



The Chemung County Library District, with neighborhood libraries in Big Flats, the Bookmobile, Elmira, Horseheads, Van Etten, West Elmira, and on the web at www.cclid.lib.ny.us

Agenda

The June 2021 meeting of the Board of Trustees of the Chemung County Library District will be held on Thursday June 17th at 6:00 pm at the **Steele Memorial Library, 101 E. Church St., Elmira, NY 14901. The meeting will be available online and it is recommended that all members attend remotely.** The agenda for the meeting is listed below. If you are unable to attend, please inform Ms. Dworkin (607-398-2021), Mrs. Mellott (733-8607), or Mr. Shaw (733-8611).

1. Call to order
2. Pledge of allegiance
3. Approval of minutes (document #2021-31)
4. Treasurer's report
 - a) Financial report (document 2021-32)
 - b) Report of Unpaid Bills Detail (document 2021-33)
5. Correspondence
6. President's report (Dworkin)
7. Director's Report
 - Consent Item: Approval of Personnel Actions**
Resolved that the CCLD Board of Trustees approve the personnel actions as submitted.
8. Committee reports:
 - a) Executive Committee (Dworkin)
 - 1) Report of the Committee meeting (document 2021-34)
 - b) Budget & Finance Committee (Schamel)
 - 1) Report of the Committee meeting (document 2021-35)
 - c) Building & Grounds Committee (Schwesinger)
 - 1) Report of the Committee meeting (document 2021-36)
 - Consent Item: Approval of Parking Lot Award**
Resolved that the CCLD Board of Trustees approve the Parking Lot Bid as submitted
 - d) Personnel Committee (Appenzellar)
 - e) Election and Continuity Committee (Rogan)
 - f) Advocacy Committee
9. Executive Session
10. Old business
11. New business
12. Period for public expression
13. Adjournment

(Minutes of the May 20, 2021 meeting of the Chemung County Library District Board of Trustees. Document #2021-31)

The meeting was called to order at 6:00 pm by President Rachel Dworkin. Present via Zoom were Pat Silvernail, Kevin Hansen, Phyllis Rogan, Karl Schewesinger, Pam Larnard, Ann Hayes, Penny Appenzellar, Mark Padgett, Bonnie Chollet, and Lee Saginario. Also present were Holly Melott and Ron Shaw on behalf of the Library District's Administration.

Excused: Martha White and Jessica Roberts.

Minutes. The minutes of the April 2021 meeting (Document #2021-25) were presented for board review. Ms. Dworkin moved that the April Board minutes be approved, seconded by Mr. Schewesinger. **VOTE: Unanimously Approved.**

Financial Report. The April 30, 2021 Financial Report (Document #2021-26) was presented for board review. Ms. Hayes moved, seconded by Ms. Appenzellar, to approve the April Financial Report as distributed in writing. **VOTE: Unanimously Approved.**

Report of Unpaid Bills (Document #2021-27) Ms. Hayes moved, seconded by Mr. Patchett, that the board authorize the payment of the unpaid bills dated 5/20/21 for the General Fund - \$21,614.09, Grant Fund - \$147.78. **VOTE: Unanimously Approved.** Ms. Appenzellar moved that Mr. Shaw be given authority to sign checks, in lieu of the board not meeting in person due to the Covid pandemic, seconded by Ms. Silvernail. **VOTE: Unanimously Approved.**

CONSENT ITEM: Ms. Chollet moved, seconded by Ms. Larnard, that 2021 Audit be approved as submitted. **VOTE: Unanimously Approved.**

CONSENT ITEM: Ms. Hayes moved, seconded by Mr. Hansen, that the Personnel Actions are approved as amended. **VOTE: Unanimously Approved.**

CONSENT ITEM:

Ms. Dworkin moved, seconded by Ms. Hayes, that the board exceed the tax levy limit for 2022. **VOTE: Unanimously Approved.**

CONSENT ITEM: Ms. Hayes moved, seconded by Ms. Chollet, that the new Teen Library Card registration regulations be approved as submitted. **Unanimously Approved.**

Correspondence.

President's Report. The Negotiations Committee met with Union representation on 5/18/21 for an exchange of ideas. They will be meeting again on 6/4/21.

