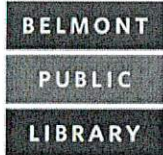


Current Fiscal Year Data Comparison

Key Performance Indicators

	Current month	Last Year											
		Month comparison	Oct 2022	Sep 2022	Aug 2022	Jul 2022	Jun 2022	May 2022	Apr 2022	Mar 2022	Feb 2022	Jan 2022	Dec 2021
Circulation - Total	49,083	50,866	51,479	52,628	55,205	52,167	50,209	51,028	52,643	56,384	50,194	53,944	50,993
Circulation - Adult (books/magazines)	8,914	9,277	9,061	9,281	9,705	8,884	9,077	9,333	9,234	9,848	9,036	10,169	9,706
Circulation - YA print (books/magazines)	1,431	1,549	1,645	1,750	2,231	2,103	1,867	1,422	1,591	1,780	1,559	1,553	1,657
Circulation - Children's print (books/magazines)	19,335	19,759	19,522	19,114	21,690	21,188	19,034	19,577	19,705	22,619	18,567	19,261	19,182
Circulation - Adult Audio Visual	5,079	5,792	5,141	5,018	5,640	5,158	5,328	5,130	5,185	5,788	5,229	6,503	6,556
Circulation - YA Audio Visual	32	42	55	42	36	24	22	34	27	25	30	28	32
Circulation - Children's Audio Visual	1,039	1,105	1,222	1,143	1,433	1,323	1,207	1,002	1,288	1,255	981	970	1,176
Circulation - downloads & streams (eBooks/eAudiobooks/eMaterials)	13,201	13,284	14,790	16,225	14,409	13,442	13,615	14,481	15,578	15,032	14,748	15,407	12,627
Reference Questions	1,577	2,397	2,091	2,280	2,920	2,383	2,299	2,362	2,140	2,506	2,292	2,125	2,471
Programs Offered (total)	88	70	111	106	97	130	95	82	67	69	56	50	48
Adult Programs	24	23	42	32	16	17	29	25	25	27	27	24	14
YA Programs	32	20	36	43	54	74	41	29	25	18	13	10	20
Children's Programs	32	27	33	31	27	39	25	28	17	24	16	16	14
Programs Attendance (total)	1,131	779	1,747	1,241	1,099	1,388	1,163	929	783	829	651	698	1,985
Adult Programs Attendance	225	154	595	269	87	89	203	200	256	275	252	260	212
YA Programs Attendance	490	272	742	533	593	504	458	344	350	294	215	191	1,622
Children's Programs Attendance	416	353	410	439	419	795	502	385	177	260	184	247	151
Meeting Room Use	11	0	5	8	3	3	6	11	10	6	4	0	0
Museum Pass Use	124	72	122	107	248	205	150	111	141	113	115	69	106
Use of Library Computers	558	545	671	664	777	632	594	618	594	584	462	571	573
Materials added	894	1,042	1,233	1,173	735	845	1,271	918	654	1,521	838	1,081	681
Materials Withdrawn	1,536	607	787	1,012	752	1,423	412	659	1,376	1,124	1,422	1,729	917



Current Fiscal Year Data Comparison

Key Performance Indicators

	FY2022	FY2021	FY2020	FY2019	FY2018
	Total Annual	Total Annual	Total Annual	Total Annual	Total Annual
Total Collection Use	676,640	470,953			
Circulation - Total	624,743	423,170	521,511	599,254	548,782
Circulation - Adult (books/magazines)	114,801	76,293	90,357	120,223	118,589
Circulation - YA print (books/magazines)	21,171	12,278	18,146	21,572	23,095
Circulation - Children's print (books/magazines)	245,180	135,871	181,257	219,135	225,480
Circulation - Adult Audio Visual	66,908	37,413	70,226	90,878	102,538
Circulation - YA Audio Visual	411	466	344	612	733
Circulation - Children's Audio Visual	13,801	5,820	18,231	23,354	28,360
Circulation - downloads (eBooks/eAudiobooks)	161,944	154,907	141,039	116,660	46,351
Reference Questions	27,601	10,265	14,136	29,754	39,004
Programs Offered (total)	838	481	642	772	681
Adult Programs	264	203	224	278	246
YA Programs	316	113	84	115	107
Children's Programs	258	165	334	379	328
Programs Attendance (total)	12,095	7,834	14,147	18,084	17,700
Adult Programs Attendance	3,250	4,681	2,554	3,353	3,721
YA Programs Attendance	4,739	744	616	1,052	1,181
Children's Programs Attendance	4,106	2,409	10,977	13,679	12,798
Meeting Room Use	37	0	697	941	878
Museum Pass Use	1,255	377	1,562	2,531	2,477
Use of Library Computers	6,392	1,384	16,028	18,418	20,473
Materials added	11,346	10,316			
Materials Withdrawn	11,103	5,678			

