

Monroe Free Library
Executive Director's Report
May Stats for June 2026 MFL Board Meeting

Children's

The following programs were offered:

Babies & Toddlers	
Baby sign x2	4(children)/6(Adults)
Bouncing Babies x 3	29/27
Toddlers & Preschoolers	
Romper Room x3	28/27
Pre K-1/ K-2	
Cinco De Mayo Paper Bag Maracas	4/3
Edible Garden Bouquet	4/4
Do A Dot American Flag Painting	2/2
Learn to Sign (k-2)	4
2-5	
Super Mario 3D World	6
Critters Terrariums	10
DIY Baby Yoda	4
Teens	
Outdoor Art	6
Nintendo Switch Saturday	9
Prom Prep Makeup Tips w/ Jackie	2
Teen Anime Club	0
Teen Book Club: Lunar New Year Love Story	0
The Cupcake Wars	11
Community/Family	
Chess w/Wes x5	9
Origami Club	8
Hudson Wind Ensemble	Cancelled
Open House	50

Total # of Children's & Community Program attendance comparison	
2026	2025
292	220

Teen Advisory Board Summary:

TAB put on their second event, Cupcake Wars! 5 TAB volunteers helped set up and run a cupcake baking contest. There were 6 additional teens competing in the contest, for a total of 11 participants. The contestants split up into 2 teams of three. TAB took attendance, explained the rules, and kept the teams aware of the time limits. They all had a lot of fun! It was also Jacob's last TAB event, and I believe his last volunteer shift.

Children's Reference Statistics

Stats/service/outreach	usage
Teen volunteer Shifts	66
Take & Makes	24
Reference Questions	19
Program Questions & Registration	21
Phone Calls	33
Butterfly scavenger hunt	40

Community Room reservations

Room A: 45(68)

Room B: 56(67)

Adult Programs & Services

Reference Stats	Usage
Computer Users	404
Computer Help	25
Printing (Remote & From Phones)	439
Copy Assistance	78
Scanning	42
Faxing	31
Reference Questions Answered	137
Walk in Tech Help x 4	0
Genealogy	1
Book a Librarian	2
Take & Makes	15
Public Computer Sessions	

Museum Pass	# Of Check Outs
Bethel Woods	
Boscobel	
DIA Beacon	
Empire Pass	
Mohonk Preserve	
Museum of the Hudson Highlands	1
Museum Village	
Storm King Art Center	1
9/11 Museum	
Intrepid	
Stonecrop	3
Mid-Hudson Children's Museum	3
Hudson River Museum	

<u>Program</u>	<u>Attendance</u>
Bingo	7
Patient Car Advocate Seminar	N/A
Trivia	10
Understanding your Medicare	2
Craft & Connect	8
Google Earth: West South Central	10
Cookbook Dinner club: Tea Party	9
Garden Club	6
Karaoke Night	N/A
Tech & Talk & Help	0

Total # of Adult & Community Program attendance comparison	
2026	2025
52	82

Circulation & Patrons Statistics

Circulation Stats	2026 Usage	2025 Usage
New card holders	50	39
Door Count	4,359	**only started counting on 2/13/26
Total # of Library Card Holders	8,995	8,334
Total Items Circulated	6,155	6,149
Overdrive Audio & ebooks	1,856	1,863
ILL Borrows	1,314	1,303
ILL Loans	1,003	1,049
Video Game Collection	106	80
Discovery Kits	4	1
Laptops	4	0
MWCSD Active patrons	56	27
MWCSD Circulation	273	255
O&R Home boost kits	2	-
CD's	183	117
DVD's	897	658
CD Audiobooks	37	40
Home Bound	3	2

Buildings and Grounds

- The Flagpole has been successfully removed
- Lobby has been repainted
- Staff hallway is in the process of being repainted
- Ramp railing in the back yard will be replaced in the next month

Library Operations

Young Adult Services Coordinator Opening

Sara Mallory is moving on from her current position as your YA Coordinator. We have already posted the position, and we will have our interviews in the next two weeks. We are hopeful that we can have someone in place for the start of summer reading.

Open House Recap

Our Open House happened on May 16, and it was in my opinion a huge success! Patrons engaged with staff. Several local elected officials came out to show their support for the library and some even signed up for a library card. We had a total of 9 people receive a library card that day. 22 patrons completed our Library Quest Scavenger Hunt which also means our patrons engaged with our staff by asking 132 questions! There is always room for growth, and we have already decided we plan to offer another Open House next May with some exciting enhancements. Thank you to all the board members who attended and engaged with our community.

RCLS Plan of Service

RCLS is seeking board approval for their 2027-2031 Plan of Service and the 2027-2031 Direct Access Plan. (See attachments 1-2) As you may recall, they held several focus groups and conducted surveys to ask board members and staff from member libraries about their experiences with RCLS and their services. The Plan of Service is basically their version of a long-range plan. As you know, a plan of service, like a Long-Range Plan, is the improvements they would like to explore and achieve during a specific time range. The Direct Access Plan is a tool for managing the sharing and/or reciprocity of use of a member library by cardholders of other member libraries. The Plan has been updated in collaboration with the Directors' Association Direct Access Committee and was approved by the Directors' Association on Wednesday, May 13, 2026.

