HUNTSVILLE MADISON COUNTY PUBLIC LIBRARY
Board of Directors Meeting
Tuesday, November 18, 2025 @ 4:00 pm
Meeting Site: North Huntsville Library

AGENDA

Call to Order — G.W. Boon, Chair

Approval of Agenda (VOTE) …….. *Page 1*

Approval of Minutes (VOTE) ……. *Page 2*

Library Foundation Report — Brooke Rawlins

Finance Committee Report — Brad Garland
- Financial Report……*Page 10*

Executive Director's Report: — Connie Chow
- Activity Report ……... *Page 32*

New Business
- Proposed Revisions to Public Access Computer Procedures Policy ….. *Page 46*
- Proposed Revisions to Digital Video Security Camera Policy…….. *Page 51*
- Proposed Revisions to Performance Evaluations Policy……*Page 52*
- Proposed Work Place Safety Plan (Pandemic) Policy……*Page 54*
- Proposed FY2026 LSTA Grant Application …… *Page 60*
- Proposed 2026 Library Board Meeting Dates ……*Page 61*

Public Comments

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

Next Meeting Date: January 27, 2026 @ 4:00 pm
Location: Downtown Huntsville Library

Huntsville-Madison County Public Library
Board of Directors Meeting
MINUTES
September 23, 2025

The meeting was called to order by the Chairperson after welcoming those in attendance and giving a brief opening statement confirming the library is apolitical and addressing safety and the Library Code of Conduct.

Present:
G.W. Boon III, Chair
Doug Martinson, Vice-Chair

Brad Garland, Member
Kevin Gray, Member
Carla Clift, Member
Maura Wroblewski, Member
Elisa Ferrell, Member
Connie Chow, Executive Director
Stephen Efird, Interim Deputy Director
Brooke Rawlins, Development Director
Cheryl Wernle, Recorder

Public Comments:

Rachel Homolak	Susan Stewart
Tonia Stulting	Bonnie Nesman
Alison Centofante	Dr. Marisa Allison
Jackie Bellamy	Sarah Herrell
JoAnna Damson	Erin de Jager
Carissa Callan	Kathy Pate
Lara Person	Melanie Kolowski
Mica Rice	

In Attendance:

Brittany Boon	Bo Wolfe
Zeb Lemon	Keith Ward
Carol Marks	Lewis Sanders
Tonia & Mike Stulting	Kathy Patrick
Elena Barbre	Mars Uerrem (sp)
Alison Centofante	D. Grable (sp)
L. Person	Erin Broom
Mica Rice	Jennifer Steele
Carissa Callan	Jake Bates
Harry Delugach	Nathanial Jing
Erik Chan (sp)	Kara Price
Marisa Allison	Abby Thompson

JoAnna Damson	Erin de Jager
Bonnie Nesman	Sandra Faint (sp)
Jeff Nelson	Susan Stewart
Jackie Bellamy	Kathy Young
Sarah Herrell	Katie Parkes
Elizabeth Hardin	Erica Foster

Approval of Agenda

Mr. Boon called for approval of the agenda. Mr. Gray made a motion to accept the agenda. Ms. Ferrell seconded the motion. Motion passed.

Approval of Minutes

Mr. Boon called for a motion to approve the minutes from the last meeting. There were no requests for changes to the minutes. Ms. Ferrell made the motion to approve the minutes. Mr. Gray seconded the motion. Motion passed.

Library Foundation Report

Ms. Rawlins reported that the seventeen members of the Library Foundation Board worked hard this year raising money and advocating for the Huntsville-Madison County Public Library. Since they had such a good year financially, they voted to approve $53,000 for a new transit van for the library. This vehicle will help out with the current outdated van being used.

Finance Committee Report

New Hope Public Library is over budget at this time, but planned funding is coming in from various sources to cover expenses and they will be fine by the end of September. This is due to a change in the timing of those payments. Triana Public Library also has a high percentage of spending due to government support payments received later than expected, but there should be no issue by the end of the fiscal year.

Part of the Capital Campaign Income raised for the South Huntsville Public Library was transferred to their Rainy-Day fund. They are asking to transfer $19,000 out of their Rainy-Day fund to cover upcoming expenses. This came out of committee as approved. Motion passed.

The Huntsville-Madison County Public Library was unable to give raises at the beginning of the fiscal year due to funding, but would like to give each employee a $500 bonus at the end of the fiscal year. This came out of committee as approved. Motion passed.

The Huntsville-Madison County Public Library's Fiscal Year 2026 Budget is contingent on funding from the City of Huntsville, City of Madison and Madison County. Level funding is expected, so the numbers should be similar to last year's budget. We will know more later this week when the City of Huntsville votes on the budget. The recommendation to approve the FY26 budget contingent on funding came out of committee as approved. Motion passed.

Governance Committee Report

The LearningQUEST Memorandum of Agreement was reviewed in committee. There is no cost or income to the Huntsville-Madison County Public Library. It does provide services to the community and brings patrons in to the library. This came from committee as approved. Motion passed.

The Hatch Café Memorandum of Agreement was reviewed in committee. The Hatch Café operates a coffee shop in the South Huntsville Public Library. They pay a minimal monthly rent of $250. This came from committee as approved. Motion passed.

Executive Director's Report

Activity Report

This report covers July, August, and Summer Reading. Circulation has decreased which can be attributed to a couple of factors. First, a price cap placed on downloadables has affected statistics. Second, changes with waivers and library card tier levels for minors have also affected access to our digital resources because Tier 1 and Tier 2 do not have access to Hoopla or digital content. As for our Young Adult collection, out of 5,000 library cards in this Tier 2 age range, 13-17 years old, 3,900 teen cards are still at Tier 1 status. This tells us that a majority of parents with teenagers have not completed the waivers.

Our top four circulating branches are Madison, South Huntsville, Downtown and Monrovia Public Libraries. Visits to the library as well as program attendance have not been affected by the tier levels or the Hoopla spending cap. We have seen an increase in visitors to the library as well as program attendance this summer. We had 275,817 visitors in June and July which was up 6% or 15,468 visitors from last year. South Huntsville Public Library leads in visitors per branch followed by Downtown, Madison, and North Huntsville Public Libraries.

Program attendance was also up 15% over the same time period last summer. There were 28,267 program attendees. The highest attended program was Caturday on Saturday at Madison Public Library with 405 attendees and our Adult Painting classes have been very popular. There were ten events at four branches with 97 attendees total.

Public Comments

Rachel Homolak

Ms. Homolak commented that Christ is King and gender ideology is evil, dangerous and deadly. She referenced Maia Poet, an adult who regrets transitioning from a female to a male after reading materials on the subject found in her school library at age 12.

Tonia Stulting

Ms. Stulting said she appreciated Mr. Boon addressing the Library Code of Conduct at the start of the meeting. Her adult daughter was spit on by a fellow speaker after the July 15, 2025 meeting. After witnessing this in the lobby, another speaker who advocated for the other side apologized for the behavior and asked for titles of children's books that have explicit content so that person could make her own decision. Ms. Stulting will continue to attend Library Board meetings to tell the truth and continue to pray.

Alison Centofante

Ms. Centofante commented that she wants to speak to the Library Board and the attendees on the common ground of our children's well-being. Protecting our children by moving sexually explicit materials from the children's section to the adult section is a compromise, not banning books. Adults are still debating LGBTQ+ politics and gender transitioning. Let's not put that very heavy debate on the shoulders of children who do not know how to spell the word debate.

Jackie Bellamy

Ms. Bellamy commented that she is a library patron and thanks the Library Board for its service to the community and the library system. She urges the Library Board to stand up against censorship, including the APLS. She also urges the Library Board to ask the legislative service agency to investigate the financial burden the new proposed policy change would have on libraries. She states that the change last year cost HMCPL $60K and the cost state-wide was $300K even though APLS said it wouldn't be a financial burden on libraries. She ended by saying she would much rather point out the great services the library provides than fight censorship.

JoAnna Damson

Ms. Damson commented that she strongly requests the removal of inappropriate books in the children's section of our library. As an attorney, she points out that Alabama law criminalizes the dissemination of obscene materials to minors, codified in Alabama Code 13A-12-200.5 and 13A-

12-200.11. She says parents expect age-appropriate content at the library, not materials that prematurely expose children to adult themes like transgender ideology. She respectfully asks that the Library Board protect our children's spaces in the library and place age-appropriate boundaries where needed.

Carissa Callan

Ms. Callan commented that publishers are using children's books as stepping stones to introduce gender ideology to our children. She says there are people who want to destroy the institution of the family by sowing the seeds of confusion, hate, and chaos. She states that the American Library Association moved the goal post when they made gender ideology their number one priority. Ms. Callan's goal is to protect the innocence of children in this public setting so that the library is a place that children can freely pull books off the shelf. She urges the Library Board to curate a collection of quality literature for children and youth that promotes truth, goodness, and beauty.

Lara Person

Ms. Person states our library system should strive to uphold the APLS code by curating resources that reflect our community's values while fostering age-appropriate learning. Topics on transgenderism often involve complex social, psychological and medical concerns that may not be suitable for young readers without parental guidance. She says the proposed APLS code is not about exclusion, but about ensuring our library remains a neutral space where parents are comfortable knowing their children are not going to run into something sexually explicit or highly confusing. Ms. Person encourages parents to guide their children's reading choices, utilizing the adult section as a resource for those seeking materials on transgenderism or other complex topics. She asks that our community commit to keeping our library a place of learning and respect by approaching our differences with civility so we can build a stronger community together.

Mica Rice

Ms. Rice expressed appreciation and thanks to the Library Board for their stewardship of the literary resources of the public library. She acknowledged the steps taken to safeguard the innocence of our children as well as speak to the concerns of parents without diminishing the access to literature proposed to educate, enlighten, caution, inform, and empower our community. Ms. Rice would like to encourage the Library Board to maintain your confidence of self as you've been chosen to represent us all despite personal affiliations or beliefs. Without literature, students are deprived of their introduction to parts of the world. She says books are the

basis of independent thought and knowledge. She asks that the Library Board continue to operate with respect to the community.

Susan Stewart

Ms. Stewart states the APLS is violating the Alabama administrative code by acting outside their authority. She says trying to cooperate with their demands or with the evolving library code threatens the independence of library systems and degrades their services through censorship and the financial consequences of unfunded mandates. Ms. Stewart urges the Library Board to end its reliance on state funding in order to protect our library. She states that over 80% of parents who have signed a waiver designating the level of library access for their children have chosen the highest level of card access. Ms. Steward states the APLS and the Library Board is supporting censorship.

Bonnie Nesman

Ms. Nesman commented that she doesn't want censorship, just a reorganization of books to protect our children. She says she thought the issue of inappropriate books in our libraries had been dealt with, but on a recent library visit, her granddaughter found a book Ms. Nesman felt was inappropriate as it pertained to homosexuality. She is urging the Library Board to consider the less fortunate children who do not have a parent, grandparent, or a librarian who can help them find a book or help them manipulate and navigate this world. She ended with Matthew 18:6, "But whoever causes one of these little ones who believe in me to sin, it would be better for him if a millstone were hung around his neck and he drowned in the sea." She asks if it is the Library Board's purpose in allowing inappropriate materials in the youth sections to cause these little ones to sin.

Dr. Marisa Allison

Dr. Allison states that Alabama public libraries including this Library Board are at a defining moment in how you will respond to the attack being waged against the right to read and the marginalized communities being targeted by these attacks. It is likely the next time we meet the state library board will have approved new administrative code rules that would tie funding to the removal of even more materials from the minor section. The goal post keeps changing and now they want to change the definition of inappropriate for minors to include materials that positively depict transgender procedures, gender ideology, or the concept of more than two biological genders. In short, this says transphobia is okay, but trans acceptance is not. Dr. Allison delivered a petition with 867 signatures from community members telling the Library Board that transphobia is not a prevailing community standard here in Madison County and asks this board

and library administration not to comply with the multiple transphobic and unconstitutional mandates coming down from the APLS.

Sarah Herrell

Ms. Herrell states that she is here to advocate for the children in our city and our county, allowing them to maintain their innocence and hold tight to their childhood. Ms. Herrell says she is a foster and adoptive mom and has witnessed first-hand the effect of children forced to carry adult issues in their minds. She states the hyper sexualization of children is epidemic in our county. Adults insist that children can handle weighty topics like transgender ideology which adults cannot seem to agree on. Ms. Herrell asks the Library Board to follow prudent and necessary boundaries being given by the state of Alabama to protect our children's innocence and ensure federal funding continues.

Erin de Jager

Ms. de Jager states she is a library user and will defend her ideals with words. She says there is a pattern from the speakers today, those who support keeping books in libraries have brought hard data while those who support censorship and a political agenda brought vague statements and the idea that they are the only arbiters of what is allowable for everyone's children to see. Ms. de Jager reiterates the public is everyone and the books in question today have been educational books and not sexualizing books. She points out that the code of conduct for this library states that children under the age of ten must be accompanied by a parent or guardian at all times.

Kathy Pate

Ms. Pate states she would much rather talk about cooking books than censorship. She questions how moving a book from a youth section to an older or adult section is going to erase anybody. She agrees library books should not be a political issue. She is data driven, but has seen over the last twenty years how easy it is to collect data to fit the desired conclusion. You can't just rely on data and studies; you have to use common sense on governing which books will be put where in the library. She mentioned gender ideology and the gender spectrum. She said there are two genders, but we are all different and may fall at different places on the masculine/feminine spectrum.

Melanie Kolowski

Ms. Kolowski commented that the library should represent everyone. It is a place for diverse perspectives and for people to explore topics that may cause others to be uncomfortable. She is here to represent all of her neighbors because she was taught to love thy neighbor. She appeals to

the Library Board to please remember that you have to represent everyone. Every child deserves representation in the library. She stated that those who want to censor materials are not looking to implement Christian values, they are looking to implement Christian dominance. Please stop letting them.