Date	Children's		Front Door		Assembly		Daily Total
Tuesday, November 01, 2022	204		165		59		428
Wednesday, November 02, 2022	284		209		83		576
Thursday, November 03, 2022	188		167		54		409
Friday, November 04, 2022	142		143		53		338
Saturday, November 05, 2022	181		174		39		394
Sunday, November 06, 2022	119		78		17		214
Monday, November 07, 2022	213		189		57		459
Tuesday, November 08, 2022	554		196		521		1,271
Wednesday, November 09, 2022	211		184		53		448
Thursday, November 10, 2022	159		158		54		371
Friday, November 11, 2022	0		0		3		3
Saturday, November 12, 2022	252		203		60		515
Sunday, November 13, 2022	153		74		31		258
Monday, November 14, 2022	230		203		59		492
Tuesday, November 15, 2022	226		175		60		461
Wednesday, November 16, 2022	250		175		49		474
Thursday, November 17, 2022	194		181		64		439
Friday, November 18, 2022	177		145		60		382
Saturday, November 19, 2022	235		184		44		463
Sunday, November 20, 2022	111		79		20		210
Monday, November 21, 2022	227		156		69		452
Tuesday, November 22, 2022	218		176		54		448
Wednesday, November 23, 2022	262		228		56		546
Thursday, November 24, 2022	0		0		1		1
Friday, November 25, 2022	0		1		2		3
Saturday, November 26, 2022	165		153		40		358
Sunday, November 27, 2022	114		77		68		259
Monday, November 28, 2022	186		198		60		444
Tuesday, November 29, 2022	239		225		114		578
Wednesday, November 30, 2022	201		157		110		468
Month Total	5,695		4,453		2,014		12,162

Directors Report – Tuesday December 13th, 2022
November Highlights

- The voters and Town meeting members voiced approval of a new Library building on the November 8th Election. This is an effort that culminates 8 years of work by the current Library Leadership, and 20+ years overall. Congratulations to all.
 - The Amateur Telescope Makers of Boston joined us on the fields at Wellington School, treating over 75 adults and kids to a telescope's eye view of the stars. Jupiter and Venus were particularly prominent. Multiple attendees expressed an interest in having a similar event in the spring.
 - One-time Belmont resident Frederick Law Olmsted took center stage in a virtual presentation from Cornell Cooperative's Community Horticulturist Roxanne Zimmer, PhD. This year marks the 200th anniversary of his birth and attendees were invited to explore the way nature is a remedy for the stress of urban life resound today. Patrons experienced some of Olmsted's work first hand by taking advantage of the Trustees of the Reservations museum pass to visit many of the places he designed.
 - Crafters were invited to create paper pumpkin place settings to charm their Thanksgiving dinner guests. Attendees caught the flow of the craft quickly, completing over 60 pumpkins in under an hour to ornament their holiday tables later that week.
-
- Our newest book club Pages & Pints, meeting off-site at Trinktisch and aimed at folks in their 20's and 30's (and the young at heart!) grew exponentially in its second month. A great discussion was had and a lot of enthusiastic suggestions for future titles were offered, all while supporting a local small business.
 - With community partner Belmont Against Racism and 11 other libraries, Belmont hosted Claudia Fox Tree for an indigenous ally program called Settler-Colonist Ties to Thanksgiving & Columbus: Taking Back Narrative. The program was another great virtual collaboration, with over 300 registrants and 177 attendees in total.
 - Pokemon fans were thrilled to see the return of Pokemon Trading Day! Kids traded cards with each other and with library staff, and had the chance to connect with fellow fans and add to their collections. This will be part of our monthly Saturday calendar.
 - November also saw the return of in person Music and Movement with local resident Rub Luchado.
 - Longtime Head Custodian John Marshall retires this month after 29 years of service to the Belmont Public Library. It's fitting that 2023 will be the final year for our current building, as it wouldn't be the same without him. John helped in many ways to see the building survive all the way until 2023. We wish him the best in his retirement. Thank you John.