The board must vote on each plan separately and the vote results are due back to RCLS by August 7th with draft or approved meeting minutes.

Summer Reading

We are gearing up for summer reading! Our booklet that we are calling the “field guide” is complete and will be sent to the printers soon will be an exciting new activity for our children to enjoy. We are also adding a fun freebee that includes a summer reading lawn sign for those who come week 1 to get their field guide stamped. This summer there will be over 35 programs, we added in an extra week of fun and a brand-new prize scheme that speaks to our sustainability initiative.

Financials

See [Attachments 3-5](#) May Financials

2027 Proposed MFL Budget & Budget vote

While the 2027 budget is not finalized yet, I am recommending that the board agrees to a \$30,000 taxpayer increase. Back in February I proactively reached out to the union to start negotiations and delayed the budget creation process so that we could try to accommodate what I expect to be a higher salary increase than in previous years. I have not heard from them so at this point I have to move forward without their input. I have not met with the finance committee yet but to get our levy on the ballot, we need to start collecting signatures to submit them by early July to give the Town enough time to review and submit them to Orange County Board of Elections. I strongly recommend that we go out for a budget vote, as Grace has said it's good practice to go out every year. I recommend that we only go out for \$30,000. I believe it will satisfy the needs of the salary line and increase in the other places that are projected to need an increase (utilities, health plan, etc.) but also be mindful of taxpayers and the other rising costs they are experiencing.

My budget timeline is as follows:

- June 8th – Board Approval for Tax Levy increase \$30,000
- June 9th- Start collecting Petition Signatures
- June 15th finalize budget and share with Finance Committee
- June 15th – July 13 meeting with Finance Committee
- June 30th – submit required 25 petition Signatures to the Town
- July 13 have board vote on 2027 budget

PR, Outreach & Fundraising/ Grants

Elizabeth Award

Elizabeth was the recipient of the [2026 PRX Exchange](#) Award for libraries with a budget between

1million and 5million dollars. This is a national competition that honors all types of libraries for their marketing efforts. She submitted her born digital artwork for the Disco. This is a very competitive award. 236 applications were received and Elizabeth was 1 of the 54 winners.



2026 PR Xchange Awards Competition

Sponsored by the Awards and Scholarships Subcommittee
Core, a division of the American Library Association
<http://www.prxchange-awards.org>

Special Events

1970s Disco Party - A Signature Event of Monroe Free Library's
"Decades" Series
Monroe Free Library
(\$1 - \$5 million)
[Download Original Submission](#)



MWCSD Library Card Distribution

On May 28, Susan and I went to North Main Elementary to distribute library cards to 2nd grade students and we met with 3rd-5th grade students to talk about summer reading. That was a total of face-to-face time with 500 students to talk about our summer reading program and to distribute summer reading calendars.

I Bird NY Lending Program

Sue and I applied to receive a free bird watching Kit from New York State called ["I Bird NY"](#) Due to the overwhelming requests that received I am currently on a waiting list to see if they have enough kits left. We already have a great bird-watching kit, but it would be a great addition to our Discover Kit Collection.

New York Library Association Conference

Amanda, Mike and Susan have all been accepted to present at the 2026 NYLA Conference. Amanda and Mike will be presenting about the Disco, Mike will be presenting about his Google Earth Programs, Amanda will be presenting about our Long-Range Plan and Mike and Susan will be on a Panel about Podcasting with Amanda as the Moderator.

Orange County Library Association Grant

MFL received their first disbursement of funds in the amount of \$3,382 from the 2026 Orange County Grant that we share with the other Orange County Libraries.

Print Ads

These ads were published for this month:

YOU'RE INVITED!

**JOIN US FOR AN
OPEN HOUSE!**

- Activities for Children & Adults
- Digital Resource Demos
- Information Sessions
- Light Refreshments
- Meet & Greet with Library Staff & Board
- Raffle Drawing

Date: Saturday, May 16

Time: 11:00 a.m. until 2:00 p.m.

Location: 44 Millpond Parkway, Monroe, N.Y.



MONROE FREE LIBRARY
44 MILLPOND PARKWAY, MONROE, NY 10950
MONROEFREELIBRARY.ORG 845.753.4411

Photo News Press release about open house: <https://www.thephoto-news.com/news/local-news/monroe-free-library-to-host-community-open-house-DI5831476>

Social Media & Email Blasts

Engagement	Facebook	Instagram
Content Reach	22,444	9,020
Individual Viewers	4,740	706
Page Visits	1,070	123
New Page Likes	15	12
Content Interactions	445	355
Link Clicks	44	1

Email Blast Statistics (Open rates)

Emails in this month	How many emails sent	How many received emails	How many opened	How many clicked on the links
4	9,756	9,756	2,986	31

MISC.

Upcoming RCLS workshops

2026 Trustee Handbook Book Club Series – Upcoming Sessions:

- [June 17](#): **Laws and Regulations** presented by Trustee Handbook Co-author Rebekkah Smith Aldrich
- [October 29](#): **Duties and Responsibilities of Key Officer Roles**, Panel Discussion moderated by Trustee Handbook Co-author Rebekkah Smith Aldrich

Upcoming projects & Events

- Movies on the Lawn to return
- Saturday, June 27th- Summer reading Kick-off

Comments from Patrons & Tutor.com