



Board of Trustees Meeting September 14, 2026 6:00 pm Board Room

Watch here: <https://www.youtube.com/@bethlehempubliclibrary9609>

Public comments can be submitted here: <https://www.bethpl.org/contact-us/contact-the-director/>

Board packet information can be accessed here: <https://www.bethpl.org/board-of-trustees/>

Library Mission Statement

Bethlehem Public Library values its responsibility to enhance the general welfare and quality of life in the community and region it serves. The library pursues excellence in its mission: to provide equal and uncensored access to resources and services that encourage lifelong learning, cultural enrichment, and professional growth.

Agenda

- Call to order
- Public participation
- Review of previous meeting minutes (p. 2-6)
- Financial report (p. 7-16)
 - Treasurer's update (p. 7)
- Personnel report (p. 17)
 - Personnel actions
- Director's report (p. 18-32)
- UHLS report
- Friends report
- New business
 - Community Day report/survey (p. 33-39)
 - Parking lot paving
 - Story Room and Studio
 - Other new business
- Old business
 - 59 Borthwick demolition project update
 - Utilities shutoff/cap off change order
 - Recording policy – discussion/staff reaction
 - Other old business
- Future business
- Public participation
- Adjournment
 - Next board meeting: Tuesday October 13, 2026 6:00 pm (Tuesday Meeting)
 - Next Friends of the Library meeting: October 19, 2026 6:30 pm

MINUTES OF THE BOARD OF TRUSTEES MEETING
BETHLEHEM PUBLIC LIBRARY (BOARD ROOM)
Monday August 10, 2026 (DRAFT)

PRESENT: Jill Adams
Caroline Brancatella
Katie McNamara
Sarah Patterson
Gail Sacco
Sharon Whiting, library treasurer (remote)

Geoffrey Kirkpatrick, director
Kristen Roberts, public information specialist

EXCUSED: Laura DiBetta
Mark Kissinger

GUESTS: Phil Berardi, assistant director/head of operations
Chris McGinty, assistant director/Public Services
Tracey McShane, personnel administrator
Mary Service
Claire Crawford
Bruce Phillips

President C. Brancatella called the meeting to order at 6:02pm.

PUBLIC PARTICIPATION

One person submitted a comment online, which was read by G. Kirkpatrick. A recording of the meeting is available on YouTube.

REVIEW OF PREVIOUS MEETING MINUTES

On a MOTION by J. Adams with a SECOND by S. Patterson, the board unanimously approved the minutes from the Monday July 13 regular board meeting.

FINANCIAL REPORT

Treasurer's update

S. Whiting presented her report.

- Expenses are on par with last year at this time with the exception of a few July expenses that were not paid until August. The auditors will be at the library to finish up field work, and we expect to have financial statements for the November board meeting.

On a MOTION by G. Sacco with a SECOND by S. Patterson, the board unanimously approved the Financial Statement dated 31 July 2026 (Checks disbursed in July 2026 based on pre-approval \$51,520.85; Checks disbursed in July 2026 relating to payroll \$230,150.69; Checks

being submitted for approval \$115,831.73; Checks being submitted for approval – Capital Project Fund \$7,498.30; Total: \$405,001.57).

PERSONNEL REPORT

The board noted the personnel report. There were no personnel requests.

DIRECTOR'S REPORT

The board noted the director's report.

- G. Kirkpatrick said he would be sharing a proposal later in the meeting for the replacement of the fan motors in two of the library's four rooftop heating units.
- He said the library's curated book bundle service, which was started during the pandemic, is a way for book lovers to get out of a "reading rut" and a good chance for readers advisory.
- He noted the good attendance at the library's America 250 programs and said the Friends would be hosting a visit to Fort Ticonderoga in October on the 250th anniversary of a major battle to hold the line at the fort.
- Youth services programs have had really high attendance this summer. G. Sacco asked about registration numbers for the Summer Reading Challenge. G. Kirkpatrick said he would get those and noted that it is an increase over last year.
- J. Adams asked if there has been any discussion with the middle and high school about students being able to practice their foreign language skills at the library's Conversation Clubs. G. Kirkpatrick said that it might be good to reach back out to them for a reminder.
- K. McNamara said she enjoyed watching the kids taking part in the scavenger hunt collaborating and working together.
- Checkout numbers are very close to what they were pre-pandemic, and the increases are all on the back of the digital collection. Door count has also been increasing.
- G. Sacco asked if it was possible to do a short survey to ask patrons what brought them into the library, maybe even as a quick pop up on the catalog computers. G. Kirkpatrick said staff have already been discussing such a survey, and he would check to see if a screen pop-up was something that could be done.
- C. Brancatella said that e-book users could help cut down on wait times for others by returning their selections early when done reading or suspending a hold if they aren't ready to start them right away. G. Kirkpatrick said that some changes were coming to Overdrive that will make the borrowing from the other libraries that are part of the reciprocal lending agreement even easier. He also noted there was no waiting with Hoopla.

UHLS REPORT

G. Sacco said she has received the UHLS handbook and the next meeting will be held in September.

FRIENDS REPORT

J. Adams said there was no meeting to report on.

NEW BUSINESS

Long Range Plan Committee update

C. Brancatella thanked the committee for all their work. She noted that the previous long range plan had been extended and will expire at the end of the year. She said the committee would be presenting the plan in two phases. The first phase presented to the board outlines subject areas they hope to address in the coming years. The second phase will include action items that

correspond to each of those subject areas. She noted the committee would be presenting one or two subject areas action items per meeting.

G. Sacco said that the model for this kind of structure comes from the Massachusetts Library Association. C. Brancatella said committee members read a number of long range plans from other libraries throughout the region. J. Adams said she was glad to see that making the library a “third space” and outreach were both included as goals. C. Brancatella said the action items have been drafted, but board members could still weigh in with suggestions. The action items will go to library staff to review whether they can feasibly be accomplished. G. Sacco said the final plan will cover the next three years.

On a MOTION by K. McNamara with a SECOND by G. Sacco, the board unanimously voted to Accept the first phase of the 2027-2030 long range plan, which is an outline of subject areas they would like to address.

C. Brancatella said that the plan addresses building maintenance and other building needs to better provide service to patrons. She said based on feedback from the community received through an exit survey at the 2024 bond vote, the ceiling of what the public would potentially support is around \$10 million. She asked the board if they were interested in discussing another bond proposal to meet the long range plan goals. Board members said they were in favor of the discussion. G. Sacco noted that some of the work done by previous architects and engineers would still be applicable. C. Brancatella said that the discussion would be part of the agenda moving forward. She added that improvement of the children’s area and addition of a teen room and more study rooms are focus areas based on feedback from the public. G. Sacco said that any significant structural needs should be addressed. S. Patterson added that a more accessible entrance could also be part of the discussion.

Rooftop unit motor replacement

G. Kirkpatrick said the maintenance crew heard a high-pitched sound coming from two of the rooftop heating units and that is how they learned the fan motors are failing. The units were installed in 2018 and have experienced some wear so he would like to have them replaced now so they don’t fail during the winter. Because of the location of the units, Trane Services has come up with a solution that does not require an expensive crane assist. Workers will use a lift to get the motors onto the roof and a specialized roof cart to transport them. G. Sacco asked that the library get assurance from Trane that if the roof is damaged during transport, they would be responsible.

On a MOTION by C. Brancatella with a SECOND by G. Sacco, the board unanimously agreed to allow G. Kirkpatrick to enter into a contract with Trane Services for the replacement of two fan motors in the amount of \$17,390.

Continuing education proposals

G. Kirkpatrick shared conference attendance proposals for NYLA and the Library Marketing and Communications Conference.

On a MOTION by J. Adams with a SECOND by S. Patterson, the board unanimously voted to authorize expenses associated with NYLA and LMCC attendance.

Other new business

There was no other new business discussed.