Director's Report. Mr. Shaw reported on the following:

- Mr. Shaw is requiring masks continue to be worn by staff and patrons in all CCLD locations, regardless of vaccination status. He will be attending a webinar on 5/21/21 that will provide legal guidance for libraries.
- The Tinker Lab staff will be providing technology training to the local Arts Council, September through November. All resources purchased for the endeavor will be paid for with grant funds and the publicity costs will be covered by the Arts Council.

- Steele Juvenile department will be holding a drag queen story time at the Park Church on 6/15/21. The program will be funded with donations.

Executive Committee. The report of the Executive Committee was presented in writing to the board (Document #2021-28)

Budget & Finance Committee. The report of the Budget & Finance Committee meeting was presented in writing to the board. (Document #2021-29)

Buildings & Grounds Committee. The report of the Buildings & Grounds Committee meeting was presented in writing to the board (Document #2021-30). The staff breakroom is complete. Staff are selecting tables and appliances to be purchased. Bids for the Steele parking lot paving project are being accepted through 5/26/21 and will be opened on 6/3/21. The original estimated cost for the project was \$116,000, \$58,000 of which will come from STLS. Costs are now anticipated to be significantly higher, but reserve funds are available.

Personnel Committee. Ms. Appenzellar reported that the committee will be meeting with Mr. Shaw to review the director evaluations, a report to the entire board will follow.

Election & Continuity Committee. Ms. Rogan moved, seconded by Ms. Silvernail that \$4,000 be allocated for payment of expenses incurred in the board election process. **VOTE: Unanimously Approved.** Ms. Rogan moved, seconded by Ms. Dworkin, that Sue Cook, be appointed to oversee the 2021 trustee board election. **VOTE: Unanimously Approved.** Members who will be seeking re-election are asked to see Ms. Rogan for petitions, she will verify current guidelines and regulations.

Advocacy Committee.

Old Business.

New Business. Tinker Lab employees, Steven Smith and John Van Otterloo were recognized for exemplary service. Board members had direct and indirect acknowledgements in regards to their stellar customer relations. Revisions to the Wireless Policy will be voted on at the Executive session in June.

Ms. Dworkin moved, seconded by Mr. Padgett to enter executive session. VOTE: Unanimously Approved.

Ms. Dworkin moved, seconded by Mr. Hansen to exit executive session. VOTE: Unanimously Approved.

Mr. Hansen moved, seconded by Ms. Appenzellar to adjourn. VOTE: Unanimously Approved.

The next regular meeting of the board will be held on Thursday, June 17, 2021, at 6:00pm online via Zoom.

CHEMUNG COUNTY LIBRARY DISTRICT

(DOCUMENT #2021-32)

