



**Vestavia Hills
Library Board of Trustees Agenda
February 26, 2025
4:00 PM**

Meeting Items

1. Call to Order - April MacLennan, Chair
 - a Welcome Board Member, Erica Barnes
 - b Introduction of Boards Members (BOT, Foundation, Friends)
2. Approval Of The Agenda
3. Approval Of Minutes from December 11, 2024
4. Director's Report - Taneisha Tucker

Library Board Packet Items

5. News Articles and Correspondence
6. Marketing Report - Todd Richardson
7. December 2024 Statistical Report
8. January 2025 Statistical Report
9. Current Budget Report - February 2025
10. Balance Sheets, Funds 12 and 13 - February 2025

Unfinished Business

11. Eastside Library Update - Taneisha Tucker
12. Pedestrian Bridge Update
13. Projector and Sound System Update - Todd Richardson
14. APLS Compliance Update - Taneisha Tucker

New Business

15. Library Board 2025 Committee Assignments and Initiatives
16. Long Range Planning 2026
17. City Council Meeting Attendance

Committee Reports

Friends Report

Foundation Report

Informational Items

18. American Library Association Conference - June 26-30, 2025 Philadelphia, PA
19. HB4 and SB6 Updates - Daniel Tackett

Adjournment

Library Board Meeting Minutes December 11, 2024

I. Call to Order – April MacLennan, Chair

The Vestavia Hills Library in the Forest Board of Trustees met in regular session on Wednesday, December 11, 2024 at 4pm.

Present:

Ms. April MacLennan – Chair
Ms. Susan Swagler – Vice Chair
Mr. Kevin Archer – Member
Mr. Larry Cochran – Member
Mr. Christopher Gerety – Member
Dr. Jimmy Bartlett – Board Emeritus
Ms. Elise Bodenheimer – Friends Chair
Ms. Ann Hamiter – Foundation Chair
Ms. Taneisha Tucker – Library Director
Mr. Daniel Tackett – Deputy Director
Mr. Todd Richardson – Marketing Department Head
Pam Parson – Acquisitions Manager
Ms. Marie Nash – Administrative Assistant

Absent:

Mayor Ashley Curry – City Liaison
Mr. Jeff Downes – City Manager
Ms. Bethany Mitchell – Recorder

II. Approval of Today’s Agenda

Mr. Cochran motioned to approve the December 11, 2024 agenda. Mr. Archer seconded the motion. The agenda for today’s meeting was unanimously approved.

III. Approval of Minutes from Wednesday, October 23, 2024

Mr. Cochran motioned to approve the minutes from October 23, 2024. Mr. Archer seconded the motion. The BOT minutes from October 23, 2024 were unanimously approved.

IV. Director’s Report – Ms. Tucker

Included in the packet. Ms. MacLennan thanked Mr. Archer for his 5 years of service on the board. Regarding library updates, the library’s 14th anniversary is December 12. The library also continues to expand its presence in the community with outreach at various city events such as the tree lighting ceremony. Ms. Tucker thanked the Friends for providing food for the staff on Staff Day. Staff Day was a success and featured a health and wellness session by Cultivate Wellness, CPR training, active shooter training, a surprise visit by Miss Alabama, and team-building activities. The library’s Toys for Tots campaign was also a success, collecting approximately 230 toys for those in need.

V. Library Board Packet Items

a. News Articles and Correspondence

Included in the packet.

b. Marketing Report – Mr. Richardson

Included in the packet. Beginning January 2025, the library will offer a new outreach program, Talk Business Tuesday, where a featured local business or non-profit connects with patrons at the library. Many of the scheduled entities are new businesses in the area.

c. Monthly Statistical Reports – October 2024

Included in the packet.

d. Current Budget Report

Included in the packet.

e. October 2024 Report

Included in the packet.

f. November 2024 Report

Included in the packet.

g. Balance Sheets, Fund 12 and Fund 13: October 2024 & November 2024

Included in the packet.