OLD BUSINESS

Boiler project update

G. Kirkpatrick said the boiler project is officially completed. C. Brancatella noted that it was the No. 1 priority on their building maintenance list, and it came in below budget.

59 Borthwick demolition project update

G. Kirkpatrick said he would be meeting with a town representative the following day for a quick inspection of the house as part of the building permit application. He said the electricity and gas will be turned off shortly, followed by abatement of the asbestos siding. The Delmar Fire Department has reached out about using the building for entry training before demolition and the contractor has said that can take place after the asbestos abatement. J. Adams said that was another great example of the library providing education opportunities for the community. C. Brancatella said the communications committee will meet near the end of August once a project timeline has been established to discuss how to get information about the project out to the public.

Recording policy – draft and discussion

S. Patterson said the draft before the board to review was based on a template provided by the library's attorney and is a substantial reworking of the current policy that was based on the assumption that staff couldn't prevent people from filming in the library. The attorney has advised that recording can be prohibited and the library has an obligation to protect people's privacy in library space.

C. Brancatella said that while the library may be legally allowed to prohibit some types of recordings, board members should think about whether it can feasibly be consistently enforced from an operational standpoint.

G. Kirkpatrick noted the complications under the drafted policy that come with the use of Zoom calls and other streaming activities that take place in the library, as well as patrons taking pictures of their family or friends inside the library. He said the goal is to find a way to allow what would be considered "reasonable recording" while still protecting patron privacy.

G. Sacco said that an important component would be how any restrictions to recording is communicated. S. Patterson said that the attorney also provided templates for language to use in signage and when interacting with patrons.

K. McNamara said she was concerned about the operational aspect regarding enforcement and noted that it could be unwelcoming and lead to a level of alienation among some library users. She also said she would want people to be able to take a Zoom meeting at the library.

S. Patterson asked how the board would like to proceed with the draft as she is hearing the board's concerns.

C. Brancatella said that the cleaner approach is to prohibit recording, but she had reservations because she fears it could dissuade groups like tween and teens and others using the library as a "third space." She suggested that before the next board meeting, the policy committee meet with the attorney and discuss some broader categories, as well as asking staff about how it could feasibly be enforced.

Other old business

There was no other old business at this time.

FUTURE BUSINESS

There was no future business at this time.

PUBLIC PARTICIPATION

There was no public participation at this time.

ADJOURNMENT

On a MOTION by J. Adams with a SECOND by K. McNamara, the board unanimously voted to adjourn the regular meeting at 7:21pm.

Prepared by
Kristen Roberts, recording secretary

Cosigned by
C. Brancatella, board president

DRAFT

Treasurer's Report

September 14, 2026

Revenue and Expense Report

Expenses are consistent with last year at this time. We won't be receiving tax revenues from the school district until the end of September or early October. The auditors completed field work last week. We will be working with them to answer questions and provide any additional information requested over the next few weeks. We expect to have the audited financial statements for review by the Finance Committee at the end of October and present them to the board for approval at the November board meeting.

Fund Balance

As of June 30, 2025, the fund balance is \$3,633,318. This amount will change after the audit is completed. Any surplus or deficit will be added to or subtracted from this total. Of this amount, approximately \$1.3 million is needed to fund operations for the first quarter of the year, until tax revenue is received.

Sharon Whiting CPA
District Library Treasurer

BETHLEHEM PUBLIC LIBRARY

CASH & INVESTMENTS SUMMARY

AS OF 8/31/26

	BALANCE					BALANCE
	7/31/2026	RECEIPTS	DISBURSEMENTS	EARNINGS	TRANSFERS	8/31/2026
TD Bank General Fund	175,072.66	12,231.82	(293,217.37)	(633.12)	198,087.91	91,541.90
TD Bank Payroll	(132.98)		(151,779.11)	-	151,912.09	0.00
TD Bank Money Market	861,003.85	-		1,458.91	(3,000.00)	859,462.76
TD Bank Treasury Bill	521,141.97		-	1,615.74	-	522,757.71
TD Bank Capital Project Fund	4,570.97	-	(7,498.30)		3,000.00	72.67
Metropolitan Bank	1,746,943.47	-	-	3,903.50	(350,000.00)	1,400,846.97
Key Bank Checking	7,861.92	2,661.77	(221.71)		-	10,301.98
TOTAL:	<u>3,316,461.86</u>	<u>14,893.59</u>	<u>(452,716.49)</u>	<u>6,345.03</u>	<u>-</u>	<u>2,884,983.99</u>

BETHLEHEM PUBLIC LIBRARY

REVENUE & EXPENSE REPORT

2 MONTHS ENDED 8/31/26

FISCAL YEAR 2026-2027

	ANNUAL BUDGET 2026-2027	YTD ACTUAL 2 MO. ENDED 8/31/2026	Percent YTD 8/31/2026	ANNUAL BUDGET 2025-2026	YTD PRIOR 2 MO. ENDED 8/31/2025	Percent YTD 8/31/2025
Real Property Taxes	4,899,451	-	0.0%	4,711,910	-	0.0%
PILOT	179,360	-	0.0%	225,000	-	0.0%
Fines	3,000	733	24.4%	3,000	562	18.7%
Interest on Deposits	125,000	11,788	9.4%	121,500	14,199	11.7%
Lost Book Payments	11,500	2,550	22.2%	11,500	2,739	23.8%
Friends of BPL Contributions	10,000	4,592	45.9%	10,000	4,640	46.4%
Gifts and Donations	10,000	1,238	12.4%	10,000	200	2.0%
Photocopier	13,000	3,390	26.1%	10,500	2,477	23.6%
State Aid	26,500	-	0.0%	26,500	24,290	91.7%
Grants	-	-	0.0%	-	500	0.0%
Miscellaneous Income	1,000	332	33.2%	800	240	30.0%
Use of Fund Balance	223,000	-		38,000		
Total Revenue	5,501,811	24,623	0.4%	5,168,710	49,849	1.0%
EXPENSES						
Salaries	2,928,965	409,988	14.0%	2,547,087	396,015	15.5%
Retirement	448,656	-	0.0%	376,102	-	0.0%
Health Insurance	562,500	85,765	15.2%	430,000	69,812	16.2%
Other Benefits	255,390	50,969	20.0%	240,194	55,621	23.2%
Subtotal Salaries & Benefits	4,195,511	546,721	13.0%	3,593,383	521,448	14.5%
Library Materials - Print	277,000	10,913	3.9%	290,000	10,347	3.6%
Library Materials - Electronic & Audio	284,000	40,896	14.4%	290,500	27,503	9.5%
Subtotal Library Material	561,000	51,809	9.2%	580,500	37,850	6.5%
Operations	645,300	94,000	14.6%	633,000	123,165	19.5%
Capital Expenditures	100,000	-	0.0%	100,000	-	0.0%
Contingency	-	-		35,000	-	
Total Expenses	5,501,811	692,531	12.6%	4,941,883	682,463	13.8%

