August	136,580	139,402		
September	131,500	128,289		
Year	1,366,265	1,557,378		

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

*Debuted new catalog on October 25, 2022

Downloadables				
	FY2021	FY2022	FY2023	% +/-
October	22,124	21,209	25,272	19.16%
November	23,235	20,272		
December	23,760	19,619		
January	24,500	22,805		
February	24,503	21,095		
March	18,179	21,899		
April	16,734	21,335		
May	17,997	25,533		
June	17,739	24,279		
July	18,790	25,084		
August	21,112	25,641		
September	22,326	23,865		
Year	250,999	272,636		

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

*Freegal Music was discontinued at the end of February 2021

*Blast went live on August 31, 2021

*Kanopy went live on October 1, 2021

*Freeding was discontinued at the end of May 2022

Music Downloadables				
	FY2021	FY2022	FY2023	% +/-
October	6,206	1,210	594	-50.91%
November	7,391	664		
December	7,939	666		
January	7,237	1,023		
February	7,560	958		
March	157	760		
April	121	830		
May	95	2,455		
June	98	1,170		
July	103	703		
August	2,009	753		
September	4,108	710		
Year	43,024	11,902		

*Music Downloadables includes Freegal, Blast, and Hoopla (music)

*Freegal Music was discontinued at the end of February 2021

*Blast went live on August 31, 2021

Wi-Fi # of Logins				
	FY2021	FY2022	FY2023	% +/-
October	9,793	18,969	17,940	-5.42%
November	6,983	15,534		
December	7,101	14,112		
January	6,575	13,786		
February	5,726	14,857		
March	7,506	16,421		
April	7,250	18,013		
May	6,090	17,528		
June	12,601	17,109		
July	13,865	17,639		
August	13,407	18,755		
September	14,202	18,365		
Year	111,099	201,088		

*In May 2021, wireless access points were upgraded, with different statistical reporting.

IT adjusted reporting measures in order to accurately capture statistics.

Public Computer Use				
	FY2021	FY2022	FY2023	% +/-
October	2,822	4,472	5,959	33.25%
November	2,330	4,280		
December	2,221	4,143		
January	2,467	4,572		
February	2,274	4,859		
March	3,008	5,340		
April	3,065	5,168		
May	3,592	5,152		
June	4,584	5,695		
July	4,817	6,109		
August	4,965	6,292		
September	4,528	5,730		
Year	40,673	61,812		

Reference Questions				
	FY2021	FY2022	FY2023	% +/-
October	24,821	10,544	7,974	-24.37%
November	21,789	11,271		
December	22,369	12,256		
January	23,555	14,577		
February	21,252	14,685		
March	18,208	19,154		
April	14,897	15,091		
May	17,388	17,420		
June	16,362	15,365		
July	14,648	12,546		
August	12,150	10,919		
September	10,757	9,180		
Year	218,196	163,008		

Online Database Use				
	FY2021	FY2022	FY2023	% +/-
October	77,038	54,881	14,439	-73.69%
November	21,573	53,773		
December	23,231	46,401		
January	19,763	79,623		
February	35,627	55,259		
March	175,379	97,819		
April	56,558	35,184		
May	43,480	34,773		
June	83,585	31,045		
July	23,626	20,064		
August	22,406	28,991		
September	35,283	50,014		
Year	617,549	587,827		

*Statistical definitions were adjusted to be more accurate in FY2021.

*October 2022 missing AVL statistics

Curbside Transactions				
	FY2021	FY2022	FY2023	% +/-
October	-	228	89	-60.96%
November	-	206		
December	-	173		
January	502	301		
February	1,485	201		
March	1,260	136		
April	990	131		
May	638	140		
June	468	123		
July	393	125		
August	498	83		
September	393	93		
Year	6,627	1,940		

*HMCPL started formally tracking curbside interactions mid-January 2021.
The Curbside Service began in May 2020

Program Attendance				
	FY2021	FY2022	FY2023	% +/-
October	7,182	6,891	6,030	-12.49%
November	2,937	5,061		
December	3,300	4,321		
January	3,427	3,787		
February	3,557	5,465		
March	4,168	8,045		
April	5,448	7,101		
May	3,917	4,005		
June	7,121	11,893		
July	3,245	8,053		
August	2,211	7,962		
September	2,145	6,201		
Year	48,658	78,785		

*New reporting parameters from APLS affect June 2021 forward. The new numbers do not include passive programs.
*October 2022 attendance is incomplete due to software errors.

Cavalry Hill Circulation				
	FY2021	FY2022	FY2023	% +/-
October	625	798	637	-20.18%
November	549	535		
December	811	601		
January	598	534		
February	578	664		
March	1,277	677		
April	1,092	484		
May	728	465		
June	1,044	609		
July	841	798		
August	994	616		
September	932	555		
Year	10,069	7,336		

Cove Holds Locker Circulation				
	FY2021	FY2022	FY2023	% +/-
October	-	-	240	
November	-	-		
December	-	-		
January	-	-		
February	-	-		
March	-	-		
April	-	-		
May	-	-		
June	-	-		
July	-	-		
August	-	-		
September	-	-		
Year	-	-		

*Cove Holds Locker Opened October 7, 2022

Downtown Circulation				
	FY2021	FY2022	FY2023	% +/-
October	43,425	33,272	37,867	13.81%
November	36,606	28,553		
December	35,739	28,965		
January	33,258	31,067		
February	33,084	30,984		
March	43,385	38,079		
April	36,464	33,131		
May	36,440	32,724		
June	43,946	39,592		
July	47,614	42,648		
August	55,073	41,199		
September	54,181	37,093		
Year	499,215	417,307		