VI. Unfinished Business

a. Projector and Sound System Update – Ms. Parson

The vendor stated they want all parts present before they begin installation. Some parts have already arrived, but others are still on the way. Once all parts are present, the vendor stated that it will take three days to complete the installation. This installation also depends on finding availability for the Community Room among all the current meeting room reservations.

b. APLS Administrative Code Policy and Compliance Update – Ms. Tucker

Ms. Tucker, Mr. Tackett, and Mr. Downes met with Starnes Davis Florie attorney Trip Umbach and his assistant to discuss the APLS Administrative Code Policy. Mr. Umbach stated that the library's proposed policies were appropriate. He emphasized that less is more and that the library could comply without overstating anything. Mr. Downes requested that Mr. Umbach return and give a professional opinion regarding the policy. Mr. Umbach is working to meet that request expeditiously. The library will not receive an LSTA grant this year. Ms. Tucker added that she hopes to get something back from the attorney soon to be in compliance with APLS.

VII. New Business

a. Election of Officers – Ms. MacLennan

Mr. Cochran motioned to approve re-appointing Ms. MacLennan as Library Board Chair. Mr. Archer seconded the motion. Ms. MacLennan's re-appointment as Library Board Chair was unanimously approved.

Mr. Archer motioned to approve re-appointing Ms. Swagler as Library Board Vice Chair. Mr. Cochran seconded the motion. Ms. Swagler's re-appointment as Library Board Vice Chair was unanimously approved.

b. Eastside Library Site and Updates – Ms. Tucker

Ms. Tucker, Mr. Tackett, Mr. Richardson, a representative of the city, and an engineer from the city met with CMH Architects. The company's proposal included 11,000 square feet. For more information, refer to the proposal in the board packet. CMH will also meet with Parks and Rec and the Police Department to see how buildings could be best placed on that site.

VIII. Committee Reports

IX. Friends Report – Ms. Bodenheimer

The Dolores Hydock fundraiser was very successful and sold out. The Sean Dietrich fundraiser will take place in March. The Friends board will meet on January 8 to solidify details for the fundraiser. Other upcoming events include the Friends' holiday party on December 19 that will feature a local school group singing carols.

X. Foundation Report – Ms. Hamiter

In the Foundation's annual meeting, Ms. Hamiter was elected Foundation Chair, and Emily Lawrence of Liberty Park was elected Vice Chair. As of December 2, the Foundation's total funds balance is \$179,721.04. The annual mailer went out November 1. Currently, funds collected from the mailer total \$5,525. Grants approximately \$10,000 - \$15,000 are expected before the end of the year, providing a projected donation total of approximately \$25,030. The projected donation matches what the Foundation typically receives each year from the mailer. To date, the mailer has produced fewer dollars than last year. The cost of the mailer was budgeted for \$7,500, and its actual cost was \$7,100. The Foundation mailed 12,350 mailers. They are already looking into potentially more cost-effective methods for the next mailer.

A special board meeting was held on December 4 to discuss a request from the city. The city asked the Foundation to consider adding the Foundation page to a community foundation page. Assistant City Manager Cinnamon McCulley met with the Foundation board to explain the site and the process. The Foundation could create a campaign with a unique URL and QR code that would direct people to the library's Foundation page on that site and allow users to make donations. It also includes some helpful automated features such as automatic thank you notes. The Foundation board expressed concerns regarding privacy and liability regarding any potential data breaches. They asked for the contract to read to make sure the Foundation would not be liable. The library board discussed the benefits and potential concerns of including the Foundation page to the site such as tax status, independence from the city, and more. The company that manages the site is SeeMyLegacy. Ms. Hamiter stated that she would check with the tax accountant regarding any tax status related questions.

The library has asked the Foundation to create a more targeted outreach campaign for Cahaba Heights and Liberty Park. The Foundation has asked for a budget for that goal. Ms. Tucker will have that information for the Foundation around the first quarter of next year. The library also requested \$12,000 from the Foundation, and the Foundation approved the request. The funds will be used to replace book drops in Cahaba Heights and Liberty Park. The next Foundation board meeting will take place on January 8 at 8:30am. Lastly, Ms. Hamiter stated that Mr. Archer was amazing to work with, and she thanked him for his time and assistance.