BETHLEHEM PUBLIC LIBRARY

EXPENSES REPORT - DETAIL

2 MONTHS ENDED 8/31/26

FISCAL YEAR 2026 - 2027

	ANNUAL BUDGET 2026-2027	YTD ACTUAL 2 MO. ENDED 8/31/2026	Percent YTD 8/31/2026	ANNUAL BUDGET 2025-2026	YTD PRIOR 2 MO. ENDED 8/31/2025	Percent YTD 8/31/2025
Salaries & Benefits						
Salaries-Librarians	1,444,929	217,546	15.1%	1,378,299	204,386	14.8%
Salaries-Support Staff	1,262,725	162,448	12.9%	1,206,163	163,168	13.5%
Salaries-Custodians	221,311	29,995	13.6%	199,452	28,460	14.3%
Subtotal Salaries	2,928,965	409,988	14.0%	2,783,914	396,015	14.2%
Retirement	448,656	-	0.0%	376,102	-	0.0%
Health Ins.	562,500	85,765	15.2%	430,000	69,812	16.2%
SocSec/Medicare	223,890	32,468	14.5%	212,694	30,835	14.5%
Worker's Comp.	24,000	17,647	73.5%	20,000	23,330	116.7%
Unemployment	5,000	-	0.0%	5,000	-	0.0%
Disability Ins.	2,500	854	34.2%	2,500	1,456	58.2%
Subtotal Salaries & Benefits	4,195,511	546,721	13.0%	3,830,210	521,448	13.6%
Library Materials						
Adult books	165,000	5,272	3.2%	171,000	7,134	4.2%
Periodicals	14,000	157	1.1%	14,000	-	0.0%
YS Books	80,000	4,821	6.0%	85,000	2,557	3.0%
Special Collections	18,000	662	3.7%	20,000	655	3.3%
Subtotal Print Materials	277,000	10,913	3.9%	290,000	10,347	3.6%
Audiobooks	11,500	1,290	11.2%	15,000	2,135	14.2%
E-Collections	210,000	37,964	18.1%	201,000	24,537	12.2%
Electronic Resources	45,000	-	0.0%	50,000	-	0.0%
YS Audiobooks	2,500	1,142	45.7%	4,500	-	0.0%
YS Media	-	-	0.0%	-	-	0.0%
AS Media	15,000	500	3.3%	20,000	832	4.2%
Subtotal Electronic & Audio	284,000	40,896	14.4%	290,500	27,503	9.5%
Subtotal Library Materials	561,000	51,809	9.2%	580,500	37,850	6.5%
Operations						
Copiers and supplies	15,000	2,224	14.8%	14,000	2,501	17.9%
Office supplies	16,000	2,402	15.0%	17,000	1,160	6.8%
Custodial supplies	23,000	1,343	5.8%	22,000	1,044	4.7%
Postage	22,000	2,800	12.7%	22,000	4,210	19.1%
Printing & Marketing	39,000	110	0.3%	35,000	251	0.7%
Van lease & oper.	2,500	118	4.7%	2,500	52	2.1%
Gas and Electric	85,000	15,067	17.7%	65,000	16,510	25.4%
Telecom & Cloud Svcs	25,000	4,362	17.4%	25,000	3,869	15.5%
Water	3,000	-	0.0%	3,000	-	0.0%
Taxes-sewer & water	3,500	-	0.0%	3,500	-	0.0%
Refund property taxes	5,000	-	0.0%	5,000	119	2.4%
Prof. Services	15,500	1,675	10.8%	30,000	3,438	11.5%
Contract Services	52,000	386	0.7%	50,000	455	0.9%
Insurance	41,000	32,322	78.8%	36,000	39,127	108.7%
Bank Fees	5,000	1,612	32.2%	2,500	1,291	51.6%
Travel/Conference	8,000	972	12.2%	10,000	120	1.2%
Memberships	3,000	-	0.0%	3,000	-	0.0%
Special Programs	40,000	6,588	16.5%	45,000	4,768	10.6%
Furniture & Equipment	30,000	1,302	4.3%	30,000	372	1.2%
IT Hardware & Software	55,000	4,585	8.3%	55,000	7,179	13.1%
Bld & Grnd. Repair	35,000	-	0.0%	40,000	695	1.7%
Furn/Equip Repair	4,000	649	16.2%	4,000	622	15.6%
Miscellaneous	6,500	46	0.7%	6,500	353	5.4%
Audit Service	26,000	-	0.0%	25,000	-	0.0%
Accounting Service	22,000	-	0.0%	22,000	20,328	92.4%
UHLAN fees	63,300	15,438	24.4%	60,000	14,703	24.5%
Subtotal Operations	645,300	94,000	14.6%	633,000	123,165	19.5%
Capital Expenditures	100,000	-	0.0%	100,000	-	0.0%
Contingency	-	-	0.0%	25,000	-	0.0%
TOTAL	5,501,811	692,531	12.6%	5,168,710	682,463	13.2%

BETHLEHEM PUBLIC LIBRARY**DISBURSEMENTS SUMMARY**

CHECKS DISBURSED IN AUGUST 2026 BASED ON PRE-APPROVAL	\$	103,245.49
CHECKS DISBURSED IN AUGUST 2026 RELATING TO PAYROLL	\$	226,052.24
CHECKS BEING SUBMITTED FOR APPROVAL	\$	98,397.29
CHECKS BEING SUBMITTED FOR APPROVAL - CAPITAL PROJECT FUND	\$	1,999.57

BETHLEHEM PUBLIC LIBRARY

Check Warrant Report For A - 6: PREAPPROVED (AUG 26) For Dates 8/1/2026 - 8/31/2026



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
43854	08/01/2026	1831	CDPHP UNIVERSAL BENEFITS, INC.		35,666.82
43855	08/01/2026	2395	CSEA EMPLOYEE BENEFIT FUND		163.74
43856	08/01/2026	720	MVP HEALTH PLAN, INC.		14,538.72
43857	08/01/2026	1607	VERIZON BUSINESS FIOS	270001	169.79
43858	08/01/2026	1570	NATIONAL GRID		7,764.56
43860	08/03/2026	2225	SPRAGUE, LINDSAY	270068	430.00
43861	08/03/2026	1581	UNITED STATES POSTAL SERVICE	270005	1,800.00
43907	08/19/2026	1424	AFLAC NEW YORK		464.57
43908	08/19/2026	2426	JPMORGAN CHASE BANK NA	270091	1,217.84
43909	08/19/2026	1570	NATIONAL GRID		7,234.21
43910	08/19/2026	2278	ROBERTS, KRISTEN	270082	422.19
43911	08/19/2026	2061	UNITED HEALTHCARE INSURANCE CO		192.45
43912	08/19/2026	2011	UTICA NATIONAL INSURANCE GROUP	270087	32,322.04
43913	08/19/2026	1607	VERIZON BUSINESS FIOS	270001	169.79
43914	08/19/2026	2137	WEX BANK	270004	56.34
43915	08/27/2026	2395	CSEA EMPLOYEE BENEFIT FUND		163.74
43916	08/27/2026	2514	JACQUELINE REYNOLDS	270096	400.00
43917	08/27/2026	1570	NATIONAL GRID		68.69
Number of Transactions: 18				Warrant Total:	103,245.49
				Vendor Portion:	103,245.49

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, _____ in number, in the total amount of \$ _____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

_____	_____	_____
Date	Signature	Title

BETHLEHEM PUBLIC LIBRARY

Check Warrant Report For A - 7: PAYROLL (AUG 26) For Dates 8/1/2026 - 8/31/2026



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
43859	08/07/2026	712	CIVIL SERVICE EMPL ASSOC INC.		964.83
43906	08/21/2026	712	CIVIL SERVICE EMPL ASSOC INC.		964.83
101144	08/07/2026	709	BPL SPECIAL PAYROLL ACCOUNT		76,002.30
101145	08/07/2026	710	NYS INCOME TAX BUREAU		4,404.57
101146	08/07/2026	1946	IRS - PAYROLL TAX PMT		24,961.00
101147	08/07/2026	2003	NEW YORK STATE DEFERRED		4,246.25
101148	08/21/2026	709	BPL SPECIAL PAYROLL ACCOUNT		75,776.81
101149	08/21/2026	710	NYS INCOME TAX BUREAU		4,439.01
101150	08/21/2026	730	NYS EMPLOYEES RETIREMENT SYSTE		4,883.26
101151	08/21/2026	1946	IRS - PAYROLL TAX PMT		25,172.76
101152	08/21/2026	2003	NEW YORK STATE DEFERRED		4,236.62
Number of Transactions: 11				Warrant Total:	226,052.24
				Vendor Portion:	226,052.24

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, _____ in number, in the total amount of \$_____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

_____	_____	_____
Date	Signature	Title

BETHLEHEM PUBLIC LIBRARY**Check Warrant Report For A - 11: BILL SCHEDULE (SEPT 26) For Dates 9/15/2026 - 9/15/2026**