*Downtown had a power failure and was closed October 5-13, 2021

Gurley Circulation				
	FY2021	FY2022	FY2023	% +/-
October	4,817	5,006	5,042	0.72%
November	4,018	4,746		
December	4,454	4,733		
January	4,603	4,910		
February	4,441	4,519		
March	5,135	5,169		
April	4,642	5,615		
May	4,416	5,099		
June	5,869	5,372		
July	5,677	5,355		
August	5,101	5,236		
September	5,486	5,053		
Year	58,659	60,813		

Hazel Green Circulation				
	FY2021	FY2022	FY2023	% +/-
October	6,072	6,326	7,693	21.61%
November	5,139	5,697		
December	5,239	5,319		
January	5,326	5,181		
February	5,198	5,388		
March	7,150	6,447		
April	5,821	6,152		
May	6,315	5,938		
June	7,622	8,504		
July	7,788	8,359		
August	7,477	7,682		
September	6,449	7,540		
Year	75,596	78,533		

Madison Circulation				
	FY2021	FY2022	FY2023	% +/-
October	55,445	62,070	66,131	6.54%
November	47,155	55,162		
December	47,250	51,311		
January	47,234	54,755		
February	47,344	53,829		
March	58,361	61,577		
April	53,188	59,357		
May	55,159	59,517		
June	69,350	76,272		
July	69,892	77,630		
August	64,453	72,913		
September	58,784	67,241		
Year	673,615	751,634		

Monrovia Circulation				
	FY2021	FY2022	FY2023	% +/-
October	13,918	12,554	14,825	18.09%
November	12,190	11,802		
December	12,276	10,845		
January	11,744	11,073		
February	11,769	10,966		
March	13,756	13,371		
April	11,827	12,905		
May	11,869	12,197		
June	13,719	15,454		
July	13,854	15,544		
August	13,483	15,536		
September	12,990	14,660		
Year	153,395	156,907		

New Hope Circulation				
	FY2021	FY2022	FY2023	% +/-
October	1,926	1,346	-	-100.00%
November	1,835	146		
December	2,458	-		
January	2,018	-		
February	1,643	-		
March	1,905	-		
April	2,149	-		
May	2,374	-		
June	3,111	-		
July	3,007	-		
August	3,483	-		
September	3,073	-		
Year	28,982	1,492		

*New Hope closed to the public September 30, 2021. Statistics following this are renewals.

North Huntsville Circulation				
	FY2021	FY2022	FY2023	% +/-
October	-	12,570	12,175	-3.14%
November	-	10,525		
December	-	10,101		
January	-	9,472		
February	-	9,080		
March	265	10,019		
April	5,655	9,639		
May	9,522	9,961		
June	12,126	11,953		
July	12,864	12,372		
August	11,988	12,025		
September	11,849	11,502		
Year	64,269	129,219		

North Huntsville opened April 5, 2021. Statistics prior to this are renewals.

Outreach Circulation				
	FY2021	FY2022	FY2023	% +/-
October	224	465	1,317	183.23%
November	4,492	4,340		
December	540	693		
January	3,031	3,095		
February	2,480	1,878		
March	1,251	1,480		
April	1,181	519		
May	1,037	891		
June	1,841	1,294		
July	803	683		
August	1,551	1,667		
September	4,059	3,521		
Year	22,490	20,526		

South Huntsville Circulation				
	FY2021	FY2022	FY2023	% +/-
October	-	57,753	56,999	-1.31%
November	-	57,424		
December	-	49,481		
January	-	50,783		
February	-	50,469		
March	-	57,360		
April	-	52,420		
May	-	51,715		
June	-	65,477		
July	-	70,660		
August	-	69,545		
September	6155	59,690		
Year	6155	692,777		

*South Huntsville opened September 28, 2021.

Triana Circulation				
	FY2021	FY2022	FY2023	% +/-
October	523	1,012	1,692	67.19%
November	445	898		
December	401	852		
January	345	809		
February	292	760		
March	404	553		
April	517	664		
May	480	682		
June	879	1,180		
July	1,055	1,342		
August	982	1,110		
September	1,025	1,097		
Year	7,348	10,959		

Number of Library Visitors by Branch									
	Cavalry Hill			Downtown			Gurley		
	FY2021	FY2022	FY2023	FY2021	FY2022	FY2023	FY2021	FY2022	FY2023
October	194	1,083	1,787	17,754	15,955	28,782	1,119	910	1,232
November	271	1,027		14,517	19,810		562	697	
December	249	1,212		14,375	20,429		909	329	
January	209	850		15,498	20,779		774	1,545	
February	305	1,234		14,833	22,193		620	1,003	
March	737	1,638		19,365	26,435		980	1,699	
April	592	1,428		18,643	25,019		1,118	1,257	
May	764	1,395		18,348	24,979		1,016	1,304	
June	1,438	1,930		25,450	28,151		1,545	1,665	
July	1,319	1,961		27,262	28,698		1,335	1,523	
August	947	1,618		29,461	27,150		1,585	1,466	
September	1,011	1,541		26,208	25,453		1,343	1,246	
Year	8,036	16,917		241,714	285,051		12,906	14,644	

	Hazel Green			Madison			Monrovia		
	FY2021	FY2022	FY2023	FY2021	FY2022	FY2023	FY2021	FY2022	FY2023
October	2,359	2,577	2,806	10,165	18,387	23,514	2,520	3,174	3,322
November	2,018	2,303		10,011	15,105		2,281	2,795	
December	2,109	2,348		7,790	15,027		2,354	2,943	
January	2,091	1,916		9,379	15,800		2,282	3,665	
February	2,126	2,262		9,096	18,281		2,255	3,190	
March	2,579	2,863		10,250	20,140		2,836	3,538	
April	2,522	2,800		9,471	19,097		2,708	3,329	
May	2,128	2,751		11,792	21,855		2,716	3,460	
June	3,084	3,800		20,475	27,736		3,563	4,716	
July	3,101	3,100		19,334	25,470		3,382	4,037	
August	2,681	3,093		19,154	26,934		3,384	4,032	
September	2,573	2,719		17,367	24,495		3,239	2,990	
Year	29,371	32,532		154,284	248,327		33,520	41,869	

*HAZ people counters malfunctioned from 6/15/22 to 7/5/22. June/July 2022 visitor numbers are an estimate.

