

Port Jefferson Free Library

2023 - 2024 BUDGET



LIBRARY BUDGET VOTE

Tuesday, April 4, 2023 10:00 AM - 9:00 PM

BUDGET INFORMATIONAL MEETING

Monday, March 27, 2023 - 4:30 PM

THANK YOU FOR ANOTHER WONDERFUL YEAR AT THE LIBRARY!

From sold out bus trips and popular cooking classes, to DIY kits flying off the shelves, you have participated in many wonderful, engaging events and programs. You have been with us every step of the way and it is you, our patrons, who make it possible for the Library to provide you with the materials and resources you request and use.

For the second consecutive year, we have been designated a five-star library by the Library Journal Index of Public Library Service, and only one of three five-star libraries in our size category nationwide. This is all due to your patronage. Thank you for letting us be part of your lives and part of this wonderful community!

The Main Library: Our Library is a community center and much more! Over the course of the last year, visitors walked through our doors over 97,162 times and borrowed 207,415 items. Library staff answered over 45,767 questions and conducted 1,920 programs, hosting 66,044 individuals. Our Games and Gadgets collection is always growing and the Helping Hands program has assisted many patrons get the necessary services that they require.

When we were not welcoming visitors through our doors, we attended back-to-school nights, PTA events, and book clubs. The Library also provides a home delivery service for those who are homebound. We partnered with local school districts and nursery schools, the Rotary Club of Port Jefferson, as well as the Port Jefferson Chamber of Commerce and other local civic associations. You will also see us at local events like the Dicken's Festival, Health and Wellness, the Dragon Boat Races, and more.

This year the demand for passport services has increased with over 620 passports processed. If you are getting a new passport or need a new photograph for a renewal, you can make an appointment with one of our passport agent librarians. This very successful program allows you to sit one-on-one with a Librarian who will guide you through the entire process of applying for or renewing a passport.

Teen Center: We are beyond bursting at the seams! The Teen Center had 2,908 teens attending 256 programs, and ran over 61 community service programs, with 1,076 teens attending and receiving community service credit. When teens cannot come into the Teen Center, they can still access Homework Help, SAT prep, and other valuable services on our website. We are proud to provide a safe spot for our teens to learn, socialize, and relax! We currently rent the space for the Teen Center shown in the budget as "Facilities Rental". We are asking for \$48,500.00 to continue to run the Teen Center while we work on our permanent facility.

Stop the "Summer Slide": Research continues to show the negative impact the "summer slide" has on reading and math skills learned during the school year, however, when a child reads as few as eight books during summer break, there is no loss. The 440 children who participated in the Library's Summer Reading Program enjoyed 111 programs, for a total attendance of 1,975. They went back to school prepared for the new year while having fun during the summer reading program. Over the rest of the year, 5,201 children attended an additional 466 programs and checked out 69,086 items, this is a real tribute to our incredible Children's Department!

Building Operations and Maintenance: Over the past year we have had two major upgrades to the building. Our lights have been converted to LED, saving us money on utility bills. We also installed a new roof, which is expected to last 30 years or more. We thank you for all your patience while these projects were being completed!

To maintain the building, the Library proposes \$314,750 needed for equipment and maintenance. This covers equipment necessary to maintain the building such as cleaning supplies, snow removal, fall cleanup, sanitizing bathrooms, copier machine rentals, as well as equipment purchases and replacements. Equipment includes everything from brooms and shovels to computers, light fixtures, printers, scanners, tables, chairs, shelving, and other items that are necessary to run the Library.

A Virtual Branch with Real Assets: To make the Library's vast resources readily available 24/7, we have a streamlined, user friendly website. Our "digital portal" is chock-full with almost a million items cataloged, databases of information you cannot find anywhere else, direct access to your account, discounted travel opportunities, free museum passes, and much more. With services such as Flipster, Kanopy, and Hoopla, we now offer over 700,000 movies, e-books, e-magazines, and music for you to download anytime from anywhere, even from your mobile device.