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
43923	09/15/2026	2550	A.M. TECH PLAQUES LLC	270099	327.00
43924	09/15/2026	1018	ALBANY INSTITUTE HISTORY & ART	270122	200.00
43925	09/15/2026	30	ALBANY PUBLIC LIBRARY-MAIN BR	270111	20.00
43926	09/15/2026	2420	AMAZON CAPITAL SERVICES INC	270083	1,113.29
43927	09/15/2026	2420	AMAZON CAPITAL SERVICES INC	260706	638.88
43928	09/15/2026	2457	AQUATIC ALLIES	270012	224.89
43929	09/15/2026	697	CAPITAL REGION BOCES	270000	20,840.08
43930	09/15/2026	1693	CASTLETON PUBLIC LIBRARY	270056	17.00
43931	09/15/2026	2078	COUNTY WASTE & RECYCLING SERVICE, INC.	270015	385.71
43932	09/15/2026	1434	DELL MARKETING L.P.	270103	31.08
43933	09/15/2026	2118	FASNY MUSEUM OF FIREFIGHTING	270124	150.00
43934	09/15/2026	1264	FENIMORE ART MUSEUM SHOP	270125	135.00
43935	09/15/2026	1264	FENIMORE ART MUSEUM SHOP	270042	300.00
43936	09/15/2026	1986	FIRSTLIGHT NETWORKS, LLC	270002	1,532.34
43937	09/15/2026	2361	FUN EXPRESS, LLC	*See Detail Report	12.38
43938	09/15/2026	787	GUILDERLAND PUBLIC LIBRARY	270072	24.99
43939	09/15/2026	959	INFO USA MARKETING, INC (SUBSIDIARY OF DATA AXLE INC.)	270093	1,560.00
43940	09/15/2026	2518	INGRAM LIBRARY SERVICES LLC	*See Detail Report	31,722.47
43941	09/15/2026	2322	KANOPY INC.	270020	1,484.00
43942	09/15/2026	2201	LANE PRESS OF ALBANY	*See Detail Report	6,769.12
43943	09/15/2026	2527	LCR CONSULTING	270120	110.00
43944	09/15/2026	2261	LIBRARY IDEAS, LLC	270069	726.96
43945	09/15/2026	2341	LIBRARY MARKET	270116	2,000.00
43946	09/15/2026	1024	MIDWEST TAPE LLC	*See Detail Report	3,273.38
43947	09/15/2026	1024	MIDWEST TAPE LLC	260690	57.43
43948	09/15/2026	2313	MMB+CO ACCOUNTING	270089	4,500.00
43949	09/15/2026	1328	MOVIE LICENSING USA	270117	245.00
43950	09/15/2026	404	NEW YORK LIBRARY ASSOC	*See Detail Report	1,660.00
43951	09/15/2026	2088	NYSID	270080	212.67
43952	09/15/2026	1823	OVER DRIVE INC.	270114	4,167.26
43953	09/15/2026	2563	PATRICIA SPENCER	270026	100.00
43954	09/15/2026	450	PHILLIPS HARDWARE INC	270017	216.97
43955	09/15/2026	458	PITNEY BOWES INC	270107	77.41
43956	09/15/2026	1490	REPEAT BUSINESS	270058	182.12
43957	09/15/2026	2503	ROCHESTER MUSEUM & SCIENCE CENTER	270126	135.00
43958	09/15/2026	1951	S & S WORLDWIDE INC.	*See Detail Report	893.80
43959	09/15/2026	2573	SCHENECTADY CIVIC PLAYERS, INC	270086	160.00
43960	09/15/2026	2421	SETRON ASSOCIATES INC.	270019	497.62
43961	09/15/2026	2251	SPECTRUM/CHARTER COMMUNICATIONS	270010	120.00
43962	09/15/2026	597	SPOTLIGHT NEWS	270084	104.00
43963	09/15/2026	2038	STAPLES BUSINESS ADVANTAGE	*See Detail Report	567.27

BETHLEHEM PUBLIC LIBRARY

Check Warrant Report For A - 11: BILL SCHEDULE (SEPT 26) For Dates 9/15/2026 - 9/15/2026



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
43964	09/15/2026	2154	STERICYCLE, INC.	270007	24.24
43965	09/15/2026	2340	T-MOBILE	270011	985.60
43966	09/15/2026	2437	THE CORNER GATEWAY, LLC	270097	72.00
43967	09/15/2026	2117	THE HYDE COLLECTION	270123	100.00
43968	09/15/2026	1161	TOWN OF BETHLEHEM	270110	844.89
43969	09/15/2026	2538	TOWN OF BETHLEHEM PARKS & RECREATION DEPT	270127	2,500.00
43970	09/15/2026	2380	TROY GROUP, INC.	270077	450.44
43971	09/15/2026	1722	TROY PUBLIC LIBRARY-MAIN BRANCH	270100	29.98
43972	09/15/2026	1968	VERIZON WIRELESS	270003	62.52
43973	09/15/2026	645	**CONTINUED** W W GRAINGER INC		0.00
43974	09/15/2026	645	W W GRAINGER INC	*See Detail Report	4,946.46
43975	09/15/2026	1884	W.B. MASON CO., INC.	270104	372.70
43976	09/15/2026	1991	XEROX BUSINESS SOLUTIONS	270013	513.34

Number of Transactions: 54

Warrant Total: 98,397.29

Vendor Portion: 98,397.29

*See Detail Report denotes that multiple purchase orders are referenced on this check. Run the Detail report to view the purchase order information

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, _____ in number, in the total amount of \$_____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

_____	_____	_____
Date	Signature	Title

BETHLEHEM PUBLIC LIBRARY

Check Warrant Report For H - 4: BILL SCHED H FUND (SEPT 26) For Dates 9/15/2026 - 9/15/2026



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
10021	09/15/2026	2532	COLLINS + SCOVILLE ARCHITECTURE ENGINEERING	260465	1,424.57
10022	09/15/2026	2305	WHITEMAN OSTERMAN & HANNA LLP	*See Detail Report	575.00
Number of Transactions: 2				Warrant Total:	1,999.57
				Vendor Portion:	1,999.57

*See Detail Report denotes that multiple purchase orders are referenced on this check. Run the Detail report to view the purchase order information

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, _____ in number, in the total amount of \$_____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

_____	_____	_____
Date	Signature	Title

September 14, 2026 - Board of Trustee Meeting

17

Personnel Report

Title	Dept.	Current Hours to be Approved	Former Hours if Changed	Salary/Rate	Previous or Current Incumbent	End Date	BOT Approved to Fill	Status	Name	Start Date	Type
<u>Previously Approved to Fill</u>											
Library Clerk, Part-Time	Circulation Services	11.2 hrs/wk	9.57 hrs/wk	\$19.44/hour	D. Janse	4/8/2026	4/13/2026				
<u>Action Requested - Request to Fill</u>											
Library Page Part-Time	Collection Maintenance	10.1 hrs/wk		\$16.00/hour	T. Ilardi	9/9/2026					
<u>Positions Held</u>											
Library Page Part-Time	Collection Maintenance	5.4 hrs/wk	11.4 hrs/wk	\$16.00/hour	A. Glass	8/18/2025	8/11/2025				
Library Page, Part-Time	Collection Maintenance	12.8 hrs/wk		\$16.00/hour	H. Voorhaar	3/19/2026	3/9/2026				

Director's Report September 2026

Building and Grounds

A new planter has been added to the plaza. This will add space for planting annuals and prevent errant cars from driving up the plaza.



The 59 Borthwick house demolition project continues. Asbestos abatement has been completed and all required air quality tests have been completed and verified. We met with representatives from the Town of Bethlehem Highway Department and Public Works Department to discuss utility shut off which is required before demolition. I expect demolition to happen in September.

