



# **Richmond Memorial Library**

## **2021-2022 Budget Newsletter**

### **Annual Reports 2018-2019 & 2019-2020**



**Trustee Election**  
**Thursday, May 6, 2021 9am - 9pm**  
**19 Ross Street, Batavia, NY 14020**

#### **RICHMOND MEMORIAL LIBRARY MISSION STATEMENT**

*Richmond Memorial Library continually provides access to physical and virtual resources and services that meet the educational, informational and recreational needs of its diverse community in a safe and comfortable environment.*

## **RICHMOND MEMORIAL LIBRARY VOTING GUIDELINES**

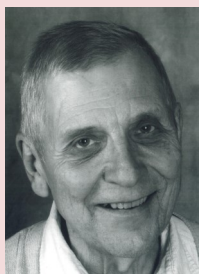
### **WHO MAY VOTE?**

Residents of Batavia City School District who are citizens of the United States, eighteen years or older, and **are registered voters** may vote on this year's Trustee Election.

### **WHAT ABOUT ABSENTEE BALLOTS?**

Applications for absentee ballots are available at Richmond Memorial Library. If the ballot is to be mailed to the voter, the application must be received at the Richmond Memorial Library by 5 o'clock on April 27th. If the ballot is to be delivered personally to the voter, the application may be received up to 5 o'clock pm on May 3rd.

### **Message from Board President, Norman Argulsky**



For the second year in a row, the Board of Trustees of the Richmond Memorial Library and I have asked its Director to prepare a budget which would minimize any increase required of the library's property tax levy. And for the second year in a row, he has come through with a budget requiring no increase whatsoever. Because there is no tax levy increase to vote upon, there will be no budget vote – only the trustee election for one vacant seat on the Richmond Memorial Library board.

Prior to the 2020-21 fiscal year, tax levy increases had been kept under 2% annually (well under the allowable Tax Cap and national rate of inflation) despite 7% increases to the minimum wage, fluctuating health insurance costs, and a greater share of New York's pension liability. (Personnel, in case you did not know, make up the lion's share of operating expenses in any public library.)

The library board felt that now, while so many are still suffering from job loss and the economic fallout of the Covid-19 pandemic, is no time to raise taxes if we needn't. We are also certain that many other taxing bodies – federal, state, and local – will be asking for increases to make up for pandemic-related shortfalls in both income and sales tax revenues. But the library, which draws most of its revenues from a property tax, is relatively much more stable, and moreover is allowed by statute to balance its modest increase to projected expenditures against its appropriated fund balance – which is what we have done.

The library is also generously supported by the fundraising efforts of its Friends of the Library group. Their primary fundraising venture, a monthly book sale, has unfortunately been canceled until we can allow large groups to use the library again. In a happy coincidence, most of their fundraising efforts went towards in-person library programs, which have largely been postponed for the same reason. It's gratifying to know that when in-person library programs can safely resume, so can fundraising efforts by this beloved partner agency.

It is also worth noting that the Richmond Memorial Library Foundation is actively soliciting and managing bequests and donations for the library's unspecified, long-range needs. Although the Foundation is still in its relative infancy – the library itself has a 125 year head-start – the time could come that a portion of its operating revenues could be underwritten by the interest on the Foundation's invested principal. For more information about supporting the library, its Friends, or its Foundation with your gifts, bequests, or memorial donations, please visit <https://www.batavialibrary.org/about>

Thank you!

Norm Argulsky, President

# **Reporting on Fiscal Years, July-June**

Population chartered to serve: **19,073**

*(Batavia City School District, 2010 Census)*

	<b><u>2018-2019</u></b>	<b><u>2019-2020</u></b>
Days open:	~300	~270
Active library cardholders:	21,772	21,904
- Resident cardholders:	14,411	14,539
- Nonresident cardholders:	7,361	7,365
Library Visits:	142,053 ~474 people per day	105,882 ~353 people per day
Material circulation:	150,084 about 7 items per cardholder	114,615 about 5 items per cardholder
Computer sessions:	21,036 about 70 sessions per day	15,470 about 52 sessions per day
Connections to WiFi:	26,242	53,753 reflects a change in session tracking software
Library programs:	719	626
Library program attendance:	10,751 about 15 people per program	9,980 about 16 people per program
Summer Reading Program enrollment:	633	252
Youth:	525	152
Adult:	108	100
Meeting room usage by outside groups:	327	267

## **RICHMOND MEMORIAL LIBRARY MEET THE CANDIDATES**

### **ODILIA COFFTA -**

I am the data administrator for the New York State Migrant Education Program. As the mother of two young girls, ages 5 and 10 weeks, I often visit the library and take advantage of all the great books, materials, and activities available in the children's department. I am originally from Guatemala and have a Masters in Public Administration from the University of Pittsburgh. I want to join the Board because I believe libraries are a great resource for the community. I love the library and want to serve and support it as best as I can.

### **CATRINA "CAT" LASHER -**

I grew up in northern California and moved to New York 8 years ago. I am a mother to two children ages 7 and 4 who keep me busy with running them to hockey, dance, and piano, in addition to volunteering at their schools. I'm a returning adult student at SUNY Empire College in the Community and Human Services department. I am the Birthday Party & Special Event Coordinator at the Batavia YMCA, in addition to other roles I perform there. In the past, I coordinated a Free Forest School chapter in Genesee county and managed Batavia's Buy Nothing group. Since childhood, libraries have been an important resource for me. These days I use the library to support my reading habit. My children and I ride our bikes to the library on a weekly basis in the summer. I'm very grateful to have such a wonderful place in our community. Some of my favorite things about our library are the craft programs and the Seed Library. I would like to become a library trustee because I believe that libraries support strong communities. As a library trustee, one of my top priorities would be to support access and inclusivity for all community members regardless of race, gender, orientation, age, socioeconomic status, or ability.