What is going to happen to the Cottage and the green space? Our green space is coming into fruition! We have our plans, contractors, and all permits needed to convert the empty lot into a usable green space for Library programs, events, or for patrons to relax outside in nice weather. We hope to have a ribbon cutting ceremony this spring!

Over at 205 East Main Street ("the Scented Cottage"), we have been working on finalizing the plans to turn the space into our Teen Center. We are planning to maintain the historic nature of the house while making sure our visitors and staff are safe. Once completed, this will give our award-winning Teen Center more opportunities to continue their innovative services and programming.

You have supported us with your visits and engaged with us for so many programs and classes. Now we ask you to support us by voting yes on the budget. We are faced with a 2.0% tax cap, which means that while Library usage increases, we cannot increase our operating budget. Your Library consistently strives to deliver the valuable services our Village needs and deserves, but we need your help. For pennies more a week, you can ensure that the Library will continue to be a vital contributor to the Village's quality of life. Please support us with your yes vote, and next time you are in the area, stop by and visit!

Voter Qualifications

To vote you must be:

1. A citizen of the United States
2. At least 18 years of age
3. A resident of the Port Jefferson School District for at least 30 days prior to the day of the vote

ABSENTEE BALLOTS AVAILABLE THROUGH APRIL 3, 2023

*School district policy does not require pre-registration to vote.
New voters may register immediately prior to casting their vote.*

PORT JEFFERSON FREE LIBRARY OPERATING BUDGET PROPOSAL 2023-2024

	Fiscal Year 2022-2023	Proposed 2023-2024
Materials & Programs		
Books	224,525	221,500
Programs	185,000	212,000
Audio-Visuals	83,500	74,600
Periodicals/Print & Non-print	18,000	18,000
Automated Shared Services	119,500	119,000
Personnel		
Salaries	2,210,000	2,315,000
Retirement	304,150	268,000
Payroll Taxes	169,000	177,500
Insurance Benefits	601,700	691,167
Post-Retirement Health Benefit	150,000	0
Library Operations & Services		
Library Supplies	51,700	56,000
Telecommunications	13,700	11,500
Postage	21,000	24,000
Printing and Publicity	34,000	35,000
Conference and Travel	5,000	10,000
Professional Fees	43,000	56,000
Library Insurance	32,000	32,000
Building & Grounds		
Building Maintenance	30,000	30,000
Utilities	95,000	97,850
Equipment Rental & Repair	16,500	16,000
Building Improvements	22,500	25,000
Service Contracts	21,000	24,000
Equipment	60,000	73,400
Facilities Rental (Teen Center)	48,000	48,500
Transfer to Capital Fund	67,500	82,500
Operating Budget	4,626,275	4,718,517
Minus LIPA/PILOT	-125,000	-130,000
Minus Contract Districts & Revenue	-1,194,200	-1,215,300
Operating Budget Expense	3,307,075	3,373,217
Total Tax Appropriation	3,307,075	3,373,217
Assessed Valuation (Est.)	22,250,944	21,565,966
Tax Rate Per \$100	14.86	15.64

PROPOSED BUDGET INCREASE OF 2.00%

The proposed tax amounts to an estimated total monthly increase of \$2.92 per month for the average household.

*The typical house is assessed at \$4,500.
Your vote is for the proposed appropriation.*

Port Jefferson Free Library
100 Thompson Street
Port Jefferson, NY 11777

Non-Profit Organization
U.S. Postage
PAID
Permit No. 38
Port Jefferson,
New York, 11777

Board of Trustees

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POSTAL PATRON

LIBRARY HOURS

MAIN LIBRARY 631-473-0022

Monday-Thursday	9:30 AM-9:00 PM
Friday/Saturday	9:30 AM-5:00 PM
Sunday	1:00 PM-5:00 PM

TEEN CENTER 631-509-5707

Monday-Thursday	10:00 AM-8:00 PM
Friday	10:00 AM-5:00 PM
Saturday	9:30 AM-5:00 PM
Sunday	1:00 PM-5:00 PM