12/13/22

January

- Annual Report writing continues
- Plans for the year – list

February

- Budget Review with various committees
- Preparation for Town Meeting

March

- Budget Review Continues with additional committees
- Preparation for Town Meeting (check due dates for warrant articles / updates)
- ITAC Rep Check In

April

- Annual Election (Two Trustees each year)
- Annual Trustees meeting – Vote new officers
- Friends Annual meeting?

May

- Selectmen Liaison Check In
- Annual Town Meeting (Warrants)
 - Update from Library if needed

June

- Annual Town Meeting (Financials)
- ITAC Rep Check In

July

- Minuteman Contract – Sign and Submit

August

- Community Preservation
- Meet Belmont?
- ARIS Report due to MBLC

September

- Financial Report due to MBLC
- Budget Considerations begin
- ITAC Rep Check In

October

- Trust Fund Review
- Friends annual book sale review
- Financial Report due to MBLC
- Forthcoming FY Budget work begins

November

- Special Town meeting
- Budget Narrative work in progress
- Friends annual book sale review

December

- Annual Report writing begins
- ITAC Rep Check In

Recognition Opportunities

There are many opportunities to give to the new library. Donations can be directed to a specific interest – either by naming a large space, directing your gift to an area in the building, or sponsoring a function within the library. Suggested donation levels are included below and will be recognized with specific plaques. Consider a pledge to honor, or in memory of, a colleague, friend or relative. *Please note that the availability of these opportunities is evolving, and the list below may not reflect up-to-the-minute availability.*

LIBRARY COMMONS

Library Commons
Belmont Community/Event Room
Meeting Room – 1st floor
Commons Lounge

Information Center
Commons Hall Piano
Belmont Room (Event Hall) Kitchen
Accessibility / Elevator & Lift

Integrated Sound & Video Commons
Integrated Sound & Video Event Hall
Community Sponsor* 7/10 available

CHILDREN'S WING

Children's Wing
Children's Activity Center
Children's Reading Nook 1
Children's Reading Nook 2
Children's Exploration Space
Children's Patio
Children's Information Center
World Language Collection
Children's Discovery Zone Area
Nursing Room
Children's Sponsor* 6/10 available

TEEN ROOM

Teen Room
Teen Sponsor* 10/10 available

ADULT WING

Adult Wing
Quiet Study/Collaboration Room, Large (Kendall)
Trustees Room
Quiet Study/Collaboration Rooms, Small (Winn Brook, Wellington, Butler, Burbank, Chenery, Payson Park)
Library of Things
Staff Break Room
Reference Center
Reading Lounge
Reading Porch – ½ available
Elevator & Lift
Adult Sponsor* 9/10 available

INNOVATION CENTER

Innovation Center
Innovation Workshop A, Maker Space
Innovation Workshop B, Media Lab
Innovation Studio A, Digital Lab
Innovation Studio B, Radio
Maker Space Technology
Innovation Sponsor* 10/10 available

OTHER

Outdoor Library Terrace
Outdoor Classroom
Sustainability Features
Library Automation
Sustainability Sponsor* 10/10 available

Note: All donor will be recognized on the "Wall for All."

From: George Hall <ghall@andersonkreiger.com>

Sent: Wednesday, November 16, 2022, 12:37:50 PM EST

Subject: RE: Library Motion - Immediate Attention Needed (please)

Kathy:

I will explain this in more detail below, but so as not to “bury the lede,” let me state this right up front: ***the Town Meeting does not need to appropriate any money received by the Town in the form of a grant or gift.*** Indeed, the Town Meeting ***has no authority*** over such funds. Asking the Town Meeting to appropriate those moneys is like you asking me for permission to drive your own car; it serves no purpose, and only risks confusing people about who owns the car.