	New Hope			North Huntsville			South Huntsville		
	FY2021	FY2022	FY2023	FY2021	FY2022	FY2023	FY2021	FY2022	FY2023
October	565	135	-	-	10,091	13,394	-	30,994	29,164
November	569	-	-	-	7,890	-	-	27,323	-
December	586	-	-	-	7,827	-	-	25,155	-
January	572	-	-	-	6,883	-	-	24,300	-
February	487	-	-	-	8,193	-	-	27,573	-
March	606	-	-	-	10,009	-	-	30,850	-
April	671	-	-	6,571	9,964	-	-	28,006	-
May	715	-	-	6,722	10,458	-	-	27,792	-
June	1,074	-	-	10,240	11,921	-	-	33,779	-
July	815	-	-	8,541	10,527	-	-	33,506	-
August	956	-	-	8,719	12,518	-	-	35,273	-
September	1,051	-	-	8,349	12,085	-	2,892	30,069	-
Year	8,667	135	-	49,142	118,366	-	2,892	354,620	-

*South Huntsville branch opened September 28, 2021. People counters began September 29.

*New Hope closed September 30, 2021

	Triana		
	FY2021	FY2022	FY2023
October	455	1,454	2,970
November	327	1,024	
December	311	1,312	
January	311	1,082	
February	399	1,083	
March	855	1,448	
April	874	1,298	
May	793	1,359	
June	1,299	2,158	
July	1,813	2,810	
August	1,084	2,455	
September	966	2,795	
Year	9,487	20,278	

	Total Number of Library Visitors-HMCPL		
	FY2021	FY2022	FY2023
October	43,327	84,760	106,971
November	37,658	77,974	
December	36,374	76,582	
January	38,543	76,820	
February	36,566	85,012	
March	45,412	98,620	
April	49,902	92,198	
May	51,361	95,353	
June	75,442	115,856	
July	68,162	111,632	
August	67,971	114,539	
September	64,999	103,393	
Year	615,717	1,132,739	

Hotspot Circulation									
	Cavalry Hill			Downtown			Gurley		
	FY2021	FY2022	FY2023	FY2021	FY2022	FY2023	FY2021	FY2022	FY2023
October	14	8	6	210	93	97	9	53	24
November	10	8		176	100		7	35	
December	11	18		201	218		10	33	
January	22	11		172	144		8	38	
February	20	23		197	245		11	35	
March	32	8		202	109		15	37	
April	36	18		157	211		14	25	
May	26	13		135	102		16	20	
June	28	20		286	98		8	37	
July	26	8		98	120		8	36	
August	45	12		155	83		17	23	
September	17	9		150	52		18	14	
Year	287	156		2,139	1,575		141	386	

	Hazel Green			Madison			Monrovia		
	FY2021	FY2022	FY2023	FY2021	FY2022	FY2023	FY2021	FY2022	FY2023
October	54	76	30	31	46	34	18	36	17
November	54	70		21	63		21	22	
December	79	77		39	66		16	43	
January	69	51		43	40		12	31	
February	68	46		20	86		12	23	
March	85	83		42	28		11	45	
April	75	46		44	48		14	32	
May	65	49		46	44		11	16	
June	78	57		47	23		5	47	
July	68	83		51	45		15	28	
August	71	48		58	33		25	31	
September	77	22		53	9		34	11	
Year	843	708		495	531		194	365	

	New Hope			North Huntsville			South Huntsville		
	FY2021	FY2022	FY2023	FY2021	FY2022	FY2023	FY2021	FY2022	FY2023
October	44	0	0	0	87	29	-	27	25
November	31	0		0	46		-	33	
December	30	0		0	67		-	54	
January	38	0		0	41		-	32	
February	32	0		0	46		-	27	
March	64	0		0	45		-	70	
April	46	0		4	21		-	44	
May	50	0		4	21		-	35	
June	44	0		16	46		-	40	
July	34	0		23	87		-	48	
August	47	0		24	27		-	30	
September	50	0		19	12		6	8	
Year	510	0		90	546		6	448	

	Triana		
	FY2021	FY2022	FY2023
October	0	1	4
November	0	0	
December	0	1	
January	0	4	
February	0	4	
March	0	4	
April	0	0	
May	0	3	
June	0	0	
July	0	4	
August	0	1	
September	0	0	
Year	0	22	

	Total Hotspot Circulation-HMCPL		
	FY2021	FY2022	FY2023
October	380	427	266
November	320	377	
December	386	577	
January	364	392	
February	360	535	
March	451	429	
April	390	445	
May	353	303	
June	512	368	
July	323	459	
August	442	288	
September	424	137	
Year	4,705	4,737	

*In December 2021, the allowable checkout period for hotspots increased to 6 months.
 *Removed hotspot rental fee October 2022