Financial Report - May 31, 2021

| Income | 2021 Annual Budget | Received to Date | Balance Remaining | Percentage Received | Percentage through Year | Notes |
|--|----------------------|-------------------------|---------------------|---------------------|-------------------------|---|
| Library Fines, Fees & Contributions | \$ 57,150 | \$ 9,872 | \$ 47,278 | 17.27% | | Gifts/memorials: \$1195 |
| Grants (other than N.Y.S.) | | \$ 28,256 | | | | Friends: 18,000; Community Arts: \$500; BF Women's Club \$865 |
| Foundation Contributions (HH & Steele) | \$ 200,000 | \$ 21,371 | 178,629 | 11% | | |
| Library District Tax Receipts | \$ 3,119,384 | \$ 3,129,384 | (10,000) | 100% | | |
| PILOT Funds | \$ 65,000 | \$ 53,414 | | 82% | | |
| Interest on Investments | \$ 8,000 | \$ 3,037 | 4,963 | 38% | | |
| State Aid | | | | | | |
| Central Library Development | \$ 79,418 | \$ 82,292 | (2,874) | 104% | | |
| Central Book Aid | \$ 54,079 | \$ 91,153 | (37,074) | 169% | | |
| Local Library Services Aid | \$ 31,637 | | 31,637 | 0% | | |
| Other State Aid - State Construction Funds | | | | | | |
| TOTAL INCOME | \$ 3,614,668 | \$ 3,418,779 | \$ 212,559 | 95% | 42% | |
| Expense | Annual Budget | Expended to Date | Balance | Percent | Percentage | |
| Personnel | | | | | | |
| Salaries | 1,709,806 | \$ 636,271 | \$ 1,073,535 | 37% | | |
| Overtime & Holiday Salaries | 24,227 | \$ 5,277 | 18,950 | 22% | | |
| Employee Benefits | | | | | | |
| FICA | 132,654 | \$ 61,288 | \$ 71,366 | 46% | | |
| NY State Retirement | 276,605 | \$ 100,876 | \$ 175,729 | 36% | | |
| Medical & Dental | 506,128 | \$ 204,548 | \$ 301,580 | 40% | | |
| Other (Disability, Wk. Comp, Unemp) | 17,511 | \$ 25,423 | \$ (7,912) | 145% | | |
| Subtotal - Personnel Expenses | 2,666,931 | 1,033,681 | \$ 1,633,250 | 39% | 42% | |
| Contractual | | | | | | |
| Equipment | 0 | \$ 42 | (42) | 0% | | |
| Telephone | 10,800 | \$ 9,935 | 865 | 92% | | |
| Supplies | 45,200 | \$ 3,024 | 42,176 | 7% | | Grant: \$415-Tinker Lab supplies |
| Travel & Continuing Education | 10,120 | \$ 818 | 9,302 | 8% | | |
| Repairs & Maintenance | 28,635 | \$ 7,653 | 20,982 | 27% | | |
| Postage | 2,925 | \$ 1,525 | 1,400 | 52% | | |
| Library Materials (books, video, etc.) | 375,041 | \$ 92,534 | 282,507 | 25% | | Gifts: \$1830 |
| Utilities | 59,000 | \$ 27,273 | 31,727 | 46% | | |
| Building Cleaning Supplies | 14,200 | \$ 6,908 | 7,292 | 49% | | |
| Fuel, Gas & Oil (Bookmobile) | 3,100 | \$ 510 | 2,590 | 16% | | |
| Insurance | 34,700 | \$ 34,638 | 62 | 100% | | |
| Vehicle Operation / Maintenance | 5,000 | \$ (900) | 5,900 | -18% | | |
| Professional Fees (audit, engineer/legal fees) | 31,395 | \$ 13,516 | 17,879 | 43% | | |
| Data Processing Expenses (Cost Share) | 116,134 | \$ 56,334 | 59,800 | 49% | | |
| Payment of Taxes | 5,150 | \$ 5,015 | 135 | 97% | | |
| Library Programming | 37,997 | \$ 13,353 | 24,644 | 35% | | Grant\$1055;HH Friends: \$330;CCLD Friends\$1562;Bullet Aide \$51 |
| Chemung County costs (B&G, vision) | 14,000 | \$ 6,361 | 7,639 | 45% | | |
| Capital Improvements STATE CONST see below | 10,000 | | 10,000 | 0% | | |
| Contingency Fund | 51,641 | | 51,641 | 0% | | |
| Subtotal Expenses | \$ 3,521,969 | \$ 1,375,042.07 | \$ 2,209,747 | 39% | 42% | |
| 2021 Projects: Breakroom & Boiler @ St | | \$ 62,820 | | | | Breakroom @ St: \$34,950;Boiler @ St \$27,870.24 |
| TOTAL EXPENSES | \$ 3,521,969 | \$ 1,375,042 | | | | |

Chemung County Library District General Fund
Unpaid Bills Detail
As of June 17, 2021

| Type | Date | Memo | Open Balance |
|---------------------------------------|------------|--|-----------------|
| 4imprint, Inc. | | | |
| Bill | 06/17/2021 | CCLD promo bags for all libraries | 1,218.20 |
| Total 4imprint, Inc. | | | 1,218.20 |
| Baker & Taylor Books | | | |
| Bill | 06/17/2021 | Book purchase -St Juv & Bkm May | 1,986.33 |
| Total Baker & Taylor Books | | | 1,986.33 |
| Blackstone Publishing | | | |
| Bill | 06/17/2021 | Audiobooks purchase - BF - May | 217.54 |
| Total Blackstone Publishing | | | 217.54 |
| Chemung Canal Trust Company | | | |
| Bill | 06/17/2021 | Mastercard charges-St Juv & Bkm prog/Text alert service/Computers/T-Lab supplies-pd w/grant \$ | 3,285.57 |
| Total Chemung Canal Trust Company | | | 3,285.57 |
| First Transit, Inc | | | |
| Bill | 06/17/2021 | Bkm fuel 04/25/21-5/22 & maintenance - exhaust/oil change/skylight leak | 1,032.44 |
| Total First Transit, Inc | | | 1,032.44 |
| H. L. Treu Office Supply Corp. | | | |
| Bill | 06/17/2021 | bulletin board/fire extinguisher signs/office supplies | 79.45 |
| Total H. L. Treu Office Supply Corp. | | | 79.45 |
| TOTAL | | | 7,819.53 |