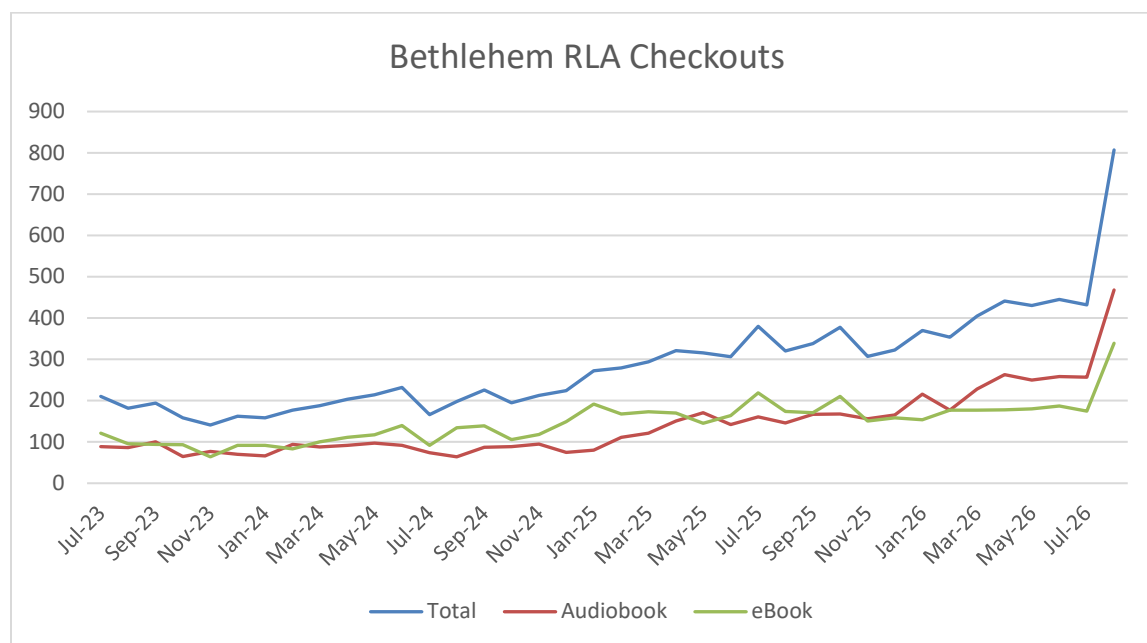
Circulation and Technical Services

August 2026 marked a significant circulation milestone for the Library, with 60,398 total checkouts. This was the first month since July 2019 to exceed 60,000 checkouts. August circulation was 5.2% higher than August 2025, when the Library recorded 57,435 checkouts, and came within 684 checkouts (1.1%) of the July 2019 total of 61,082.

Both physical and digital collections saw increased use in August. Physical materials accounted for 39,247 checkouts, 1.1% higher than August 2025, while digital circulation reached 21,094 checkouts, 13.6% higher than the same month last year. This marks the first month-over-month increase in physical circulation since January 2024.

The Reciprocal Lending Agreement (RLA) expands the collection of eBooks and eAudiobooks available to Bethlehem patrons through cooperative lending. It provides access to additional digital materials from the Mid-Hudson, Southern Adirondack, and Mohawk Valley Library Systems.

Annual RLA checkouts increased from 2,219 in 2023–24 to 3,010 in 2024–25 and 4,491 in 2025–26, more than doubling in two years. In August 2026, RLA access was integrated directly into Libby, eliminating the previous opt-in process. RLA checkouts reached 807 that month, compared with 320 in August 2025.



The Library continues to offer patrons the opportunity to personalize their library cards with custom designs printed in-house. Two new card options highlighted different ways the program can engage patrons and strengthen their connection to the Library.



A retro-themed library card generated 54 requests in the first 5 days of its announcement. The Library also re-introduced photo library cards featuring patrons who participated in Community Day. As part of the event, patrons could have their photograph taken in front of the Library’s “I in Kind” banner.

Participants received a link to an online gallery where they could download their photograph and/or request that it be turned into a library card.

Adult Services

This year, participants in our Adult Summer Reading Challenge logged 871 activities and earned 172 raffle tickets toward the chance of winning one of five raffle prize baskets; 20 out of the 192 registrants also completed all 16 activities in the Challenge. Many thanks to the Friends of Bethlehem Public Library for generously funding the purchase of our prize baskets. Raffle basket winners were drawn and notified to come and collect their prizes.

Responsible Staff: Sarah. Attendance: 192

Our America 250 program series commemorating the 250th anniversary of the signing of the Declaration of Independence continued in August after kicking off in June. This month we offered:

- A Revolutionary War Gunboat and its 250 Year Journey. Michael Lucas, Curator of Historical Archaeology at the New York State Museum, presented the fascinating history of this Revolutionary War ship, from its construction in the 1770s, its remarkable discovery at the World Trade Center site in 2010, and its improbable reconstruction and analysis at the New York State Museum in the summer of 2025. We had excellent turnout and a very engaged audience. Responsible Staff: Sarah. Attendance: 74
- 8/13 – Philip Schuyler and the American Revolution. We took an in-depth look at Philip Schuyler, one of the first Major Generals appointed by the Continental Congress and commander of the Northern Department of the Continental Army, and his role in the birth of our nation. Presented by the Schuyler Mansion State Historic Site. Responsible Staff: Robert. Attendance: 53



Armchair Travel: Japan – We invited the community to hear about the adventures of one of BPL's own adult services librarians in Japan. Robert discussed making

golden rings, attending a fertility festival and sang the praises of heated bidets and buckwheat pancakes. In addition to his personal experiences of Japan, he shared some historical and cultural context. Responsible staff: Robert. Attendance: 15

Conversation Clubs

- French Conversation Club – An open-ended program for folks looking to practice speaking French in a casual setting. We continue to have steady turnout for this series. Responsible staff: Robert. Attendance: 16, 15
- Spanish Conversation Club – An open-ended program for folks looking to practice speaking Spanish in a casual setting. Responsible staff: Robert. Attendance: 6, 5

DayBooks – We discussed *When the Cranes Fly South* by Lisa Ridzén at this month's edition of our afternoon book discussion series. In the past, DayBooks went on hiatus in July and August, but due to popular demand, we decided to keep it going all year. Responsible staff: Erin. Attendance: 22

Ferocious Felting: Dino Edition – In celebration of Summer Reading, we teamed up with the Youth Services Department to create felted dinosaurs. Felting continues to be a fun, popular, and generally accessible craft and it was nice to work with a multi-age audience. Responsible staff: Sarah (adults), Mary (teens). Attendance: 14 (adults), 3 (teens)

Mahjong – Interest continues to be strong. Beginners met to continue their lessons. They worked through activities, quizzes, and worksheets to familiarize themselves with the basics of Mahjong. Experienced players were matched up in groups of 4 to play. Three separate groups of players have booked library space to play outside of official meeting dates. While this has reduced program attendance, it's nice to see our students “graduate” and form personal connections with each other. Responsible staff: Luke. Attendance: 15

Trivia – Trivia continues to be popular. Seven teams competed for a new prize button made with the library's button-making equipment. This month saw many returning players and included a team of two parents and their teenage children. Responsible staff: Luke. Attendance: 25



Youth Services

America 250: Park Ranger Scavenger Hunt – It was a wonderful day for the kids to find all the National Park-themed stickers out on the Green and Plaza. The kids were quick and eager to find as many stickers as they could. Once they had their fill of scavenging, they made their own binoculars, decorated a ranger badge, and found items for a nature bracelet. Responsible staff: Shannon M. Attendance: 21