Devices in Circulation as of	11/1/22	116
Devices on Hold as of	11/1/22	47

FINANCIAL ANALYSIS

P.E. 10-31-2022

		TOTAL				
INCOME AND EXPENSE SHOULD BE AT 8.33%		Oct 22	Budget	\$ Over Budget	% of Budget	INCOME AND EXPENSE SHOULD BE AT 8.33%
Ordinary Income/Expense						
Income						
	GOVERNMENT SUPPORT	245,004.42	7,188,410.00	-6,943,405.58	3.41%	
	FRIENDS OF THE LIBRARY SUPPORT	12,036.94	111,800.00	-99,763.06	10.77%	
	FOUNDATION SUPPORT	0.00	73,000.00	-73,000.00	0.00%	
	INVESTMENT INCOME	10,319.41	30,625.00	-20,305.59	33.70%	INVESTMENT INCOME -Hawthorne Trust \$5,035.
	FEES	16,346.05	90,055.00	-73,708.95	18.15%	FEES -Photocopies \$6,822, L&D \$1,812.
	FINES/	64.98	0.00	64.98	100.00%	
	GIFTS and GRANTS	8,920.00	80,050.00	-71,130.00	11.14%	GIFTS and GRANTS -PLA/ALA Digital Literarcy \$7,000.
	MISCELLANEOUS	122.75	0.00	122.75	100.00%	
	PROGRAM REVENUES	10.00	0.00	10.00	100.00%	
	Total Income	292,824.55	7,573,940.00	-7,281,115.45	3.87%	
	Gross Profit	292,824.55	7,573,940.00	-7,281,115.45	3.87%	
Expense						
	AUTOMATED SERVICES	995.38	222,730.00	-221,734.62	0.45%	
	BUILDING OPERATIONS	87,761.65	1,130,492.00	-1,042,730.35	7.76%	
	GENERAL OPERATING	31,487.86	287,686.00	-256,198.14	10.95%	
	MATERIALS	63,939.35	601,064.00	-537,124.65	10.64%	
	SALARIES & BENEFITS	383,621.67	5,291,468.00	-4,907,846.33	7.25%	
	GRANT EXPENSES	797.60	40,100.00	-39,302.40	1.99%	
	OTHER GIFT EXPENSES	12,043.29	400.00	11,643.29	3010.82%	OTHER GIFT EXPENSES -FUQUA \$4,252, HAAR \$3,607.
	Total Expense	580,646.80	7,573,940.00	-6,993,293.20	7.67%	
	Net Ordinary Income	-287,822.25	0.00	-287,822.25	100.00%	
	Net Income	-287,822.25	0.00	-287,822.25	100.00%	

Huntsville Public Library

Balance Sheet

As of October 31, 2022

		Oct 31, 22
ASSETS		
Current Assets		
Checking/Savings		
Cash and cash on hand		
VISA DEBIT CARDS		
	VISA GIFT CARD-OUTREACH 1701	380.00
	VISA GIFT CARD 0225 (300) GUR	9.27
	VISA GIFTCARD #5932 (425) -TRI	2.16
	Total VISA DEBIT CARDS	391.43
Servis1st Bank-Master Account		
	Servis1st Bank-Master-Rainy Day	1,423,204.00
	Servis1st Bank-Master Account - Other	1,011,596.15
	Total Servis1st Bank-Master Account	2,434,800.15
	Servis1st Bank-Gifts	358,031.18
	Servis1st Bank-Merchant Acct	5,422.66
	Servis1st Bank-Payroll	12,923.64
	Petty cash	1,695.00
	Total Cash and cash on hand	2,813,264.06
Certificates of Deposit		
	PNC CD # EME	169,655.98
	PNC CD # AEDG	51,000.00
	TRUIST BANK CD RAINY DAY-MMA	250,785.47
	PROGRESS BANK CD-P KYSER 0949	52,819.51
	PROGRESS BANK CD-EME 0728 02-23	88,642.68
	Progress-Cummer #6010025186	95,981.12
	Progress CD- EME #6010025827	171,743.60
	Servis1st CD- Rainy Day 340851	251,254.56
	Servis1st CD-McLain #340778	27,281.66
	Total Certificates of Deposit	1,159,164.58
Investments		
	C. Schwab HMCPL 3703-9063	839,077.63
	C. Schwab M. Pruitt 4478-8529	102,883.13
	C.Schwab Jean Payne 7587-0478	73,584.14
	C. Schwab- Roberts 4311-4986	20,781.29
	Total Investments	1,036,326.19
	Total Checking/Savings	5,008,754.83
Accounts Receivable		
	Accounts Receivable	-3,321.30
	Total Accounts Receivable	-3,321.30
Other Current Assets		
	Miscellaneous Deposits	14,671.25
	Prepays	2,136.00
	Total Other Current Assets	16,807.25
	Total Current Assets	5,022,240.78
Fixed Assets		
	Library collection	3,362,970.76
	Miscellaneous fixed assets	6,987,797.38
	HMCPL Board Packet November 2022	
	Donated photographs	126,077.00

Huntsville Public Library

Balance Sheet

As of October 31, 2022

	Acc deprec - library collection	-2,010,556.74
	Acc deprec - misc fixed assets	-5,181,082.45
	Total Fixed Assets	3,285,205.95
	TOTAL ASSETS	8,307,446.73
	LIABILITIES & EQUITY	
	Liabilities	
	Current Liabilities	
	Other Current Liabilities	
	Accrued liabilities	
	Clinic	130.00
	Withheld Vanguard 457(b) Roth	-252.87
	Withheld Vanguard 457(b) Pretax	-383.94
	Accrued Comp Absences	259,374.39
	Accrued payroll	68,686.51
	Accrued payroll taxes	5,254.52
	Garnishment/Bankruptcy	-7.00
	Retirement payable	32,594.78
	Withheld Accident Ins(pretaxed)	-425.29
	Withheld Cancer Ins (pretaxed)	498.12
	Withheld Critical Illness Princ	-476.00
	Withheld Voluntary Life Prem	-1,684.58
	Withheld Health Ins (pretaxed)	-17,266.24
	Withheld Health Ins (taxed)	348.66
	Withheld LTD Principal	-786.60
	Withheld STD Principal	-399.82
	Withheld UnitedWay Contribution	4.00
	Withheld Vision (pretaxed)	-740.60
	Withheld Vision (taxed)	57.24
	Total Accrued liabilities	344,525.28
	Deferred revenue	
	Deferred revenue - grants	7,975.47
	Deferred revenue - Other	750.00
	Total Deferred revenue	8,725.47
	Total Other Current Liabilities	353,250.75
	Total Current Liabilities	353,250.75
	Total Liabilities	353,250.75
	Equity	
	Friends endowment	829.30
	Investment in Fixed Assets	2,926,306.12
	Opening Bal Equity	0.25
	Restricted Fund	359,349.75
	Retained Earnings	3,218,859.85
	UNRESTRICTED-GENERAL FUND	1,736,672.96
	Net Income	-287,822.25
	Total Equity	7,954,195.98
	TOTAL LIABILITIES & EQUITY	8,307,446.73