Next Meeting Date

The next meeting will be held Tuesday, November 18, 2025 at 4:00 pm at the North Huntsville Public Library.

There being no further business, the meeting adjourned.

Submitted by:	Approved:
_____	_____
Cheryl Wernle	GW Boon III, Chair

HUNTSVILLE PUBLIC LIBRARY
FINANCIAL ANALYSIS
OCTOBER 2024 - SEPTEMBER 2025

	TOTAL				
	Oct '24 - Sep 25	Budget	$ Over Budget	% of Budget	INCOME AND EXPENSE SHOULD BE AT 100%
Ordinary Income/Expense					
Income					
Total GOVERNMENT SUPPORT	7,832,302.94	7,833,372.00	-1,069.06	99.99%	
FRIENDS OF THE LIBRARY SUPPORT	136,128.61	126,800.00	9,328.61	107.36%	
FOUNDATION SUPPORT	75,000.00	75,000.00	0.00	100.0%	
Total INVESTMENT INCOME	190,686.83	176,025.00	14,661.83	108.33%	
Total FEES	205,485.22	105,425.00	100,060.22	194.91%	FEES: Meeting Rooms, Exam Proctoring, Non-Resident, and Lost items higher than usual.
Total GIFTS and GRANTS	224,864.12	0.00	224,864.12	100.0%	GIFT and GRANTS: Leah Bruno, Tom Butler, Olin King, Foundation Fundraising and Grants.
Total MISCELLANEOUS	4,312.34	0.00	4,312.34	100.0%	
Total PROGRAM REVENUES	100.00	0.00	100.00	100.0%	
Total Income	8,699,892.65	8,316,622.00	383,270.65	104.61%	
Gross Profit	8,699,892.65	8,316,622.00	383,270.65	104.61%	
Expense					
Inter-Branch Transfer Expense	12,000.00	0.00	12,000.00	100.0%	
CAPITAL CAMPAIGN EXPENSE	5,737.92	0.00	5,737.92	100.0%	
Total AUTOMATED SERVICES	210,164.06	240,154.00	-29,989.94	87.51%	AUTOMATED SERVICES: Paid Annual Bywater fee.
Total BUILDING OPERATIONS	1,140,579.85	1,275,639.00	-135,059.15	89.41%	
Total GENERAL OPERATING	246,948.48	250,470.00	-3,521.52	98.59%	
Total MATERIALS	767,198.52	731,229.00	35,969.52	104.92%	
Total SALARIES & BENEFITS	5,378,094.41	5,819,130.00	-441,035.59	92.42%	
Total GRANT EXPENSES	35,423.49	0.00	35,423.49	100.0%	
Total OTHER GIFT EXPENSES	122,251.35	0.00	122,251.35	100.0%	
MISCELLANEOUS EXPENSES	0.00	0.00	0.00	0.0%	
Total Expense	7,918,398.08	8,316,622.00	-398,223.92	95.21%	
Net Ordinary Income	781,494.57	0.00	781,494.57	100.0%	
Net Income	**781,494.57**	**0.00**	**781,494.57**	**100.0%**	

HUNTSVILLE PUBLIC LIBRARY
BALANCE SHEET
AS OF 09/30/2025

	Sep 30, 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	2,212,322.00
Servis1st Bank-Master Account - Other	1,397,486.37
Total Servis1st Bank-Master Account	3,609,808.37
Servis1st Bank-Gifts	606,872.70
Servis1st Bank-Merchant Acct	17,935.71
Servis1st Bank-Payroll	20,948.85
Petty cash	1,695.00
TRUIST BANK CD RAINY DAY-MMA	596,497.66
Total Cash and cash on hand	4,854,088.59
Certificates of Deposit	
UNITED COMMUNITY EME - 96833	193,750.01
UNITED COMMUNITY-RAINY DAY	268,493.71
UNITED COMMUNITY-CUMMER	104,680.79
Firstbank EME Funds	95,468.14
PNC CD #391594 EME	185,966.42
SERVIS 1ST CD 3140415 AEDG	55,937.02
Servis1st CD Mccalin 371138	29,957.89
UNITED COMMUNITY-KYSER CD	56,650.70
Total Certificates of Deposit	990,904.68
Investments	
C. Schwab HMCPL 3703-9063	909,495.92
C. Schwab M. Pruitt 4478-8529	111,985.41
C.Schwab Jean Payne 7587-0478	80,214.31
C. Schwab- Roberts 4311-4986	22,603.69
Total Investments	1,124,299.33
Total Checking/Savings	6,969,292.60
Accounts Receivable	
Accounts Receivable	-321.30
Total Accounts Receivable	-321.30
Other Current Assets	
Lease Receivable - ST	15,376.64
Miscellaneous Deposits	18,333.15
Miscellaneous Receivables	68,791.92
Prepaids	117,397.01
Total Other Current Assets	219,898.72
Total Current Assets	7,188,870.02
Fixed Assets	
Library collection	2,905,903.85
Miscellaneous fixed assets	6,143,712.54
Donated photographs	126,077.00
Acc deprec - library collection	-1,983,200.15
Acc deprec - misc fixed assets	-4,456,217.66
Lease Asset	69,730.61

HUNTSVILLE PUBLIC LIBRARY
BALANCE SHEET
AS OF 09/30/2025

	Sep 30, 25
Acc Amortization - Lease	-9,467.01
Total Fixed Assets	2,796,539.18
TOTAL ASSETS	**9,985,409.20**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Lease Liability - ST	15,234.70
Accrued liabilities	
Withheld Principal 457(b)Pretax	-54,444.72
Withheld Principal 457(b) Roth	-76,409.70
Clinic	97.50
Withheld Vanguard 457(b) Roth	75,571.50
Withheld Vanguard 457(b) Pretax	54,927.72
Accrued Expenses	7,530.33
Retirement payable	43,104.23
Withheld Accident Ins(pretaxed)	42.18
Withheld Critical Illness Princ	54.59
Withheld Voluntary Life Prem	-233.54
Withheld Health Ins (pretaxed)	-7,618.18
Withheld Health Ins (taxed)	8,011.20
Withheld LTD Principal	-163.39
Withheld S-T Disability Ins	17.55
Withheld STD Principal	-95.86
Withheld Vision (pretaxed)	-223.52
Withheld Vision (taxed)	125.56
Total Accrued liabilities	50,293.45
Deferred revenue	
Deferred revenue - grants	42,768.13
Total Deferred revenue	42,768.13
Total Other Current Liabilities	108,296.28
Total Current Liabilities	108,296.28
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	168,355.41
Equity	
Investment in Fixed Assets	2,926,306.12
Restricted Fund	359,349.75
Retained Earnings	3,597,644.38
UNRESTRICTED-GENERAL FUND	1,736,672.96
Net Income	1,197,080.58
Total Equity	9,817,053.79
TOTAL LIABILITIES & EQUITY	**9,985,409.20**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2024 - SEPTEMBER 2025

INCOME AND EXPENSES SHOULD BE AT 100%	Total COH			
	Oct '24 - Sep 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	6,089,391.84	6,089,392.00	-0.16	100.0%
FRIENDS OF THE LIBRARY SUPPORT	111,211.91	105,000.00	6,211.91	105.92%
FOUNDATION SUPPORT	66,818.18	67,500.00	-681.82	98.99%
Total INVESTMENT INCOME	190,686.83	176,025.00	14,661.83	108.33%
Total FEES	131,277.90	68,200.00	63,077.90	192.49%
Total GIFTS and GRANTS	179,481.95	0.00	179,481.95	100.0%
Total MISCELLANEOUS	2,918.10	0.00	2,918.10	100.0%
Total PROGRAM REVENUES	80.00	0.00	80.00	100.0%
Total Income	6,802,879.30	6,506,117.00	296,762.30	104.56%
Gross Profit	6,802,879.30	6,506,117.00	296,762.30	104.56%
Expense				
Inter-Branch Transfer Expense	12,000.00			
CAPITAL CAMPAIGN EXPENSE	5,737.92	0.00	5,737.92	100.0%
Total AUTOMATED SERVICES	120,174.80	130,309.00	-10,134.20	92.22%
Total BUILDING OPERATIONS	1,047,020.37	1,175,480.00	-128,459.63	89.07%
Total GENERAL OPERATING	189,056.47	189,000.00	56.47	100.03%
Total MATERIALS	582,178.56	550,253.00	31,925.56	105.8%
Total SALARIES & BENEFITS	4,064,288.97	4,461,075.00	-396,786.03	91.11%
Total GRANT EXPENSES	35,097.81	0.00	35,097.81	100.0%
Total OTHER GIFT EXPENSES	87,255.63	0.00	87,255.63	100.0%
MISCELLANEOUS EXPENSES	0.00			
Total Expense	6,142,810.53	6,506,117.00	-363,306.47	94.42%
Net Ordinary Income	660,068.77	0.00	660,068.77	100.0%
Net Income	**660,068.77**	**0.00**	**660,068.77**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2024 - SEPTEMBER 2025

INCOME AND EXPENSES SHOULD BE AT 100%	Total Gurley			
	Oct '24 - Sep 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	115,885.04	115,833.00	52.04	100.05%
FRIENDS OF THE LIBRARY SUPPORT	2,000.00	2,000.00	0.00	100.0%
FOUNDATION SUPPORT	1,363.64	1,250.00	113.64	109.09%
Total INVESTMENT INCOME	0.00			
Total FEES	2,534.46	1,415.00	1,119.46	179.11%
Total GIFTS and GRANTS	2,400.00			
Total MISCELLANEOUS	17.99			
Total PROGRAM REVENUES	0.00			
Total Income	124,201.13	120,498.00	3,703.13	103.07%
Gross Profit	124,201.13	120,498.00	3,703.13	103.07%
Expense				
Inter-Branch Transfer Expense	0.00			
CAPITAL CAMPAIGN EXPENSE	0.00			
Total AUTOMATED SERVICES	6,144.86	8,227.00	-2,082.14	74.69%
Total BUILDING OPERATIONS	2,696.21	2,933.00	-236.79	91.93%
Total GENERAL OPERATING	3,154.26	4,139.00	-984.74	76.21%
Total MATERIALS	6,910.60	6,716.00	194.60	102.9%
Total SALARIES & BENEFITS	97,957.76	98,483.00	-525.24	99.47%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	961.50			
MISCELLANEOUS EXPENSES	0.00			
Total Expense	117,825.19	120,498.00	-2,672.81	97.78%
Net Ordinary Income	6,375.94	0.00	6,375.94	100.0%
Net Income	**6,375.94**	**0.00**	**6,375.94**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2024 - SEPTEMBER 2025

INCOME AND EXPENSES SHOULD BE AT 100%	Total Hazel Green			
	Oct '24 - Sep 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	147,595.00	147,595.00	0.00	100.0%
FRIENDS OF THE LIBRARY SUPPORT	347.00	0.00	347.00	100.0%
FOUNDATION SUPPORT	1,363.64	1,250.00	113.64	109.09%
Total INVESTMENT INCOME	0.00			
Total FEES	6,903.35	4,560.00	2,343.35	151.39%
Total GIFTS and GRANTS	1,408.82			
Total MISCELLANEOUS	0.00			
Total PROGRAM REVENUES	20.00	0.00	20.00	100.0%
Total Income	157,637.81	153,405.00	4,232.81	102.76%
Gross Profit	157,637.81	153,405.00	4,232.81	102.76%
Expense				
Inter-Branch Transfer Expense	0.00			
CAPITAL CAMPAIGN EXPENSE	0.00			
Total AUTOMATED SERVICES	7,517.71	14,610.00	-7,092.29	51.46%
Total BUILDING OPERATIONS	8,211.42	8,636.00	-424.58	95.08%
Total GENERAL OPERATING	4,957.41	5,637.00	-679.59	87.94%
Total MATERIALS	12,640.81	12,239.00	401.81	103.28%
Total SALARIES & BENEFITS	111,902.97	112,283.00	-380.03	99.66%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	1,797.11	0.00	1,797.11	100.0%
MISCELLANEOUS EXPENSES	0.00			
Total Expense	147,027.43	153,405.00	-6,377.57	95.84%
Net Ordinary Income	10,610.38	0.00	10,610.38	100.0%
Net Income	**10,610.38**	**0.00**	**10,610.38**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2024 - SEPTEMBER 2025

INCOME AND EXPENSES SHOULD BE AT 100%	Total Madison			
	Oct '24 - Sep 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	1,068,073.04	1,068,073.00	0.04	100.0%
FRIENDS OF THE LIBRARY SUPPORT	18,509.70	16,000.00	2,509.70	115.69%
FOUNDATION SUPPORT	1,363.63	1,250.00	113.63	109.09%
Total INVESTMENT INCOME	0.00			
Total FEES	50,717.17	25,300.00	25,417.17	200.46%
Total GIFTS and GRANTS	16,891.70	0.00	16,891.70	100.0%
Total MISCELLANEOUS	888.41	0.00	888.41	100.0%
Total PROGRAM REVENUES	0.00			
Total Income	1,156,443.65	1,110,623.00	45,820.65	104.13%
Gross Profit	1,156,443.65	1,110,623.00	45,820.65	104.13%
Expense				
Inter-Branch Transfer Expense	0.00			
CAPITAL CAMPAIGN EXPENSE	0.00			
Total AUTOMATED SERVICES	59,858.91	65,140.00	-5,281.09	91.89%
Total BUILDING OPERATIONS	68,026.19	73,136.00	-5,109.81	93.01%
Total GENERAL OPERATING	35,633.62	35,833.00	-199.38	99.44%
Total MATERIALS	137,156.50	134,125.00	3,031.50	102.26%
Total SALARIES & BENEFITS	761,725.83	802,389.00	-40,663.17	94.93%
Total GRANT EXPENSES	325.68	0.00	325.68	100.0%
Total OTHER GIFT EXPENSES	22,006.12	0.00	22,006.12	100.0%
MISCELLANEOUS EXPENSES	0.00			
Total Expense	1,084,732.85	1,110,623.00	-25,890.15	97.67%
Net Ordinary Income	71,710.80	0.00	71,710.80	100.0%
Net Income	**71,710.80**	**0.00**	**71,710.80**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2024 - SEPTEMBER 2025

