



PUBLIC Q&A FORUM



AGENDA

- **Library Update**
 - *Programs and Services*
 - *Studio 330*
- **History**
- **Public Private Partnership**
- **Board of Trustees**
- **News**
- **Finance**
 - *Current Operating Budget*
 - *Budget for FY26*
- **Events**



Erin's Director Report Looking Ahead

Elks donate \$7500 toward
Children's programming

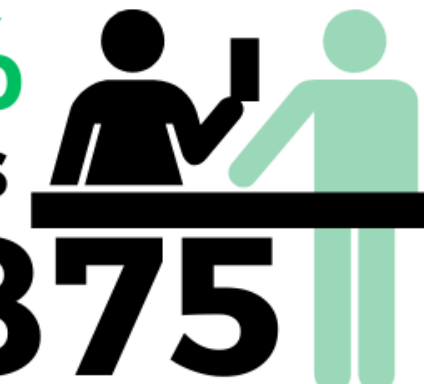
6 MONTH STATISTICS

JULY 2024 - DECEMBER 2024



3%
VISITORS
65,516

4%
Total Checkouts
208,875




968 Free Covid Test Kits Given Out **50%**




956
Patrons Added

15,783
Total Patrons



64,167
Database Usages




28%



353
PROGRAMS
WITH
10,707 ATTENDEES


3%
In-person Attendance

281 **47%**
Documents Notarized



22,324 **7%**
Questions Answered


111 **31%**
Curbside Pickups



Volunteer Hours
5,639 **26%**

OUR PUBLIC MEETING ROOMS WERE BOOKED

954 TIMES, SERVING **4%**
6,104 PARTICIPANTS



Percentages are increases over statistics from the same time period in 2023



The Bigfoot
Experience: Mike
Familant LIVE!
April 8th

Upcoming Programs



Summer Reading
Program June-July



Samicon 2025!
September
Theme: Animation



Questions?



Mellon
Foundation

Studio 330

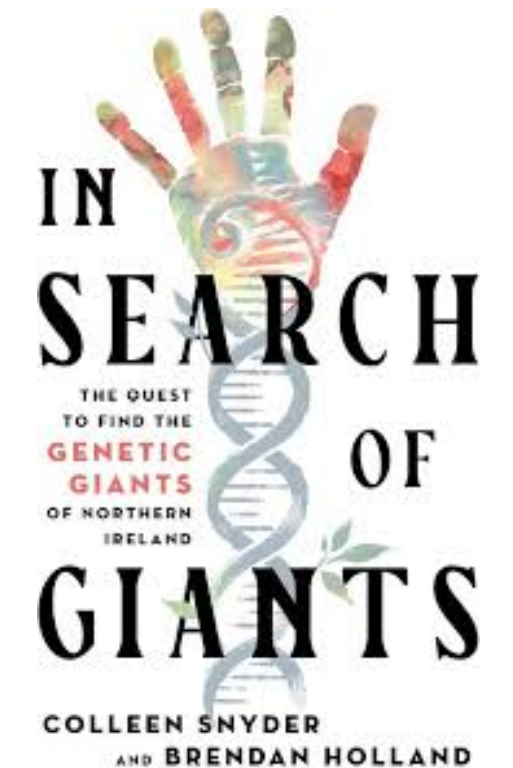


Questions?



Colleen Snyder

Echoes of the Past



Questions?

Governance by Public-Private Partnership

Public

What is a Public-Private Partnership?

“Governments at various levels rely heavily on nonprofit organizations to deliver publicly financed services and provide significant financial support to nonprofit organizations in the process.

Government’s role. Government also has a legitimate role to play in ensuring the trustworthiness of the nonprofit sector, but this role must be carried out in the most efficient fashion and with the minimum disruption of nonprofit operations.” *

Samuels Public Library has always had a good working relationship with Warren County Administrations through the years. Providing excellent service and compromising on financial restraints when necessary.

It is always our first choice to work together as partners to the mutual benefit of the citizens.



PROVIDES OVERSIGHT

- Annual review of Samuels Library Budget request each January
- Fiscal responsibility for appropriation decision within overall budget
 - What can the County afford?
- Bi-monthly oversight of Library finances and governance through Supervisor Representative
- Semi Annual review of performance measurements & finances to the Supervisors and Public at-large
- Quarterly distributions for operating expenses such as salaries and utilities
- Leases the County owned building to Samuels Library

*The Aspen Institute publication: The Nonprofit Sector and Government; Clarifying the Relationship

Governance by Public-Private Partnership

Private

What is a nonprofit?