Huntsville Public Library
Profit & Loss Budget vs. Actual
 October 2022

		Total COH			
INCOME AND EXPENSE SHOULD BE AT 8.3		Oct 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	74,524.72	5,591,171.00	-5,516,646.28	1.33%
	FRIENDS OF THE LIBRARY SUPPORT	8,027.69	90,000.00	-81,972.31	8.92%
	FOUNDATION SUPPORT	0.00	66,000.00	-66,000.00	0.0%
	INVESTMENT INCOME	10,319.41	30,625.00	-20,305.59	33.7%
	FEES	10,959.82	59,320.00	-48,360.18	18.48%
	FINES/	59.98			
	GIFTS and GRANTS	8,595.00	62,020.00	-53,425.00	13.86%
	MISCELLANEOUS	122.75			
	PROGRAM REVENUES	10.00			
	Total Income	112,619.37	5,899,136.00	-5,786,516.63	1.91%
	Gross Profit	112,619.37	5,899,136.00	-5,786,516.63	1.91%
Expense					
	AUTOMATED SERVICES	597.32	116,850.00	-116,252.68	0.51%
	BUILDING OPERATIONS	79,211.86	1,049,940.00	-970,728.14	7.54%
	GENERAL OPERATING	28,755.41	233,380.00	-204,624.59	12.32%
	MATERIALS	49,381.11	376,018.00	-326,636.89	13.13%
	SALARIES & BENEFITS	309,051.38	4,106,808.00	-3,797,756.62	7.53%
	GRANT EXPENSES	797.60	16,040.00	-15,242.40	4.97%
	OTHER GIFT EXPENSES	8,000.32	100.00	7,900.32	8,000.32%
	Total Expense	475,795.00	5,899,136.00	-5,423,341.00	8.07%
	Net Ordinary Income	-363,175.63	0.00	-363,175.63	100.0%
	Net Income	-363,175.63	0.00	-363,175.63	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
 October 2022

		Total Gurley			
INCOME AND EXPENSE SHOULD BE AT 8.3		Oct 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	9,979.70	115,204.00	-105,224.30	8.66%
	FRIENDS OF THE LIBRARY SUPPORT	2,000.00	2,000.00	0.00	100.0%
	FOUNDATION SUPPORT	0.00	1,200.00	-1,200.00	0.0%
	INVESTMENT INCOME	0.00			
	FEES	158.43	1,190.00	-1,031.57	13.31%
	FINES/	0.00			
	GIFTS and GRANTS	0.00	6,010.00	-6,010.00	0.0%
	MISCELLANEOUS	0.00			
	PROGRAM REVENUES	0.00			
	Total Income	12,138.13	125,604.00	-113,465.87	9.66%
	Gross Profit	12,138.13	125,604.00	-113,465.87	9.66%
Expense					
	AUTOMATED SERVICES	23.48	7,316.00	-7,292.52	0.32%
	BUILDING OPERATIONS	221.64	1,790.00	-1,568.36	12.38%
	GENERAL OPERATING	231.97	3,510.00	-3,278.03	6.61%
	MATERIALS	916.96	9,812.00	-8,895.04	9.35%
	SALARIES & BENEFITS	6,957.28	95,056.00	-88,098.72	7.32%
	GRANT EXPENSES	0.00	8,020.00	-8,020.00	0.0%
	OTHER GIFT EXPENSES	0.00	100.00	-100.00	0.0%
	Total Expense	8,351.33	125,604.00	-117,252.67	6.65%
	Net Ordinary Income	3,786.80	0.00	3,786.80	100.0%
	Net Income	3,786.80	0.00	3,786.80	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
 October 2022

		Total Hazel Green			
INCOME AND EXPENSE SHOULD BE AT 8.3		Oct 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	8,625.00	140,317.00	-131,692.00	6.15%
	FRIENDS OF THE LIBRARY SUPPORT	9.25			
	FOUNDATION SUPPORT	0.00	1,200.00	-1,200.00	0.0%
	INVESTMENT INCOME	0.00			
	FEES	363.27	4,425.00	-4,061.73	8.21%
	FINES/	0.00			
	GIFTS and GRANTS	125.00			
	MISCELLANEOUS	0.00			
	PROGRAM REVENUES	0.00			
	Total Income	9,122.52	145,942.00	-136,819.48	6.25%
	Gross Profit	9,122.52	145,942.00	-136,819.48	6.25%
Expense					
	AUTOMATED SERVICES	30.26	9,538.00	-9,507.74	0.32%
	BUILDING OPERATIONS	642.42	7,569.00	-6,926.58	8.49%
	GENERAL OPERATING	952.22	4,897.00	-3,944.78	19.45%
	MATERIALS	1,661.39	18,609.00	-16,947.61	8.93%
	SALARIES & BENEFITS	6,862.85	105,329.00	-98,466.15	6.52%
	GRANT EXPENSES	0.00			
	OTHER GIFT EXPENSES	0.00			
	Total Expense	10,149.14	145,942.00	-135,792.86	6.95%
	Net Ordinary Income	-1,026.62	0.00	-1,026.62	100.0%
	Net Income	-1,026.62	0.00	-1,026.62	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
 October 2022

