



Port Jefferson Free Library Report & 2024-25 Budget

INFORMATIONAL BUDGET MEETING

Monday, March 25, 2024, 4:30 PM

ABSENTEE BALLOTS

Available through April 8, 2024

LIBRARY BUDGET VOTE

Tuesday, April 9, 2024, 10:00 AM - 9:00 PM



The Realization of Library Dreams

Thank you, Port Jeff! The Library had a successful 2023 with increased program attendance and circulation. Staff did more of what they love to do by providing excellent service to our patrons every day.

This spring will see the realization of two long-anticipated projects. We'll celebrate the opening of Port Jefferson's newest green space, and begin work on the Library's new Teen Center.

May 31st (June 7th rain date) will be the grand opening of the new **Park at 114** Thompson Street. The park will be open from library-open until dusk to host story times, classes, and anyone seeking a quiet spot to read, connect or disconnect.

Work is set to begin this April on the restoration of the 1812 Bayles Cottage at 205 East Main Street to create a new safe and supportive space built to fit our teen programs and collections. We are excited to share our dream with the community and can't wait for our staff to fill the cottage with books, tech, homework assistance, programs, gaming and community service opportunities. We are planning for a fall or early winter opening.

Children's Department: While our story times remain the foundation of our Children's programming, in 2024/2025 you'll also find innovative approaches to learning together; We'll hatch quail for a hands-on life science experience and we'll outdo ourselves with better-than-ever Summer and Winter Reading Programs. We continue to be an active partner to our schools and homeschool families by providing formal and informal learning opportunities.

In 2023, 394 children participated in the library's Summer Reading Program and together we read 6,751 books. Studies show that participating in a library-based summer reading program is a proven method to turn the tide on the "summer

Slide" which can set a young learner back over the summer school break. We focus on making summer learning fun for the whole family. Registration will open June 22nd.

Our Take and Make Kits started as a response to COVID but continue as a high-demand activity. 7,036 kits were requested by families in 2023. 726 children's programs hosted 22,436 attendees while 100,904 children's collection items were checked out.

Our professional Children's Librarians work daily to build a collection that is responsive to our community and brings the very best of newly published and classic books to our readers.

Teen Center: In 2023 the Teen Center hosted 283 programs for 6th – 12th graders with 6,993 teen program attendees. 3,567 hours of community service were supported by Teen Department staff.

Programs are planned to help teens discover what inspires them and to create opportunities to learn and socialize. Upcoming programs include outings, competitive LEGO Robotics, board game competition, VR and video gaming, cooking, crafting and art. We've planned an early summer bus trip, a very full Summer Reading program and our second annual Field Day.

Adult Services: More of what you love. More cooking, crafting and art classes, more book clubs, bus trips and cultural field trips, and more programs to support life-long learning and spark curiosity. Our staff continue to learn and grow themselves, and they bring that with them to inspire you.

We work to help you find what you need whether that is help downloading eBooks, genealogy research tips, tech help language lessons for new English speakers, or your next favorite read.

We create access to a variety of programs and services to help save you money. Our Games and Gadgets Collection is a library of things ready to be checked out. You'll find a variety of tools, tech, and games including a sewing machine and Cricut machine, birthday yard signs, wi-fi hotspots to boost your internet reception, ukuleles and lots more. Our 3-D printer

can print your design, and our museum passes provide free or discounted access to top Long Island and NYC Museums.

Through our website you can download digital books, movies, music, magazines and newspapers, as well as access resume and career building resources, language learning programs, and homework help from live tutors.

As an official passport acceptance facility, trained staff are available by appointment to help you apply or renew. In 2023, library staff processed 1,033 passport applications.

In 2023, we had 117,765 visits to the library. 279,529 items were borrowed and staff answered over 59,383 questions. 630 programs for adults were held, attended by 7,758 people. 1,774 one-on-one sessions helped adults with their tech and research needs. Our collection includes 90,000 print materials and another 2.4 million digital items.

Outreach: Staff bring programs to our schools, deliver items to homebound library patrons, offer access to a licensed social worker, and bring activities to area events. We maintain Little Free Libraries around town. We participate in the Dicken's Festival, Chamber of Commerce events and the Long Island Maker Faire. We are active members of a number of area organizations to help the Port Jefferson Community thrive.

Our Budget: Our proposed budget includes an estimated increase of \$3.66 a month for the average household and is a 2% increase over last year's budget. The increase largely represents the anticipated rise in the cost of goods and services to our Materials and Programs, Operations, and Building & Grounds budgets. Personnel increases represent the addition of a much-needed part-time IT position, and an additional part-time Librarian when the Teen Center opens.

We are proud to serve Port Jefferson Village and strive to be a valuable contributor to our community. We hope to see you in the Library soon.

PORT JEFFERSON FREE LIBRARY 2024-2025 BUDGET PROPOSAL

	Fiscal Year 2023-2024	Proposed 2024-2025
Materials & Programs		
Books	221,500	223,500
Programs	212,000	218,000
Audio-Visuals	74,600	74,500
Periodicals/Print & Non-print	18,000	18,000
Automated Shared Services	119,000	119,000
Personnel		
Salaries	2,315,000	2,362,000
Retirement	268,000	300,000
Payroll Taxes	177,500	182,000
Insurance Benefits	691,167	690,000
Library Operations & Services		
Library Supplies	56,000	60,000
Telecommunications	11,500	11,590
Postage	24,000	25,000
Printing and Publicity	35,000	36,000
Conference and Travel	10,000	12,000
Professional Fees	56,000	58,000
Library Insurance	32,000	34,000
Building & Grounds		
Building Maintenance	30,000	32,000
Utilities	97,850	89,400
Equipment Rental & Repair	16,000	16,000
Building Improvements	25,000	30,000
Service Contracts	24,000	26,000
Equipment	73,400	75,000
Facilities Rental (Teen Center)	48,500	48,500
Transfer to Capital Fund	82,500	72,500
Operating Budget	4,718,517	4,812,900
Minus LIPA/PILOT	-130,000	-140,000
Minus Contract Districts & Revenue	-1,215,300	-1,232,285
Operating Budget Expense	3,373,217	3,440,705
Total Tax Appropriation	3,373,217	3,440,705
Assessed Valuation (Est.)	21,565,966	20,706,964
Tax Rate Per \$100	15.64	16.62

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

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

2% PROPOSED BUDGET INCREASE

*The proposed tax amounts to an estimated total monthly increase of \$3.66 per month for the *average household.*

**The typical house is assessed at \$4,500.*

Your YES vote is in favor of 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

POSTAL PATRON

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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