XI. Informational Items

a. *Vestavia Hills Citizen Survey: Library's Questions – Ms. Tucker*

The survey has been sent to the city, and it may be available to some citizens already. It is available in the board packet.

b. *JCLC Annual Statistical Report – Mr. Tackett*

Circulation increased for JCLC. Specifically, VHL moved from 5th to 4th most circulation in Jefferson County. The library's digital materials consistently have high circulation.

c. ***American Library Association Conference Discussion – Conference Attendees***

Mr. Gerety, Mr. Archer, Ms. Parson, Ms. MacLennan, Mr. Tackett, and Ms. Tucker discussed their findings from the conference. Some key points included:

- Examining potential partnerships with various vendors: soundproof Zen booths for study rooms and/or meeting rooms, furniture for children, Boomerang’s fundraising assistance, and more
- Empathizing with other libraries that are struggling amid various types of politically challenging settings while appreciating VHL’s strong leadership, staff, and connections with the city and its patrons
- Exploring AI’s impact on all aspects of the library, from usage in education to privacy issues and larger implications like security and copyright laws
- Expanding the potential for the library’s services with unique collections like NASA’s space rocks for check out
- Envisioning what the new library could become by studying other successful libraries around the country

XII. Adjournment

The meeting adjourned at 5:15pm.

Taneisha Tucker
Director’s Report to the Library Board of Trustees
December, January, and February 2025
February 21, 2025

News and Correspondence

News Articles

December 31, 2024 – January 6, 2025

5 Changes for 2025, Vestavia Voice | a series by Jon Anderson
<https://vestaviavoice.com/topics/5-changes-2025/>

The 5 changes are:

1. Vestavia Hills’ 75th Anniversary
2. City Election
3. Indoor Pickleball
4. U.S. 31 Pedestrian Bridge
5. Growth in Eastern Vestavia

For your review, I have included the articles about the pedestrian bridge and growth in eastern Vestavia Hills in the packet.

Correspondence

January 15, 2025

Letter from Alabama Public Library Service (APLS)

The library did not receive an LSTA grant this year. The letter is accompanied by the LSTA Advisory Council’s scoring system that rates the application.

February 12, 2025

Two letters from Public Libraries in Jefferson County

First and second quarter state aid checks were released by APLS following the approval of the library’s compliance to changes in the Administrative Code.

Statistics and Programming Overview Please review reports for details.

December 2024		January 2025	
Visits	33,830 – 5.36% decrease	Visits	39,766 - 5.18% decrease
Program Attendance	65% decrease 60 programs 3,916 patrons	Program Attendance	34% decrease 65 programs 922 patrons
Circulation	33,108 items 0.31% decrease	Circulation	38,505 items 1.95% decrease

Budgets and Balance Sheets

Budget Report as of February 19, 2025

General Fund 01 Balance: \$2,190,473.37

Fund 12 / State Aid Balance: \$34,385.00 (no activity)

Fund 13 / Donations Balance: \$156,590.28

Balance Sheets

Fund 12 / State Aid Balance: \$0.00 (not updated in Incode)

Fund 13 / Donations Balance \$555,816.14

Director's Notes

Library Staff

- Guy Bannister, part-time paging clerk resigned, and Sean DeArmond, the paging-clerk who left in December, has returned.