Chemung County Library District Grant Fund
Unpaid Bills Detail
As of June 2, 2021

| <u>Type</u> | <u>Date</u> | <u>Memo</u> | <u>Open Balance</u> |
|---------------------------------------|-------------|--------------------------|---------------------|
| Matthew Bender & Co., Inc. | | | |
| Bill | 06/02/2021 | Reference Material | 2,490.84 |
| Total Matthew Bender & Co., Inc. | | | 2,490.84 |
| Midwest Tape, LLC | | | |
| Bill | 06/02/2021 | CBA educational DVDs ... | 415.31 |
| Total Midwest Tape, LLC | | | 415.31 |
| TOTAL | | | 2,906.15 |

Chemung County Library District General Fund
Unpaid Bills Detail
 As of June 2, 2021

| Type | Date | Memo | Open Balance |
|---|------------|---|--------------|
| ABDO-SPOTLIGHT-MAGIC WAGON | | | |
| Bill | 06/02/2021 | ST JUV collection | 2,309.15 |
| Bill | 06/02/2021 | ST JUV collection | 21.95 |
| Total ABDO-SPOTLIGHT-MAGIC WAGON | | | 2,331.10 |
| Aleta Yarrow | | | |
| Bill | 06/02/2021 | "The Art of Puzzle Letters"- St via Zoom - pd w/grant funds | 225.00 |
| Total Aleta Yarrow | | | 225.00 |
| Amazon Credit Plan | | | |
| Bill | 06/02/2021 | purchase all libraries 04/09-05/07 | 2,698.31 |
| Total Amazon Credit Plan | | | 2,698.31 |
| Blackstone Publishing | | | |
| Bill | 06/02/2021 | Audiobooks purchase - ST -May | 100.00 |
| Total Blackstone Publishing | | | 100.00 |
| CCLD Petty Cash | | | |
| Bill | 06/02/2021 | St +WE+ petty cash + Bkm prog+Mkting exp - all libraries | 953.00 |
| Total CCLD Petty Cash | | | 953.00 |
| Chemung County Sewer District | | | |
| Bill | 06/02/2021 | 2021 fees for ST | 437.87 |
| Total Chemung County Sewer District | | | 437.87 |
| Collaborative Summer Library Program | | | |
| Bill | 06/02/2021 | SRC all libraries 2021 materials - pd by Friends | 42.69 |
| Total Collaborative Summer Library Program | | | 42.69 |
| Demco, Inc. | | | |
| Bill | 06/02/2021 | St - processing supplies | 90.61 |
| Bill | 06/02/2021 | St - processing supplies | 280.80 |
| Total Demco, Inc. | | | 371.41 |
| Eastern Copy Products | | | |
| Bill | 06/02/2021 | Contract base rate charge & overage charge -St copier | 1,144.34 |
| Total Eastern Copy Products | | | 1,144.34 |
| ELM USA, Inc. | | | |
| Bill | 06/02/2021 | supplies for disk cleaning machine | 149.95 |
| Total ELM USA, Inc. | | | 149.95 |
| Image Integrator | | | |
| Bill | 06/01/2021 | Microfice service contract | 500.00 |
| Total Image Integrator | | | 500.00 |
| Ingram Library Services | | | |
| Bill | 06/02/2021 | May Library material - | 9,367.08 |
| Total Ingram Library Services | | | 9,367.08 |
| Julie Spicer | | | |
| Bill | 06/02/2021 | Tai Chi programs online 5/3-6/21 - HH | 280.00 |
| Total Julie Spicer | | | 280.00 |
| MidWest Tape | | | |
| Bill | 06/02/2021 | May Av purchases HH/WE/St/St Juv | 2,952.64 |
| Total MidWest Tape | | | 2,952.64 |
| Noah's Ark Animal Workshop, Inc. | | | |

