

HUNTSVILLE MADISON COUNTY PUBLIC LIBRARY
Board of Directors Meeting
Tuesday, January 30, 2024 @ 4:00 pm

Meeting Site: Downtown Library Auditorium

AGENDA

Call to Order Kevin Gray, Chair

Approval of Agenda

Approval of Minutes

Public Comments

Jackie Bellamy
Greg MacCormack
Dr. Marisa Allison for Read Freely Alabama
Susan Stewart
Emily Jones
Lara Person
Carissa Callan for Moms For Liberty
Charlotte Gay
Gavin Jones

Finance Committee Report Brad Garland
Financial Report *Page 7*
Approve RFP for Cleaning Service at North (VOTE) *Page 20*
Audit Update

Governance Committee Report Melissa Thompson
Committee Appointments 2024
Calendar for Board Meetings 2024 (VOTE) *Page 21*
Proposed Annual Board Assessment (VOTE) *Page 22*

Library Foundation Report Brooke Rawlins

Executive Director's Report: Cindy Hewitt
Activity Report *Page 27*
Strategic Plan Update

Next Meeting Date: March 19, 2024 @ 4:00 pm
Location: Madison Public Library

Adjourn

Huntsville-Madison County Public Library
Board of Directors Meeting
MINUTES
November 15, 2023

The meeting was called to order by the Chairperson.

Present: Kevin Gray, Chair
G. W. Boon, Vice Chair
Melissa Thompson, Member
Doug Martinson, Member
Brad Garland, Member
Ranae Bartlett, Member
Carla Clift, Member
Cindy Hewitt, Executive Director
Connie Chow, Deputy Director
Brooke Rawlins, Huntsville Madison County Library Foundation
Dorothie Linton, Recorder

In Attendance:

Jackie Bellamy, Madison Chapter of Read Freely Alabama
Bethany Bolte
Robin Dauma
Lisa Blackmon
Jocelyn Broer
Jennifer Sandidge
Sonja Rossow

Approval of Agenda

Mr. Gray acknowledged the presence of several members of the public who had requested to address the Board and reviewed the process for speaking at the meeting. Mr. Gray called for a motion to recognize Sonja Rossow's request to address the Board. Ms. Thompson motioned to amend the agenda to include Ms. Rossow's request, Mr. Martinson seconded, and the motion carried.

Mr. Gray asked for any other additions or corrections to the agenda. Hearing none, Mr. Gray called for a motion to approve the agenda. Mr. Martinson motioned to approve the agenda, Ms. Bartlett seconded, and the motion carried.

Approval of Minutes

Mr. Gray called for any additions or corrections to the minutes. Mr. Martinson motioned to approve the minutes as presented, Ms. Clift seconded, and the motion carried.

Public Comments

Jackie Bellamy, speaking on behalf of the Madison Chapter of Read Freely Alabama

Ms. Bellamy presented a statement on behalf of the Madison Chapter of Read Freely Alabama which expressed the group's concerns over an article in the Alabama Political Reporter that described the relocation of materials within the library's collection and the possible use of discriminatory search terms. Ms. Bellamy requested details of the exact events on behalf of the group and stated that a FOIA act request for this information has been made as well. The group requests continued transparency and information on this and related topics.

Bethany Bolte

Ms. Bolte is a member of Read Freely Alabama and spoke of her family's positive relationship with the library as well as their concern over the potential censorship of materials. Ms. Bolte urged the library to avoid and prevent censorship while it is not required by law and stated her support for free access to materials of all types.

Lisa Blackmon

Ms. Blackmon is a former employee and teacher who stated that she is troubled by the idea of relocating materials based on content and that she believes this to be a slippery slope to censorship. Ms. Blackmon stated her support for a reconsideration process for materials and her concern over the possible future of the library system.

Elizabeth Stewart

Ms. Stewart is a local resident, parent, and teacher who stated her concern over whether inappropriate materials are available to children. Ms. Stewart stated that Governor Kay Ivey's recent memo to the Alabama Public Library Service is aimed at improving parents' ability to determine what material within library collections is appropriate for their children. Ms. Stewart asked the Board to establish clear-cut criteria for materials in the children's section.

Robin Dauma

Ms. Dauma is a member of Read Freely Alabama and an educator who spoke on the personal benefits that she gained from reading and from public libraries in her life as well as the impact on her students. Ms. Dauma stated the importance of books and accessibility of materials.

Jocelyn Broer

Ms. Broer is a resident and library member who shared quotes on the impact of public libraries as well as a personal story of the impact reading had on her in her childhood. Ms. Broer stated that she believes the relocation of materials is a slippery slope to censorship and that she supports freely accessible materials.

Jackie Bellamy

Ms. Bellamy is a Huntsville resident and parent who shared the personal impact reading and libraries had on her in her life. In particular, Ms. Bellamy stressed the importance of being able to encounter different perspectives. Ms. Bellamy also stated that she had an experience in which she went to locate a book and discovered that it had been moved to another section. Ms. Bellamy stated that library staff members should be trusted to review and select materials and urged the Board to fight against censorship.

Sonja Rossow

Ms. Rossow is a life-long reader who shared the personal impact books made on her life and how her own mother handled a time when she encountered material inappropriate for herself as a child. Ms. Rossow stated that censorship is wrong and that she believes that decisions on what materials to read should be a personal choice.

Finance Committee Report

Mr. Garland reported that the annual audit is underway with an estimated completion date of January 2024. Mr. Garland stated that the library's financials are in good shape.

Governance Committee Report

Ms. Thompson stated that the Board has reviewed the existing Reconsideration of Materials Policy and the Collection Development Policy. The committee is presenting no recommended changes at this time.

Governmental Relations Report

Ms. Bartlett stated that the committee had no new business at this time.

Library Foundation Report

Ms. Rawlins stated that the annual Vive le Livre event raised \$91,000 and was a tremendous success. The Foundation Board is accepting grant requests from the library locations and will be selecting awardees soon.

Executive Director's Report

Activity Report

Ms. Hewitt reported that the library's circulation is the highest it has ever been. In particular, the Tillman D. Hill Library has seen a 38% increase in circulation in the last three years. The Triana Library has seen a 140% increase over the same period. Use of the Hampton Cove Holds locker has increased 232% in the first month. The number of visitors at the North Huntsville Library

has increased 228% in comparison to the previous Bessie K. Russell and Showers Library locations during this same time last year. Library locations across the system saw close to 100,000 program attendees and 1.25 million visits over the fiscal year.

Strategic Plan Update

Ms. Hewitt reviewed the strategic plan and stated that meetings have begun to begin work on the plan's objectives. In relation to Goal One, there has been a meeting with an architectural firm to review the current state of the Downtown Huntsville facility. Repairs on the ceiling of the Tillman D. Hill Library have been completed. The Madison Library will be getting a new art piece to display outside the main entrance.

In relation to Goal Two, the upcoming fiscal year's budget includes salary increases for employees. Training has begun and an internal survey to identify high-priority needs will be sent out soon.

In relation to Goal Three, a partnership with the Huntsville Young Professionals is being pursued. The library is exploring the idea of installing Alabama Works kiosks to allow job seekers to make connections with training programs and job opportunities in a convenient manner. The BLAST music platform continues to thrive and is currently accepting submissions for its next round of artists.

In relation to Goal Four, the expiration period of library cards has been extended to ten years, lowering possible barriers for library card holders who use the library on a less frequent basis.

In relation to Goal Five, the Cavalry Hill Library is piloting a series of neurodiverse story times with the use of activity tents and reports a very positive response. The Triana Library will be hosting a Smithsonian exhibit on Change in Rural America.

New Business

Proposed 2024 Library Board Meeting Dates

Mr. Gray presented the proposed 2024 Board meeting dates for approval. Ms. Thompson inquired about changing the time of the meetings. After brief discussion, a proposal was made to schedule the next meeting for January 16, 2024 at 4 PM at the Downtown Huntsville Library. Future meeting dates will be sent to the Governance Committee for recommendations. Ms. Thompson moved to approve, Ms. Clift seconded, and the motion carried.

Proposed LSTA FY2025 Grant-E Resources

Ms. Hewitt requested approval of the intent to apply for the upcoming LSTA grant cycle. Mr. Garland motioned to approve, Mr. Boon seconded, and the motion carried.