Library Happenings

- **Toys for Tots** – In December the library collected and donated more than 260 toys.
- **Lions Club** – Thus far, we have collected more than 150 pairs of eyeglasses for this month's community initiative. Our goal is to collect more than 200 pairs.
- **Grace Klein Community** – In April, the library will partner with Grace Klein to host a shoe drive.
- **Service Stars** – Staff continue to participate in Service Stars Training. In January, library department heads trained with the City's HR Director, James Randall, who discussed how knowing and understanding someone's archetype (personality style) can aid you in providing excellent support and customer service.
- **Teen Art Market** – March 15, 2025. Teens will showcase their creative skills and talents at this first-time market hosted by the Teen Department.
- **PLA Benchmarks** – We submitted PLA Benchmarks for the library. These benchmarks help determine metrics and trends in public libraries.
- **Employee Handbook** – The City is updating the document to include more detailed procedures for progressive discipline, drug testing and more.
- **Job Descriptions** – Library Department Heads and staff updated job descriptions which will be placed on a secure drive for staff access. Completing this task is part the BOT's updated bylaws recommendation.
- **HB4 and SB6** – The legislative session has begun, and these bills were pre-filed. Daniel and I are following their progress, and I am working with the OTM librarians to share our concerns with senators and representatives.
- **Driver Credentialing** – Library staff updated credentialing as required by the City.
- **Expanding Outreach Programs** – We are planning additional outreach programs for Liberty Park and Cahaba Heights. On Good Friday we will host two events: Eggstravaganza at Wald Park and Bunny Hop at SHAC.

- **City Strategic Planning** – February 24 – 25, 2025. I will present the preliminary vision for an Eastside Library that will focus on innovation, need and growth on the eastern side of the city. In preparation, Daniel and I met with City officials and architects to discuss possibilities. Todd and I also conducted an informal survey to gauge interest. As part of strategic planning, the City Council will evaluate each of the projects and presentations and decide which will be the priority for 2026.

Building and Technology Updates

BUILDING

- Comfort Systems began installing the new boilers on Monday, October 14, 2024. To date, the installation is not complete. We are waiting for final programming from Trane.
- All of the windows have been resealed and cleaned. Resealing the windows was \$90,000.
- The problem with the lights in the Community Room continuously blinking has been solved.
- Don's Carpet One has completed repairs to sections of flooring in the Children's and Teen Departments.
- The water leak has been repaired by replacing one of the main valves in the irrigation system.
- We are replacing and updating valves in some of the public restrooms. As part of next year's budget, we want to update the hardware for flushing the commodes.
- We are working on completing capital projects which include ordering chairs and computers for staff. The computers have arrived, but the chairs are currently out of stock.

Director's Meetings, Events Schedule included:

- Daniel Tackett – facilities, library happenings, personnel updates
- Todd Richardson – marketing, publications, Friends, Foundation, strategic planning
- Library Department Heads (3)
- Alabama Standards Committee (2)
- City Department Heads (3)
- PLDAA Administrators' Meeting
- Library Directors' Summit
- Library Directors' Meeting
- Pam Parson – budget and patron concern
- Wendy Bridges – patron concern and staff matter
- Marcus Maples – patron concern
- Library Staff Meeting
- JCLC Executive Board Meeting
- Jeff Downes – rotary presentation, personnel, strategic planning
- April Moon, Daniel Tackett – employee matters , departmental concerns (2)
- Billy Conner – building maintenance

- Daniel Tackett, Todd Richardson – Liberty Park site visit
- Over the Mountain Library Directors
- April Moon, Daniel Tackett, Todd Richardson – spring program planning
- Erica Barnes – new board member orientation
- Mark Gibbs – library boilers and Trane
- Pam Parson – performance appraisal
- Terri Leslie – performance appraisal
- Claudine Land – Grace Klein
- James Randall and Department Heads – Service Stars training
- Tara Vines – Circulation Policies
- City Officials, Architects, Daniel Tackett – SHAC Planning
- City Strategic Planning
- Sundance Film Festival Viewing
- Joy Lott – Donor (2)
- Pam Parson, Daniel Tackett – capital projects and purchases

5 changes for 2025: Growth in eastern Vestavia

BY JON ANDERSON JANUARY 6, 2025 7:30 PM

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The Filmont in the Liberty Park area of Vestavia Hills is one of several new living developments set to open in 2025. The Filmont specifically targets active older adults looking for quality amenities and a luxury experience.

As the calendar flips into 2025, there are many things to watch in Vestavia Hills. To kick off the new year, we're highlighting five things worth attention in the new year, including new growth and development in eastern Vestavia Hills.