1:49 PM
06/02/21

Chemung County Library District General Fund
Unpaid Bills Detail
As of June 2, 2021

| Type | Date | Memo | Open Balance |
|--|------------|---|------------------|
| Bill | 06/02/2021 | BF Programming supplies - pd w/Bullet Aide | 459.60 |
| Total Noah's Ark Animal Workshop, Inc. | | | 459.60 |
| Oriental Trading Company, Inc. | | | |
| Bill | 06/02/2021 | Juv prog supplies | 140.88 |
| Total Oriental Trading Company, Inc. | | | 140.88 |
| Orkin | | | |
| Bill | 06/02/2021 | Treatment of carpenter bees @ WE | 600.00 |
| Total Orkin | | | 600.00 |
| Rainy Toad Gaming (Troy Naida) | | | |
| Bill | 06/02/2021 | Teen movie night 6/4 @ St | 25.00 |
| Total Rainy Toad Gaming (Troy Naida) | | | 25.00 |
| Recorded Books | | | |
| Bill | 06/02/2021 | 7 day use charges -03/01-04/30/21 | 242.19 |
| Total Recorded Books | | | 242.19 |
| Ridley's Book Repair | | | |
| Bill | 06/02/2021 | Book repair service - Genealogy | 379.00 |
| Total Ridley's Book Repair | | | 379.00 |
| Southern Tier Library System | | | |
| Bill | 06/02/2021 | Virtual Server Hosting Agreement \$360/yr x 3 years | 1,080.00 |
| Total Southern Tier Library System | | | 1,080.00 |
| Star-Gazette | | | |
| Bill | 06/02/2021 | BF subscription | 79.05 |
| Total Star-Gazette | | | 79.05 |
| Vasco Brands, Inc. | | | |
| Bill | 06/02/2021 | new vacuum for St - pd w/grant funds | 1,605.98 |
| Total Vasco Brands, Inc. | | | 1,605.98 |
| Village of Horseheads | | | |
| Bill | 06/02/2021 | 1/31/21-04/15/21 water bill HH | 88.64 |
| Total Village of Horseheads | | | 88.64 |
| TOTAL | | | 26,253.73 |

Document #2020- 34

Report of the June 2, 2021 meeting of the Executive Committee of the Chemung County Library District:

The meeting came to order at 6:00pm. Attending the meeting via Zoom from the Executive Committee were Rachel Dworkin, Martha Smith, Phyllis Rogan, and Jack Schamel. Holly Melott and Ronald Shaw, CCLD management were also present. Other board members in attendance were Lee Saginario, Pat Silvernail, Ann Hayes, Bonnie Chollet, Pam Larnard, Kevin Hansen, Penny Appenzellar, and Mark Padgett.

Ms. Dworkin called the meeting to order at 6:00 p.m.

UNPAID BILLS: Ms. Melott submitted the Unpaid Bill List dated 6/2/21 in the amount of \$26,253.73 for the General Fund and \$2,906.15 for the Grant Fund. **Ms. Chollet moved, seconded by Ms. Hayes to approve payment of the General and Grant Fund bills as submitted in writing. VOTE: Unanimously Approved. VOTE: Unanimously Approved. Ms. Dworkin moved, seconded by Ms. Appenzellar, that Mr. Shaw be given authority to sign checks, in lieu of the board not meeting in person due to the corona pandemic. VOTE: Unanimously Approved.**

Ms. Doris Jean Metzger was commended for her exemplary programming and resources for teens in the community.

The Negotiating Committee, including attorney, Kim Middaugh will be meeting with Union representatives on Friday June 4. Proceedings are going smoothly thus far.

Ms. Chollet moved, seconded by Ms. Smith, that the board approve the wireless policy as presented. VOTE: Unanimously Approved.

Mr. Schwesinger moved, seconded by Ms. Hayes, that the Eagle Scout pavilion project at Horseheads be approved. VOTE: Unanimously Approved.