Renewed Request for RFP for Cleaning Services at North Huntsville

Ms. Hewitt requested renewed approval of the RFP for cleaning services at the North Huntsville Library in the current fiscal year. Ms. Bartlett motioned to approve the request, Mr. Boon seconded, and the motion carried.

Next Meeting Date

The next meeting will be held January 16, 2024 at the Downtown Huntsville Library.

There being no further business the meeting adjourned.

Submitted by:

Approved:

Dorothie Linton

Kevin Gray, Chair

Huntsville Public Library
FINANCIAL ANALYSIS
 October through December 2023

TOTAL					
INCOME AND EXPENSE SHOULD BE AT 25%	Oct - Dec 23	Budget	\$ Over Budget	% of Budget	INCOME AND EXPENSE SHOULD BE AT 25%
Ordinary Income/Expense					
Income					
GOVERNMENT SUPPORT	1,909,118.44	7,798,725.00	-5,889,606.56	24.48%	
FRIENDS OF THE LIBRARY SUPPORT	32,412.26	116,800.00	-84,387.74	27.75%	
FOUNDATION SUPPORT	75,000.00	73,200.00	1,800.00	102.46%	FOUNDATION SUPPORT-Complete
INVESTMENT INCOME	34,745.87	122,025.00	-87,279.13	28.47%	INVESTMENT INCOME-Higher interest rates.
FEES	39,291.89	103,010.00	-63,718.11	38.14%	FEES-Photo \$15,119, Mtg Rooms \$4,225, Non-Res \$5,237.
GIFTS and GRANTS	69,713.05	11,500.00	58,213.05	606.2%	GIFTS and GRANTS-GRANTS \$10,000, GIFTS \$59,713.
MISCELLANEOUS	1,213.75	0.00	1,213.75	100.0%	
PROGRAM REVENUES	200.00	0.00	200.00	100.0%	
Total Income	2,161,695.26	8,225,260.00	-6,063,564.74	26.28%	
Gross Profit	2,161,695.26	8,225,260.00	-6,063,564.74	26.28%	
Expense					
AUTOMATED SERVICES	74,530.10	253,921.00	-179,390.90	29.35%	
BUILDING OPERATIONS	269,314.62	1,327,449.00	-1,058,134.38	20.29%	
GENERAL OPERATING	61,036.26	303,366.00	-242,329.74	20.12%	
MATERIALS	214,585.84	746,551.00	-531,965.16	28.74%	
SALARIES & BENEFITS	1,209,760.96	5,593,973.00	-4,384,212.04	21.63%	
GRANT EXPENSES	8,248.06	0.00	8,248.06	100.0%	
OTHER GIFT EXPENSES	30,431.57	0.00	30,431.57	100.0%	
Total Expense	1,867,907.41	8,225,260.00	-6,357,352.59	22.71%	
Net Ordinary Income	293,787.85	0.00	293,787.85	100.0%	
Net Income	293,787.85	0.00	293,787.85	100.0%	

Huntsville Public Library
Balance Sheet
As of December 31, 2023

		Dec 31, 23
ASSETS		
Current Assets		
Checking/Savings		
Cash and cash on hand		
VISA DEBIT CARDS		
VISA GIFT CARD #9867-TRI		1.12
VISA GIFT CARD-OUTREACH 1701		380.00
VISA GIFT CARD 0225 (300) GUR		9.27
VISA GIFTCARD #5932 (425) -TRI		2.16
Total VISA DEBIT CARDS		392.55
Servis1st Bank-Master Account		
Servis1st Bank-Master-Rainy Day		1,423,204.00
Servis1st Bank-Master Account - Other		1,374,935.12
Total Servis1st Bank-Master Account		2,798,139.12
Servis1st Bank-Gifts		393,228.09
Servis1st Bank-Merchant Acct		12,552.91
Servis1st Bank-Payroll		13,963.69
Petty cash		1,745.00
Total Cash and cash on hand		3,220,021.36
Certificates of Deposit		
Servis1st CD Mccalin 371138		28,117.43
PROGRESS BANK-RAINY DAY FUNDS		258,825.98
PNC CD #391594 EME		173,840.01
PNC CD #390322 AEDG		52,015.28
PROGRESS BANK CD-P KYSER 0949		54,236.60
PROGRESS BANK CD-EME 0728 02-23		91,291.65
Progress-Cummer #601001597-CUMM		100,931.86
United Community Bank #25231		179,798.40
TRUIST BANK CD RAINY DAY-MMA		578,728.68
Total Certificates of Deposit		1,517,785.89
Investments		
C. Schwab HMCPL 3703-9063		862,461.60
C. Schwab M. Pruitt 4478-8529		106,640.29
C.Schwab Jean Payne 7587-0478		76,319.26
C. Schwab- Roberts 4311-4986		21,533.70
Total Investments		1,066,954.85
Total Checking/Savings		5,804,762.10
Accounts Receivable		
Accounts Receivable		-3,321.30
Total Accounts Receivable		-3,321.30
Other Current Assets		
Lease Receivable - ST		18,979.27
Miscellaneous Receivables		9,946.52
Prepays		56,682.20
Total Other Current Assets		85,607.99
Total Current Assets		5,887,048.79
Fixed Assets		
Library collection		2,928,552.21
Miscellaneous fixed assets		7,187,862.18
Donated photographs		126,077.00
Acc deprec - library collection		-1,988,451.00
Acc deprec - misc fixed assets		-5,261,604.75
Lease Asset		62,708.25
Acc Amortization - Lease		-21,064.80

Huntsville Public Library
Balance Sheet
As of December 31, 2023

Total Fixed Assets		3,034,079.09
Other Assets		
Lease Receivable - LT		34,982.02
Total Other Assets		34,982.02
TOTAL ASSETS		8,956,109.90
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		
Lease Liability - ST		21,066.44
Accrued liabilities		
Clinic		325.00
Withheld Vanguard 457(b) Roth		881.45
Withheld Vanguard 457(b) Pretax		-881.45
Withheld Accident Ins(pretaxed)		327.54
Withheld Cancer Ins (pretaxed)		599.38
Withheld Critical Illness Princ		-8.49
Withheld Voluntary Life Prem		32.34
Withheld Health Ins (pretaxed)		-759.31
Withheld Health Ins (taxed)		0.02
Withheld LTD Principal		-1.30
Withheld S-T Disability Ins		35.10
Withheld STD Principal		29.06
Withheld Vision (pretaxed)		-105.55
Withheld Vision (taxed)		-0.03
Total Accrued liabilities		473.76
Deferred revenue		
Deferred revenue - grants		32,928.71
Total Deferred revenue		32,928.71
Total Other Current Liabilities		54,468.91
Total Current Liabilities		54,468.91
Long Term Liabilities		
Lease - Deferred Inflow of Reso		53,107.81
Lease Liability - LT		21,248.14
Total Long Term Liabilities		74,355.95
Total Liabilities		128,824.86
Equity		
Friends endowment		40.00
Investment in Fixed Assets		2,926,306.12
Restricted Fund		359,349.75
Retained Earnings		3,138,391.04
UNRESTRICTED-GENERAL FUND		1,736,672.96
GAAP ENTRY		372,737.32
Net Income		293,787.85
Total Equity		8,827,285.04
TOTAL LIABILITIES & EQUITY		8,956,109.90

Huntsville Public Library
Profit & Loss Budget vs. Actual
October through December 2023

		Total COH			
		Oct - Dec 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	1,522,670.28	6,091,598.00	-4,568,927.72	25.0%
	FRIENDS OF THE LIBRARY SUPPORT	28,285.26	95,000.00	-66,714.74	29.77%
	FOUNDATION SUPPORT	66,818.18	66,000.00	818.18	101.24%
	INVESTMENT INCOME	34,745.87	122,025.00	-87,279.13	28.47%
	FEES	25,080.58	68,350.00	-43,269.42	36.69%
	GIFTS and GRANTS	63,658.05	11,500.00	52,158.05	553.55%
	MISCELLANEOUS	976.90			
	PROGRAM REVENUES	200.00			
	Total Income	1,742,435.12	6,454,473.00	-4,712,037.88	27.0%
	Gross Profit	1,742,435.12	6,454,473.00	-4,712,037.88	27.0%
Expense					
	AUTOMATED SERVICES	41,676.77	147,621.00	-105,944.23	28.23%
	BUILDING OPERATIONS	243,446.21	1,233,589.00	-990,142.79	19.74%
	GENERAL OPERATING	49,579.25	244,127.00	-194,547.75	20.31%
	MATERIALS	191,511.23	518,697.00	-327,185.77	36.92%
	SALARIES & BENEFITS	939,002.07	4,310,439.00	-3,371,436.93	21.78%
	GRANT EXPENSES	8,188.22			
	OTHER GIFT EXPENSES	26,270.71	0.00	26,270.71	100.0%
	Total Expense	1,499,674.46	6,454,473.00	-4,954,798.54	23.24%
	Net Ordinary Income	242,760.66	0.00	242,760.66	100.0%
	Net Income	242,760.66	0.00	242,760.66	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
October through December 2023