		Total Madison			
INCOME AND EXPENSE SHOULD BE AT 8.3		Oct 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	76,825.00	957,000.00	-880,175.00	8.03%
	FRIENDS OF THE LIBRARY SUPPORT	0.00	16,000.00	-16,000.00	0.0%
	FOUNDATION SUPPORT	0.00	1,200.00	-1,200.00	0.0%
	INVESTMENT INCOME	0.00			
	FEES	4,153.63	19,325.00	-15,171.37	21.49%
	FINES/	5.00			
	GIFTS and GRANTS	200.00			
	MISCELLANEOUS	0.00			
	PROGRAM REVENUES	0.00			
	Total Income	81,183.63	993,525.00	-912,341.37	8.17%
	Gross Profit	81,183.63	993,525.00	-912,341.37	8.17%
Expense					
	AUTOMATED SERVICES	275.87	65,807.00	-65,531.13	0.42%
	BUILDING OPERATIONS	6,556.68	59,898.00	-53,341.32	10.95%
	GENERAL OPERATING	1,136.62	32,900.00	-31,763.38	3.46%
	MATERIALS	9,739.32	173,010.00	-163,270.68	5.63%
	SALARIES & BENEFITS	42,848.18	661,910.00	-619,061.82	6.47%
	GRANT EXPENSES	0.00			
	OTHER GIFT EXPENSES	2,550.00			
	Total Expense	63,106.67	993,525.00	-930,418.33	6.35%
	Net Ordinary Income	18,076.96	0.00	18,076.96	100.0%
	Net Income	18,076.96	0.00	18,076.96	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
 October 2022

		Total Monrovia			
INCOME AND EXPENSE SHOULD BE AT 8.3		Oct 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	62,700.00	188,100.00	-125,400.00	33.33%
	FRIENDS OF THE LIBRARY SUPPORT	2,000.00	2,000.00	0.00	100.0%
	FOUNDATION SUPPORT	0.00	1,200.00	-1,200.00	0.0%
	INVESTMENT INCOME	0.00			
	FEES	609.15	4,070.00	-3,460.85	14.97%
	FINES/	0.00			
	GIFTS and GRANTS	0.00			
	MISCELLANEOUS	0.00			
	PROGRAM REVENUES	0.00			
	Total Income	65,309.15	195,370.00	-130,060.85	33.43%
	Gross Profit	65,309.15	195,370.00	-130,060.85	33.43%
Expense					
	AUTOMATED SERVICES	65.90	15,001.00	-14,935.10	0.44%
	BUILDING OPERATIONS	859.78	6,547.00	-5,687.22	13.13%
	GENERAL OPERATING	315.70	7,747.00	-7,431.30	4.08%
	MATERIALS	1,038.36	9,242.00	-8,203.64	11.24%
	SALARIES & BENEFITS	10,245.89	156,833.00	-146,587.11	6.53%
	GRANT EXPENSES	0.00			
	OTHER GIFT EXPENSES	125.29			
	Total Expense	12,650.92	195,370.00	-182,719.08	6.48%
	Net Ordinary Income	52,658.23	0.00	52,658.23	100.0%
	Net Income	52,658.23	0.00	52,658.23	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
 October 2022

		Total New Hope			
INCOME AND EXPENSE SHOULD BE AT 8.3		Oct 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	7,550.00	104,518.00	-96,968.00	7.22%
	FRIENDS OF THE LIBRARY SUPPORT	0.00	1,800.00	-1,800.00	0.0%
	FOUNDATION SUPPORT	0.00	1,200.00	-1,200.00	0.0%
	INVESTMENT INCOME	0.00			
	FEES	0.00	1,235.00	-1,235.00	0.0%
	FINES/	0.00			
	GIFTS and GRANTS	0.00	6,010.00	-6,010.00	0.0%
	MISCELLANEOUS	0.00			
	PROGRAM REVENUES	0.00			
	Total Income	7,550.00	114,763.00	-107,213.00	6.58%
	Gross Profit	7,550.00	114,763.00	-107,213.00	6.58%
Expense					
	AUTOMATED SERVICES	0.00	3,668.00	-3,668.00	0.0%
	BUILDING OPERATIONS	225.54	4,086.00	-3,860.46	5.52%
	GENERAL OPERATING	45.77	2,695.00	-2,649.23	1.7%
	MATERIALS	470.72	5,659.00	-5,188.28	8.32%
	SALARIES & BENEFITS	2,202.16	90,535.00	-88,332.84	2.43%
	GRANT EXPENSES	0.00	8,020.00	-8,020.00	0.0%
	OTHER GIFT EXPENSES	1,367.68	100.00	1,267.68	1,367.68%
	Total Expense	4,311.87	114,763.00	-110,451.13	3.76%
	Net Ordinary Income	3,238.13	0.00	3,238.13	100.0%
	Net Income	3,238.13	0.00	3,238.13	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
 October 2022

		Total Triana			
INCOME AND EXPENSE SHOULD BE AT 8.3		Oct 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	4,800.00	92,100.00	-87,300.00	5.21%
	FRIENDS OF THE LIBRARY SUPPORT	0.00			
	FOUNDATION SUPPORT	0.00	1,000.00	-1,000.00	0.0%
	INVESTMENT INCOME	0.00			
	FEES	101.75	490.00	-388.25	20.77%
	FINES/	0.00			
	GIFTS and GRANTS	0.00	6,010.00	-6,010.00	0.0%
	MISCELLANEOUS	0.00			
	PROGRAM REVENUES	0.00			
	Total Income	4,901.75	99,600.00	-94,698.25	4.92%
	Gross Profit	4,901.75	99,600.00	-94,698.25	4.92%
Expense					
	AUTOMATED SERVICES	2.55	4,550.00	-4,547.45	0.06%
	BUILDING OPERATIONS	43.73	662.00	-618.27	6.61%
	GENERAL OPERATING	50.17	2,557.00	-2,506.83	1.96%
	MATERIALS	731.49	8,714.00	-7,982.51	8.39%
	SALARIES & BENEFITS	5,453.93	74,997.00	-69,543.07	7.27%
	GRANT EXPENSES	0.00	8,020.00	-8,020.00	0.0%
	OTHER GIFT EXPENSES	0.00	100.00	-100.00	0.0%
	Total Expense	6,281.87	99,600.00	-93,318.13	6.31%
	Net Ordinary Income	-1,380.12	0.00	-1,380.12	100.0%
	Net Income	-1,380.12	0.00	-1,380.12	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
 October 2022