Samuels Library is a charitable organization under the IRS code 501(c)(3). There are no stockholders and all funds go toward running the Library. The Partnership with the County allows for maximum leverage of available resources to save taxpayer dollars.

“More generally, nonprofit organizations should not enter into relationships with government that require them to surrender their basic independence or change their fundamental missions, and government should avoid making such requirements a condition of receipt of public support.”*



PROVIDES SERVICE

- Expertise in Library Science, Director, Management & Staff
- Governance by Board of Trustees all-volunteer community representatives & (Bi-monthly mtgs)
- Comprehensive Collection & Technology, Programs & Services, Furniture & Fixtures
- Opportunity for Grants, & Fundraising efforts afforded to nonprofits
- Additional funding through State & Federal Aid, Donations, 3% Endowment proceeds
- Volunteer Program
- Community partnerships
- Cost saving measures specifically available through nonprofit service providers

*The Aspen Institute publication: The Nonprofit Sector and Government; Clarifying the Relationship

Board of Trustees

From IRS Form 1023.org

The **nonprofit board of directors** is the legislative and governing body of a nonprofit organization. Individual board members generally have one vote each and collectively decide the direction that a nonprofit organization should take. Specific roles and responsibilities of the directors of the nonprofit board are set out in the bylaws of the organization and the board of directors of a nonprofit is bound by the rules set in the bylaws.

Responsibilities:

Legal

- Follow Federal, State, Local & FOIA laws
- Follow nonprofit bylaws & structure
- Secure funding
- Avoid conflicts of interest

Fiduciary

- Oversight of budgets and expenses
- Protect the use of public monies
- Conduct annual audit & financial advisor review

Policy Making

- Operating and administrative policies

Planning

- Review of Strategic Plan re: alignment with mission and vision
- Annual review of the development Plan

Library Director

- Selection and Annual Review of Library Director in charge of day-to-day operations

Board of Trustees

The timeline for the 2025 application process is as follows:

- **February 22, 2025: Announcement of Application Period**
- **March 22, 2025: Applications Due**
- **Week of March 24, 2025: Committee on Trustees Meeting to review applications**
- **March 31-April 18, 2025: Interviews**
- **Week of April 28, 2025: Committee on Trustees Meeting to complete recommendations**
- **May 12, 2025: Announce recommendations at Board Meeting**
- **July 8, 2025: Vote by full board**

Selection Process

- **Transparent – Open Meetings**
- **Interview by Committee**
- **Qualifications & Expertise**
- **Alignment with Mission & District representation**
- **Selection by majority vote of the Board**
- **Training (August)**

Meet the Board of Trustees on the Library website / About Us

Questions?



December 10, 2024

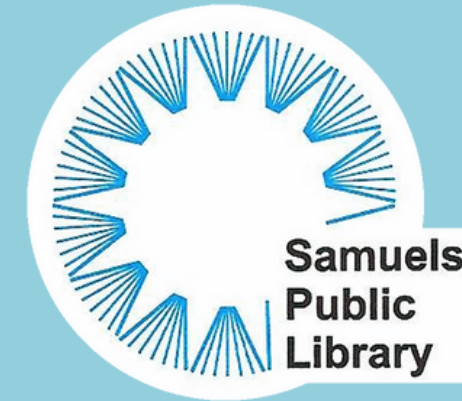
Public Hearing re: Ordinance for WCLB

Following months

Advertise for Applications

4-1 Vote on candidates - Board formed

Warren County Library Board actions



January 2025

Library Files for Temporary Injunction

February 4, 2025

Semi-Annual presentation by Library to the Board of Supervisors

February

Library amends and refile lawsuit

Operating Income

6-month Statement of Income for FY2025
July 1 - December 31, 2024

INCOME	Warren Couty	State Aid	Samuels	
	Funding	Funding	Library Funding	
Total Budgeted Amount	\$ 1,024,000	\$ 248,565	\$ 37,750	
	Actuals	Actuals	Actuals	
Warren County	\$ 512,000	\$ -	\$ -	
State Aid	\$ -	\$ 124,283	\$ -	
E-Rate and Other Grants	\$ -	\$ -	\$ 3,360	
Donation Income	\$ -	\$ -	\$ 31,150	*
Miscellaneous Income	\$ -	\$ -	\$ 17,806	
Library Funds	\$ -	\$ -	\$ 28,857	
	\$ 512,000	\$ 124,283	\$ 81,173	
Total Income July thru December FY2025		\$717,455		
Percent of Total Income	71.4%	17.3%	11.3%	\$
*\$4,300 restricted for Building Maintenance Expenses, \$12,000 restricted to legal expenses				