		Total Gurley			
		Oct - Dec 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	26,314.18	115,942.00	-89,627.82	22.7%
	FRIENDS OF THE LIBRARY SUPPORT	2,000.00	2,000.00	0.00	100.0%
	FOUNDATION SUPPORT	1,363.64	1,200.00	163.64	113.64%
	INVESTMENT INCOME	0.00			
	FEES	504.42	1,440.00	-935.58	35.03%
	GIFTS and GRANTS	50.00			
	MISCELLANEOUS	0.00			
	PROGRAM REVENUES	0.00			
	Total Income	30,232.24	120,582.00	-90,349.76	25.07%
	Gross Profit	30,232.24	120,582.00	-90,349.76	25.07%
Expense					
	AUTOMATED SERVICES	1,845.42	7,905.00	-6,059.58	23.35%
	BUILDING OPERATIONS	695.78	1,862.00	-1,166.22	37.37%
	GENERAL OPERATING	588.85	4,103.00	-3,514.15	14.35%
	MATERIALS	1,316.09	10,237.00	-8,920.91	12.86%
	SALARIES & BENEFITS	21,873.64	96,475.00	-74,601.36	22.67%
	GRANT EXPENSES	0.00			
	OTHER GIFT EXPENSES	14.49	0.00	14.49	100.0%
	Total Expense	26,334.27	120,582.00	-94,247.73	21.84%
	Net Ordinary Income	3,897.97	0.00	3,897.97	100.0%
	Net Income	3,897.97	0.00	3,897.97	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
October through December 2023

		Total Hazel Green			
		Oct - Dec 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	54,325.00	146,762.00	-92,437.00	37.02%
	FRIENDS OF THE LIBRARY SUPPORT	21.75			
	FOUNDATION SUPPORT	1,363.64	1,200.00	163.64	113.64%
	INVESTMENT INCOME	0.00			
	FEES	1,400.09	4,560.00	-3,159.91	30.7%
	GIFTS and GRANTS	-10.00			
	MISCELLANEOUS	0.00			
	PROGRAM REVENUES	0.00			
	Total Income	57,100.48	152,522.00	-95,421.52	37.44%
	Gross Profit	57,100.48	152,522.00	-95,421.52	37.44%
Expense					
	AUTOMATED SERVICES	2,384.72	8,941.00	-6,556.28	26.67%
	BUILDING OPERATIONS	2,462.54	9,539.00	-7,076.46	25.82%
	GENERAL OPERATING	711.20	5,683.00	-4,971.80	12.52%
	MATERIALS	2,048.23	19,690.00	-17,641.77	10.4%
	SALARIES & BENEFITS	23,911.81	108,669.00	-84,757.19	22.0%
	GRANT EXPENSES	0.00			
	OTHER GIFT EXPENSES	0.00	0.00	0.00	0.0%
	Total Expense	31,518.50	152,522.00	-121,003.50	20.67%
	Net Ordinary Income	25,581.98	0.00	25,581.98	100.0%
	Net Income	25,581.98	0.00	25,581.98	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
October through December 2023

		Total Madison			
		Oct - Dec 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	176,220.50	1,046,823.00	-870,602.50	16.83%
	FRIENDS OF THE LIBRARY SUPPORT	100.00	16,000.00	-15,900.00	0.63%
	FOUNDATION SUPPORT	1,363.63	1,200.00	163.63	113.64%
	INVESTMENT INCOME	0.00			
	FEES	9,314.80	23,300.00	-13,985.20	39.98%
	GIFTS and GRANTS	715.00			
	MISCELLANEOUS	236.85			
	PROGRAM REVENUES	0.00			
	Total Income	187,950.78	1,087,323.00	-899,372.22	17.29%
	Gross Profit	187,950.78	1,087,323.00	-899,372.22	17.29%
Expense					
	AUTOMATED SERVICES	22,717.53	68,173.00	-45,455.47	33.32%
	BUILDING OPERATIONS	18,925.90	70,885.00	-51,959.10	26.7%
	GENERAL OPERATING	7,990.29	33,669.00	-25,678.71	23.73%
	MATERIALS	15,987.78	173,296.00	-157,308.22	9.23%
	SALARIES & BENEFITS	155,911.53	741,300.00	-585,388.47	21.03%
	GRANT EXPENSES	59.84			
	OTHER GIFT EXPENSES	3,742.31	0.00	3,742.31	100.0%
	Total Expense	225,335.18	1,087,323.00	-861,987.82	20.72%
	Net Ordinary Income	-37,384.40	0.00	-37,384.40	100.0%
	Net Income	-37,384.40	0.00	-37,384.40	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
October through December 2023

		Total Monrovia			
		Oct - Dec 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	85,622.72	198,300.00	-112,677.28	43.18%
	FRIENDS OF THE LIBRARY SUPPORT	2,000.00	2,000.00	0.00	100.0%
	FOUNDATION SUPPORT	1,363.63	1,200.00	163.63	113.64%
	INVESTMENT INCOME	0.00			
	FEES	2,508.77	4,040.00	-1,531.23	62.1%
	GIFTS and GRANTS	300.00			
	MISCELLANEOUS	0.00			
	PROGRAM REVENUES	0.00			
	Total Income	91,795.12	205,540.00	-113,744.88	44.66%
	Gross Profit	91,795.12	205,540.00	-113,744.88	44.66%
Expense					
	AUTOMATED SERVICES	4,766.43	14,331.00	-9,564.57	33.26%
	BUILDING OPERATIONS	2,659.84	6,620.00	-3,960.16	40.18%
	GENERAL OPERATING	939.27	8,434.00	-7,494.73	11.14%
	MATERIALS	1,978.85	8,922.00	-6,943.15	22.18%
	SALARIES & BENEFITS	32,713.78	167,233.00	-134,519.22	19.56%
	GRANT EXPENSES	0.00			
	OTHER GIFT EXPENSES	200.57			
	Total Expense	43,258.74	205,540.00	-162,281.26	21.05%
	Net Ordinary Income	48,536.38	0.00	48,536.38	100.0%
	Net Income	48,536.38	0.00	48,536.38	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
October through December 2023

		Total New Hope			
		Oct - Dec 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	24,490.76	107,200.00	-82,709.24	22.85%
	FRIENDS OF THE LIBRARY SUPPORT	5.25	1,800.00	-1,794.75	0.29%
	FOUNDATION SUPPORT	1,363.64	1,200.00	163.64	113.64%
	INVESTMENT INCOME	0.00			
	FEES	195.52	590.00	-394.48	33.14%
	GIFTS and GRANTS	5,000.00			
	MISCELLANEOUS	0.00			
	PROGRAM REVENUES	0.00			
	Total Income	31,055.17	110,790.00	-79,734.83	28.03%
	Gross Profit	31,055.17	110,790.00	-79,734.83	28.03%
Expense					
	AUTOMATED SERVICES	767.76	3,830.00	-3,062.24	20.05%
	BUILDING OPERATIONS	1,006.38	4,277.00	-3,270.62	23.53%
	GENERAL OPERATING	613.42	4,344.00	-3,730.58	14.12%
	MATERIALS	676.17	6,399.00	-5,722.83	10.57%
	SALARIES & BENEFITS	19,599.46	91,940.00	-72,340.54	21.32%
	GRANT EXPENSES	0.00			
	OTHER GIFT EXPENSES	203.49			
	Total Expense	22,866.68	110,790.00	-87,923.32	20.64%
	Net Ordinary Income	8,188.49	0.00	8,188.49	100.0%
	Net Income	8,188.49	0.00	8,188.49	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
October through December 2023