City officials also expect to see continued growth in the eastern part of the city. In recent years, there have been about 100 new construction permits in Vestavia Hills per year, with about 85 of those being residential permits, City Manager Jeff Downes said.

About 70% of that growth is occurring in eastern Vestavia Hills, and that should continue in 2025, Downes said.

Also, Medical Properties Trust should finish construction of its new headquarters in The Bray at Liberty Park, and the Liberty Park Joint Venture should complete two multi-family projects in 2025, one for people ages 55 and older, Downes said.

Additionally, there should be three other commercial projects happening in Liberty Park in 2025 and hopefully the commencement of a full-service hotel with a restaurant and meeting space, "but none of that is in stone," he said.

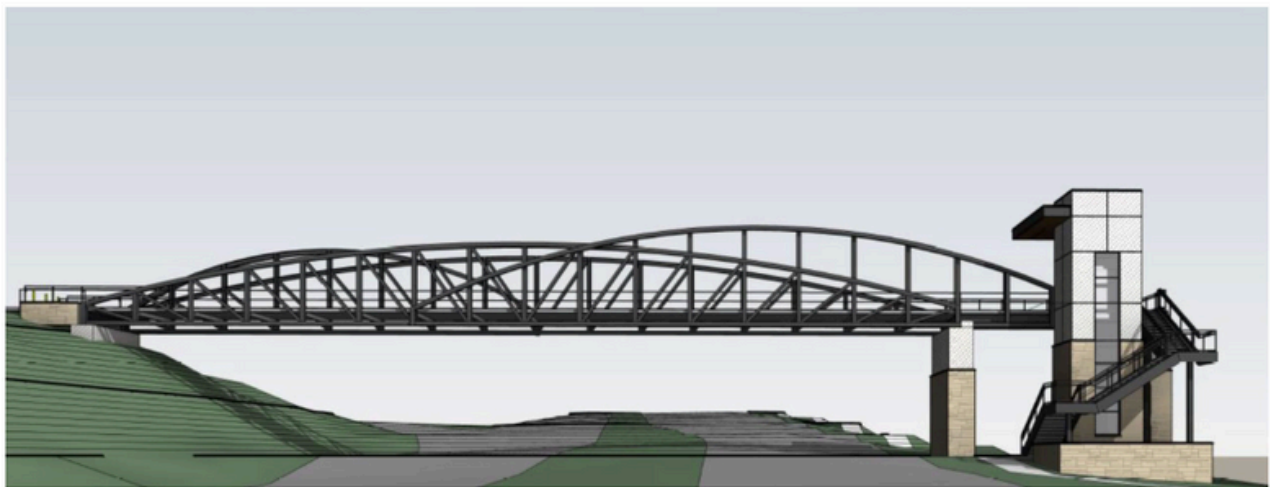
2025 should be a planning year for determining what will go on reclaimed coal mine land next to the Sicard Hollow Athletic Complex, Downes said. Possibilities include a police substation, a small library branch, a spot for parks and recreation programs and a new park maintenance and public works facility. Priorities should be determined at a February planning meeting, Downes said.

People also can expect to see three or four service-oriented businesses in the Blue Lake Drive area as residential rental property is converted to commercial use, he said. The only vacant lot in Patchwork Farms likely will be a bank branch coming in 2025, he said.

The new \$2.6 million roundabout being built at the intersection of Blue Lake Drive and Sicard Hollow Road should be finished this spring, Downes said.

5 changes for 2025: U.S. 31 pedestrian bridge

BY JON ANDERSON JANUARY 5, 2025 7:30 PM



As the calendar flips into 2025, there are many things to watch in Vestavia Hills. To kick off the new year, we're highlighting five things worth attention in the new year, including a new pedestrian bridge over U.S. 31.

The plan to build a pedestrian bridge over U.S. 31 at Wald Park has been in the works for a long time, Vestavia Hills mayor Ashley Curry said.

"It's been a 20-year dream to see that come to fruition, and I think we're close," he said.

The Alabama Department of Transportation, which controls U.S. 31, gave permission to proceed in May, and utility relocation began soon thereafter.