Operating Expenses

6 month Statement of Expense Activities for FY2025 July 1 - December 31, 2024

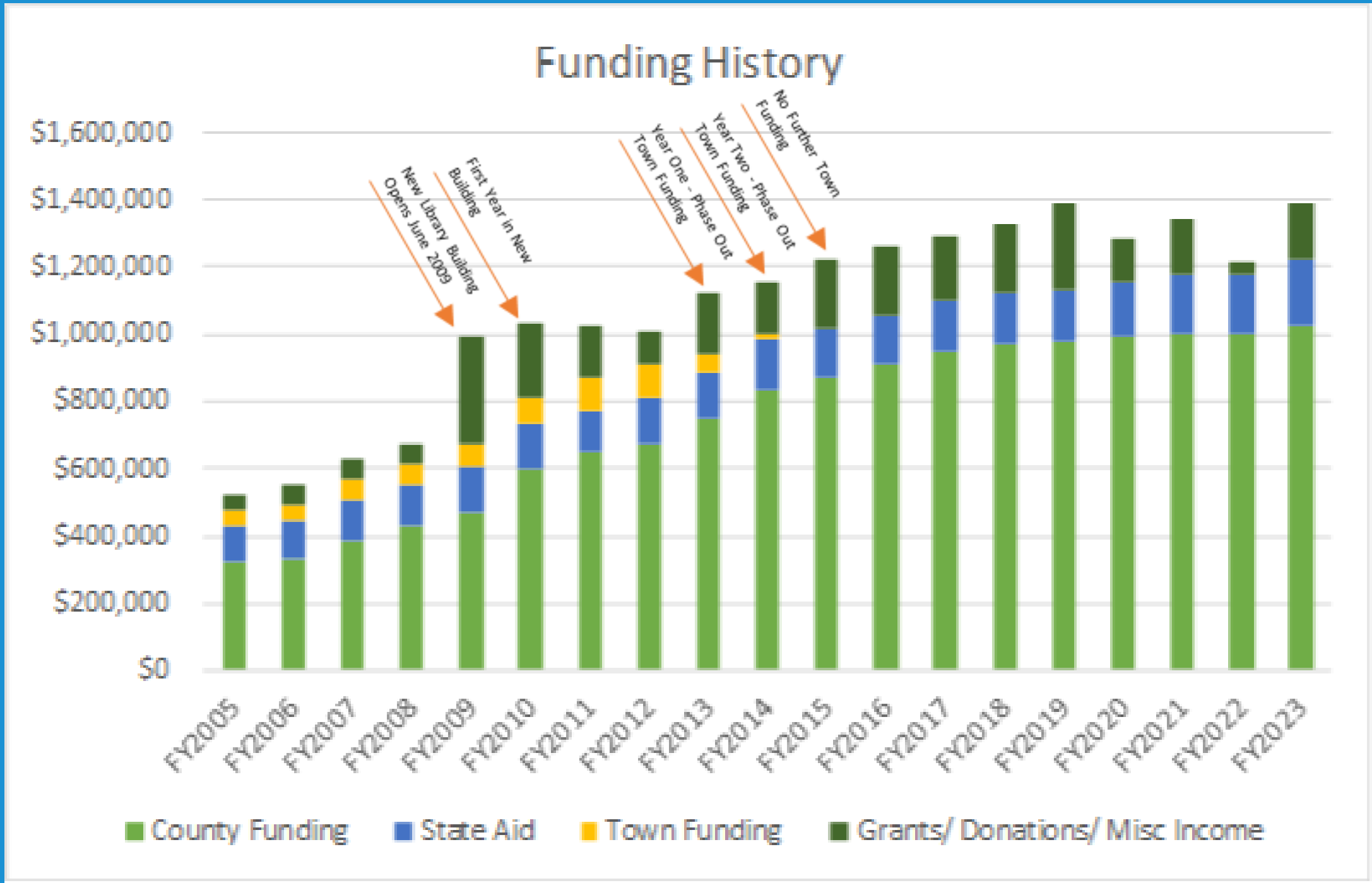
EXPENSES	Warren Couty	State Aid	Samuels	
	Funding	Funding	Library Funding	
Total Budgeted Amount	\$ 1,024,000	\$ 248,565	\$ 107,800	
	Actuals	Actuals	Actuals	
Automated Systems	\$ -	\$ -	\$ 900	
Book-related Costs	\$ -	\$ 3,126	\$ -	
Books, Cassettes, Videos	\$ -	\$ 44,032	\$ -	
Children and adult programs	\$ -	\$ 2,000	\$ 889	
Computer hardware and software supplies	\$ -	\$ -	\$ 4,586	
Insurance	\$ -	\$ -	\$ -	
Maintenance service and supplies	\$ -	\$ 15,848	\$ 81,965	
Office equipment and maintenance	\$ 4,714	\$ -	\$ 3,536	
Office expense	\$ 2,323	\$ -	\$ -	
Other expense (1)	\$ 10,000	\$ 1,800	\$ 28,073	
Professional services (2)	\$ -	\$ -	\$ 12,000	*
Salaries (3)	\$ 356,867	\$ 48,913	\$ -	
Subscriptions	\$ -	\$ -	\$ 8,198	
Taxes and benefits (4)	\$ 111,928	\$ -	\$ -	
Utilities	\$ 26,169	\$ -	\$ -	
	\$ 512,000	\$ 115,719	\$ 140,147	
Total Expenses July thru December FY2025		\$767,866		
Percent of Total Expenses	66.7%	15.1%	18.2%	
(1) Other Expenses include costs for Internet, Staff Development, Community Outreach, Advertising, Postage, Audit, Hot Spots, Donor & Volunteer Recognition, Travel & Administration, Story Walk, Development.				
(2) Fees for Legal Consultation - 100% of these expenses have been covered by donations				
(3) 13 Salaried Employees, 9 Part time Employees (one PT is paid for by the Mellon Grant)				
(4) Benefits include SS, Medicare, Unemployment, Medical Insurance and Contributions to a 401K plan.				