		TOTAL			
INCOME AND EXPENSE SHOULD BE AT 8.3		Oct 22	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	245,004.42	7,188,410.00	-6,943,405.58	3.41%
	FRIENDS OF THE LIBRARY SUPPORT	12,036.94	111,800.00	-99,763.06	10.77%
	FOUNDATION SUPPORT	0.00	73,000.00	-73,000.00	0.0%
	INVESTMENT INCOME	10,319.41	30,625.00	-20,305.59	33.7%
	FEES	16,346.05	90,055.00	-73,708.95	18.15%
	FINES/	64.98	0.00	64.98	100.0%
	GIFTS and GRANTS	8,920.00	80,050.00	-71,130.00	11.14%
	MISCELLANEOUS	122.75	0.00	122.75	100.0%
	PROGRAM REVENUES	10.00	0.00	10.00	100.0%
	Total Income	292,824.55	7,573,940.00	-7,281,115.45	3.87%
	Gross Profit	292,824.55	7,573,940.00	-7,281,115.45	3.87%
Expense					
	AUTOMATED SERVICES	995.38	222,730.00	-221,734.62	0.45%
	BUILDING OPERATIONS	87,761.65	1,130,492.00	-1,042,730.35	7.76%
	GENERAL OPERATING	31,487.86	287,686.00	-256,198.14	10.95%
	MATERIALS	63,939.35	601,064.00	-537,124.65	10.64%
	SALARIES & BENEFITS	383,621.67	5,291,468.00	-4,907,846.33	7.25%
	GRANT EXPENSES	797.60	40,100.00	-39,302.40	1.99%
	OTHER GIFT EXPENSES	12,043.29	400.00	11,643.29	3,010.82%
	Total Expense	580,646.80	7,573,940.00	-6,993,293.20	7.67%
	Net Ordinary Income	-287,822.25	0.00	-287,822.25	100.0%
	Net Income	-287,822.25	0.00	-287,822.25	100.0%

**Huntsville Public Library Capital Campaign
 Balance Sheet by Class
 As of October 31, 2022**

			SHV	TOTAL
ASSETS				
	Current Assets			
	Checking/Savings			
		Servis1st Bank Capital Campaign	18,470.31	18,470.31
	Total Checking/Savings		18,470.31	18,470.31
	Total Current Assets		18,470.31	18,470.31
TOTAL ASSETS			18,470.31	18,470.31
LIABILITIES & EQUITY				
	Equity			
		Unrestricted Net Assets	18,419.13	18,419.13
		Net Income	51.18	51.18
	Total Equity		18,470.31	18,470.31
TOTAL LIABILITIES & EQUITY			18,470.31	18,470.31

Huntsville Public Library Capital Campaign
Profit & Loss by Class
 October 2022

					SHV	TOTAL
Ordinary Income/Expense						
			Income			
			Investments			
			Interest-Savings, Short-term CD	51.18	51.18	
			Total Investments	51.18	51.18	
			Total Income	51.18	51.18	
			Gross Profit	51.18	51.18	
			Net Ordinary Income	51.18	51.18	
			Net Income	51.18	51.18	



Submission Guidelines

Deadline: July 8, 2022 (Submissions close at 11:59 p.m. EDT.)

The Jerry Kline Community Impact Prize, developed in partnership between the Gerald M. Kline Family Foundation and *Library Journal*, was created in 2019 to recognize the public library as a vital community asset. When libraries, civic entities, organizations, and the people they serve become close partners, their communities thrive.

Prize: One winning library will receive \$250,000 in unfettered grant monies from the Gerald M. Kline Family Foundation. The winning library will also be profiled in the November issue of *Library Journal* and online. Honorable mentions may also be named.

The winning library will be identified based on the degree of its impact on the community in the following key areas:

- Engagement with local government to support the service area's defined goals
- Engagement with the community to develop library services
- Community recognition
- Inclusion to meet the needs of underserved populations as well as promoting social cohesion and connection across differences
- Leadership development to perpetuate the library's organizational strength and dynamism
- Environmental sustainability and leadership in sustainable thinking
- Inventiveness as exemplified by one of the library's services which is particularly original, both strategically and tactically

Previous Winners:

2022 – Cedar Rapids Library

<https://www.crlibrary.org/news/cedar-rapids-public-library-awarded-2022-jerry-kline-community-impact-prize>

2021 - Central Arkansas Library System

<https://www.libraryjournal.com/story/Traveling-Together-Central-Arkansas-Library-System-Wins-2020-Jerry-Kline-Community-Impact-Prize>

2020 – Cranston Public Library

<https://cranstononline.com/stories/a-tremendous-impact-cranston-public-library-receives-national-award-for-vital-role-in,158756>

2019 – Sacramento Public Library

https://www.prweb.com/releases/sacramento_public_library_awarded_inaugural_jerry_kline_community_impact_prize_recognizing_the_public_library_as_a_vital_community_asset/prweb16683309.htm