		Total Triana			
		Oct - Dec 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	19,475.00	92,100.00	-72,625.00	21.15%
	FRIENDS OF THE LIBRARY SUPPORT	0.00			
	FOUNDATION SUPPORT	1,363.64	1,200.00	163.64	113.64%
	INVESTMENT INCOME	0.00			
	FEES	287.71	730.00	-442.29	39.41%
	GIFTS and GRANTS	0.00			
	MISCELLANEOUS	0.00			
	PROGRAM REVENUES	0.00			
	Total Income	21,126.35	94,030.00	-72,903.65	22.47%
	Gross Profit	21,126.35	94,030.00	-72,903.65	22.47%
Expense					
	AUTOMATED SERVICES	371.47	3,120.00	-2,748.53	11.91%
	BUILDING OPERATIONS	117.97	677.00	-559.03	17.43%
	GENERAL OPERATING	613.98	3,006.00	-2,392.02	20.43%
	MATERIALS	1,067.49	9,310.00	-8,242.51	11.47%
	SALARIES & BENEFITS	16,748.67	77,917.00	-61,168.33	21.5%
	GRANT EXPENSES	0.00			
	OTHER GIFT EXPENSES	0.00			
	Total Expense	18,919.58	94,030.00	-75,110.42	20.12%
	Net Ordinary Income	2,206.77	0.00	2,206.77	100.0%
	Net Income	2,206.77	0.00	2,206.77	100.0%

Huntsville Public Library
Profit & Loss Budget vs. Actual
October through December 2023

		TOTAL			
		Oct - Dec 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense					
Income					
	GOVERNMENT SUPPORT	1,909,118.44	7,798,725.00	-5,889,606.56	24.48%
	FRIENDS OF THE LIBRARY SUPPORT	32,412.26	116,800.00	-84,387.74	27.75%
	FOUNDATION SUPPORT	75,000.00	73,200.00	1,800.00	102.46%
	INVESTMENT INCOME	34,745.87	122,025.00	-87,279.13	28.47%
	FEES	39,291.89	103,010.00	-63,718.11	38.14%
	GIFTS and GRANTS	69,713.05	11,500.00	58,213.05	606.2%
	MISCELLANEOUS	1,213.75	0.00	1,213.75	100.0%
	PROGRAM REVENUES	200.00	0.00	200.00	100.0%
	Total Income	2,161,695.26	8,225,260.00	-6,063,564.74	26.28%
	Gross Profit	2,161,695.26	8,225,260.00	-6,063,564.74	26.28%
Expense					
	AUTOMATED SERVICES	74,530.10	253,921.00	-179,390.90	29.35%
	BUILDING OPERATIONS	269,314.62	1,327,449.00	-1,058,134.38	20.29%
	GENERAL OPERATING	61,036.26	303,366.00	-242,329.74	20.12%
	MATERIALS	214,585.84	746,551.00	-531,965.16	28.74%
	SALARIES & BENEFITS	1,209,760.96	5,593,973.00	-4,384,212.04	21.63%
	GRANT EXPENSES	8,248.06	0.00	8,248.06	100.0%
	OTHER GIFT EXPENSES	30,431.57	0.00	30,431.57	100.0%
	Total Expense	1,867,907.41	8,225,260.00	-6,357,352.59	22.71%
	Net Ordinary Income	293,787.85	0.00	293,787.85	100.0%
	Net Income	293,787.85	0.00	293,787.85	100.0%

Huntsville Public Library Capital Campaign
 Balance Sheet by Class
 As of December 31, 2023

		SHV	TOTAL
ASSETS			
Current Assets			
Checking/Savings			
	Servis1st Bank Capital Campaign	19,205.24	19,205.24
	Total Checking/Savings	19,205.24	19,205.24
	Total Current Assets	19,205.24	19,205.24
TOTAL ASSETS		19,205.24	19,205.24
LIABILITIES & EQUITY			
Equity			
	Unrestricted Net Assets	19,012.59	19,012.59
	Net Income	192.65	192.65
	Total Equity	19,205.24	19,205.24
TOTAL LIABILITIES & EQUITY		19,205.24	19,205.24

Huntsville Public Library Capital Campaign
Profit & Loss by Class
 October 2022 through September 2023

				SHV	TOTAL
Ordinary Income/Expense					
Income					
Investments					
Interest-Savings, Short-term CD				593.46	593.46
Total Investments				593.46	593.46
Total Income				593.46	593.46
Gross Profit				593.46	593.46
Net Ordinary Income				593.46	593.46
Net Income				593.46	593.46

**Janitorial Services for North Huntsville Library
RFP Rating Criteria Ranking**

	Company	Paper Application Complete	Digital Application Complete	Monthly Cost	Factors			Total
					Cost	Company Qualifications & Experience	Availability & Capacity to Perform the Work	
1	CMS	Y/N	Y/N	4195	20	30	30	80
2	Jan-Pro	Y/N	Y/N	9196	0	20	10	30
3	Klin Services	Y/N	Y/N	2350	40	20	30	90
4	Quadrus	Y/N	Y/N	3534.4	30	25	30	85
5		Y/N	Y/N					
6		Y/N	Y/N					
7		Y/N	Y/N					
				Total Points Available	40	30	30	

**current cost \$1618/month
Current company C&C Cleaning did not submit a bid.*



2024 Library Board Meetings
Meeting times @ 4:00 pm

January 16, 2024 @ Downtown

March 19, 2024 @ Madison

May 21, 2024 @ South

July 16, 2024 @ Downtown

September 17, 2024 @ Downtown

November 19, 2024 @ North



Board Self-Assessment Questionnaire

This questionnaire is designed to help the Huntsville-Madison County Public Library Board of Directors assess how well the board is performing in several key areas. By conducting this assessment, the board will have the opportunity to receive insight into its strengths, limitations, and overall performance.

To encourage candor, responses from board members will be aggregated and included in a summary report. All comments recorded in the open-ended sections of the questionnaire will be included in the summary report exactly as they were entered. No personally identifiable information will be included in the final analysis.

Directions

The questionnaire uses a rating scale based on the following definitions:

- 0 = Never
- 1 = Seldom
- 2 = Sometimes
- 3 = Generally
- 4 = Always

Please answer each question by selecting the most appropriate rating. For any ratings of 0 or 1, please provide written comments at the bottom of the page to further explain the reasoning behind your rating. Lastly, please address the open-ended questions at the end of the questionnaire.

Section One: Organizational Support

Does our board prepare to support the library by:

1. Conducting a thorough orientation for all new board members?	0	1	2	3	4
2. Integrating new members into the team as quickly as possible?	0	1	2	3	4
3. Participating in continuing education?	0	1	2	3	4
4. Providing regular board development activities for all board members?	0	1	2	3	4
5. Performing an annual self-evaluation of board operations?	0	1	2	3	4
6. Providing all board members with copies of the mission statement, bylaws, library establishment resolution, five-year plan, library laws, and all other important documents regarding the library?	0	1	2	3	4
7. Touring all major facilities at least once a year?	0	1	2	3	4

Section Two: Governance/Effective Meetings

Does our board ensure effective meetings by:

1. Limiting typical meetings to 90 minutes or less?	0	1	2	3	4
2. Convening and adjourning on time?	0	1	2	3	4
3. Having the board chairperson lead the meetings?	0	1	2	3	4
4. Sticking to the prepared agenda?	0	1	2	3	4
5. Following a business-like system of parliamentary rules?	0	1	2	3	4
6. Allowing/encouraging all board members to participate and not letting one or two persons dominate discussion?	0	1	2	3	4
7. Sending materials sufficiently in advance to allow Board members to be prepared for discussion?	0	1	2	3	4

Comments: _____

Section Three: Board Member Participation

Do individual board members participate by:

1. Attending at least 80 percent of all board meetings and committee meetings to which they are assigned?	0	1	2	3	4
2. Reviewing meeting materials in advance of the meeting?	0	1	2	3	4
3. Coming to meetings on time?	0	1	2	3	4
4. Feeling free to express their perspectives – even dissenting viewpoints?	0	1	2	3	4
5. Acting as representatives and advocates for the library in the greater community?	0	1	2	3	4
6. Representing the broad interest of the library and all constituents, not special interests?	0	1	2	3	4
7. Engaging actively in Board discussion?	0	1	2	3	4

Section Four: Strategic Direction

Does our board plan for the future of the library by:

1. Annually reviewing and approving the mission statement?	0	1	2	3	4
2. Annually reviewing yearly objectives/work plan?	0	1	2	3	4
3. Annually reviewing progress toward the five-year plan and modifying the five-year plan?	0	1	2	3	4
4. Having board committees work and produce results?	0	1	2	3	4
5. Operating from opportunity rather than crisis to crisis?	0	1	2	3	4
6. Annually reviewing and monitoring the budget to ensure the Library has resources to further its mission?	0	1	2	3	4
7. Conducting an annual performance evaluation of the Executive Director?	0	1	2	3	4

Comments: _____

Please answer the open-ended questions below:

1. In which of the four major categories above does our board show real strength? Please Explain.

2. In which of the major categories above does our board need improvement? Please Explain.

Comments: _____

POST-ASSESSMENT PROCESS

The HMCPL HR Director and/or the Deputy Director will collect the responses, the names of board members removed to ensure confidentiality, and the numerical responses averaged to find a general board consensus for each question and each major category. The results of the board self-assessment will be presented to the Governance Committee. After the Governance Committee reviews the results, the committee will present the results to the board during a regular board meeting for discussion, consideration, and future planning.