INCOME AND EXPENSES SHOULD BE AT 100%	Total Monrovia			
	Oct '24 - Sep 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	211,820.00	211,820.00	0.00	100.0%
FRIENDS OF THE LIBRARY SUPPORT	2,003.50	2,000.00	3.50	100.18%
FOUNDATION SUPPORT	1,363.63	1,250.00	113.63	109.09%
Total INVESTMENT INCOME	0.00			
Total FEES	10,242.01	4,590.00	5,652.01	223.14%
Total GIFTS and GRANTS	13,411.65	0.00	13,411.65	100.0%
Total MISCELLANEOUS	101.98			
Total PROGRAM REVENUES	0.00			
Total Income	238,942.77	219,660.00	19,282.77	108.78%
Gross Profit	238,942.77	219,660.00	19,282.77	108.78%
Expense				
Inter-Branch Transfer Expense	0.00			
CAPITAL CAMPAIGN EXPENSE	0.00			
Total AUTOMATED SERVICES	12,899.91	15,606.00	-2,706.09	82.66%
Total BUILDING OPERATIONS	7,547.19	7,697.00	-149.81	98.05%
Total GENERAL OPERATING	8,048.11	8,434.00	-385.89	95.43%
Total MATERIALS	15,852.98	15,347.00	505.98	103.3%
Total SALARIES & BENEFITS	159,881.71	172,576.00	-12,694.29	92.64%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	4,682.94	0.00	4,682.94	100.0%
MISCELLANEOUS EXPENSES	0.00			
Total Expense	208,912.84	219,660.00	-10,747.16	95.11%
Net Ordinary Income	30,029.93	0.00	30,029.93	100.0%
Net Income	**30,029.93**	**0.00**	**30,029.93**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2024 - SEPTEMBER 2025

INCOME AND EXPENSES SHOULD BE AT 100%	Total New Hope			
	Oct '24 - Sep 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	109,258.02	109,179.00	79.02	100.07%
FRIENDS OF THE LIBRARY SUPPORT	2,056.50	1,800.00	256.50	114.25%
FOUNDATION SUPPORT	1,363.64	1,250.00	113.64	109.09%
Total INVESTMENT INCOME	0.00			
Total FEES	2,123.13	590.00	1,533.13	359.85%
Total GIFTS and GRANTS	5,610.00			
Total MISCELLANEOUS	0.00			
Total PROGRAM REVENUES	0.00			
Total Income	120,411.29	112,819.00	7,592.29	106.73%
Gross Profit	120,411.29	112,819.00	7,592.29	106.73%
Expense				
Inter-Branch Transfer Expense	0.00			
CAPITAL CAMPAIGN EXPENSE	0.00			
Total AUTOMATED SERVICES	2,316.76	3,563.00	-1,246.24	65.02%
Total BUILDING OPERATIONS	5,290.46	5,487.00	-196.54	96.42%
Total GENERAL OPERATING	3,484.34	4,378.00	-893.66	79.59%
Total MATERIALS	5,433.56	5,407.00	26.56	100.49%
Total SALARIES & BENEFITS	102,880.08	93,984.00	8,896.08	109.47%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	941.31			
MISCELLANEOUS EXPENSES	0.00			
Total Expense	120,346.51	112,819.00	7,527.51	106.67%
Net Ordinary Income	64.78	0.00	64.78	100.0%
Net Income	**64.78**	**0.00**	**64.78**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY PROFIT/
LOSS ACTUAL VS BUDGET
OCTOBER 2024 - SEPTEMBER 2025

INCOME AND EXPENSES SHOULD BE AT 100%	Total Triana			
	Oct '24 - Sep 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	90,280.00	91,480.00	-1,200.00	98.69%
FRIENDS OF THE LIBRARY SUPPORT	0.00			
FOUNDATION SUPPORT	1,363.64	1,250.00	113.64	109.09%
Total INVESTMENT INCOME	0.00			
Total FEES	1,687.20	770.00	917.20	219.12%
Total GIFTS and GRANTS	3,600.00			
Total MISCELLANEOUS	30.00			
Total PROGRAM REVENUES	0.00			
Total Income	96,960.84	93,500.00	3,460.84	103.7%
Gross Profit	96,960.84	93,500.00	3,460.84	103.7%
Expense				
Inter-Branch Transfer Expense	0.00			
CAPITAL CAMPAIGN EXPENSE	0.00			
Total AUTOMATED SERVICES	1,251.11	2,699.00	-1,447.89	46.36%
Total BUILDING OPERATIONS	1,788.01	2,270.00	-481.99	78.77%
Total GENERAL OPERATING	2,614.27	3,049.00	-434.73	85.74%
Total MATERIALS	7,337.49	7,142.00	195.49	102.74%
Total SALARIES & BENEFITS	79,457.09	78,340.00	1,117.09	101.43%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	4,606.74	0.00	4,606.74	100.0%
MISCELLANEOUS EXPENSES	0.00			
Total Expense	97,054.71	93,500.00	3,554.71	103.8%
Net Ordinary Income	-93.87	0.00	-93.87	100.0%
Net Income	**-93.87**	**0.00**	**-93.87**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2024 - SEPTEMBER 2025

INCOME AND EXPENSES SHOULD BE AT 100%	TOTAL			
	Oct '24 - Sep 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	7,832,302.94	7,833,372.00	-1,069.06	99.99%
FRIENDS OF THE LIBRARY SUPPORT	136,128.61	126,800.00	9,328.61	107.36%
FOUNDATION SUPPORT	75,000.00	75,000.00	0.00	100.0%
Total INVESTMENT INCOME	190,686.83	176,025.00	14,661.83	108.33%
Total FEES	205,485.22	105,425.00	100,060.22	194.91%
Total GIFTS and GRANTS	224,864.12	0.00	224,864.12	100.0%
Total MISCELLANEOUS	4,312.34	0.00	4,312.34	100.0%
Total PROGRAM REVENUES	100.00	0.00	100.00	100.0%
Total Income	8,699,892.65	8,316,622.00	383,270.65	104.61%
Gross Profit	8,699,892.65	8,316,622.00	383,270.65	104.61%
Expense				
Inter-Branch Transfer Expense	12,000.00	0.00	12,000.00	100.0%
CAPITAL CAMPAIGN EXPENSE	5,737.92	0.00	5,737.92	100.0%
Total AUTOMATED SERVICES	210,164.06	240,154.00	-29,989.94	87.51%
Total BUILDING OPERATIONS	1,140,579.85	1,275,639.00	-135,059.15	89.41%
Total GENERAL OPERATING	246,948.48	250,470.00	-3,521.52	98.59%
Total MATERIALS	767,198.52	731,229.00	35,969.52	104.92%
Total SALARIES & BENEFITS	5,378,094.41	5,819,130.00	-441,035.59	92.42%
Total GRANT EXPENSES	35,423.49	0.00	35,423.49	100.0%
Total OTHER GIFT EXPENSES	122,251.35	0.00	122,251.35	100.0%
MISCELLANEOUS EXPENSES	0.00	0.00	0.00	0.0%
Total Expense	7,918,398.08	8,316,622.00	-398,223.92	95.21%
Net Ordinary Income	781,494.57	0.00	781,494.57	100.0%
Net Income	**781,494.57**	**0.00**	**781,494.57**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY
FINANCIAL ANALYSIS
OCTOBER 2025

	TOTAL				
	Oct 25	Budget	$ Over Budget	% of Budget	INCOME AND EXPENSE SHOULD BE AT 8.83%
Ordinary Income/Expense					
Income					
Total GOVERNMENT SUPPORT	311,488.39	7,846,100.00	-7,534,611.61	3.97%	
FRIENDS OF THE LIBRARY SUPPORT	8,635.26	128,800.00	-120,164.74	6.7%	
FOUNDATION SUPPORT	0.00	75,000.00	-75,000.00	0.0%	
Total INVESTMENT INCOME	15,483.56	173,675.00	-158,191.44	8.92%	
Total FEES	16,853.34	134,915.00	-118,061.66	12.49%	
Total GIFTS and GRANTS	56,212.95	0.00	56,212.95	100.0%	
Total PROGRAM REVENUES	10.00	0.00	10.00	100.0%	
Total Income	409,716.49	8,358,490.00	-7,948,773.51	4.9%	
Gross Profit	409,716.49	8,358,490.00	(7,948,773.51)	0.05	
Expense					
Total AUTOMATED SERVICES	59,006.00	221,365.00	-162,359.00	26.66%	AUTOMATED SERVICES: PAID ANNUAL BYWATER FEE.
Total BUILDING OPERATIONS	83,747.76	1,257,985.00	-1,174,237.24	6.66%	
Total GENERAL OPERATING	15,159.06	255,068.00	-239,908.94	5.94%	
Total MATERIALS	60,381.05	761,310.00	-700,928.95	7.93%	
Total SALARIES & BENEFITS	450,981.43	5,862,762.00	-5,411,780.57	7.69%	
Total GRANT EXPENSES	62.69	0.00	62.69	100.0%	
Total OTHER GIFT EXPENSES	4,907.30	0.00	4,907.30	100.0%	
Total Expense	674,245.29	8,358,490.00	-7,684,244.71	8.07%	
Net Ordinary Income	-264,528.80	0.00	-264,528.80	100.0%	
Net Income	**-264,528.80**	**0.00**	**-264,528.80**	**100.0%**	

HUNTSVILLE PUBLIC LIBRARY
BALANCE SHEET
AS OF 10/31/2025

	Oct 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	1,049,491.43
Total Servis1st Bank-Master Account	2,990,390.43
Servis1st Bank-Gifts	684,569.14
Servis1st Bank-Merchant Acct	17,443.06
Servis1st Bank-Payroll	21,013.47
Petty cash	1,695.00
TRUIST BANK CD RAINY DAY-MMA	867,920.66
Total Cash and cash on hand	4,583,362.06
Certificates of Deposit	
UNITED COMMUNITY EME - 96833	193,750.01
UNITED COMMUNITY-RAINY DAY	268,493.71
UNITED COMMUNITY-CUMMER	104,680.79
Firstbank EME Funds	95,468.14
PNC CD #391594 EME	185,966.42
SERVIS 1ST CD 3140415 AEDG	55,937.02
Servis1st CD Mccalin 371138	30,182.80
UNITED COMMUNITY-KYSER CD	56,650.70
Total Certificates of Deposit	991,129.59
Investments	
C. Schwab HMCPL 3703-9063	909,495.92
C. Schwab M. Pruitt 4478-8529	111,985.41
C.Schwab Jean Payne 7587-0478	80,214.31
C. Schwab- Roberts 4311-4986	22,603.69
Total Investments	1,124,299.33
Total Checking/Savings	6,698,790.98
Accounts Receivable	
Accounts Receivable	-321.30
Total Accounts Receivable	-321.30
Other Current Assets	
Lease Receivable - ST	15,376.64
Miscellaneous Deposits	18,333.15
Miscellaneous Receivables	68,791.92
Prepaids	117,397.01
Total Other Current Assets	219,898.72
Total Current Assets	6,918,368.40
Fixed Assets	
Library collection	2,905,903.85
Miscellaneous fixed assets	6,143,712.54
Donated photographs	126,077.00
Acc deprec - library collection	-1,983,200.15
Acc deprec - misc fixed assets	-4,456,217.66
Lease Asset	69,730.61
Acc Amortization - Lease	-9,467.01

HUNTSVILLE PUBLIC LIBRARY
BALANCE SHEET
AS OF 10/31/2025

	Oct 31, 25
Total Fixed Assets	2,796,539.18
TOTAL ASSETS	**9,714,907.58**
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Lease Liability - ST	15,234.70
Accrued liabilities	
Withheld Principal 457(b)Pretax	-57,678.60
Withheld Principal 457(b) Roth	-81,863.04
Clinic	227.50
Withheld Vanguard 457(b) Roth	81,024.84
Withheld Vanguard 457(b) Pretax	58,161.60
Accrued Expenses	397.57
Retirement payable	43,290.23
Withheld Accident Ins(pretaxed)	26.92
Withheld Critical Illness Princ	73.64
Withheld Voluntary Life Prem	-234.90
Withheld Health Ins (pretaxed)	-7,984.36
Withheld Health Ins (taxed)	9,144.94
Withheld LTD Principal	-69.95
Withheld S-T Disability Ins	17.55
Withheld STD Principal	-70.73
Withheld Vision (pretaxed)	-299.54
Withheld Vision (taxed)	156.96
Total Accrued liabilities	44,320.63
Deferred revenue	
Deferred revenue - grants	42,768.13
Total Deferred revenue	42,768.13
Total Other Current Liabilities	102,323.46
Total Current Liabilities	102,323.46
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	162,382.59
Equity	
Investment in Fixed Assets	2,926,306.12
Restricted Fund	359,349.75
Retained Earnings	4,794,724.96
UNRESTRICTED-GENERAL FUND	1,736,672.96
Net Income	-264,528.80
Total Equity	9,552,524.99
TOTAL LIABILITIES & EQUITY	**9,714,907.58**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2025

