



## Current Fiscal Year Data Comparison

### Key Performance Indicators

Last Year

	Current month	Month comparison	Jan 2026	Dec 2025	Nov 2025	Oct 2025	Sep 2025	Aug 2025	Jul 2025	Jun 2025	May 2025	Apr 2025	Mar 2025
Circulation - Total	54,743	39,221	45,276	42,398	37,873	38,383	43,481	42,145	42,398	39,284	35,443	34,412	37,184
Circulation - Adult (books/magazines)	8,502	5,189	5,665	4,665	4,561	5,112	4,991	5,276	5,074	4,687	5,285	5,570	5,561
Circulation - YA print (books/magazines)	2,010	467	1,180	507	546	593	721	753	792	584	627	589	595
Circulation - Children's print (books/magazines)	23,289	8,535	12,744	7,003	8,980	9,582	9,419	10,059	10,482	8,971	8,736	9,470	9,697
Circulation - Adult Audio Visual	3,629	1,905	2,011	1,498	1,454	1,661	1,569	1,668	1,786	1,665	2,052	1,978	1,986
Circulation - YA Audio Visual	30	8	13	17	13	20	23	10	12	13	6	11	6
Circulation - Children's Audio Visual	781	480	574	366	363	385	394	574	645	539	434	481	609
Circulation - downloads & streams (eBooks/eAudiobooks/eMaterials)	16,502	22,637	23,089	28,342	21,956	21,030	26,364	23,805	23,607	22,672	18,303	16,313	18,730
Reference Questions	2,621	1,624	3,234	1,529	1,414	1,788	1,768	1,590	1,528	1,402	1,615	1,618	2,149
Programs Offered (total)	64	73	31	13	34	67	66	54	51	33	76	77	86
Adult Programs	27	42	13	12	28	43	32	22	17	20	41	42	50
YA Programs	5	4	4	1	2	2	7	6	5	5	9	5	5
Children's Programs	32	27	14	0	4	22	27	26	29	8	26	30	31
Programs Attendance (total)	1,272	950	6,000	59	224	961	1,889	1,048	957	614	1,319	954	1,089
Adult Programs Attendance	218	384	5,320	56	158	340	549	264	181	162	564	347	400
YA Programs Attendance	23	10	24	3	18	3	255	94	7	4	77	5	19
Children's Programs Attendance	1,031	556	656	0	48	618	1,085	690	769	448	678	602	670
Meeting Room Bookings	34												
Meeting Room Attendance	499												
Study Room Bookings	550												
Study Room Attendance	961												
Museum Pass Use	121	111	101	132	132	92	92	243	201	169	154	183	136
Use of Library Computers	551	343	306	311	312	351	327	327	325	331	301	362	336
Materials Added	342	635	632	286	227	367	506	487	253	886	753	567	330
Materials Withdrawn	481	502	2,721	283	560	570	418	248	751	399	405	399	388



		ORIG./ADJ. APPROPRNTS.	TRANSFER	ADJUSTED BUDGET	SPENT MARCH	SPENT JULY - MAR	BALANCE	PROJECTED 9 MONTHS	% EXP
	<b>LIBRARY PUBLIC SERVICE</b>								
<b>16121</b>									
511000	WAGES, FULL TIME	883,607.00		883,607.00	52,212.32	629,356.00	254,251.00	662,705.25	71.2%
511100	WAGES, PART TIME	224,000.00		224,000.00	12,622.02	118,565.32	105,434.68	168,000.00	52.9%
513000	OVERTIME	4,000.00		4,000.00	0.00	4,781.37	(781.37)	3,000.00	119.5%
514105	EYEGLOSS REIMBURSEMENT	0.00		0.00	0.00	0.00	0.00	0.00	#DIV/0!
514800	LONGEVITY	7,257.00		7,257.00	0.00	5,430.06	1,826.94	5,442.75	74.8%
<b>16122</b>									
530000	PROFESSIONAL SERVICES	5,000.00		5,000.00	0.00	1,564.28	3,435.72	3,750.00	31.3%
534100	TELEPHONE	10,626.98		10,626.98	651.96	3,256.96	7,370.02	7,970.24	30.6%
552900	BOOKS/PER/FILM/CD/REC	330,000.00		330,000.00	17,888.91	222,488.01	107,511.99	247,500.00	67.4%
573000	DUES	2,000.00		2,000.00	0.00	0.00	2,000.00	1,500.00	0.0%
585250	SOFTWARE	9,000.00		9,000.00	1,569.60	7,864.60	1,135.40	6,750.00	87.4%
	<b>TOTAL LIB PUBLIC SERVC</b>	1,475,490.98	0.00	1,475,490.98	83,375.21	990,487.00	485,003.98	1,106,618.24	67.1%
	<b>LIBRARY TECHNICAL SERVICES</b>								
<b>16131</b>									
511000	SALARIES, FULL TIME	343,991.00		343,991.00	16,243.84	128,720.01	215,270.99	257,993.25	37.4%
511100	SALARIES, PART TIME	0.00		0.00	0.00	0.00	0.00	0.00	#DIV/0!
514800	LONGEVITY	3,500.00		3,500.00	0.00	1,750.00	1,750.00	2,625.00	50.0%
<b>16132</b>									
530600	COMPUTER SERVICE	108,785.00		108,785.00	5,142.22	90,789.36	17,995.64	81,588.75	83.5%
542200	PROCESSING SUPPLIES	12,000.00		12,000.00	7.98	2,813.72	9,186.28	9,000.00	23.4%
573000	DUES	0.00		0.00	0.00	0.00	0.00	0.00	#DIV/0!
	<b>TOTAL LIBRARY TECHNICAL S</b>	468,276.00	0.00	468,276.00	21,394.04	224,073.09	244,202.91	351,207.00	47.85%
	<b>LIBRARY CAPITAL</b>								
<b>16133</b>									
587100	CAPITAL COMPUTER	118,640.00		118,640.00	0.00	103,686.96	14,953.04	88,980.00	87.40%
	<b>TOTAL LIBRARY DEPT.</b>	2,617,376.18	0.00	2,617,376.18	158,407.29	1,683,123.96	934,252.22	1,963,032.14	64.31%