G.L. c. 44, § 53, the golden (default) rule of municipal finance, provides that all money received on behalf of a town must be deposited into the town’s general fund and may not be expended without appropriation by the legislative authority (in Belmont, the Town Meeting). Like many default rules, it is subject to a list of exceptions, two of which pertain here: G.L. c. 44, § 53A, and G.L. c. 78, § 11.

Chapter 44, § 53A

This statute states (with all references to government entities other than towns removed) that:

An officer or department of any town may accept grants or gifts of funds from the federal government and from a charitable foundation, a private corporation, or an individual, or from the commonwealth, a county or municipality or an agency thereof, and in the case of any grant or gift [other than one given for educational purposes] may expend such funds for the purposes of such grant or gift ***with the approval of the board of selectmen*** for the purposes of the grant, subject to the approvals required by this section. Notwithstanding the provisions of [G.L. c. 44, § 53], any amounts so received by an officer or department of a town shall be deposited with the treasurer of such town and held as a separate account and may be expended as aforesaid by such officer or department receiving the grant or gift ***without further appropriation. If the express written terms or conditions of the grant agreement so stipulate, interest on the grant funds may remain with and become a part of the grant account and may be expended as part of the grant by such officer or department receiving the grant or gift without further appropriation.*** [Emphasis supplied.]

Chapter 78, § 11

This statute states that:

The board [of library trustees] shall have the custody and management of the library and reading room and of all property owned by the town relating thereto. All money raised or appropriated by the town for its support and maintenance shall be expended by the board, and ***all money or property which the town may receive by gift or bequest for said library and reading room shall be administered by the board in accordance with the provisions of such gift or bequest.***

The first of these statutes couldn't be clearer – no town meeting appropriation is required for the expenditure of funds received in the form of a grant or gift. I would take this a step further; state law puts these funds under the control of the board or officer who receives them, who has the right to spend them ***in accordance with the terms of the grant or gift*** subject only to Select Board approval. These funds are not under the control of town meeting; a town meeting vote purporting to “appropriate” those funds or direct how they may be (or may not be) expended would be contrary to state law and void.

While the second quoted statute does not contain the magic words “without further appropriation,” it is well settled that this is how the highlighted portion of the second sentence should be interpreted. Indeed, 78/11 gives the Library Trustees more autonomy with respect to such funds than other boards or officers would have under 44/53A, inasmuch as (1) no select board approval or permission is required to spend such funds, and (2) the Trustees are not even required to place such trust funds under the control of the Treasurer. See Trustees of the Public Library of Melrose v. City of Melrose, 316 Mass. 584 (1944) and attached article. It is also obvious that the Town Meeting has no ability to direct or control the use of the funds.

Practical Issues

(1) I do not think it “harmless” to ask the Town Meeting to “appropriate” the gift funds because it will create the impression that the Town Meeting is capping the total cost of the project, even if any overage is paid for with donated funds. If you raise an additional million dollars, and the project cost is increased (by choice or by unforeseen circumstances) to an even \$40 million, you do not need to go back to Town Meeting to ask for permission to spend money that is actually entirely under your control. You can make this commitment if you want to, but I think it risks hampering your fundraising and I saw no reason to draft a motion that would grant the Town Meeting that power.

(2) It will be necessary, before the Town commits itself to a construction contract, if not sooner, for the grant/gift money received by the Trustees to be encumbered so that it can be spent by the Library Building Committee without further approvals. It is not tenable for the Building Committee to have to go hat-in-hand to the Library Trustees for the approval of payment of every invoice. To avoid that problem, we have been discussing some mechanism by which Trustees would vote, up front, to transfer the donated funds to an account under the control of the Treasurer, to be expended by the Building Committee without any further approval. I would expect that a sub-account would then be created to hold those funds, but I leave the specific mechanics of that to the Treasurer and the Town accountant. In any event, however, it is not something for the Town Meeting to resolve, and the motion does not need to reference it.

I am happy to discuss with you further at your convenience.

George A. Hall, Jr.

T. 617.621.6530 | F. 617.621.6630

Anderson & Kreiger LLP | 50 Milk Street, 21st Floor, Boston, MA 02109

This electronic message contains information from the law firm of Anderson & Kreiger LLP which may be privileged. The information is for the use of the intended recipient only. If you are not the intended recipient, note that any disclosure, copying, distribution or other use of the contents of this message is prohibited.