	Total COH			
INCOME AND EXPENSES SHOULD BE AT 8.83%	Oct 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	106,339.29	6,098,458.00	-5,992,118.71	1.74%
FRIENDS OF THE LIBRARY SUPPORT	8,593.26	105,000.00	-96,406.74	8.18%
FOUNDATION SUPPORT	0.00	66,817.00	-66,817.00	0.0%
Total INVESTMENT INCOME	15,483.56	173,675.00	-158,191.44	8.92%
Total FEES	10,361.87	85,620.00	-75,258.13	12.1%
Total GIFTS and GRANTS	52,817.95	0.00	52,817.95	100.0%
Total PROGRAM REVENUES	10.00	0.00	10.00	100.0%
Total Income	194,604.07	6,529,570.00	-6,334,965.93	2.98%
Gross Profit	194,604.07	6,529,570.00	(6,334,965.93)	0.03
Expense				
Total AUTOMATED SERVICES	31,401.09	126,366.00	-94,964.91	24.85%
Total BUILDING OPERATIONS	77,032.81	1,160,399.00	-1,083,366.19	6.64%
Total GENERAL OPERATING	10,673.95	195,272.00	-184,598.05	5.47%
Total MATERIALS	44,119.35	558,958.00	-514,838.65	7.89%
Total SALARIES & BENEFITS	349,792.48	4,488,575.00	-4,138,782.52	7.79%
Total GRANT EXPENSES	62.69	0.00	62.69	100.0%
Total OTHER GIFT EXPENSES	4,499.66	0.00	4,499.66	100.0%
Total Expense	517,582.03	6,529,570.00	-6,011,987.97	7.93%
Net Ordinary Income	-322,977.96	0.00	-322,977.96	100.0%
Net Income	**-322,977.96**	**0.00**	**-322,977.96**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2025

	Total Gurley			
INCOME AND EXPENSES SHOULD BE AT 8.83%	Oct 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	9,434.20	115,833.00	-106,398.80	8.15%
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	193.56	1,690.00	-1,496.44	11.45%
Total GIFTS and GRANTS	0.00			
Total PROGRAM REVENUES	0.00			
Total Income	9,627.76	120,887.00	-111,259.24	7.96%
Gross Profit	9,627.76	120,887.00	(111,259.24)	0.08
Expense				
Total AUTOMATED SERVICES	1,530.57	6,367.00	-4,836.43	24.04%
Total BUILDING OPERATIONS	96.90	1,525.00	-1,428.10	6.35%
Total GENERAL OPERATING	111.75	3,892.00	-3,780.25	2.87%
Total MATERIALS	1,250.80	11,293.00	-10,042.20	11.08%
Total SALARIES & BENEFITS	8,897.22	97,810.00	-88,912.78	9.1%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	0.00			
Total Expense	11,887.24	120,887.00	-108,999.76	9.83%
Net Ordinary Income	-2,259.48	0.00	-2,259.48	100.0%
Net Income	**-2,259.48**	**0.00**	**-2,259.48**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2025

INCOME AND EXPENSES SHOULD BE AT 8.83%	Total Hazel Green			
	Oct 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	37,102.00	141,294.00	-104,192.00	26.26%
FRIENDS OF THE LIBRARY SUPPORT	36.00	0.00	36.00	100.0%
FOUNDATION SUPPORT	0.00	1,364.00	-1,364.00	0.0%
Total INVESTMENT INCOME	0.00			
Total FEES	736.12	4,810.00	-4,073.88	15.3%
Total GIFTS and GRANTS	3,200.00			
Total PROGRAM REVENUES	0.00	0.00	0.00	0.0%
Total Income	41,074.12	147,468.00	-106,393.88	27.85%
Gross Profit	41,074.12	147,468.00	(106,393.88)	0.28
Expense				
Total AUTOMATED SERVICES	2,553.99	8,639.00	-6,085.01	29.56%
Total BUILDING OPERATIONS	479.33	7,181.00	-6,701.67	6.68%
Total GENERAL OPERATING	237.88	5,329.00	-5,091.12	4.46%
Total MATERIALS	1,648.02	14,532.00	-12,883.98	11.34%
Total SALARIES & BENEFITS	8,510.73	111,787.00	-103,276.27	7.61%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	0.00	0.00	0.00	0.0%
Total Expense	13,429.95	147,468.00	-134,038.05	9.11%
Net Ordinary Income	27,644.17	0.00	27,644.17	100.0%
Net Income	**27,644.17**	**0.00**	**27,644.17**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2025

	Total Madison			
INCOME AND EXPENSES SHOULD BE AT 8.83%	Oct 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	88,003.17	1,075,375.00	-987,371.83	8.18%
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	4,371.95	34,600.00	-30,228.05	12.64%
Total GIFTS and GRANTS	0.00	0.00	0.00	0.0%
Total PROGRAM REVENUES	0.00			
Total Income	92,409.97	1,129,338.00	-1,036,928.03	8.18%
Gross Profit	92,409.97	1,129,338.00	(1,036,928.03)	0.08
Expense				
Total AUTOMATED SERVICES	18,523.51	60,931.00	-42,407.49	30.4%
Total BUILDING OPERATIONS	5,261.31	73,079.00	-67,817.69	7.2%
Total GENERAL OPERATING	3,641.75	35,588.00	-31,946.25	10.23%
Total MATERIALS	10,016.84	146,643.00	-136,626.16	6.83%
Total SALARIES & BENEFITS	58,030.23	813,097.00	-755,066.77	7.14%
Total GRANT EXPENSES	0.00	0.00	0.00	0.0%
Total OTHER GIFT EXPENSES	0.00	0.00	0.00	0.0%
Total Expense	95,473.64	1,129,338.00	-1,033,864.36	8.45%
Net Ordinary Income	-3,063.67	0.00	-3,063.67	100.0%
Net Income	**-3,063.67**	**0.00**	**-3,063.67**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2025

	Total Monrovia			
INCOME AND EXPENSES SHOULD BE AT 8.83%	Oct 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	50,905.75	205,120.00	-154,214.25	24.82%
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	856.34	5,990.00	-5,133.66	14.3%
Total GIFTS and GRANTS	100.00	0.00	100.00	100.0%
Total PROGRAM REVENUES	0.00			
Total Income	51,862.09	214,474.00	-162,611.91	24.18%
Gross Profit	51,862.09	214,474.00	(162,611.91)	0.24
Expense				
Total AUTOMATED SERVICES	4,061.00	13,084.00	-9,023.00	31.04%
Total BUILDING OPERATIONS	466.46	6,466.00	-5,999.54	7.21%
Total GENERAL OPERATING	277.98	7,664.00	-7,386.02	3.63%
Total MATERIALS	1,833.08	15,287.00	-13,453.92	11.99%
Total SALARIES & BENEFITS	12,564.60	171,973.00	-159,408.40	7.31%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	407.64	0.00	407.64	100.0%
Total Expense	19,610.76	214,474.00	-194,863.24	9.14%
Net Ordinary Income	32,251.33	0.00	32,251.33	100.0%
Net Income	**32,251.33**	**0.00**	**32,251.33**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2025

INCOME AND EXPENSES SHOULD BE AT 8.83%	Total New Hope			
	Oct 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	9,858.98	116,487.00	-106,628.02	8.46%
FRIENDS OF THE LIBRARY SUPPORT	6.00	1,800.00	-1,794.00	0.33%
FOUNDATION SUPPORT	0.00	1,364.00	-1,364.00	0.0%
Total INVESTMENT INCOME	0.00			
Total FEES	85.20	1,010.00	-924.80	8.44%
Total GIFTS and GRANTS	0.00			
Total PROGRAM REVENUES	0.00			
Total Income	9,950.18	120,661.00	-110,710.82	8.25%
Gross Profit	9,950.18	120,661.00	(110,710.82)	0.08
Expense				
Total AUTOMATED SERVICES	524.97	3,312.00	-2,787.03	15.85%
Total BUILDING OPERATIONS	341.48	4,556.00	-4,214.52	7.5%
Total GENERAL OPERATING	112.28	4,016.00	-3,903.72	2.8%
Total MATERIALS	761.06	7,455.00	-6,693.94	10.21%
Total SALARIES & BENEFITS	7,320.76	101,322.00	-94,001.24	7.23%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	0.00			
Total Expense	9,060.55	120,661.00	-111,600.45	7.51%
Net Ordinary Income	889.63	0.00	889.63	100.0%
Net Income	**889.63**	**0.00**	**889.63**	**100.0%**

HUNTSVILLE PUBLIC LIBRARY PROFIT/
LOSS ACTUAL VS BUDGET
OCTOBER 2025

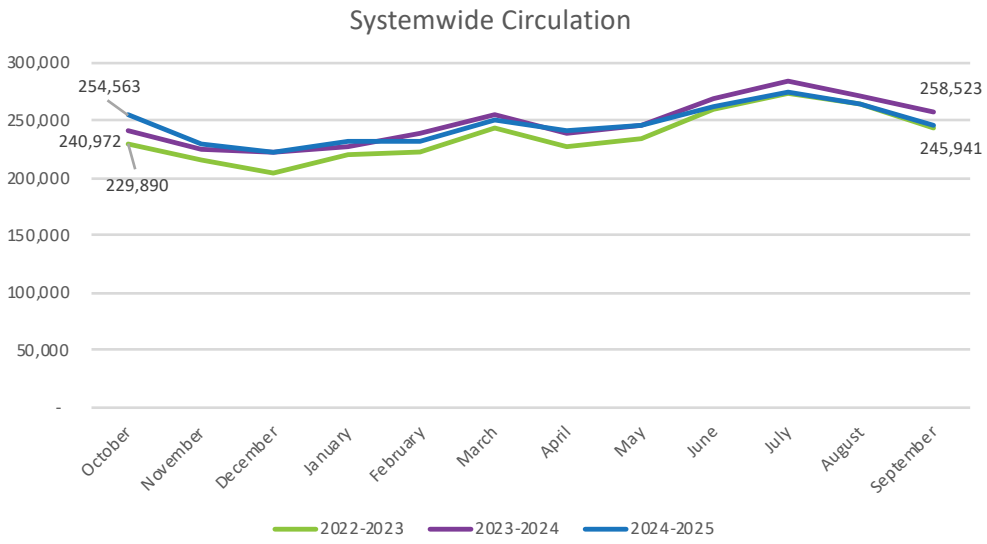
	Total Triana			
INCOME AND EXPENSES SHOULD BE AT 8.83%	Oct 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	9,845.00	93,533.00	-83,688.00	10.53%
FRIENDS OF THE LIBRARY SUPPORT	0.00			
FOUNDATION SUPPORT	0.00	1,364.00	-1,364.00	0.0%
Total INVESTMENT INCOME	0.00			
Total FEES	248.30	1,195.00	-946.70	20.78%
Total GIFTS and GRANTS	0.00			
Total PROGRAM REVENUES	0.00			
Total Income	10,093.30	96,092.00	-85,998.70	10.5%
Gross Profit	10,093.30	96,092.00	(85,998.70)	0.11
Expense				
Total AUTOMATED SERVICES	410.87	2,666.00	-2,255.13	15.41%
Total BUILDING OPERATIONS	69.47	4,779.00	-4,709.53	1.45%
Total GENERAL OPERATING	103.47	3,307.00	-3,203.53	3.13%
Total MATERIALS	751.92	7,142.00	-6,390.08	10.53%
Total SALARIES & BENEFITS	5,865.41	78,198.00	-72,332.59	7.5%
Total GRANT EXPENSES	0.00			
Total OTHER GIFT EXPENSES	0.00	0.00	0.00	0.0%
Total Expense	7,201.14	96,092.00	-88,890.86	7.49%
Net Ordinary Income	2,892.16	0.00	2,892.16	100.0%
Net Income	**2,892.16**	**0.00**	**2,892.16**	**100.0%**