## Administrative Report – Tuesday March 31st, 2026

### February Highlights (a few more than usual this month)

- The Library welcomed 33,000+ visits, including over 14,000 visits to the Children's Department.
- 342 new library cards issued in February
- Semra Erdal promoted to Administrative Assistant II for Technical Services.
- The Library and Belmont Public Schools' English Language Education Department co-hosted the International Valentine's Day Party. 110 children and families participated.
- Program included:
  - Exploration of Valentine's traditions from around the world
  - Storytime
  - Card-making for loved ones, first responders, and newly arrived community members
- Continued strengthening of community partnerships:
  - Belmont Against Racism sponsored:
    - A drop-in craft program & A special session of Joey's Junior Book Club in recognition of Black History Month
  - Children's staff participated in the Belmont Chinese American Association Lunar New Year Celebration, providing crafts and outreach materials.
- Continued expansion of programming across age groups:
  - Busy Birds Drop-In Playgroup (toddlers/preschool)
  - LEGO Club (all ages)
  - Theater Club (ages 7+)
- Ongoing focus on accessible, drop-in, and family-centered programming.
- Circulation team updates:
  - Implementation of Gimlet for internal workflows (with over 900 transactions logged)
- Brings prior experience and continuity to critical backend operations
- The Friends hosted a highly successful mini golf fundraiser inside the Library:
  - 800+ participants over Friday evening and Saturday
  - Strong community turnout and sponsorship support
- Event served as both a fundraiser and a major community engagement opportunity, bringing many first-time visitors into the building



March 18, 2026

Belmont Public Library  
336 Concord Ave  
Belmont, MA 02478

## Owner's Project Manager Monthly Update

- **Invoices & Proposals:**

- Invoices

- G&R Construction Requisition #23- \$46,261
    - CHA Invoice #38441-34 - \$47,164
    - Oudens Ello Invoice #2301-37- \$51,310.81
    - Granite Telecommunication Invoice dt 3/1/2026- \$1,077.04
    - Galaxy Integrated Technologies Invoice#120492 -\$2880
    - Dell Technologies - \$2,836.40
    - Tucker Library Invoice #0181- \$265,657.43
    - Tucker Library Invoice #0182 - \$160,653.22
    - Atkinson Carpet installation – Invoice #11722 -\$8998.79
    - Galaxy Integrated Technologies Invoice #120492 - \$2800

- Proposals

- G&R Change Order #20 - \$42,986
    - AS-17 Additional Oudens Ello CA Services - \$25,460.00
    - AS 15.1- LeMessurier – Structural – Beam Pen review - \$5000
    - Creative Office Resources - \$159,504.34
    - CHA EWA#002 -\$136,718

- **Project Budget Update:**

- The February budget update reflects the following: (Reallocations in Blue on budget sheet)
    - Change orders #20 - Total amount for the change order resulted in a \$42,986 Construction Contingency Draw.