Dino PJ and Waffle Party – Library staff ran this hour-long program, which included story time, waffles with ice cream, a simple craft, and games. After an energetic dinosaur-themed story time, half of the patrons went to tables to do a simple craft while the others sat and waited to be served dinosaur shaped waffles with ice cream and all the toppings. We even had a special guest, Fred the Inflatable Dinosaur! He was a hit. Dan, Elnora, and Lauren had two teen volunteers, plus a library page, to help with serving, keeping attendance, and taking photos. It was a team effort. Responsible staff: Lauren, Elnora, Dan. Attendance: 68





Dino Pop Art – Participants used canvas, paint, and plastic dinosaurs to create wall art that jumped off the page! Kids and teens had an excellent time making these fun and bright 3-D images to bring home. Responsible staff: Mary Attendance: 12



Family Play Time – The weather conspired to keep us indoors for the second time in a week, but the kids had fun anyway! Staff had to take away the big basketball, as a few of the older kids were making a game of jumping on it, and things were getting unsafe. See the photos below for some inspiration – the road crew was hard at work at one point. Responsible staff: Lauren K. Attendance: 35



Gaming Unplugged – Mary checked out several of our board games and card games for this event and used the new inflatable bowling set. The bowling set and “Taco, Cat, Goat, Cheese, Pizza” were the big winners. The teens were howling with laughter using both. Responsible staff: Mary Attendance: 9

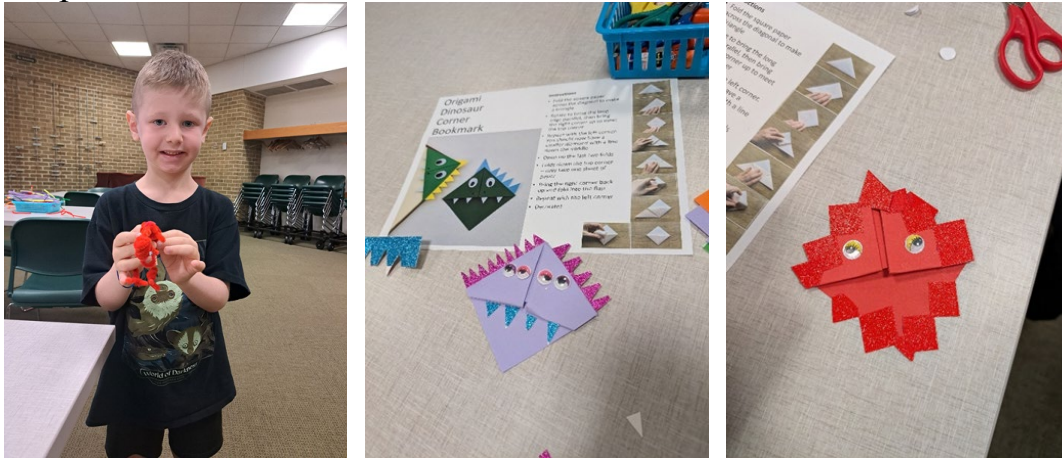
Indoor S'mores PJ Story Time – We had a great turnout and a very enthusiastic group for this camping themed story time. Children sat on the floor on their blankets in their pjs and ate their S'mores snack mix. Responsible staff: Elnora Baker Attendance: 52

Little Dino Watchers – The Children’s Place was all abuzz with kids looking for dinosaurs. A few children brought their own binoculars, some borrowed pairs from the library, and some made their own during the program. Kids only had to find

one set of dinosaurs to earn a sticker or bookmark, but several looked for both sets. Staff received compliments from caregivers about what a great program it was and that they hoped we would do it again. Responsible staff: Shannon M. Attendance: 35

Melty Bead Dinosaurs – Kids and teens had an awesome, creative time making their melty bead dinosaurs. The dinosaur skeleton and the bookmark dinosaurs were the favorite choices of this program. Responsible staff: Mary Attendance: 16

Mesozoic Makers – Mesozoic Makers is a school aged story time specifically designed for ages 5-10. We always read a nonfiction book about dinosaurs and other prehistoric fauna, then complete a related craft. The kids are typically enthusiastic and seem incredibly happy, leaving with their dino creations. Responsible staff: Alex Attendance: 10, 10, 7



Paws to Read – Paws to Read continues to be a well-attended program each time we host it at the library. Responsible staff: Shannon M. Attendance: 12, 13, 10

Pet Parade – There was a small number of participating pets, but everyone had an enjoyable time, nonetheless. The two dogs, Oscar and Poppy, got a lot of attention, as did the gecko, guinea pig, and frogs who came with one family. We played music from a dog-themed playlist during the event. Responsible staff: Shannon M. Attendance: 30



Silent Wings: Birds of Prey– Trish and Dave from The Wildlife Institute of Eastern New York brought five different birds to show patrons and taught us all about raptors. We had two shows; one at 11AM and another at 1PM. The most important parts of their presentation were reminders of what to do if you find injured or abandoned wildlife. Thanks to Mary and Dan for covering the first show, and to our teen volunteers for helping with attendance. Responsible staff: Lauren K. Attendance: 119



Summer Scavenger Hunt – Children had to find items in the Children's Place and cross them off their list to earn a prize. The August scavenger hunt was comprised of miscellaneous characters that were left over from prior scavenger hunts. Our prizes this time around were BPL Frisbees or bubbles. We kept the hunt going for an extra week. Responsible staff: Lauren K. Attendance: 150

Sunshine Story Time – This early literacy program that we run during the summer continues to be a big hit with children and caregivers. Each session has its own theme, and the songs and books get changed each time. Sunshine Story Time always takes place out on the Green unless the weather is bad. Responsible staff: Elnora B. Attendance: 66, 59

Traveling Farm – Lindsay Sprague from Winterberry Homestead brought baby geese and chickens, a pea hen, turkey, angora rabbit, and sheep. The children and adults loved learning about them and petting them all. Responsible staff: Elnora B. Attendance: 223



What is a Meteor Shower – Dr. Mindy brought along the supplies for the kids to make their own comets, complete with tails, and taught us about the difference between comets and meteors. We learned a few new facts about Perseids, and meteor showers in general. The kids had an excellent time and were racing around the room (fast walking) by the end. Responsible staff: Lauren K. Attendance: 16



Wheels on the Bus Story Time – We partnered with the Bethlehem Central Schools bus garage for this Pre-K/Kindergarten readiness story time. We conducted a brief bus-themed story time session that was followed by a visit from a school bus. The goal of the program was to help minimize anxiety for 4 and 5-year-olds who may be riding a bus for the first time in a few weeks. We plan to hold this program again next year. Responsible staff: Alex D. Attendance: 47



Outreach

Altamont Fair "Books in the Barnyard" (8/4) – Staff conducted two sessions of "Books in the Barnyard", an established fair program with local guest librarians. Library staff read *The Cow That Jack Milked* and children were given a copy of the book to keep. We had a cow and calf visit at the 3PM reading. The library was paid many nice compliments during the program. Responsible staff: Elnora B. Attendance: 58



National Night Out (8/4) – Staff had a fun time attending this year's National Night Out at Elm Avenue Park. The kids loved the giveaways, which included bookmarks, frisbees, bubbles, beach balls, pencils, stickers, and a craft. Staff answered questions about items in our collection. We received many "the library is the best" comments. We look forward to participating in this event again next year. Responsible staff: Shannon M. Attendance: 323

Thursdays in the Park (8/13) – At the final Thursdays in the Park session for 2026, the crowd was treated to the musical stylings of Northern Comfort. This 6-piece band played rock and blues, covering artists like Santana, The Allman Brothers, Marshall Tucker Band, Eric Clapton, Dire Straits and many more. The audience

had a great night as well as the Bethlehem Public Library staff. Responsible staff: Mary D. Attendance: 243



Pop-Up Library at the Delmar Farmer's Market (8/22) – We brought the pop-up library to the market for the 3rd time this summer to promote library services and upcoming programs, sign people up for library cards and, of course, check out books. The market was quieter this month with fewer vendors and attendees than usual, but we received a lot of positive feedback. We also put together a curated cookbook collection to take to the Market and this proved to be a hit with lots of people. Many thanks to Sylvia for joining us at this event. Responsible Staff: Erin and Sylvia. Interactions: 104

Meeting and Miscellany

Our participation with the Summer Youth Program has ended. The program, coordinated by Cornell Cooperative Extension, was a great success for us. In addition to having an extra page for the summer, we also provided an excellent first job experience and created a new library power-user! They have requested that the library continue to be a worksite in future years, and we definitely will.