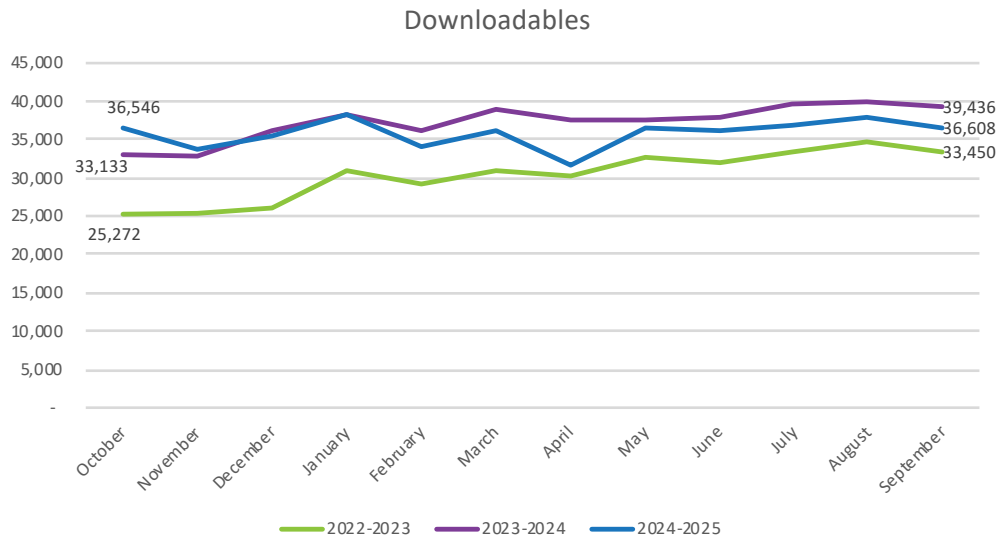
HUNTSVILLE PUBLIC LIBRARY
PROFIT/LOSS ACTUAL VS BUDGET
OCTOBER 2025

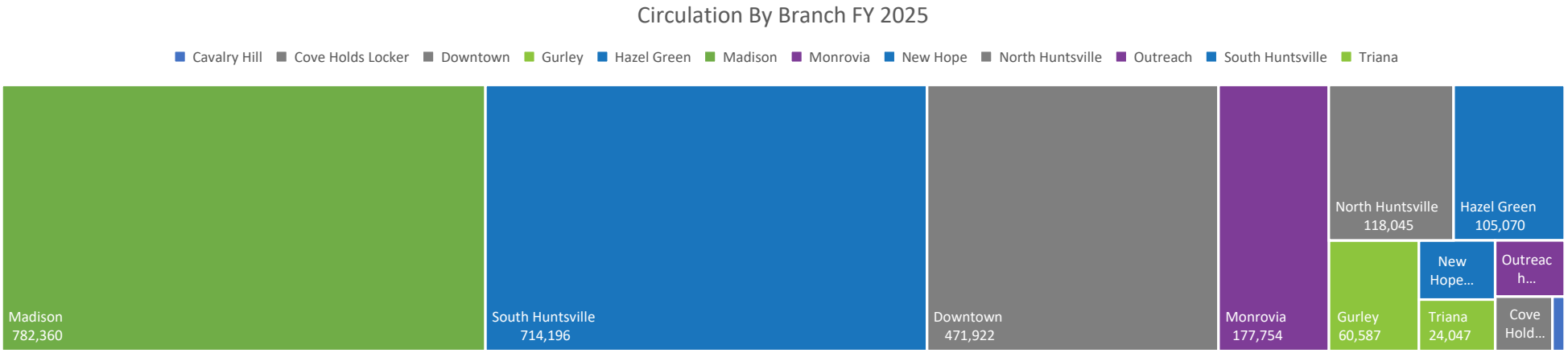
INCOME AND EXPENSES SHOULD BE AT 8.83%	TOTAL			
	Oct 25	Budget	$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Total GOVERNMENT SUPPORT	311,488.39	7,846,100.00	-7,534,611.61	3.97%
FRIENDS OF THE LIBRARY SUPPORT	8,635.26	128,800.00	-120,164.74	6.7%
FOUNDATION SUPPORT	0.00	75,000.00	-75,000.00	0.0%
Total INVESTMENT INCOME	15,483.56	173,675.00	-158,191.44	8.92%
Total FEES	16,853.34	134,915.00	-118,061.66	12.49%
Total GIFTS and GRANTS	56,212.95	0.00	56,212.95	100.0%
Total PROGRAM REVENUES	10.00	0.00	10.00	100.0%
Total Income	409,716.49	8,358,490.00	-7,948,773.51	4.9%
Gross Profit	409,716.49	8,358,490.00	(7,948,773.51)	0.05
Expense				
Total AUTOMATED SERVICES	59,006.00	221,365.00	-162,359.00	26.66%
Total BUILDING OPERATIONS	83,747.76	1,257,985.00	-1,174,237.24	6.66%
Total GENERAL OPERATING	15,159.06	255,068.00	-239,908.94	5.94%
Total MATERIALS	60,381.05	761,310.00	-700,928.95	7.93%
Total SALARIES & BENEFITS	450,981.43	5,862,762.00	-5,411,780.57	7.69%
Total GRANT EXPENSES	62.69	0.00	62.69	100.0%
Total OTHER GIFT EXPENSES	4,907.30	0.00	4,907.30	100.0%
Total Expense	674,245.29	8,358,490.00	-7,684,244.71	8.07%
Net Ordinary Income	-264,528.80	0.00	-264,528.80	100.0%
Net Income	**-264,528.80**	**0.00**	**-264,528.80**	**100.0%**

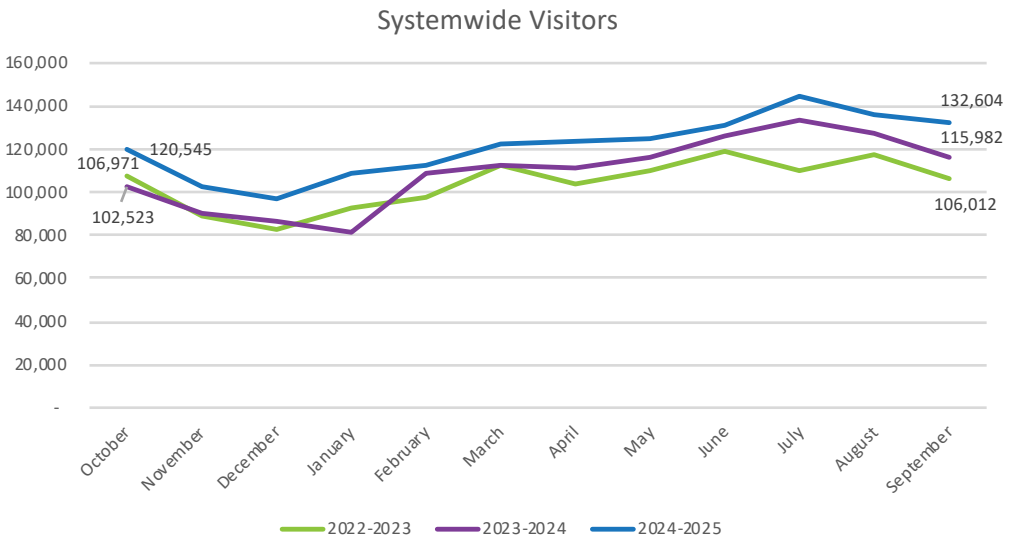
HMCPL Statistics

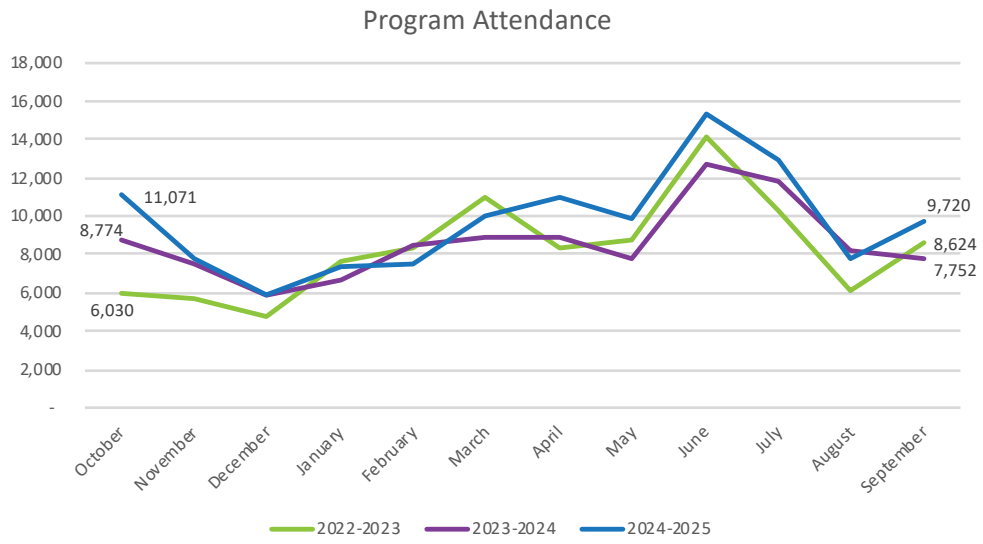
FY 2025

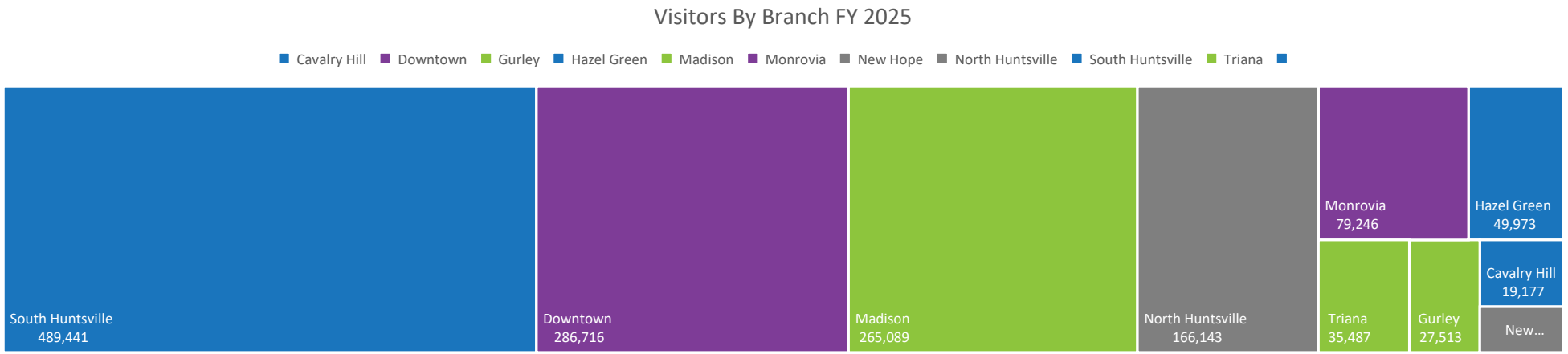

Systemwide Circulation
300,000
250,000
200,000
150,000
100,000
50,000
-
254,563
240,972
229,890
258,523
245,941
October
November
December
January
February
March
April
May
June
July
August
September
2022-2023
2023-2024
2024-2025


Downloadables
45,000
40,000
35,000
30,000
25,000
20,000
15,000
10,000
5,000
-
36,546
33,133
25,272
39,436
36,608
33,450
October
November
December
January
February
March
April
May
June
July
August
September
2022-2023
2023-2024
2024-2025

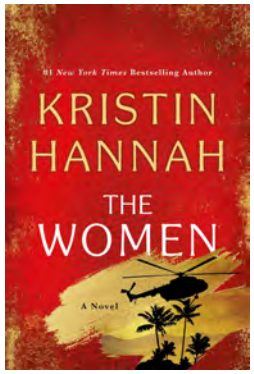

Circulation By Branch FY 2025
Cavalry Hill
Cove Holds Locker
Downtown
Gurley
Hazel Green
Madison
Monrovia
New Hope
North Huntsville
Outreach
South Huntsville
Triana
Madison 782,360
South Huntsville 714,196
Downtown 471,922
Monrovia 177,754
North Huntsville 118,045
Hazel Green 105,070
Gurley 60,587
New Hope...
Outreach...
Triana 24,047
Cove Hold...


Systemwide Visitors
160,000
140,000
120,000
100,000
80,000
60,000
40,000
20,000
-
106,971
120,545
102,523
132,604
115,982
106,012
October
November
December
January
February
March
April
May
June
July
August
September
2022-2023
2023-2024
2024-2025


Program Attendance
18,000
16,000
14,000
12,000
10,000
8,000
6,000
4,000
2,000
-
11,071
8,774
6,030
9,720
8,624
7,752
October
November
December
January
February
March
April
May
June
July
August
September
2022-2023
2023-2024
2024-2025

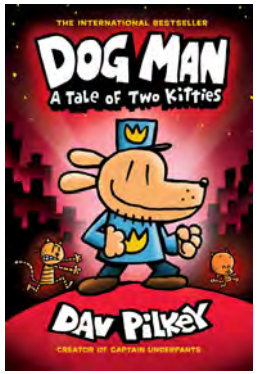

Visitors By Branch FY 2025
Cavalry Hill
Downtown
Gurley
Hazel Green
Madison
Monrovia
New Hope
North Huntsville
South Huntsville
Triana
South Huntsville 489,441
Downtown 286,716
Madison 265,089
North Huntsville 166,143
Monrovia 79,246
Hazel Green 49,973
Triana 35,487
Gurley 27,513
Cavalry Hill 19,177
New…

Books We Loved in September and October

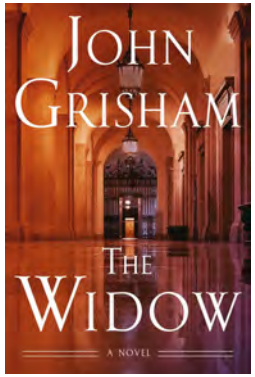


Top circulating adult book (print):
The Women, by Kristin Hannah
133 Checkouts

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



Top circulating juvenile book (print):
Dog Man: A Tale of Two Kitties,
by Dav Pilkey - 131 Checkouts

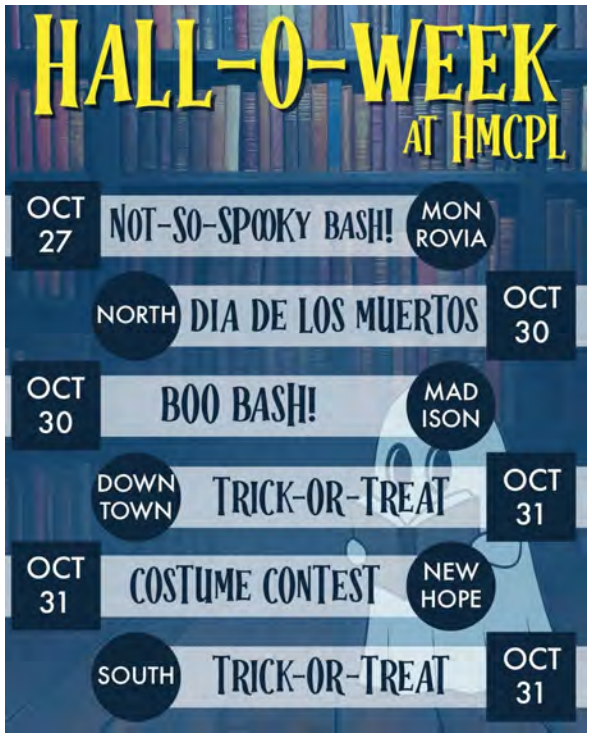


Highest demand book (print):
The Widow, by John Grisham
113 holds

Top circulating book (digital audiobook):
The Spare Room, by Laura Starkey
194 Checkouts