The Election and Continuity Committee will be meeting at 5:30 on June 23rd in the small conference room at Steele. Any trustees are welcome to participate.

The meeting adjourned at 6:15 pm. The next meeting of the Executive Committee of the Chemung County Library District will be held on Wednesday, July 7, 2021 at 6pm via Zoom.

Document #2021-35

Report of the June 9, 2021 meeting of the Budget & Finance Committee of the Chemung County Library District.

Attending the meeting via Zoom were CCLD board members Mr. Jack Schamel, Ms. Jessica Roberts, Ms. Rachel Dworkin and Ms. Ann Hayes. Also in attendance Holly Melott and Ron Shaw, CCLD Administration. The meeting opened at 8:45 a.m.

Ms. Melott presented the May 31, 2021 Financial Report to the Committee. The report will be forwarded to the full CCLD board for its consideration.

Ms. Melott presented the Unpaid Bill List dated June 17, 2021 for the General Fund - \$7,819.53. The Unpaid Bills Details will be forwarded to the full CCLD board for its consideration.

The first draft of the 2022 Budget was presented to the committee for review and consideration.

The meeting adjourned at 8:55am. The next meeting of the Budget & Finance Committee will be held on Wednesday, July 14, 2021 at 8:45 a.m. via Zoom.

Document #2021-36

Report of the June 2, 2021 meeting of the Buildings & Grounds Committee of the Chemung County Library District

The meeting opened at 5:30 pm. Present via Zoom were Mr. Karl Schwesinger, Ms. Rachel Dworkin, Ms. Lee Saginario, and Ms. Martha Smith. Also attending were Ms. Holly Melott and Mr. Ronald Shaw, CCLD Management.

The Committee received reports on the following:

- #5 Bids have been received for the parking lot renovation project at Steele. They will be opened on June 3, 2021.
- Staff are selecting a table and a refrigerator for the breakroom at Steele and will inform Mr. Shaw when they have come to a consensus.

Mr. Schwesinger moved, seconded by Ms. Smith, that the committee recommend to the full trustee board that the Eagle Scout pavilion project at Horseheads be approved. VOTE: Unanimously approved.

The meeting adjourned at 5:45pm.

The next regular meeting of the Buildings & Grounds Committee will be held on Wednesday, July 7, 2021 at 5:30pm via Zoom.

ROBERT L. BUTCHER ARCHITECT PLLC

1208 West Water Street • Elmira, NY 14905 • robert_butcher_architect@yahoo.com •
607.734.2425

June 5, 2021

Mr. Ron Shaw, MLS MA
Director, Chemung County Library District
Steele Memorial Library
101 East Church Street
Elmira, New York 14901

Re: Recommended Construction Award
For Parking Lot Restoration at
Steele Memorial Library

Dear Mr. Shaw,

On June 3, 2021, we received bids for this project as follows:

- | | |
|-----------------------------|------------|
| 1. Bothar Construction, LLC | 97,500.00 |
| 2. Edger Enterprises, Inc. | 106,600.00 |
| 3. Marchuska Companies | 161,053.00 |
| 4. Spencer Paving | 106,320.00 |
| 5. Wenzel Landscaping LLC | 91,540.00 |

We have reviewed Wenzel's quote and find they are the lowest responsible bidder. We would recommend awarding the work to Wenzel. Should you have any questions, please feel free to contact me.

Sincerely,



Robert L. Butcher, AIA



The Chemung County Library District, with neighborhood libraries in Big Flats, the Bookmobile, Elmira, Horseheads, Van Etten, West Elmira, and on the web at www.cclld.lib.ny.us

To: CCLD Board of Trustees

From: Ronald W. Shaw, Director

Date: June 11, 2021

Subject: Approval of Personnel Actions

Promotions:

Will Kamas- PT Library Page to PT Library Clerk

Change FT/PT Status:

Retirement:

N/A

End of Probationary Period- Permanent Appointment:

New Hires:

Resignations:

N/A

Terminations:

N/A

Leave:

N/A

Step Increases:

Will Kamas- PT Library Clerk to Step 2

Scott Melott- PT Library Page to Step 2

Deb Brimmer- FT Network Specialist to Step 15

| | Jan-21 | | Feb-21 | | Mar-21 | | Apr-21 | | May-21 | | Jun-21 | | Jul-21 | Aug-21 | Sep-21 | Oct-21 | Nov-21 | Dec-21 | 2021 | | 2020 | | 2019 | | |
|-------------------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|---------------|--------|----------|---------|----------|---------|----------|---------|----------|---------|----------|----------------|---------|----------------|--------|----------------|--------|
| | Total | %-age | Total | %-age | Total | %-age | Total | %-age | Total | %-age | Total | %-age | Total | %-age | Total | %-age | Total | %-age | Total | %-age | Total | %-age | Total | %-age | Total |
| Adult Non-Fiction | 1180 | 7.73% | 1,664 | 8.13% | 2,108 | 7.85% | 1950 | 7.91% | 1681 | 7.05% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 8,583 | 7.73% | 15338 | 5.92% | 27,378 | 10.57% |
| Adult Fiction | 3027 | 19.84% | 4,454 | 21.76% | 5,990 | 22.32% | 5406 | 21.94% | 5142 | 21.56% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 24,019 | 21.63% | 44049 | 17.01% | 79,031 | 30.52% |
| Juv NF | 624 | 4.09% | 963 | 4.70% | 1,407 | 5.24% | 1242 | 5.04% | 1088 | 4.56% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 5,324 | 4.79% | 10002 | 3.86% | 18,967 | 7.32% |
| Juv Fic | 2128 | 13.95% | 3,490 | 17.05% | 5,456 | 20.33% | 5288 | 21.46% | 5012 | 21.01% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 21,374 | 19.25% | 39831 | 15.38% | 82,350 | 31.80% |
| AV | 1718 | 11.26% | 2,766 | 13.51% | 4,136 | 15.41% | 4305 | 17.47% | 4303 | 18.04% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 17,228 | 15.51% | 45558 | 17.59% | 120,261 | 46.44% |
| Periodicals | 83 | 0.54% | 160 | 0.78% | 160 | 0.60% | 106 | 0.43% | 137 | 0.57% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 646 | 0.58% | 959 | 0.37% | 1,794 | 0.69% |
| Other | 141 | 0.92% | 279 | 1.36% | 342 | 1.27% | 164 | 0.67% | 70 | 0.29% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 996 | 0.90% | 1868 | 0.72% | 5,297 | 2.05% |
| Public Pcs | 8 | 0.05% | 227 | 1.11% | 441 | 1.64% | 413 | 1.68% | 448 | 1.88% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 1,537 | 1.38% | 4491 | 1.73% | 21,738 | 8.39% |
| Wireless | 1063 | 6.97% | 1,088 | 5.32% | 1,488 | 5.54% | 962 | 3.90% | 1120 | 4.70% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 5,721 | 5.15% | 18284 | 7.06% | 34,341 | 13.26% |
| Down Audio | 1528 | 10.02% | 1,432 | 7.00% | 1,630 | 6.07% | 1601 | 6.50% | 1598 | 6.70% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 7,789 | 7.01% | 17359 | 6.70% | 13,330 | 5.15% |
| Down Ebooks | 3261 | 21.38% | 3,190 | 15.59% | 3,171 | 11.81% | 2751 | 11.16% | 2859 | 11.99% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 15,232 | 13.72% | 35431 | 13.68% | 24,191 | 9.34% |
| Down Music | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | 0 | 0.00% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 0 | #DIV/0! | 17809 | 6.88% | 35,953 | 13.88% |
| Down Video | 79 | 0.52% | 219 | 1.07% | 91 | 0.34% | 90 | 0.37% | 67 | 0.28% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 546 | 0.49% | 3660 | 1.41% | 17,156 | 6.63% |
| Down Mags | 416 | 2.73% | 536 | 2.62% | 419 | 1.56% | 366 | 1.49% | 326 | 1.37% | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | #DIV/0! | 2,063 | 1.86% | 4318 | 1.67% | 3,362 | 1.30% |
| Total | 15,256 | | 20,468 | | 26,839 | | 24,644 | | 23,851 | | 0 | | 0 | | 0 | | 0 | | 0 | 111,058 | | 258,957 | | 507,466 | |