## **Message from Library Director, Bob Conrad**

When I ask people to imagine the busiest year in public libraries' history – not just this public library, but all 16,000 of America's public libraries – they often guess a year from their own childhood. Probably because so many people used a public library the most during the first decade of their lives before moving on to using school libraries, book stores, and their own imaginations; or because working people stop reading for leisure until they either have kids of their own, a particular information need to address, or the leisure time afforded by retirement.



Whatever the case, any guess that places the peak year of public library usage in their own childhood is probably incorrect... unless they are still a kid! Or a very young adult. That's because the peak year of public library usage across America was just 11 years ago, in 2010, as the nation was still climbing out of the Great Recession triggered by the housing market collapse of 2008.

Many of us working in public libraries at that time felt the urgency of the historic moment, as families as well as entrepreneurs returned to libraries for free WiFi, for free books and movies, for free things to do, and for many forms of assistance. Many of us recall these times with a measure of pride and satisfaction, even as library usage, as measured by door counts, computer sessions, and circulation stats, have steadily declined from those needier times.

I tell this story now, because it's so different from the story that we're now in the thick of. When we closed our doors to the Covid-19 pandemic on March 16, 2020, it was after one or two of the busiest weeks we had seen within memory. Many of you knew that a closure was imminent, and many of you came to borrow the books and materials needed to sustain your households through an isolation period of indeterminate length. I'm particularly proud of the young man who, along with his books, checked out a stack of board games that, when set upon the Circulation desk, was taller than him – including *Pandemic*, a board game that requires intense social collaboration to beat.

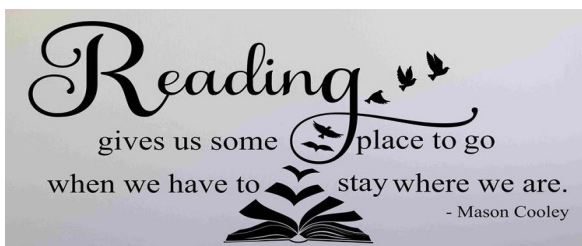
Since re-opening our doors in June, 2020, to limited computer access, to browsing and checkout, but not to library programs, large groups, gatherings, extended periods of research, seating, or reading (“**No reading at the library!**”) we have not, I’m sad to say, felt like an essential part of the nation’s or local community’s recovery. The circulation of adult materials has mostly but not entirely rebounded; families have been slow to return, and there is no after-school presence to speak of, or classroom visits, so youth materials, computer sessions, door counts, and most other statistical indicators of a library’s “usefulness” have not rebounded. Nor will they, I expect, until at least September, depending on how the vaccine rollout goes.

Even then, I expect a slow return to normalcy. We’re planning a “combined” Summer Reading Program for 2021, with both in-person and online components, for kids, families, and adult participants to choose what works best for them. We’re launching *Books for Babies* this month, so that all children born at United Memorial will be given a free board book, and instructions for their parents to enroll in other early literacy programs. And it’s only a matter of time before in-person programming can resume – and with them, the popular Friends of the Library book sales.

I know I speak for many who work here when I acknowledge that it has been a difficult year for everyone. We have missed you, and we look forward to returning to full services as soon as it’s safe, and to having you back whenever you are ready after that.

Sincerely,

Bob Conrad, Library Director





<b>Operating Revenues</b>	<b>2020-21</b>	<b>2021-22</b>
Local Public Funds-Batavia School District	1359604	1359604
PILOT Funds	47354	64913
New York State Library Aid	6000	4372
Library Generated Income		
-- Interest of Investments	1300	977
-- Fines/Printing/Photocopy	27000	17555
-- Gifts/Memorials	4100	5250
-- Rental space	2400	0
Appropriated Funds	100808	118358

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	<b>\$1,548,566</b>	<b>\$1,571,029</b>
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<b>Operating Expenses</b>	<b>2020-21</b>	<b>2021-22</b>
Library Materials - Books	57000	57000
e-books	6000	6000
Media	41450	41450
Periodicals	9650	9650
Microfilm	3500	3500
Online Resources	31500	42400
Imagination Library	20124	8340
Library Programs	27185	27185
Supplies	25000	25000
Equipment	4000	4000
Computer/Technology Services & Support	53301	53301
Contractual Services & Support such as security system, printer, copiers	17779	18184
Other Services		
legal, financial, marketing, planning	31827	27510
Postage	2500	2500
Travel (including mileage, library training)	15700	15700
Telecom	3900	3900
Utilities	25725	25725
Wages & Salaries	779795	801174
Employee Benefits - Social Security	59654	61290
Health Insurance + Fees	161812	164483
Retirement + Incentive	142164	144631
Worker's Compensation	9000	8107
Capital Improvement	20000	20000

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	<b>\$1,548,566</b>	<b>\$1,571,029</b>
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*0% increase (\$0) of last year's levy (\$1,359,604).  
Increase of \$27,469 is allowed under Tax Cap.*