Top circulating book (ebook):
The Women of Oak Ridge,
by Michelle Shocklee - 66 Checkouts

October 2025 Highlights



10,199
Program Attendees

127,947
Visitors

232,798
Circulation

October 2025 HMCPL Statistics

Systemwide Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	240,972	254,563	232,798	-8.55%
November	225,955	228,833		
December	222,394	222,409		
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	232,798	

Systemwide totals include downloadables.

hmcpl.org				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	980,175	1,302,802	4,497,198	245.19%
November	571,206	1,154,788		
December	1,375,626	740,217		
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	4,497,198	

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		
December	36,014	35,331		
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	37,135	

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

Music Downloadables				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	544	620	797	28.55%
November	546	503		
December	3,722	1,327		
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	797	

*Music Downladables 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		
December	15,031	17,326		
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	19,665	

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

Public Computer Use				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	6,201	6,044	5,877	-2.76%
November	5,294	4,925		
December	4,912	5,079		
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	5,877	

Reference Questions				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	10,066	11,930	16,128	35.19%
November	8,870	14,005		
December	9,628	12,366		
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	16,128	

Online Database Use				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	32,487	42,205	38,576	-8.60%
November	34,795	34,783		
December	35,511	30,511		
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	38,576	

*December 2024 missing Britannica and EBSCO

*September 2025 missing Britannica

*October 2025 missing Bitannica, EBSCO, and Gale

Cavalry Hill Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	574	342	316	-7.60%
November	556	384		
December	445	426		
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	316	

Cove Holds Locker Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	797	1,475	1,425	-3.39%
November	716	1,576		
December	756	1,404		
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	1,425	

Downtown Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	36,729	40,163	34,241	-14.74%
November	34,489	36,445		
December	33,948	34,833		
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	34,241	

Gurley Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	6,514	5,223	4,875	-6.66%
November	6,894	4,975		
December	7,474	4,870		
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	4,875	

Hazel Green Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	9,130	9,149	7,806	-14.68%
November	7,907	7,434		
December	7,884	7,458		
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	7,806	

Madison Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	66,672	67,866	62,550	-7.83%
November	59,189	59,793		
December	57,796	57,948		
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	62,550	

Monrovia Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	14,423	15,313	13,635	-10.96%
November	13,702	14,665		
December	12,959	13,522		
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	13,635	

New Hope Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	1,904	2,641	1,983	-24.91%
November	1,952	2,242		
December	1,941	2,049		
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	1,983	

North Huntsville Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	11,629	11,090	8,707	-21.49%
November	10,253	9,853		
December	9,017	8,557		
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	8,707	

Outreach Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	496	2,873	2,143	-25.41%
November	2,447	1,294		
December	326	2,913		
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	2,143	

South Huntsville Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	57,571	60,006	55,754	-7.09%
November	53,693	54,952		
December	52,450	51,888		
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	55,754	

Triana Circulation				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	1,400	1,876	2,228	18.76%
November	1,305	1,306		
December	1,384	1,210		
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	2,228	

Cavalry Hill Visitors				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	1,827	1,818	1,509	-17.00%
November	1,755	1,301		
December	1,852	1,245		
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		
December	20,051	21,780		
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	27,180	

Gurley Visitors				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	1,417	1,217	2,655	118.16%
November	681	1,019		
December	627	1,910		
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		
December	2,093	3,195		
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		
December	16,030	17,274		
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	23,849	

Monrovia Visitors				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	4,223	4,581	6,717	46.63%
November	3,672	4,157		
December	3,440	5,420		
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	6,717	

New Hope Visitors				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	1,171	1,100	1,288	17.09%
November	982	893		
December	901	869		
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	1,288	

North Huntsville Visitors				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	12,287	15,106	15,140	0.23%
November	11,465	12,079		
December	10,546	10,768		
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	15,140	

South Huntsville Visitors				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	30,915	40,441	41,209	1.90%
November	29,385	36,623		
December	29,789	32,573		
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	41,209	

Triana Visitors				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	1,600	2,085	4,139	98.51%
November	898	1,638		
December	1,555	1,960		
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	4,139	

Systemwide Visitors				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	102,523	120,545	127,947	6.14%
November	90,380	102,080		
December	86,884	96,994		
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 Hll Program Attendance				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	20	74	14	-81.08%
November	7	7		
December	17	7		
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		
December	548	1,345		
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	2,518	

Gurley Program Attendance				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	452	236	322	36.44%
November	298	216		
December	167	194		
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	322	

Hazel Green Program Attendance				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	197	311	292	-6.11%
November	193	275		
December	185	171		
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	292	

Madison Program Attendance				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	2,066	2,514	2,018	-19.73%
November	1,611	1,400		
December	1,358	1,516		
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	2,018	

Monrovia Program Attendance				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	626	532	413	-22.37%
November	472	530		
December	346	222		
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	413	

New Hope Program Attendance				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	209	782	272	-65.22%
November	146	180		
December	120	131		
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	272	

North Huntsville Program Attendance				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	490	414	380	-8.21%
November	403	363		
December	283	308		
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	380	

South Huntsville Program Attendance				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	2,721	3,042	2,938	-3.42%
November	2,503	2,663		
December	1,906	1,769		
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	2,938	

Triana Program Attendance				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	97	188	145	-22.87%
November	86	95		
December	176	144		
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	145	

Outreach Program Attendance				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	755	851	887	4.23%
November	1,196	948		
December	791	902		
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	887	

Systemwide Program Attendance				
	FY2024	*FY2025*	*FY2026*	*% +/-*
October	9,133	11,373	10,199	-10.32%
November	7,693	8,127		
December	5,897	6,709		
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	10,199	

*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		97	99		24	14	
December	22	2		64	84		15	12	
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	4	1,162	1,389	134	266	213	18

	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		88	76		22	20	
December	12	11		71	75		20	13	
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	18	1,209	1,142	88	270	229	21

	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		40	32		71	51	
December	15	23		27	27		51	40	
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	31	499	459	40	735	649	63

	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		27	24		438	368	
December	21	17		17	24		335	328	
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		-	-		476	503	
July	34	28		1	1		490	458	
August	16	10		-	-		366	379	
September	18	17		26	24		403	472	
Year	197	205	16	186	168	28	5,158	4,970	461

Huntsville-Madison County Public Library
Building Maintenance
Sept- Oct 2025

Date	Name	Memo	Amount	Total
MAIN				
SEPTEMBER INVOICES PAID				
09/02/2025	Allied Supply Company, inc.		61.59	
09/04/2025	City of Huntsville	PLUMBING 2ND FLOOR	41.76	
09/04/2025	City of Huntsville	PLUMBING 1ST FLOOR WOMEN'S	83.52	
09/23/2025	City of Huntsville	HVAC WO 194326	207.76	
09/23/2025	City of Huntsville	CARPENTRY WO 194401	2,445.75	
09/23/2025	City of Huntsville	HVAC WO 194833	472.71	
09/28/2025	Window Gang	PO 27106 PRESSURE WASHING	1,932.00	
		TOTAL FOR SEPTEMBER		**5,245.09**
MAIN				
OCTOBER INVOICES PAID				
10/01/2025	The Home Depot Credit Services	MISSING RECEIPT	19.85	
10/01/2025	The Home Depot Credit Services	WALL PROTECT, GORILLA GLUE, DUCT TAPE, SCOTCHBLUE, CLEAR GRIP T	80.50	
10/02/2025	City of Huntsville	HVAC WO 195499	1,444.36	
10/02/2025	City of Huntsville	ELEC WO 196001	83.52	
10/02/2025	City of Huntsville	PLUMBING WO 196124	41.76	
10/02/2025	City of Huntsville	DOOR CONTROLS WO 196439	1,032.57	
10/30/2025	Armstrong Relocation & Companies	Archives Collection Move	1,141.88	
		TOTAL FOR OCTOBER		**3,844.44**
		TOTAL BUILDING MAINTENANCE		**9,089.53**
SOUTH HUNTSVILLE				
SEPTEMBER INVOICES PAID				
09/04/2025	City of Huntsville	PLUMBING FAMILY RESTROOM	41.76	
09/04/2025	City of Huntsville	PLUMBING YOUTH	41.76	
09/04/2025	City of Huntsville	PLUMBING FAMILY RESTROOM	83.52	
09/23/2025	City of Huntsville	ELECTRICAL WO 195037	41.76	
		TOTAL FOR SEPTEMBER		**208.80**

Huntsville-Madison County Public Library
Building Maintenance

SOUTH HUNTSVILLE	**Sept- Oct 2025**		
OCTOBER INVOICES PAID			
10/02/2025	City of Huntsville	PLUMBING WO 195907	41.76	
10/02/2025	City of Huntsville	ELEC WO 196024	83.52	
10/02/2025	City of Huntsville	PLUMBING WO 196115	41.76	
10/30/2025	City of Huntsville	CARPENTRY WO 196338	785.68	
		TOTAL FOR OCTOBER		**952.72**
		TOTAL BUILDING MAINTENANCE		**1,161.52**
NORTH HUNTSVILLE				
SEPTEMBER INVOICES PAID				
09/04/2025	dormakaba USA Inc	ed100 LH push operator - exterior main entrance door	3,089.64	
09/04/2025	City of Huntsville	HVAC CHILLER	20.88	
09/04/2025	City of Huntsville	PLUMBING FAMILY RESTROOM	41.76	
09/04/2025	City of Huntsville	PLUMBING FAMILY RESTROOM AGAIN	41.76	
09/30/2025	Window Gang	PRESSURE WASHING	1,062.00	
		TOTAL FOR SEPTEMBER		**4,256.04**
NORTH HUNTSVILLE				
OCTOBER INVOICES PAID				
10/02/2025	City of Huntsville	HVAC WO 195815	229.68	
10/02/2025	City of Huntsville	GEN/MISC, BOILER CERT WO 196168	104.00	
10/30/2025	City of Huntsville	HVAC WO 194550	20.88	
10/30/2025	City of Huntsville	HVAC WO 195911	2,316.10	
		TOTAL FOR OCTOBER		**2,670.66**
		TOTAL BUILDING MAINTENANCE		**6,926.70**
MADISON				
SEPTEMBER INVOICES PAID				
09/02/2025	Amazon	AL STATE FLAG	44.24	
09/12/2025	Credit Card Services	PARKINGSIGNS.COM CURBSIDE SIGN	53.25	
09/12/2025	Credit Card Services	GRAINGER SUPPLIES	38.54	
		TOTAL FOR OCTOBER		**136.03**

Huntsville-Madison County Public Library
Building Maintenance

		Sept- Oct 2025		
		TOTAL BUILDING MAINTENANCE		**136.03**
		TOTAL SYSTEM MAINTENANCE		**17,313.78**

Public Access Desktop Computer Procedures

- All public access desktop computers in the Huntsville Madison County Public Library System may be used by adults and children ages 10 and older. The Youth Services Department of some Branches have computers that are specifically for children, and have no age limits. To use all other public access desktop computers, children ages 9 and under need to be accompanied by an adult 18 years or older.
- The Library uses an automated PC Reservation system. Every effort is made to provide equitable access and time to all users of our public computers.
- All desktop computer users must have one of the following:
    1. A valid Huntsville-Madison County Public Library card.
    2. A Guest Patron Card for non-residents, guests, and residents ineligible for a full membership. This limited-access card is strictly for computer usage or room reservations. It may be obtained at a service desk and should be issued to patrons who are frequent users of the public computers. Such cards are unable to check out items; guest and non-resident patrons wishing to upgrade computer-use only cards may apply for a full card at a circulation desk. Non-resident fees apply to full membership cards.
- To use a public access computer, a user must have either a valid Huntsville-Madison County Public Library card or a Guest Patron card. No one may use another person's card or card number. Anyone that does not comply with this requirement will have his or her card blocked for one month and will lose borrowing and computer use privileges during that time.
- Copies made on computer printers are $.15/page for black and white and $.25/page for color, with the exception that there are no charges for print-outs made of searches in our online catalog.
- Generally, a patron is limited to 1 hour usage per day with 1 extension for 30 minutes if no one is waiting.
- High demand locations have express workstations for quick email access and other short uses. These computers have a time limit of 15 minutes, and are on a first-come, first-served basis. No reservations or sign-ups are required for these workstations.
- Reservations, where reservations may be made, will be held for only five (5) minutes past the reservation time in all locations.
- Flash Drives may be purchased for $5.00; headsets for $2.00.
- Patrons may access personal e-mail accounts that are web-based like Gmail, Hotmail, Yahoo, and America Online.
- Patrons are required to use only the software available on the library computers, and are not allowed to load software on a computer's hard drive, or use their own software on a portable USB flash storage device.
- Patrons may use portable USB flash storage devices, also called memory sticks, on the library computers. The library is not responsible for any damage that might occur to a patron's personal device, and cannot guarantee, due to manufacturer variations, that all memory sticks will work with library workstations. A patron's personal USB peripherals such as external hard drives and webcams are not permitted for use on library computers.

- Individual departments or Branches may have additional procedures that are specific to each location and based on their users' needs.