**Huntsville Public Library
Building Maintenance
September - October 2022**

Date	Name	Memo	Amount	Total
MADISON				
SEPTEMBER INVOICES PAID				
09/12/2022	Servis 1st Bank-VISA	LAWN FUNGICIDE	16.34	
		TOTAL FOR SEPTEMBER		16.34
MAIN				
SEPTEMBER INVOICES PAID				
09/01/2022		REVERSE OF AUG 8 JOURNAL ENTRY FOR HOME DEPOT EXPENSE	-34.20	
09/01/2022	Pro Electric Inc.	REPLACED EXIT LIGHTS	976.26	
09/01/2022	Pro-Air Services, Inc.	REPLACED CONDENSER COILS SECTION IN CHILLER #1	8,202.00	
09/01/2022	Lee Company	REPLACE 2 DAMAGED BACKFLOW PREVENTERS	20,095.40	
09/07/2022	City of Huntsville	R&M CHARGES-CONTROLS -ASSIST WITH STEAM VALVE ACTUATOR W.O. 159372	781.75	
09/07/2022	City of Huntsville	REPAIR LIGHT IN 1ST FLOOR WOMENS RESTROOM W.O. 159684	83.52	
09/21/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 159989	20.88	
09/21/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160023	20.88	
09/21/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160024	41.76	
09/21/2022	City of Huntsville	PLUMBING-LEFT STALL IN 3RD FLOOR MEN'S ROOM CLOGGED W.O. 160065	45.04	
09/21/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160072	20.88	
09/21/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160116	20.88	
09/21/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160139	20.88	
09/21/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160173	20.88	
09/21/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160213	20.88	
09/21/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160246	20.88	
09/21/2022	City of Huntsville	WEEKLY BOILER SWITCHOVER W.O. 160247	24.16	
09/21/2022	City of Huntsville	REPAIR HAND DRYER IN 1ST FLOOR MEN'S RESTROOM W.O. 160262	41.76	
09/21/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160301	20.88	
09/21/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160346	20.88	
09/25/2022	Window Gang	PRESSURE WASHING MAIN ENTRANCE & BACK DOCK	1,150.00	
09/25/2022	Jason Howard Painting, Inc.	PAINTING FORMER PATRON LOUNGE	3,650.00	
09/26/2022	Kone Chicago	ELEVATOR SERVICE CALL TO CHECK ON LOUD NOISES WHILE RUNNING	239.66	
				35,505.91

**Huntsville Public Library
Building Maintenance
September - October 2022**

				September - October 2022			
OCTOBER INVOICES PAID							
	10/01/2022	Solid Waste Authority	MISC. TRASH TO LANDFILL		7.77		
	10/03/2022	State Systems Inc.	SECURITY CAMERA REPAIRS		1,440.00		
	10/04/2022	City of Huntsville	3RD FLOOR-2 VAV BOXES REPAIRED W.O.159866		1,456.99		
	10/04/2022	City of Huntsville	HVAC WEEKLY BOILER SWITCH OVER ON WEDNESDAYS		24.16		
	10/04/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160387		20.88		
	10/04/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160429		20.88		
	10/04/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160464		20.88		
	10/04/2022	City of Huntsville	WEEKLY BOILER SWITCH OVER ON WEDNESDAYS W.O. 160465		24.16		
	10/04/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160503		20.88		
	10/04/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160542		20.88		
	10/04/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160574		20.88		
	10/04/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160613		20.88		
	10/04/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160645		20.88		
	10/04/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160677		20.88		
	10/20/2022	City of Huntsville	BROKEN STALL DOOR IN 2ND FLOOR WOMENS RESTROOM W.O 160611		968.71		
	10/20/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160867		20.88		
	10/20/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160906		20.88		
	10/20/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160957		20.88		
	10/20/2022	City of Huntsville	LEAK UNDER SINK IN 2ND FLOOR WOMEN'S RESTROOM W.O. 160983		20.88		
	10/20/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 160987		20.88		
	10/20/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 161013		20.88		
	10/20/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 161049		20.88		
	10/20/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 161104		20.88		
	10/20/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 161135		20.88		
	10/20/2022	City of Huntsville	DAILY BOILER BLOWDOWN W.O. 161173		24.16		
				TOTAL FOR OCTOBER			4,321.79
NORTH							
SEPTEMBER INVOICES PAID							
	09/01/2022		REVERSE OF AUG 8 JOURNAL ENTRY FOR HOME DEPOT EXPENSE		-73.90		
	09/01/2022	Fish Window Cleaning	WINDOW WASHING AT NORTH HUNTSVILLE		1,602.00		
	09/22/2022	City of Huntsville	CARPENTRY WORK-DOOR HANDLE TO TEEN ROOM HARD TO TURN W.O. 159997		41.76		

**Huntsville Public Library
Building Maintenance
September - October 2022**

			09/22/2022	City of Huntsville	BOILER TRIPPED WITH ERROR MESSAGE W.O. 160241			83.52	
					TOTAL FOR SEPTEMBER				1,653.38
					OCTOBER INVOICES PAID				
			10/04/2022	City of Huntsville	WATER LEAKS IN ADULT NON-FICTION AND NEAR PATIO DOOR AREAS			699.97	
			10/04/2022	City of Huntsville	REPAIR DOOR AT MAIN ENTRANCE W.O 160329			83.52	
									783.49
					SOUTH				
					SEPTEMBER INVOICES PAID				
			09/01/2022		REVERSE OF AUG 8 JOURNAL ENTRY FOR HOME DEPOT EXPENSE			-54.20	
			09/08/2022	City of Huntsville	HVAC-LOOK AT NORTH SIDE DISCHARGE VENTS W.O. 159433			167.04	
			09/12/2022	Servis1st Bank-VISA	KEY LOCK BOX, SIGNS			51.01	
					TOTAL FOR SEPTEMBER				163.85
					OCTOBER INVOICES PAID				
			10/12/2022	Credit Card Services	WATER COOLER FILTERS			194.58	
			10/20/2022	City of Huntsville	INSTALL FDC SIGN FOR FIRE HYDRANT LOCATION W.O. 161278			125.28	
					TOTAL FOR OCTOBER				319.86
					TOTAL BUILDING MAINTENANCE				42,764.62

Library Board Meetings - 2023

January 18, 2023 @ Downtown

March 15, 2023 @ Madison

May 24, 2023* @ South

July 19, 2023 @ Downtown

September 27, 2023** @ Downtown

November 15, 2023 @ North

*Note – Fourth Wednesday to allow for schedule conflict

**Note – Fourth Wednesday to allow for budget approval