For the second time, a young community member and library user has donated her summer piggybank savings to the library. I want to express the library's gratitude for her generosity.

Continuing Education and Committee Work

Phil Berardi

- August 05 Circulation Advisory Council (UHLS)
- August 11 Become a Data Informed Library (PLA)

- August 18 Automation Advisory Council (UHLS)

Geoff Kirkpatrick

- September 8 Central Library Advisory Council (UHLS)
- August 26 Friends of Libraries Council (UHLS)

Erin

- Completed the Senior Planet Train the Trainer program. Erin is now able to offer proprietary programs from AARP at our library. These programs focus on using digital technology, financial security, social engagement, health and wellness, and civic participation for older adults. (AARP)

Sarah

- August 13 Equity Committee (UHLS)

Elnora

- August 20 Comics to the Core: Graphic Novels & Manga Essentials (Booklist)

SUMMER READING 2026 REPORT

June 22 – August 21

Summer Reading 2026 was enjoyable and a busy season for the BPL staff. We registered 674 participants overall. We had some exciting and interesting programs over the summer including the Uncharted Wild Reptile Show, our weekly Mesozoic Makers story time and craft series, Paws to Read, Silent Wings: Birds of Prey and Sunshine Story Time. Our most popular program was the Traveling Farm with 223 people in attendance.

In 2026 we also had a summer reading mascot, Spike the Stegosaurus (a stuffed dinosaur). We placed pictures of Spike on the walking trails at Five Rivers and at Elm Avenue Park. Patrons could scan a QR code on the picture of Spike which then led them back to the Bethlehem Public Library summer reading website. We partnered with Five Rivers as well as Bethlehem Parks and Recreation for this endeavor.

We collaborated with Bethlehem Parks and Recreation Department for the Thursdays in the Park series. This summer the Youth Services Department also visited the Delmar Farmers Market twice. We set up an outreach table and even conducted some story time programs for families visiting the market. Staff also created a farmers market scavenger hunt where children and teens could find certain items while visiting the Delmar Farmers Market. We also placed two pictures of Spike with vendors at the farmers market and encouraged kids and teens to try and locate them.

At the end of the summer, we raffled off Spike the Stegosaurus to one lucky child.

SUMMER READING PARTICIPATION RECAP

Below, you will find a summary of summer reading activity for 2025:

- Pre K – 109 registered. **540** reading points were logged. **20** finished the challenge.
- K-5 – 283 registered. **2336** reading points were logged. **61** finished the challenge.
- Teens – 76 registered. **760** reading points were logged. **10** finished the challenge.
- Adults – 192 registered. **20** finished the challenge.

Library Collection				2025-26	Current Total
Adult fiction				28,334	27,455
Adult non-fiction				28,745	27,939
Adult audio				3,346	3,113
Adult video				6,405	6,048
Young adult fiction				4,786	4,734
Young adult nonfiction				634	644
Young adult audiobooks				286	285
Children's fiction				30,196	30,341
Children's non-fiction				11,742	11,741
Children's audiobooks				1,254	1,241
Children's video				597	552
OverDrive - UHLS Shared				185,961	259,126
e-magazines				6,724	6,855
Electronic (games, ereaders)				388	382
Total				309,398	380,456
Library Programs	Aug-26	Aug-25	% change	2025-26	F-Y-T-D
Programs	60	56	7.1%	976	122
Program attendance	2,472	1,752	41.1%	23,730	4,264
Outreach Programs	4	5	-20.0%	65	9
Outreach Attendance	737	1,395	-47.2%	13,501	1,423
Circulation	Aug-26	Aug-25	% change	2025-26	F-Y-T-D
Adult fiction	14,713	15,170	-3.0%	162,364	29,491
Adult non-fiction	7,297	6,979	4.6%	79,323	14,255
Adult audio	7,458	6,913	7.9%	80,793	14,892
Adult video	5,346	5,211	2.6%	60,653	10,676
Periodicals	5,188	3,268	58.8%	53,685	10,331
Young adult fiction	1,548	1,660	-6.7%	15,696	3,096
Young adult nonfiction	130	167	-22.2%	1,225	240
Young adult audiobooks	301	274	9.9%	3,405	607
Children's fiction	12,647	12,217	3.5%	134,806	25,003
Children's non-fiction	3,493	2,980	17.2%	37,282	6,891
Children's audiobooks	1,537	1,494	2.9%	15,426	3,127
Children's video	236	269	-12.3%	3,334	438
Electronic (games, ereaders)	504	513	-1.8%	6,132	1,042
Total	60,398	57,115	5.7%	654,124	120,089
Interlibrary Loan	Aug-26	Aug-25	% change	2025-26	F-Y-T-D
Borrowed from others	5,944	5,801	2.5%	66,172	11,720
Loaned to others	4,374	4,069	7.5%	52,351	8,875
Miscellaneous	Aug-26	Aug-25	% change	2025-26	F-Y-T-D
Visits to our home page	51,822	38,375	35.0%	743,848	132,673
Public use of meeting rooms	24	22	9.1%	328	47
Public meeting attendance	283	99	185.9%	4,191	587
Staff use & library programs	55	50	10.0%	887	124
Study room sessions	413	410	0.7%	5,509	823
Door count	19,591	18,076	8.4%	227,587	40,243
Registered BPL borrowers	94	124	-24.2%	1,330	186
Computer signups	1,734	1,433	21.0%	17,349	3,281
Museum Pass use	231	258	-10.5%	1,533	484
E-book use	6,822	6,716	1.6%	79,556	13,481
E-audiobook use	7,474	6,680	11.9%	72,312	14,836
E-periodical use	4,965	3,017	64.6%	30,228	9,861
Streaming video use	1,833	1,676	9.4%	21,015	3,832
Equipment	714	530	34.7%	4,838	1,392
Wireless Use	11,687	9,743	20.0%	109,698	24,044

Community Appreciation Day

2026

Our inaugural Community Appreciation Day event went amazingly well. The day was filled with activities for Kids, adults, and families. In addition to the event itself, we had a community survey available for patrons to fill out.

Here is a summary of the adult survey results.

We had a total of 176 surveys, 79 from inside the library on Community Day and 97 in response to the eNews email.

How would you describe yourself?

Retired	78	33.77%
Employed full-time	48	20.78%
Parent	36	15.58%
Employed part-time	17	7.36%
Grandparent	15	6.49%
Self-employed	13	5.63%
Full-time student	6	2.60%
Caregiver	5	2.16%
Unemployed, looking for work	7	3.03%
Unemployed not currently looking for work	5	2.16%
Part-time student	1	0.43%

Which hamlet do you live in?

Delmar	100	57.14%
Glenmount	29	16.57%
Slingerlands	19	10.86%
Elsmere	13	7.43%
Clarksville	1	0.57%
Other: Albany	5	2.86%
Other: Altamont	1	0.57%
Other: East Greenbush	1	0.57%
Other: Feura Bush	1	0.57%
Other: Menands	1	0.57%
Other: New Scotland	1	0.57%
Other: Selkirk	1	0.57%
No response/blank	2	1.14%

How often do you use Bethlehem Public Library resources?

Weekly or more often	103	58.86%
1-2 times per month	58	33.14%
A few times per year	10	5.71%
Less than a few times per year	2	1.14%
Never	2	1.14%

How often do you visit the library's physical location?