Public Access Laptop Computer Procedures

- Some branches have a laptop kiosk which dispenses laptops for in-house use.
- All laptop computer users must have one of the following:
    1. A valid Resident or Non-Resident Huntsville-Madison County Public Library card or a Young Reader Huntsville-Madison County Public Library card with Level 3 access.
    2. A Guest Patron Card for non-residents, guests, and residents ineligible for a full membership. This limited-access card is strictly for computer usage or room reservations. It may be obtained at a service desk and should be issued to patrons who are frequent users of the public computers. Such cards are unable to check out items; guest and non-resident patrons wishing to upgrade computer-use only cards may apply for a full card at a circulation desk. Non-resident fees apply to full membership cards.
- The lending period for laptop devices is dependent on available battery life, and they must be returned 15 minutes before closing. All devices may only be used on library property, excluding bathrooms. Patrons are fully responsible for the device until it is returned to the kiosk or a library staff member.
- Any devices removed from the Library grounds will constitute theft and the patron will be charged the maximum fine. Fees up to the full price of the item will be charged for damaged or stolen items, as determined by management.
- The laptops have microphones and video cameras enabled. You are still required to wear headphones for sound.
- Anything stored on the laptop's storage will be removed when reinserted into the kiosk.
- The device must be returned with the power on to the kiosk that it was checked out from. Failure to return a device will result in a fine and revoked privileges. In the event that the device has been removed from the premises, administrative staff will file a police report.
- Patrons are required to follow the Huntsville-Madison County Library's Internet Safety Policy.

Internet Safety Policy

Mission

This is the public's library. We empower individuals to create their own futures, explore the universe of ideas, and connect with our community and the world.

Internet Access

The Library collection is supplemented by the wide variety of resources available through the Alabama Virtual Library and the Internet. Computers are provided for our users to access these online resources in the Library, and free classes are available in the Technology Training Center and Workforce Development Lab at some Branches for those who wish to improve their computer and Internet skills.

The content of the Internet is unregulated, and the Library has no control over the resources available there. Information found on the Internet may be reliable and current, or it may be inaccurate, out of date, illegal, obscene or sexually explicit. Because the Library cannot monitor or control the information available through the Internet, users access the Internet at their own discretion.

In order to provide equal access for users to its computers and the Internet, the Library sets time limits for computer usage and requires user sign-up or reservations.

Users are expected to utilize the Library computers in a responsible manner and to respect the rights of other users. Any actions that will cause damage to computer software or equipment, or will result in the invasion of privacy or harassment of others will not be allowed.

The Library will have no liability for direct, indirect or consequential damages related to the use of information accessed through the Library's Internet service. Since software and information downloaded from any sources, including the Internet, may contain computer viruses, users are advised to utilize virus-checking software on their home computers. The Library is not responsible for damage to users' storage devices or computers or for any loss of data, damage or liability that may occur from the use of the Library's computers.

Responsibilities of Parents/Guardians of Minors

Parents/guardians are responsible for their minor (under the age of 18) children's use of the Library's resources and facilities. This includes using the Internet at any of the Library locations. Parents who believe that their children cannot responsibly use the Library's Internet access are requested to monitor their children's Internet use.

The Library will assist parents/guardians and children in the use of the Internet, and suggest specific web sites that are age and content appropriate for children.

Unacceptable Uses of Computers

The following general uses of the Internet and Library computers are not permitted:

- Viewing graphic sexual materials;
- Downloading and installing software on Library computers;

- Hacking the Library network, including unauthorized use of network logins
- Using the Internet for unlawful purposes;

The following types of Internet and Library computer usage are prohibited for minors as specified in the Neighborhood Children's Internet Protection Act (NCIPA):

- Access by minors to inappropriate matter on the Internet and World Wide Web;
- Uses that compromise the safety and security of minors when using electronic mail, chat rooms and other forms of direct electronic communications;
- Unauthorized access, including hacking, and other unlawful activities by minors online;
- Unauthorized disclosure, use and dissemination of personal identification information regarding minors; and
- Access by minors to materials harmful to minors.

The term "harmful to minors" is defined by the Communications Act of 1934 (47 USC Section 254 [h][7], as meaning any picture, image, graphic image file, or other visual depiction that

- taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals;
- taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Technology Protection Measures

The Library uses technology protection measures, as required by the Children's Internet Protection Act, to protect against access to visual depictions that (1) are obscene, (2) contain child pornography, or (3) are harmful to minors.

Technology protection measures are not foolproof, and may not always prevent Library patrons and staff from inadvertently accessing text or images that may be offensive. Sites that contain inoffensive and useful information may also be erroneously blocked.

Library staff will disable upon request the technology protection measures on designated computers to allow Internet access for lawful purposes for adults (age 18 or older).

Adults or minors may also request access to web sites that are erroneously blocked. Library staff will review the sites in question and provide access to those that are blocked in error**.**

Penalty for Violation of Policy

Any user who fails to comply with this policy will receive a warning and will forfeit the remainder of his computer time. After the first warning, users continuing to violate this policy

will be issued a six-month trespass warning and will be barred from using any Library facilities for this period of time. Additional violations may result in further trespass warnings for longer periods of time. Trespass warnings exceeding six months may be appealed to the Library Board.

Headsets

Due to Public Health concerns, the Huntsville-Madison County Public Library no longer loans Shared Computer Headsets for Public Use.

Patrons are welcome to bring in personal headsets suitable for computer stereo use, or to purchase a reusable quality stereo headset at a service desk for $2.00 each. Any headset purchased becomes property of the patron, and must be taken with the patron upon exit from the Library.

The Huntsville-Madison County Public Library is not responsible for purchased or personal headsets left on the premises, or damaged due to patron misuse.

Acceptable Use Policy

HMCPL encourages patrons to engage in interactive sections of our websites, by participating in online discussions and, in some cases, providing content. Before you participate in these activities please read our policy on user-generated web content:

1. Patrons who provide online content to HMCPL for its websites are granting HMCPL full license to use such material for promotion of library services, collections and other activities. By posting comments on our websites, patrons agree that HMCPL may use their content for these purposes without compensation.
2. All content submitted for online discussion will be reviewed by staff. While we may not always have the resources to review patron comments prior to posting, HMCPL reserves the right to edit or delete user content in a manner that is consistent with our mission and policies. As such, we will not post content that contains vulgar language, personal attacks of any kind, or offensive comments that target or disparage groups by ethnicity, race, religion, sex or gender.
3. HMCPL reserves the right to moderate user-generated content for any reason.
4. HMCPL is not responsible for any user-generated comments and contents that appear on our websites.
5. This policy may be revised at any time.

Library Board updated and approved: 11/19/2024

Digital Video Security Camera Policy

Security cameras will be used where needed to discourage violations of the Library's Rules of Conduct, to assist Library staff in preventing the recurrence of any violations and, when necessary, to provide law enforcement assistance in prosecuting criminal activity. The purpose of this policy is to establish guidelines for the placement and use of digital video cameras, as well as the access and retrieval of recorded digital video images at the Huntsville Madison County Public Library.

Video monitoring and recording will be conducted in a manner consistent with all existing local and applicable laws and ordinances.

Cameras may be installed in locations where staff and patrons would not have an expectation of privacy. Examples include common areas of the Library such as entrances, near book and media collections, public seating, delivery areas and parking lots.

Cameras will not be installed in areas where staff and public have a reasonable expectation of privacy, such as restrooms.

Procedures

1. Digital video security cameras are installed in selected indoor and outdoor locations at each of the Huntsville-Madison County Library branches.~~the Main Library.~~
2. A sign will be posted at Library entrance informing the public that security cameras are in use.
3. Selected staff will have access to the real time monitors, although activity is only randomly monitored.
4. In pursuit of incidents of criminal activity or violation of the Library's Rules of Conduct, only the Executive Director or his/her designee(s) will have access to the archived material.
5. Video recordings and photos obtained through the video monitoring system will be released only in response to search warrants, court orders, and requests by law enforcement for an active investigation.
6. Images will typically be retained for a period determined by the storage capacity of the equipment, usually about 14 to 21 calendar days. As new images are recorded, the oldest images will be automatically deleted.
7. Selected digital video may be saved for as long as required

Guidelines

1. Staff and patron safety ~~is~~are the first priority in any threatening situation. The protection of Library property is of secondary importance.
2. Cameras will not be installed for the express purpose of monitoring staff performance.
3. The general public will not be allowed access to camera images.
4. Questions from the public may be addressed to the Executive Director.

SECTION 4.5 ~~Date Approved: 01/20/2021 Date Reviewed: 01/20/2021~~

PERFORMANCE EVALUATIONS

The Library recognizes the need for a performance evaluation system to improve productivity, help employees make constructive changes, open lines of communication, and pursue organizational excellence through employee development.

The performance evaluation system should:

A. ~~(A)~~ Set goals to be carried out the following year;
B. ~~(B)~~ Assess an employee's strengths, weaknesses, and potential for growth;
C. ~~(C)~~ Encourage and guide the employee's development of their special skills and work interests;
D. ~~(D)~~ Provide a method of improving operational programs through employee input; and,
E. ~~(E)~~ Identify training needs in line with departmental and/or system-wide strategic goals.

Library managers or their delegates are responsible for conducting an annual~~quarterly~~ performance evaluation of each employee under their supervision. At the beginning of each quarter of the calendar year, the Human Resources department will post a notice of the relevant deadlines for each phase of the performance evaluation cycle.

All employees must complete a self-evaluation and submit it to their manager, or the manager's delegates, ~~by the deadline as posted on StaffSpace~~within 30 days of the employee's anniversary date. Managers, or their delegates, will then conduct all employee evaluations and will have paperwork from each review completed and turned in to the Human Resources Department by the end of each quarterly deadline as posted on StaffSpace/Paylocity.

The performance evaluation will include an explanation of any unsatisfactory performance and a description of any accomplishments over and above those normally expected of the job. Each evaluation is reviewed at a level above the supervisor and the employee is afforded the opportunity to discuss the evaluation with the reviewer. Evaluations will be reviewed in a meeting with the employee and the employee's supervisor; the employee will sign the evaluation form and receive a copy.

The supervisor will prepare more frequent evaluations for any employee who has received an overall rating indicating below standard performance. Performance improvement plans may include a 90-day training and development plan from the supervisor that the employee must follow in effort to improve job performance in areas where additional improvement may be needed. The supervisor will then reevaluate the employee at the end of the 90-day period to discuss the performance improvement plan and if any improvement has been made. ~~All evaluations will be approved by the Human Resources Department, the Deputy Director, and the Executive Director by the deadline posted to StaffSpace. Approved evaluations will be returned to the manager who will conduct a meeting with the employee in question to review the appraisal in full.~~ All performance evaluations must be completed by no later than the last business day ~~of the second month~~ of each~~the~~ quarter.

If an employee does not agree with their evaluation results, the employee has the right to add comments to their evaluation report in the 'Comments' section or on separate pages. These additional comments must be reviewed, signed and dated by both the employee and the manager. If

circumstances warrant it, an employee may choose to utilize the standard grievance procedures as set out in the Library's Employee Grievances and Concerns Policy.

Performance evaluations and any performance improvement plans become part of the personnel files which are maintained in the Human Resources Department.

Revised 10/2025

COVID-19 Temporary Branch and Department Manager Guidelines

Duration and Changes Last Updated January 25, 2022

These temporary policy guidelines are subject to change or termination at any time upon the direction of the Executive Director and/or upon the conclusion of the COVID-19 Emergency we are currently facing. This policy is to be read and used in conjunction with all other directives defined by the HMCPL Leadership Team. Failure to adhere to HMCPL Policies may be grounds for disciplinary action.

Individuals directed to contact Human Resources should contact Dorothie Linton **only**. Contact information is listed at the bottom of this document.

If a manager has an employee that:

- **Calls in sick with symptoms consistent with COVID-19**
- **Been directly exposed to anyone with COVID-19**
- **Been directly exposed to anyone who has symptoms of COVID-19**

The manager must immediately report the employee's name and contact information to Human Resources for follow up before the employee is allowed to return to the worksite.

Symptoms consistent with COVID-19 (note that symptoms are not exclusive to COVID-19):

- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Fever at or above 99.1 F

Sickness

If an employee is experiencing sickness of a type not consistent with symptoms of COVID-19, existing HMCPL Policies and Procedures shall govern any leave taken. Employees who are sick are strongly encouraged to stay home from work even if they do not have COVID-19.