ANNUAL PROCESS

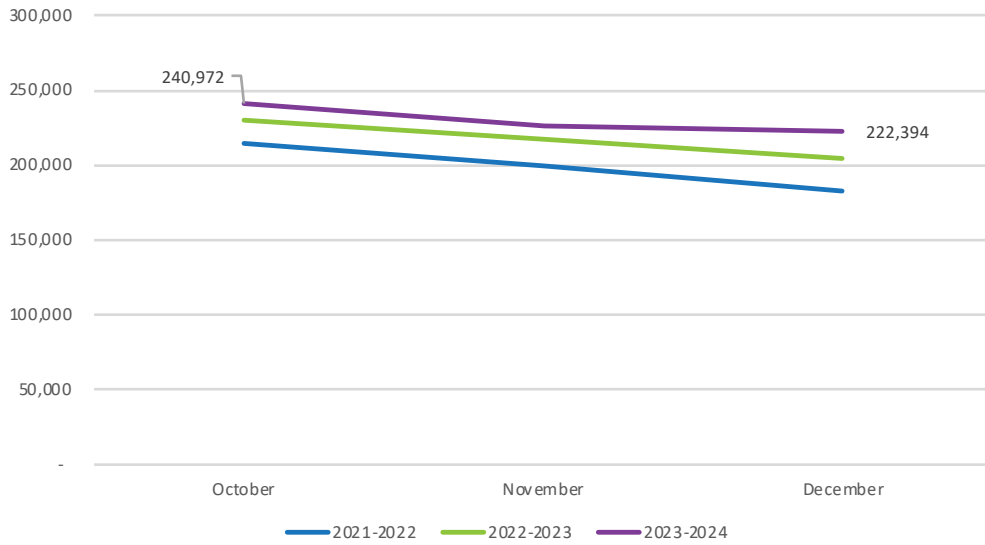
The Library will perform the board evaluation towards the end of each calendar year. The library will keep a record of the board evaluations for each year. After each evaluation, data from previous years will be compared and contrasted with the most current data.



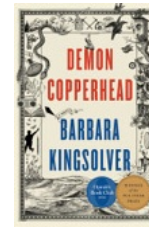
HMCPL Statistics

November/December 2023

Systemwide Circulation - FY 2022 - FY 2024



- Top circulating adult book(s) November-December 2023: Mad Honey, by Jodi Picoult and Demon Copperhead, by Barbara Kingsolver with circulation of 85
- Top circulating juvenile book November-December 2023: Don't Let the Pigeon Drive the Bus, by Mo Willems with circulation of 92
- Highest demand book as of January 8, 2024: The Exchange: After The Firm, by John Grisham with 86 holds

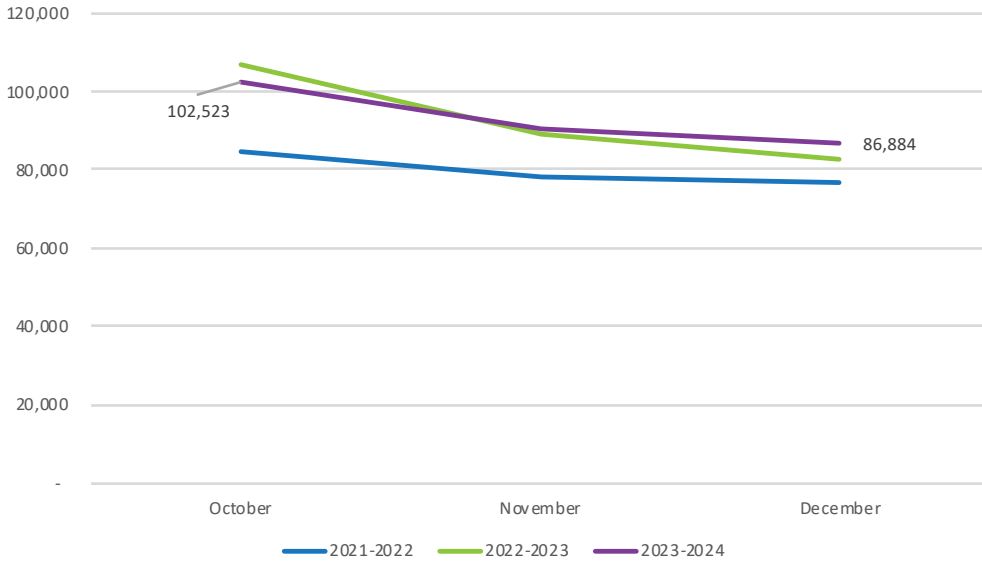


Circulation by Branch FY 2024

■ Cavalry Hill ■ Cove Holds Locker ■ Downtown ■ Gurley ■ Hazel Green ■ Madison ■ Monrovia ■ New Hope ■ North Huntsville ■ Outreach ■ South Huntsville ■ Triana

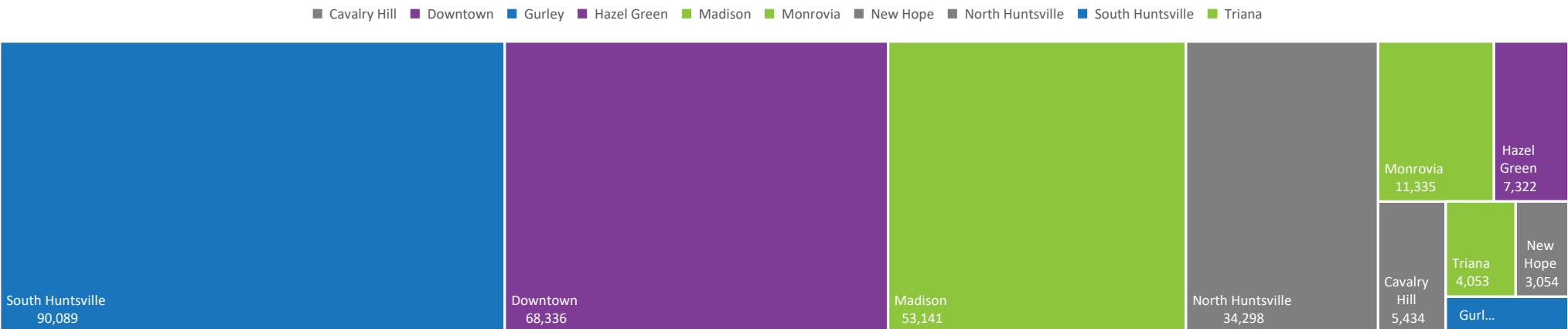


Library Visitors - FY 2022 - FY 2024

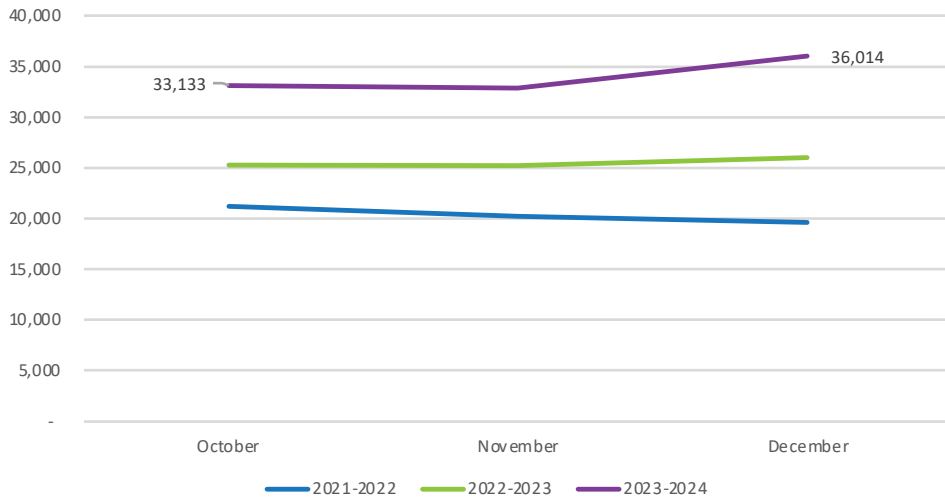


- Highest Traffic November-December 2023: Week of November 12 with 40,389
- Lowest Traffic November-December 2023: Week of December 24 with 23,811