- **Project Schedule Update:**

- Construction:
    - Ongoing punch list and closeout

- **Upcoming Meetings & Activities:**

- Library Building Committee Meeting – Tuesday 03/10/26, 5:00-6:00pm
  - Weekly OAC Meeting – Wednesdays at 3.30pm—4.30pm
  - Monthly Cash Flow Meeting – First Tuesday of each month, 3:30pm

**Belmont Library - Total Project Budget Update**

	Feb-26	Mar-26	Reallocations	Billed to Date	Unencumbered	Comments
<b>Administration</b>						
Owner's Project Manager	\$1,050,004	\$1,050,004		\$1,050,004	\$0	
Advertising & Professional Services	\$15,000	\$15,000		\$7,240	\$7,315	
Owner's Insurance (Builder's Risk)	\$56,151	\$56,151		\$56,151	\$0	
<b>Administration Subtotal</b>	<b>\$1,121,155</b>	<b>\$1,121,155</b>		<b>\$1,113,395</b>	<b>\$7,315</b>	
<b>Architecture and Engineering</b>						
Basic Services	\$2,980,590	\$2,980,590		\$2,978,877	\$0	
Reimbursables	\$75,000	\$75,000		\$18,223	\$0	
Additional Services (1-5)	\$58,003	\$58,003		\$58,003	\$0	
Additional Services (7) Commissioning	\$37,284	\$37,284		\$35,040	\$0	
Additional Services (8) Geotech CA/Observation	\$35,400	\$35,400		\$34,460	\$0	
Additional Services (9) Soils Testing and Profiles	\$19,993	\$19,993		\$19,993	\$0	
Additional Services (10) Specialty Signage	\$75,200	\$75,200		\$73,700	\$0	
Additional Services (10.1) Specialty Signage	\$3,250	\$3,250		\$3,250	\$0	
Additional Services (11) Additional CA R1	\$54,822	\$54,822		\$54,822	\$0	
Additional Services (12) Additional CA	\$27,411	\$27,411		\$27,411	\$0	
Additional Services (13) Additional CA	\$27,411	\$27,411		\$27,411	\$0	
Additional Services (14) Additional CA	\$3,000	\$3,000		\$3,000	\$0	
Additional Services (15) Additional CA	\$2,500	\$2,500		\$2,500	\$0	
Additional Services (15.1) Additional CA		\$5,000		\$5,000	\$0	
Additional Services (16) Additional CA	\$27,411	\$27,411		\$27,411	\$0	
Additional Services (17) Additional CA		\$25,460		\$25,460	\$0	
<b>Architectural/Engineering Subtotal</b>	<b>\$3,427,275</b>	<b>\$3,457,735</b>		<b>\$3,394,561</b>	<b>\$63,174</b>	
<b>Furnishings and Equipment</b>						
Steel Shelving & Metal End Panels	\$450,000	\$450,000		\$426,311	\$23,689	
IT	\$210,000	\$210,000		\$101,939	\$74,180	
Other FF&E	\$1,292,400	\$1,292,400		\$2,836	\$311,683	
<b>FF&amp;E Subtotal</b>	<b>\$1,952,400</b>	<b>\$1,952,400</b>		<b>\$531,086</b>	<b>\$409,551</b>	
<b>Construction Costs</b>						
Demolition	\$855,711	\$855,711		\$855,711	\$0	
Building Construction	\$31,431,727	\$31,474,713	\$42,986	\$29,618,513	\$0	Change Order# 20 presented in March
Construction Contingency	\$236,968	\$246,804	-\$9,836	\$0	\$246,804	Change Order #20
<b>Total Construction Cost</b>	<b>\$32,454,550</b>	<b>\$32,454,550</b>		<b>\$30,474,224</b>	<b>\$246,804</b>	
<b>Miscellaneous Project Costs</b>						
Moving Expenses/Storage	\$210,000	\$210,000		\$227,218	-\$17,718	
Temporary Quarters	\$100,000	\$100,000		\$15,111	\$84,888	
Utility Backcharges	\$150,000	\$150,000		\$0	\$150,000	
Other Project Costs	\$16,221	\$16,221		\$16,221	\$0	
Construction Testing	\$115,928	\$115,928		\$126,151	-\$4,851	
Wayfinding Signage/Artwork	\$60,000	\$60,000	\$103,398	\$0	-\$43,398	
Legal	\$8,794	\$8,794		\$0	\$8,794	
<b>Misc. Project Costs Subtotal</b>	<b>\$660,943</b>	<b>\$660,943</b>		<b>\$384,701</b>	<b>\$123,716</b>	
<b>Funding</b>						
Additional Fundraising - Owner's Project Contingency	\$262,400	\$262,400		\$55,291	\$207,109	Wall for all lighting (\$11,893)+ signage \$43398
CPA		\$67,821	(\$3,232)	\$7,112	\$60,709	Stained Glass window lighting+Stained glass +stained glass install Media Center electrical Changes(\$1931)+ Electrical UPS for BMC rack (\$11,020.75)
BMC			(\$480)			
Belmont Historical society			(\$808)			
Golden Bowl/ Concord Ave Sidewalk repairs			(\$48,302)			
<b>Total Project Budget</b>	<b>\$39,787,807.00</b>	<b>\$39,787,807.00</b>	<b>\$136,548</b>	<b>\$35,953,258.04</b>	<b>\$1,057,668.29</b>	

90.36% Total Project Budget Billed to date  
73.00% G&R base Contract complete