Revised 10/2025

~~Presumed or Confirmed Cases of COVID-19 involving an Employee~~

~~If an employee is experiencing symptoms of COVID-19, **the employee should not report to work**. The employee should immediately:~~

- ~~1. Call their manager and let them know they will be absent from work.~~
- ~~2. Contact their health care provider for medical guidance.~~
- ~~3. Contact Human Resources for further instructions.~~

~~If an employee is **confirmed** to have COVID-19 **OR** has been in direct contact with someone who is **confirmed** to have COVID-19, **the employee should not report to work**. The employee should immediately:~~

- ~~1. Call their manager and let them know they will be absent from work.~~
- ~~2. Contact their health care provider for medical guidance.~~
- ~~3. Contact Human Resources for further instructions.~~

~~Based on the information provided to Human Resources, the employee may be placed on leave or required to telework. **The employee may be required to complete a test for COVID-19 before being allowed to return to the workplace.** See the "COVID-19 Testing" section below for more details.~~

~~Employee Mask Requirements~~

~~All HMCPL Employees are required to wear a face mask when interacting with the public or other staff members if six feet of social distancing is not possible. Face masks should be made of medical grade materials or durable fabric and should be worn tightly against the face, covering the nose and mouth.~~

~~Face shields are not an acceptable substitute for face masks. Employees with medical issues that prohibit the use of face masks should contact HR to submit proper medical documentation.~~

~~Employees are encouraged to continue to wear masks whenever possible, even when moving through staff only spaces such as back hallways and break rooms.~~

~~On-the-Job Exposure~~

~~An employee who has been in direct contact at work with another employee who is confirmed to have COVID-19 but has maintained social distancing with masks worn during the contact is considered to have a low risk exposure. Employees who have had a low risk exposure will be informed of the contact risk as soon as possible. Employees who have had a low risk exposure are not required to complete a COVID-19 test before returning to work but are encouraged to contact their healthcare provider with any concerns.~~

~~Employees who have any questions concerning these types of interactions are encouraged to consult their health care provider.~~

Revised 10/2025

~~**All guidance from health care providers regarding self-isolation, quarantine, and/or medical testing should be sent to Human Resources in writing.**~~

~~COVID-19 Related Absences~~

~~If an employee tests positive for COVID-19 or has a household member test positive and is unable to report to work, any missed time will be deducted from accrued sick leave or vacation leave if no sick leave is available. In the absence of accrued leave, missed time will be unpaid and considered an excused absence.~~

~~If an employee is sent home to seek testing as a result of a direct worksite exposure* to another employee who has tested positive for COVID-19, any missed time (up to five business days) prior to the staff member receiving test results will be counted as "Other" with a supervisor comment of "COVID Work Exposure" on their time card.~~

~~Staff members who test positive following a direct worksite exposure to another staff member and are unable to report to work will then have any missed time deducted from accrued sick leave, or vacation leave if no sick leave is available. In the absence of accrued leave, missed time will be unpaid and considered an excused absence.~~

~~*A direct worksite exposure will be determined by the Library's administrative team and is usually considered to be close, unmasked contact lasting longer than 15 minutes with the COVID-positive individual.~~

~~COVID-19 Testing~~

~~Effective January 19, 2022, the Federal Government is offering a limited number of free At-Home COVID tests to U.S. Households. In light of this, and to expedite employee return to work, the Library has established the following guidelines for COVID-19 testing.~~

~~In the event that an employee is exposed to a COVID-19 positive individual BUT has no symptoms, the Library will accept a Negative result in an At-Home test in order to clear the employee to return to the worksite. The employee must send a clear image of the Negative test results to Human Resources and wait for clearance before returning to work.~~

~~In the event that an employee is exposed to a COVID-19 positive individual AND has any symptoms of COVID-19, the Library will accept a Negative result from a healthcare provider administered Rapid or PCR (molecular) COVID-19 test OR a doctor's note stating that the employee has no need to test for COVID-19 in order to clear the employee to return to the work site. At-Home test results are not acceptable in this instance. The employee must send a clear image of the Negative test results or doctor's note to Human Resources and wait for clearance before returning to work.~~

~~In the event that an employee is experiencing ANY symptoms of COVID-19, the Library will accept a Negative result from a healthcare provider administered Rapid or PCR (molecular) COVID-19 test OR a doctor's note stating that the employee has no need to test for COVID-19 in order to clear the employee to return to the work site. At-Home test results are not acceptable in this instance. The employee must~~

send a clear image of the Negative test results or doctor's note to Human Resources and wait for clearance before returning to work.

Employees who are out due to COVID-19 can return to work by submitting a Negative test result or doctor's note as described above and being cleared by Human Resources OR if it has been five days since the onset of symptoms and the symptoms have completely resolved. If symptoms persist for longer than five days, the employee can return to work 24 hours after all symptoms have resolved. Employees with concerns about long-term symptoms are highly encouraged to talk with a healthcare provider.

Quarantined by Medical Official

If an employee is quarantined by a medical official (or a member of the employee's household is quarantined by a medical official), the employee will not be allowed to return to work until they are medically cleared. The employee should contact Human Resources immediately. The employee must provide a doctor's note regarding the medical quarantine to Human Resources. The employee likewise must provide a doctor's note that they are cleared to return to work.

High Risk Activities and Travel

Due to the seriousness of the COVID-19 Pandemic and HMCPL's goal of keeping its employees and patrons safe, all employees are strongly encouraged to carefully review any plans to travel or participate in various activities at this time. Employees are encouraged to review CDC guidelines for further information as to what activities may be considered High Risk and for travel recommendations.

If an employee travels and upon their return, is not experiencing symptoms consistent with COVID-19 as listed above, **the employee CAN REPORT to work as normal**.

COVID-19 Vaccination

In line with national and state level guidance, the Library encourages any staff member who is eligible to become vaccinated against COVID-19, including receiving a "booster" shot as recommended by the CDC.

To make it easier to schedule a vaccination appointment, the Library is providing employees with paid time off to complete their vaccination. Employees are eligible to receive a paid day off for all COVID-19 vaccination shots, including booster shots. These Vaccination Days are only eligible to be used to attend vaccination appointments and must be used in whole day increments. Employees are encouraged to schedule the use of vaccination days with their manager as far in advance as possible to ensure scheduling needs at the branch are met.

Normal Hours Worked Per Week	Paid Day Off Equivalent Hours (must be taken in whole day increments)
40 Hours a Week	8 Hours
30-29 Hours a Week	6 Hours

Revised 10/2025

~~20-15 Hours a Week~~	~~4 Hours~~

~~Employees who schedule vaccination appointments on their normal day off or when the library is closed will not be allowed to take their Vaccination Day for any other purpose.~~

~~All HMCPL Employees are required to share their vaccination status with Human Resources to aid in contact tracing and situational responses. Employees who have been vaccinated to any degree should submit a clear copy of their COVID-19 vaccination card (front and back) to Human Resources for inclusion in the employee's confidential medical file. Employees should submit updated copies of their vaccination record whenever they receive an additional vaccine shot, such as a booster shot.~~

~~Employees who have not been vaccinated should submit a signed statement indicating that they have not been vaccinated against COVID-19 due to one of the following reasons:~~

- ~~Religious Reasons~~
- ~~Personal Reasons~~
- ~~Medical Reasons~~

~~Further documentation regarding non-vaccination may be requested at a later date. All medical information shared with Human Resources, including reasons for non-vaccination, is strictly confidential.~~

~~Alabama Workers Compensation~~

~~Any employee who claims exposure to COVID-19 and would like to file a claim under the Alabama Workers Compensation Law should be directed to the Human Resources Department.~~

~~OSHA~~

~~Any employee who has questions or safety concerns regarding another individual's travel should contact Human Resources.~~

~~**Any employee with questions or concerns regarding exposure to COVID-19 should ONLY contact Dorothie Linton at the contact information below for COVID-19 guidance.**~~

~~Dorothie Linton **dlinton@hmcpl.org** 256-532-2352~~

WORKPLACE SAFETY PLAN (PANDEMIC)

General Policy

It is the policy of the Huntsville Madison County Public Library (HMCPL) to comply with the guidelines and recommendations of emergency management and medical professionals and to abide by any formal emergency declarations and laws enacted at the State and/or Federal level of government.

Purpose of the Plan

The purpose of this document is to set forth the Huntsville Madison County Public Library's Workplace Safety Plan (Pandemic) for its employees. HMCPL adheres to all applicable federal, state, and local guidelines as well as the Center for Disease Control and Prevention (CDC) guidelines concerning pandemics and other health emergencies. *When circumstances warrant, HMCPL Administration will issue additional guidance to address issues that may arise during a pandemic regarding any temporary pandemic policies, guidelines, and other human resources matters.*

Formatte

Revised 10/2025

Vaccination and Vaccination Status

Employees of the Huntsville Madison County Library are not required to have any specific ~~Covid-19~~ vaccinations as a condition of employment.

Proof of Vaccination

~~Employees of HMCPL may be asked to provide proof of Covid-19 vaccination.~~

Employees may provide a digital copy of the record of immunization from a healthcare provider or pharmacy, a copy of the Covid-19 Vaccination Record Card, or a copy of any other official documentation containing required data. ~~In requesting this information,~~ HMCPL will comply with any applicable Federal laws, including requirements under the Privacy Act and Rehabilitation Act of 1973.

Employee Leave for Vaccination

Employees may use accrued sick leave or personal leave if they are unable to obtain the vaccine outside of normal working hours. Additionally, employees may use accrued sick leave or personal leave if accompanying a family member receiving the vaccine.

For the purposes of this plan, "Family Member" is defined as:

- Spouse
- Parent
- Child
- Dependent of whom employee is the main caregiver.

Confidentiality and Privacy

All medical information collected for individuals, including vaccination information, test results, and any other information obtained as a result of testing or symptom monitoring, will be treated in accordance with applicable laws and policies on confidentiality and privacy, and will be accessible only to those with a need to know. Retention of employee information conforms with the confidentiality requirements of Section 501 of the Rehabilitation Act.

Revised 10/2025

Proposed FY2026 LSTA Grant Application

The Alabama Public Library Service's (APLS) annual Library Services and Technology Act (LSTA) grant period is now open for FY2026. HMCPL plans to apply for a Collection Development grant for $20,000 to supplement the adult fiction and nonfiction book budget for five Madison County branches of the HMCPL system. Unlike past grant cycles, this year's proposal does not require a 25% local match. Previously, that would have come from existing materials budgets.

If awarded, the grant would be split evenly among the following branches:

Gurley Public Library $4,000
Monrovia Public Library $4,000
New Hope Public Library $4,000
Tillman D. Hill Public Library of Hazel Green $4,000
Triana Public Library $4,000

Each of these branches is seeing growth in their service populations that their county commissions or municipalities have not been able to keep up with as far as funding support. A grant award in this amount would make a significant difference in circulation and services for them.

HCMPL will ask for letters of support from the mayors and county commissioners of the respective branch locations. The grant application along with other required documents and signatures is due December 31, 2025.

2026 Library Board Meetings

All meetings begin at 4:00 pm

January 27, 2026*

March 17, 2026

May 19, 2026

July 21, 2026

September 22, 2026**

November 17, 2026

***4th Tuesday**

****4th Tuesday to approve FY27 Budget**

2024 Statement of Concern Submissions

Submitted	Title	Author	Format	Status	Decision	Completion Date
3/28/2024	All Boys Aren't Blue	George M. Johnson	Book	Completed	Appealed; Library Board voted to remain in Young Adult (YA) Nonfiction 7/16/2024; Reevaluted with updated Collection Development Policy to move to Adult Nonfiction for sexually explicit content	1/21/2025
3/29/2024	Let's Talk About It: The Teen's Guide to Sex, Relationships, and Being a Human	Erika Moen	Book	Completed	Moved from YA Nonfiction to Adult Nonfiction for sexually explicit content	5/28/2024
4/21/2024	Sex Plus : Learning, Loving, and Enjoying Your Body	Laci Green	Book	Completed	Moved from YA Nonfiction to Adult Nonfiction for sexually explicit content	5/28/2024
6/3/2024	Tricks	Ellen Hopkins	Book	Completed	Appealed; Reevaluated with updated Collection Development Policy to move to Adult Fiction for sexually explicit content	10/24/2024
6/16/2024	It Feels Good to be Yourself: A Book about Gender Identity	Theresa Thorn	Book	Completed	Moved to Adult Nonfiction - Parenting due to need for parental guidance to discuss terms and vocabulary	8/15/2024
6/20/2024	Worm Loves Worm	J.J. Austrian	Book	Completed	Appealed; Library Board voted to remain in Juvenile Easy Fiction	11/19/2024
6/22/2024	Identical	Ellen Hopkins	Book	Completed	Moved to Adult Fiction for sexually explicit content	8/21/2024
6/26/2024	The Big Bath House	Kyo Maclear	Book	Completed	Reevaluated with updated Collection Development Policy to move to International Media Center Adult Fiction for nudity	11/15/2024
6/27/2024	Fine: A Comic About Gender	Rhea Ewing	Book	Completed	Moved to Adult Graphic for nudity	9/17/2024
6/29/2024	Sex is a Funny Word: A Book about Bodies, Feelings, and YOU	Cory Silverberg	Book	Completed	Only available via Hoopla and digital resource changes are limited by vendor	7/18/2024
6/29/2024	A Family Is a Family Is a Family	Sara O'Leary	Book	Inactive	Patron did not complete Statement of Concern requirements	
7/1/2024	Sex Education: A Guide to Life	Jordan Paramor	Book	Completed	Appealed; Reevaluated with updated Collection Development Policy to move to Adult Nonfiction for sexually explicit content	10/24/2024
7/8/2024	It's Perfectly Normal (Copyright 2021)	Robie Harris	Book	Completed	Appealed; Reevaluated with updated Collection Development Policy to move to Adult Nonfiction for sexually explicit content	10/31/2024
7/8/2024	Naked: Not Your Average Sex Encyclopedia	Myriam Daguzan Bernier	Book	Completed	Moved to Adult Nonfiction for sexually explicit content	8/29/2024
7/13/2024	Welcome to St. Hell	Lewis Hancox	Book	Completed	Appealed; Reevaluated with updated Collection Development Policy to move to Adult Graphic for nudity and sexually explicit content	10/24/2024
8/7/2024	All Boys Aren't Blue	George M. Johnson	Audiobook	Completed	Only available via Libby and digital resource changes are limited by vendor	8/8/2024
8/14/2024	Crank	Ellen Hopkins	Book	Completed	Moved from YA Fiction to Adult Fiction for sexually explicit content	10/11/2024
9/6/2024	Melissa	Alex Gino	Book	Completed	Place in YA Fiction for non-sexual nudity; Letter mailed (returned); Emailed letter 1/8/25	1/8/2025
9/20/2024	This Book is Gay	Juno Dawson	Book	Completed	Moved to Adult Nonfiction for sexually explicit content; Reviewed copy recommended for discard due to physical condition; Replacement copy (new edition) available	11/19/2024
9/24/2024	Being You: A First Conversation About Gender	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	11/20/2024
12/28/2024	Damsel	Elana Arnold	Book	Completed	Moved from YA Fiction to Adult Fiction for sexually explicit content	2/27/2025

2025 Statement of Concern Submissions

Submitted	Title	Author	Format	Status	Decision	Completion Date
1/12/2025	The End of the Fxxxing 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 Ficiton for sexually explicity 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 & Charnaie 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.	