Visitors by Branch FY 2024



Downloadables - FY 2022 - FY 2024

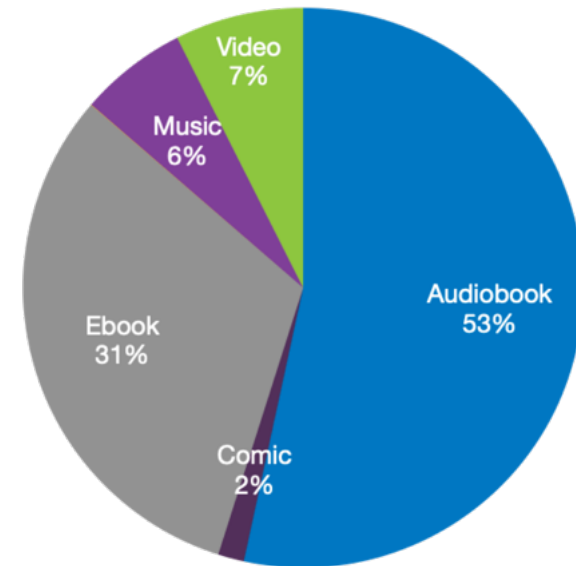


- In December 2023, Blast Music had the highest number of streams (3,528) since its first full month in September 2021
- Kanopy streams more than doubled from December 2022 (863) to December 2023 (1,844)

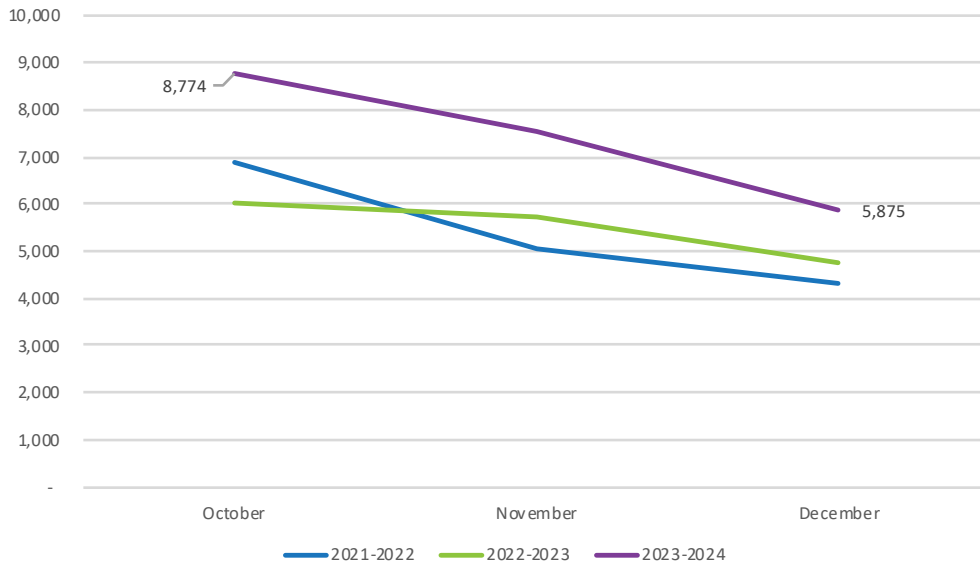
- Top circulating digital item November-December 2023: The Ballad of Songbirds and Snakes, by Suzanne Collins (audiobook) with circulation of 239



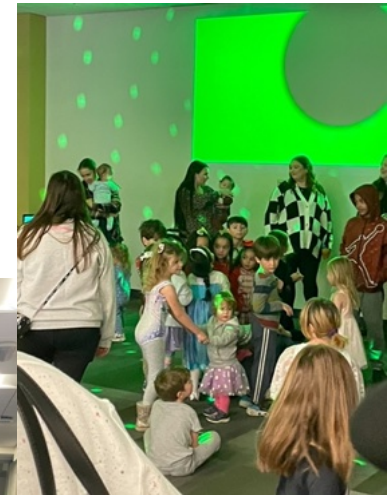
Downloadables by Format November/December 2023



Program Attendance - FY 2022 - FY 2024



Highest attended program November-December 2023: Madison's End of an Era New Year's Eve Party with 250 attendees



Most popular event type November-December 2023: Storytime with 270 events across all locations

December 2023 HMCPL Statistics

Systemwide Circulation				
	FY2022	FY2023	FY2024	% +/-
October	214,381	229,890	240,972	4.82%
November	200,100	216,726	225,955	4.26%
December	182,521	204,267	222,394	8.87%
January	194,484	221,404		
February	189,633	222,813		
March	216,632	243,603		
April	202,221	226,808		
May	213,161	234,908		
June	249,986	260,341		
July	260,475	273,639		
August	253,170	263,583		
September	231,817	244,473		
Year	2,608,581	2,842,455	689,321	

Systemwide totals include downloadables.

hmcpl.org				
	FY2022	FY2023	FY2024	% +/-
October	136,150	167,241	980,175	486.09%
November	120,147	378,277	571,206	51.00%
December	115,166	402,487	1,375,626	241.78%
January	136,458	452,723		
February	122,427	896,224		
March	128,900	948,515		
April	125,257	614,184		
May	131,567	675,837		
June	135,165	768,632		
July	138,450	350,479		
August	139,402	48,518		
September	128,289	212,672		
Year	1,557,378	5,915,789	2,927,007	

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

*Debuted new catalog on October 25, 2022
*August 2023 missing public catalog numbers.

Downloadables				
	FY2022	FY2023	FY2024	% +/-
October	21,209	25,272	33,133	31.11%
November	20,272	25,337	32,852	29.66%
December	19,619	26,010	36,014	38.46%
January	22,805	30,848		
February	21,095	29,241		
March	21,899	30,849		
April	21,335	30,127		
May	25,533	32,759		
June	24,279	32,138		
July	25,084	33,495		
August	25,641	34,718		
September	23,865	33,450		
Year	272,636	364,244	101,999	

*Downloadables include digital media from Hoopla, Freegal, Overdrive, Freading, Blast, Kanopy, & Gutenberg
*Freegal Music was discontinued at the end of February 2021
*Blast went live on August 31, 2021
*Kanopy went live on October 1, 2021
*Freading was discontinued at the end of May 2022

Music Downloadables				
	FY2022	FY2023	FY2024	% +/-
October	1,210	594	544	-8.42%
November	664	680	546	-19.71%
December	666	1,235	3,722	201.38%
January	1,023	786		
February	958	1,042		
March	760	694		
April	830	712		
May	2,455	1,166		
June	1,170	579		
July	703	560		
August	753	580		
September	710	1,059		
Year	11,902	9,687	4,812	

*Music Downloadables includes Freegal, Blast, and Hoopla (music)
*Freegal Music was discontinued at the end of February 2021
*Blast went live on August 31, 2021

Wi-Fi # of Logins				
	FY2022	FY2023	FY2024	% +/-
October	18,969	17,940	18,432	2.74%
November	15,534	15,806	16,301	3.13%
December	14,112	13,375	15,031	12.38%
January	13,786	16,035		
February	14,857	17,271		
March	16,421	19,318		
April	18,013	18,157		
May	17,528	18,119		
June	17,109	18,944		
July	17,639	17,661		
August	18,755	20,385		
September	18,365	18,468		
Year	201,088	211,479	49,764	

*In May 2021, wireless access points were upgraded, with different statistical reporting.
IT adjusted reporting measures in order to accurately capture statistics.