Weekly or more often	76	43.43%
1-2 times per month	73	41.71%
A few times per year	25	14.29%
Less than a few times per year	1	0.57%

In the past TWO years, what library services have you used? (check all that apply)

Check out physical library materials (items such as books or DVDs)	164
Browse the collection	130
Pick up items on hold	132
Attend a children's or family program or event	58
Check out digital library materials (including e-Books, e-Audiobooks)	98
Read, study, or research	62
Attend an adult program or event	62
Use library computers or WiFi	53
Utilize print, copy, fax or scan resources	46
Attend or host a meeting	42
Use online databases and resources (such as genealogy resources)	32
Use the library as an alternative or remote work location	28
Get computer assistance from staff	25
Attend a teen program or event	7
Get job or career assistance from staff	1

How do you find out information about the library? (check all that apply)

Library website	122
Printed Footnotes newsletter	96
Weekly e-mail newsletter	92
Library staff	89
Printed Footnotes newsletter	96
Social media	44
Word of mouth	36
Television/radio/newspaper	3

Facility (overall)

5	107	60.8%
4	50	28.4%
3	14	8.0%
2	2	1.1%
1	0	0.0%
0	2	1.1%

Location

5	150	85.2%
4	21	11.9%
3	1	0.6%
2	1	0.6%
1	1	0.6%
0	1	0.6%

Parking

5	110	62.5%
4	30	17.0%
3	22	12.5%
2	10	5.7%
1	1	0.6%
0	2	1.1%

Meeting rooms

5	75	42.6%
4	34	19.3%
3	35	19.9%
2	7	4.0%
1	3	1.7%
0	21	11.9%

Children's space

5	81	46.0%
4	35	19.9%
3	17	9.7%
2	8	4.5%
1	0	0.0%
0	34	19.3%

Teen space

5	53	30.1%
4	21	11.9%
3	36	20.5%
2	13	7.4%
1	2	1.1%
0	50	28.4%

Reading and study areas

5	81	46.0%
4	36	20.5%
3	25	14.2%
2	5	2.8%
1	3	1.7%
0	25	14.2%

Available technology

5	99	56.3%
4	32	18.2%
3	11	6.3%
2	5	2.8%
1	3	1.7%
0	25	14.2%

Programming and events

5	90	51.1%
4	40	22.7%
3	25	14.2%
2	7	4.0%
1	4	2.3%
0	9	5.1%

**Helpfulness of
staff**

5	146	83.0%
4	21	11.9%
3	4	2.3%
2	1	0.6%
1	1	0.6%
0	2	1.1%

**Collection
variety**

5	104	59.1%
4	42	23.9%
3	13	7.4%
2	5	2.8%
1	2	1.1%
0	9	5.1%

Additional comments

Keywords

Appreciation for helpful, friendly staff; several employees are specifically praised
 More quiet nooks and concern about noise from the children's area
 Interest in restoring the Maker's Space and increasing Wi-Fi hotspot availability
 More copies of current/popular books to reduce wait times
 Better signage when resources are moved; suggestion for another table near the copier
 Appreciation for the renovated children's area, but concern about books being removed
 Requests for more programming around age 5
 Make the teen area more accessible and attractive
 Some portions of the building described as needing cosmetic improvement
 Concern that employees working in/near the children's section don't always know that collection
 Presentation on Medical Aid in Dying

Respondents who did not use children's, teen, study, or other spaces sometimes entered 0 because no N/A option
 Concern that children's activities or recreational programming can conflict with traditional quiet-library use
 Long walk from accessible parking; donation area accessibility; hearing-assistance technology
 Calendar described as difficult to read/navigate
 Some respondents perceive wear, limited outdoor space, or need for modest upgrading
 Criticism of staff engagement and specialized knowledge
 Concern about declining physical magazine availability
 Questions on whether nontraditional lending and recreation belong in a library

What do you value most about the library?

Keywords

Books, variety, current materials, holds, UHLS/interlibrary access, large print
 Children's area, children's books, Tonies, children's programs
 Friendly, helpful, knowledgeable librarians
 Adult crafts, children's events, concerts, trivia, learning programs
 Community spirit, place to meet people, place for children and families
 Friendly, comfortable, peaceful, safe, clean
 Convenient location, parking, walkability, hours
 Museum passes, computers, Internet, DVDs, puzzles
 Quiet reading, studying and workspace

Books, new books, audiobooks, magazines, DVDs, breadth of catalog
 Libby, Hoopla, ebooks, audiobooks, newspapers, databases
 Ability to borrow rather than purchase; access to things people otherwise couldn't afford
 Helpful, friendly, knowledgeable, welcoming
 Museum passes, Library of Things, media, databases, NYT, Consumer Reports
 Children's collection, redesigned area, programs, play/craft resources
 Lectures, music, crafts, Mah Jongg, trivia, children's programming
 Proximity, central location, walkability, parking
 Inclusivity, peaceful atmosphere, safe space
 Gathering, connection, community identity

What services, programs or resources would you like to see that are not currently offered?

Keywords

More children's arts programs; more kids' events; toddler programs/crafts; science & technology for ages 4–10
 Dedicated/better teen space; teen book meetups
 Adult art programs; community writing group; local history; author talks; daytime speakers
 Basic computer/laptop classes for adults; technology classes
 More Libby books, bestsellers and audiobooks
 More audiobooks, magazines, restoration of reference/resource materials
 Makerspace
 Multicultural programs; community education
 PSAT/test-review programming
 More museum/attraction passes; ability to access passes online
 Children's tablets/iPads; printing by email
 Art lending; jigsaw puzzle swap
 Greater access for South Bethlehem
 More lectures, history/current events, author events, adult art/crafts, peer-led events
 Adult crafts/languages after work; tween/teen and family programs outside weekday hours
 More teen offerings; better distinction between tween and broad 6–12 programming
 Libby/Kindle assistance, phone safety, scam avoidance, more substantial personal tech support
 More ebooks/Libby availability
 More meeting rooms, small-group rooms, reservable spaces
 More hands-on craft and art programming
 More lectures, author appearances, history/current-events programming
 Better assistive technology for hearing loss
 Weekend/evening therapy-dog programs, improved summer incentives, additional children's-space improvements
 Restore/improve magazine selection
 Outdoor concerts, trips to local shows, possible satellite presence

How can the library best serve this community now and in the future?

Keywords

Continue current services, welcoming environment and good work
 Maintain the library as a gathering place; community engagement and events
 Continue broad access to books, materials and information
 Regular children's events, reading challenges, programming for young children
 Educational programming, job workshops, music and other events
 Maintain, improve or renovate the building; remote-work/study space
 Improve facilities while controlling costs/tax impact
 Connect the library more strongly with the wider Bethlehem community
 Better connections between schools and library for tweens/teens
 More coworking and dedicated study/work space
 Improve management of high-demand titles/waitlists
 Better communication/PR surrounding building plans and changes
 Community drives/outreach; menstrual products and similar resources

Continue existing services and standards
 Evolve with changing technology and community needs
 Physical and digital information/materials
 Safe space for the whole community
 Gathering, events, interest-based connection
 Children's services and programming
 Evening/weekend opportunities
 Help patrons navigate increasingly complex technology
 Meeting rooms, refreshed facilities, functional improvements
 Reach hamlets beyond the immediate Delmar area
 Avoid unnecessary expansion or expensive capital projects

What else would you like to tell us about the library?

Keywords

"Great library," "we love the library," "keep up the good work"
 Friendly, welcoming people
 Library as an important part of people's lives
 Strong attachment through children's programs and spaces
 Positive comments regarding accessibility and programming
 Families describing years or decades of connection to the library
 Some support for continued reasonable renovation
 Appreciation for range; some concern about declining DVD availability
 Desire for gradual long-term improvements rather than a large one-time project
 One respondent specifically objects to drag shows

a "happy place,"
 "one of the jewels in Bethlehem's crown,"
 "one of the best parts of this town,"
 an important "third space,"
 something they "can't imagine life without,"
 an institution influencing decisions to move to the community.