\$

Warren County Funding & History

<u>Fiscal Year</u>	<u>County Funding</u>	<u>State Aid</u>	<u>Town Funding</u>	<u>Grants/ Donations/ Misc In-come</u>
FY2005	\$325,156	\$106,659	\$41,000	\$49,177
FY2006	\$335,000	\$111,615	\$47,596	\$57,788
FY2007	\$385,000	\$123,961	\$56,594	\$64,152
FY2008	\$430,000	\$123,539	\$61,208	\$60,105
FY2009	\$469,267	\$137,713	\$68,924	\$320,111
FY2010	\$600,000	\$131,338	\$82,000	\$215,641
FY2011	\$650,000	\$124,311	\$95,000	\$150,547
FY2012	\$675,000	\$136,420	\$95,000	\$104,668
FY2013	\$752,500	\$137,408	\$47,500	\$187,017
FY2014	\$835,000	\$147,642	\$20,000	\$146,680
FY2015	\$875,000	\$143,052	\$0	\$200,807
FY2016	\$910,000	\$146,381	\$0	\$203,866
FY2017	\$945,322	\$150,664	\$0	\$195,530
FY2018	\$973,682	\$149,834	\$0	\$201,025
FY2019	\$979,134	\$151,560	\$0	\$259,200
FY2020	\$991,758	\$158,945	\$0	\$130,649
FY2021	\$1,003,087	\$173,952	\$0	\$166,713
FY2022	\$1,003,100	\$173,220	\$0	\$38,279
FY2023	\$1,024,000	\$196,513	\$0	\$166,857

Audited Financial Statements of Income





DAY OF GIVING

Thursday, February 27, 2025



Volume 6, Section 1

POUR YOUR LOVE INTO THE LIBRARY!

Help Samuels Library celebrate National Library Lovers' Month with its 6th Annual Day of Giving!



All donations received in February will be matched - up to \$6,500.

DAYOFGIVING.SAMUELSLIBRARY.NET

Day of Giving
Feb. 27

Events

a TASTE
for BOOKS
Movie Magic



Ladies of the Library

Samuels Public Library cordially invites you to a

Silver Tea

Saturday
April 26

What fabric thread would you miss?

Books

games

movies

Programs

hoopla

Events

*Epilogue
Bookstore*

**children's
garden**

HUB

HOMESCHOOL

Computers
Printers

**FREE
NOTARY**

Holiday
**Writing
Contest**

FREE
meeting rooms

Studio 330

Questions?

THANK YOU