Public Computer Use				
	FY2022	FY2023	FY2024	% +/-
October	4,472	5,959	6,201	4.06%
November	4,280	4,629	5,294	14.37%
December	4,143	4,577	4,912	7.32%
January	4,572	5,948		
February	4,859	6,058		
March	5,340	6,717		
April	5,168	5,931		
May	5,152	5,979		
June	5,695	6,601		
July	6,109	6,365		
August	6,292	6,876		
September	5,730	6,153		
Year	61,812	71,793	16,407	

Reference Questions				
	FY2022	FY2023	FY2024	% +/-
October	10,544	7,974	10,066	26.24%
November	11,271	7,668	8,870	15.68%
December	12,256	7,981	9,628	20.64%
January	14,577	9,748		
February	14,685	8,667		
March	19,154	10,167		
April	15,091	9,934		
May	17,420	14,886		
June	15,365	11,876		
July	12,546	9,871		
August	10,919	9,920		
September	9,180	9,554		
Year	163,008	118,246	28,564	

Online Database Use				
	FY2022	FY2023	FY2024	% +/-
October	54,881	29,776	32,487	9.10%
November	53,773	23,160	34,795	50.24%
December	46,401	25,602	12,459	
January	79,623	45,512		
February	55,259	70,713		
March	97,819	37,509		
April	35,184	25,823		
May	34,773	21,893		
June	31,045	448,651		
July	20,064	18,950		
August	28,991	36,955		
September	50,014	40,536		
Year	587,827	825,080	79,741	

*Statistical definitions were adjusted to be more accurate in FY2021.
*December 2023 missing numbers from Britannica.

Curbside Transactions				
	FY2022	FY2023	FY2024	% +/-
October	228	89	22	-75.28%
November	206	87	21	-75.86%
December	173	60	15	-75.00%
January	301	63		
February	201	35		
March	136	31		
April	131	20		
May	140	35		
June	123	23		
July	125	7		
August	83	14		
September	93	24		
Year	1,940	488	58	

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

Program Attendance				
	FY2022	FY2023	FY2024	% +/-
October	6,891	6,030	8,774	45.51%
November	5,061	5,712	7,545	32.09%
December	4,321	4,762	5,875	23.37%
January	3,787	7,691		
February	5,465	8,344		
March	8,045	10,947		
April	7,101	8,363		
May	4,005	8,713		
June	11,893	14,146		
July	8,053	10,320		
August	7,962	6,075		
September	6,201	8,624		
Year	78,785	99,727	22,194	

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

Cavalry Hill Circulation				
	FY2022	FY2023	FY2024	% +/-
October	798	637	574	-9.89%
November	535	509	556	9.23%
December	601	558	445	-20.25%
January	534	554		
February	664	525		
March	677	369		
April	484	441		
May	465	428		
June	609	748		
July	798	849		
August	616	738		
September	555	700		
Year	7,336	7,056	1,575	

Cove Holds Locker Circulation				
	FY2022	FY2023	FY2024	% +/-
October	-	240	797	232.08%
November	-	561	716	27.63%
December	-	585	756	29.23%
January	-	667		
February	-	875		
March	-	928		
April	-	732		
May	-	647		
June	-	661		
July	-	758		
August	-	1,001		
September	-	938		
Year			2,269	

*Cove Holds Locker Opened October 7, 2022

Downtown Circulation				
	FY2022	FY2023	FY2024	% +/-
October	33,272	37,867	36,729	-3.01%
November	28,553	34,603	34,489	-0.33%
December	28,965	33,024	33,948	2.80%
January	31,067	34,160		
February	30,984	34,810		
March	38,079	38,446		
April	33,131	35,205		
May	32,724	36,252		
June	39,592	39,876		
July	42,648	43,761		
August	41,199	40,062		
September	37,093	36,066		
Year	417,307	444,132	105,166	

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

Gurley Circulation				
	FY2022	FY2023	FY2024	% +/-
October	5,006	5,042	6,514	29.19%
November	4,746	5,084	6,894	35.60%
December	4,733	4,348	7,474	71.90%
January	4,910	3,992		
February	4,519	4,129		
March	5,169	4,520		
April	5,615	3,962		
May	5,099	5,416		
June	5,372	4,897		
July	5,355	4,868		
August	5,236	6,569		
September	5,053	6,298		
Year	60,813	59,125	20,882	

Hazel Green Circulation				
	FY2022	FY2023	FY2024	% +/-
October	6,326	7,693	9,130	18.68%
November	5,697	7,366	7,907	7.34%
December	5,319	7,068	7,884	11.54%
January	5,181	8,259		
February	5,388	8,735		
March	6,447	9,005		
April	6,152	8,532		
May	5,938	8,617		
June	8,504	9,971		
July	8,359	10,397		
August	7,682	10,221		
September	7,540	9,071		
Year	78,533	104,935	24,921	

Madison Circulation				
	FY2022	FY2023	FY2024	% +/-
October	62,070	66,131	66,672	0.82%
November	55,162	60,949	59,189	-2.89%
December	51,311	57,371	57,796	0.74%
January	54,755	60,682		
February	53,829	61,005		
March	61,577	68,389		
April	59,357	63,255		
May	59,517	64,320		
June	76,272	73,247		
July	77,630	78,112		
August	72,913	73,138		
September	67,241	67,382		
Year	751,634	793,981	183,657	

Monrovia Circulation				
	FY2022	FY2023	FY2024	% +/-
October	12,554	14,825	14,423	-2.71%
November	11,802	13,458	13,702	1.81%
December	10,845	12,175	12,959	6.44%
January	11,073	13,498		
February	10,966	13,647		
March	13,371	15,062		
April	12,905	14,099		
May	12,197	14,407		
June	15,454	15,289		
July	15,544	16,031		
August	15,536	15,932		
September	14,660	14,860		
Year	156,907	173,283	41,084	

New Hope Circulation				
	FY2022	FY2023	FY2024	% +/-
October	1,346	-	1,904	
November	146	277	1,952	
December	-	950	1,941	104.32%
January	-	1,338		
February	-	1,594		
March	-	1,684		
April	-	1,482		
May	-	2,134		
June	-	2,129		
July	-	2,438		
August	-	2,037		
September	-	1,756		
Year	1,492	17,819	5,797	

*New Hope closed to the public September 30, 2021. Statistics following this are renewals.
 *New Hope circulation incomplete November 2022-June 2023. Self checkouts were not counted.

North Huntsville Circulation				
	FY2022	FY2023	FY2024	% +/-
October	12,570	12,175	11,629	-4.48%
November	10,525	10,583	10,253	-3.12%
December	10,101	9,911	9,017	-9.02%
January	9,472	10,194		
February	9,080	11,083		
March	10,019	11,718		
April	9,639	11,167		
May	9,961	10,979		
June	11,953	12,780		
July	12,372	12,017		
August	12,025	11,349		
September	11,502	11,439		
Year	129,219	135,395	30,899	

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

Outreach Circulation				
	FY2022	FY2023	FY2024	% +/-
October	465	1,317	496	-62.34%
November	4,340	3,120	2,447	-21.57%
December	693	2,737	326	-88.09%
January	3,095	4,134		
February	1,878	2,120		
March	1,480	2,418		
April	519	1,499		
May	891	760		
June	1,294	1,743		
July	683	679		
August	1,667	2,434		
September	3,521	2,204		
Year	20,526	25,165	3,269	

South Huntsville Circulation				
	FY2022	FY2023	FY2024	% +/-
October	57,753	56,999	57,571	1.00%
November	57,424	53,535	53,693	0.30%
December	49,481	48,412	52,450	8.34%
January	50,783	52,037		
February	50,469	53,892		
March	57,360	58,787		
April	52,420	55,093		
May	51,715	56,840		
June	65,477	64,769		
July	70,660	68,263		
August	69,545	63,703		
September	59,690	58,751		
Year	6155	691,081	163,714	

*South Huntsville opened September 28, 2021.

