APRIL BOARD MEETING AGENDA

- Call to order
- Approval of the March 2024 Minutes
- Director’s Report
- Treasurer’s Report
  - Check Register Approval
- Committee Reports
- Old Business
- New Business
  - New Trustees
- *Public Comment
- Executive Session
- Adjourn

*Members of the public may address the Board of Trustees only during the Public Comment portion of the board meeting and must identify themselves by name when they begin to speak. Comments are limited to no more than three minutes per person. The number of public comments per board meeting may be limited due to time constraints.
LIBRARY DIRECTOR'S REPORT

MONTHLY NEWS & UPDATES

- 2023 NYS Annual Services Report – Discussion and Approval
- 2024-25 Proposed Operating Budget – Discussion and Approval
- Town of Cortlandt Contracts and Tax Exemption have been filed (as of 4/2/2024)
- Eclipse Glasses were given out April 1; We gave away 500 in under 3 hours
- The Library has collected over $600 in honor of Vera Munson
- Trustee Institute (April 11 in-person) – Understanding the 414 Vote (Register Here)
- Annual Celebration of Local Authors is Sunday, April 28, 2024
**Patron Services** – March 2024

<table>
<thead>
<tr>
<th></th>
<th>2024</th>
<th>2023</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visitors</td>
<td>15,382</td>
<td>17,060</td>
<td>-10%</td>
</tr>
<tr>
<td>Reference Transactions</td>
<td>1,174</td>
<td>1,017</td>
<td>15%</td>
</tr>
<tr>
<td>Cards Issued</td>
<td>37</td>
<td>39</td>
<td>-5%</td>
</tr>
<tr>
<td><strong>Programs</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Children's Attendance</td>
<td>949</td>
<td>1,270</td>
<td>-25%</td>
</tr>
<tr>
<td>Teen Attendance</td>
<td>102</td>
<td>120</td>
<td>-15%</td>
</tr>
<tr>
<td>Adult Attendance</td>
<td>196</td>
<td>243</td>
<td>-19%</td>
</tr>
<tr>
<td>Special Event Attendance</td>
<td>401</td>
<td>163</td>
<td>146%</td>
</tr>
</tbody>
</table>

**Program Attendance**

**Visitors**

![Graph showing visitor trends from March 2023 to March 2024]
## Collection Statistics – March 2024

<table>
<thead>
<tr>
<th>Type</th>
<th>2024</th>
<th>2023</th>
<th>Change %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Checkouts</td>
<td>9,670</td>
<td>10,090</td>
<td>-4%</td>
</tr>
<tr>
<td>Digital Checkouts</td>
<td>3,515</td>
<td>2,665</td>
<td>32%</td>
</tr>
<tr>
<td>Cataloged Material</td>
<td>334</td>
<td>464</td>
<td>-28%</td>
</tr>
<tr>
<td>Withdrawn Material</td>
<td>92</td>
<td>64</td>
<td>44%</td>
</tr>
</tbody>
</table>

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### Circulation

- **Physical Checkouts**
- **Digital Checkouts**

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#### Cataloged Material (by Type)
- Adult Fiction: 18%
- Adult Non-Fiction: 11%
- Juvenile Fiction: 4%
- Juvenile Non-Fiction: 11%
- A/V: 11%
- Music: 9%
- Movies: 5%
- Juvenile Books: 24%
- YA Books: 1%

#### Withdrawn Material (by Type)
- Adult Fiction: 18%
- Juvenile Fiction: 16%
- Adult Non-Fiction: 11%
- Juvenile Non-Fiction: 11%
- A/V: 11%
- Music: 9%
- Movies: 5%
- Juvenile Books: 24%
- YA Books: 1%

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#### Cataloged Material

- Mar-23
- Apr-23
- May-23
- Jun-23
- Jul-23
- Aug-23
- Sep-23
- Oct-23
- Nov-23
- Dec-23
- Jan-24
- Feb-24
- Mar-24

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### Withdrawn Material

- Mar-23
- Apr-23
- May-23
- Jun-23
- Jul-23
- Aug-23
- Sep-23
- Oct-23
- Nov-23
- Dec-23
- Jan-24
- Feb-24
- Mar-24

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April 8, 2024