Triana Circulation				
	FY2022	FY2023	FY2024	% +/-
October	1,012	1,692	1,400	-17.26%
November	898	1,344	1,305	-2.90%
December	852	1,118	1,384	23.79%
January	809	1,041		
February	760	1,157		
March	553	1,428		
April	664	1,214		
May	682	1,349		
June	1,180	2,093		
July	1,342	1,971		
August	1,110	1,681		
September	1,097	1,558		
Year	10,959	17,646	4,089	

Number of Library Visitors by Branch									
	Cavalry Hill			Downtown			Gurley		
	FY2022	FY2023	FY2024	FY2022	FY2023	FY2024	FY2022	FY2023	FY2024
October	1,083	1,787	1,827	15,955	28,782	26,454	910	1,232	1,417
November	1,027	1,496	1,755	19,810	21,575	21,831	697	710	681
December	1,212	1,689	1,852	20,429	20,038	20,051	329	1,054	627
January	850	1,929		20,779	23,800		1,545	1,034	
February	1,234	1,660		22,193	24,645		1,003	1,167	
March	1,638	1,854		26,435	26,518		1,699	1,397	
April	1,428	1,538		25,019	24,541		1,257	1,442	
May	1,395	1,722		24,979	27,158		1,304	1,221	
June	1,930	2,228		28,151	27,725		1,665	1,557	
July	1,961	1,807		28,698	26,679		1,523	1,578	
August	1,618	1,964		27,150	28,778		1,466	1,690	
September	1,541	1,654		25,453	26,087		1,246	1,392	
Year	16,917	21,328	5,434	285,051	306,326	68,336	14,644	15,474	2,725

	Hazel Green			Madison			Monrovia		
	FY2022	FY2023	FY2024	FY2022	FY2023	FY2024	FY2022	FY2023	FY2024
October	2,577	2,806	2,271	18,387	23,514	20,358	3,174	3,322	4,223
November	2,303	2,608	2,958	15,105	19,973	16,753	2,795	3,332	3,672
December	2,348	2,538	2,093	15,027	16,940	16,030	2,943	3,034	3,440
January	1,916	3,039		15,800	17,214		3,665	3,809	
February	2,262	2,900		18,281	18,724		3,190	3,899	
March	2,863	2,916		20,140	22,509		3,538	4,478	
April	2,800	2,606		19,097	19,933		3,329	3,927	
May	2,751	2,810		21,855	23,022		3,460	4,663	
June	3,800	3,230		27,736	23,805		4,716	5,023	
July	3,100	2,609		25,470	22,371		4,037	4,275	
August	3,093	2,762		26,934	24,679		4,032	4,753	
September	2,719	2,422		24,495	19,823		2,990	4,362	
Year	32,532	33,246	7,322	248,327	252,507	53,141	41,869	48,877	11,335

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

	New Hope			North Huntsville			South Huntsville		
	FY2022	FY2023	FY2024	FY2022	FY2023	FY2024	FY2022	FY2023	FY2024
October	135	-	1,171	10,091	13,394	12,287	30,994	29,164	30,915
November	-	1,097	982	7,890	10,006	11,465	27,323	25,699	29,385
December	-	920	901	7,827	8,989	10,546	25,155	25,740	29,789
January	-	894		6,883	10,902		24,300	29,030	
February	-	995		8,193	12,769		27,573	30,164	
March	-	1,189		10,009	14,581		30,850	33,716	
April	-	1,166		9,964	15,264		28,006	30,971	
May	-	1,077		10,458	13,850		27,792	31,638	
June	-	1,337		11,921	14,423		33,779	35,733	
July	-	1,189		10,527	11,532		33,506	33,533	
August	-	1,123		12,518	12,923		35,273	35,753	
September	-	1,091		12,085	12,929		30,069	33,717	
Year	135	12,078	3,054	118,366	151,562	34,298	2,892	374,858	90,089

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

*New Hope closed September 30, 2021

	Triana		
	FY2022	FY2023	FY2024
October	1,454	2,970	1,600
November	1,024	2,583	898
December	1,312	1,817	1,555
January	1,082	983	
February	1,083	186	
March	1,448	3,001	
April	1,298	2,976	
May	1,359	2,680	
June	2,158	3,983	
July	2,810	4,316	
August	2,455	3,098	
September	2,795	2,535	
Year	20,278	31,128	4,053

*Triana's people counter malfunctioned in February 2023

*Triana's people counter malfunctioned in November 2023

	Total Number of Library Visitors-HMCPL		
	FY2022	FY2023	FY2024
October	43,327	106,971	102,523
November	37,658	89,079	90,380
December	36,374	82,759	86,884
January	38,543	92,634	0
February	36,566	97,109	0
March	45,412	112,159	0
April	49,902	104,364	0
May	51,361	109,841	0
June	75,442	119,044	0
July	68,162	109,889	0
August	67,971	117,523	0
September	64,999	106,012	0
Year	615,717	1,247,384	279,787

Hotspot Circulation										
	Cavalry Hill			Downtown			Gurley			
	FY2022	FY2023	FY2024	FY2022	FY2023	FY2024	FY2022	FY2023	FY2024	
October	8	6	3	93	97	16	53	24	3	3
November	8	8	3	100	99	15	35	22	3	3
December	18	9	4	218	59	10	33	16	2	2
January	11	10		144	53		38	20		
February	23	4		245	82		35	11		
March	8	9		109	69		37	16		
April	18	11		211	59		25	12		
May	13	14		102	37		20	13		
June	20	6		98	43		37	12		
July	8	7		120	120		36	1		
August	12	4		83	4		23	1		
September	9	2		52	11		14	1		
Year	156	90	10	1,575	733	41	386	149		8

*All hotspots were checked in and back out from the Downtown branch during the July 2023 hotspot transition.

	Hazel Green			Madison			Monrovia			
	FY2022	FY2023	FY2024	FY2022	FY2023	FY2024	FY2022	FY2023	FY2024	
October	76	30	7	46	34	6	36	17	5	5
November	70	30	3	63	34	6	22	18	3	3
December	77	24	6	66	31	6	43	16	7	7
January	51	19		40	28		31	19		
February	46	6		86	19		23	12		
March	83	14		28	31		45	16		
April	46	12		48	18		32	15		
May	49	12		44	22		16	17		
June	57	10		23	19		47	10		
July	83	6		45	11		28	4		
August	48	2		33	6		31	3		
September	22	1		9	3		11	4		
Year	708	166	16	531	256	18	365	151		15

	New Hope			North Huntsville			South Huntsville			
	FY2022	FY2023	FY2024	FY2022	FY2023	FY2024	FY2022	FY2023	FY2024	
October	0	0	4	87	29	5	27	25	7	7
November	0	3	6	46	24	8	33	21	6	6
December	0	8	3	67	26	6	54	19	3	3
January	0	8		41	23		32	18		
February	0	9		46	6		27	15		
March	0	8		45	11		70	19		
April	0	6		21	14		44	18		
May	0	8		21	19		35	20		
June	0	7		46	17		40	17		
July	0	1		87	3		48	5		
August	0	0		27	0		30	0		
September	0	2		12	5		8	4		
Year	0	60	13	546	177	19	448	181		16

	Triana			
	FY2022	FY2023	FY2024	
October	1	4	3	
November	0	6	1	
December	1	4	0	
January	4	4		
February	4	3		
March	4	3		
April	0	6		
May	3	5		
June	0	3		
July	4	2		
August	1	0		
September	0	2		
Year	22	42	4	

	Total Hotspot Circulation-HMCPL			
	FY2022	FY2023	FY2024	
October	427	266	59	
November	377	265	54	
December	577	212	47	
January	392	202	0	
February	535	167	0	
March	429	196	0	
April	445	171	0	
May	303	167	0	
June	368	144	0	
July	459	160	0	
August	288	20	0	
September	137	35	0	
Year	4,737	2,005	160	

*In December 2021, the allowable checkout period for hotspots increased to 6 months.

*Removed hotspot rental fee October 2022

*Hotspots checked out in July 2023 received extended due dates

Devices in Circulation as of	1/2/24	31
Devices on Hold as of	1/2/24	104

**Huntsville Public Library
Building Maintenance**

November - December 2023

				November - December 2023			
			SOUTH				
			NOVEMBER INVOICES PAID				
		11/03/2023	City of Huntsville	SINGLE STALL BATHROOM BY THE CAFE W.O. 173212		41.76	
		11/03/2023	City of Huntsville	STALL BACKED UP IN MEN'S HANDICAP STALL W.O. 173510		48.31	
				TOTAL FOR NOVEMBER			90.07
			DECEMBER INVOICES PAID				
		12/08/2023	City of Huntsville	FALL PREVENTIVE MAINTENANCE W.O. 173259		486.87	
		12/08/2023	City of Huntsville	REPLACE MOTION LIGHT SWITCH IN ROOF ACCESS ROOM W.O. 173599		41.76	
		12/08/2023	City of Huntsville	WALL HEATER ROOF ACCESS-VERIFY OPERATION W.O. 173884		48.31	
		12/26/2023	Credit Card Services	CWERNLE-WATER FOUNTAIN FILTERS		193.75	
				TOTAL FOR DECEMBER			770.69
				TOTAL BUILDING MAINTENANCE			8,542.32