Construction workers have been building the concrete bases for the bridge on both sides of the highway, and following that will come the tower on the east side of U.S. 31 that will include a stairwell and elevator.

"They're working diligently and consistently to prepare for what is the ultimate big task, which is to lay the prefabricated bridge structure itself across 31," City Manager Jeff Downes said.

The anticipated completion date is summer 2025, but that depends on delivery of the steel spans that will go across the highway, Downes said. There will be two steel spans covering 177 feet in total.

Workers also have built a new sidewalk along U.S. 31 and a stairway to the Vestavia Hills Library in the Forest, Downes said.

Curry said Wald Park and the library are two of the most-visited places in the city, and "it just makes sense we would have walkability between those two."



January 15, 2025

Vestavia Hills Public Library
Taneisha Young Tucker
1221 Montgomery Highway
Vestavia Hills, AL 35216-2797

Dear Ms. Tucker:

RE: Library Technology and Automation

In regards to your above-referenced FY2025 LSTA competitive grant application, I regret to inform you that your grant application has been declined support due to the large number of grant applications received and limited available funds.

We encourage you to continue to apply for LSTA grants. If you have any questions, please contact our LSTA Coordinator, Kelyn Ralya, at (800) 723-8459, extension 3976, or (334) 213-3976. Her e-mail address is kralya@apls.state.al.us.

Sincerely,

A handwritten signature in blue ink that reads "Nancy C. Pack".

Nancy C. Pack, Ph.D.
Director

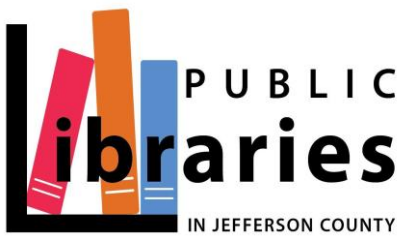
LIBRARY TECHNOLOGY

LIBRARY: Vestavia Hills Public Library

Your FY2025 LIBRARY TECHNOLOGY application was reviewed by the LSTA Advisory Council. The total possible score was 150 points. Your application received a **117.50 (78.33%)**. Each of the criteria is ranked on a scale of 0 (Poor) to 5 (Excellent) and the score is calculated using the assigned weight measurement (2, 3, or 4).

CRITERIA	RANK	WEIGHT	SCORE
<u>Project description, purpose, target population, and benefits:</u> (20 points max) Does the project description include all of the required information?	4.00	4	16.00
<u>Basic need:</u> (20 points max) Is the need for the project clearly established and will the proposed services satisfy the need of the target population?	3.50	4	14.00
<u>Outcome(s):</u> (15 points max) Does each outcome clearly explain a change expected to occur in the target population, such as a change in their skills, attitudes, knowledge, behaviors, or life condition? Is each outcome directly related to the need?	3.75	3	11.25
<u>Activities and planning:</u> (20 points max) Are the activities clearly identified, achievable, and measurable? Does the description of each activity include needed resources? Has sufficient planning gone into the application?	4.25	4	17.00
<u>Resources:</u> (15 points max) Are the project personnel qualified to meet the needs and activities of the project? Are the proposed equipment, supplies, materials, and/or contractual services appropriate to meet the needs and activities of the project?	4.50	3	13.50
<u>Evaluation and continuation:</u> (15 points max) Does the application explain how the project will be evaluated? Are there adequate provisions for continued services? If the project will not be continued, is there an explanation?	3.75	3	11.25
<u>Budget:</u> (20 points max) Are the financial resources described adequate and appropriate? Are the items or services to be acquired stated clearly and with enough detail to be understood?	4.50	4	18.00
<u>Comparative need within a grant category:</u> (15 points max) How great is the need for the project compared to all other applications within its grant category?	3.00	3	9.00
<u>Overall application evaluation:</u> (10 points max) Is the project clearly within the intent of federal and state regulations for use of LSTA funds? Does the application present a clear and convincing case for funding of the project?	3.75	2	7.50
TOTAL SCORE:			117.50

SEE OTHER SIDE FOR LSTA ADVISORY COUNCIL COMMENTS



2100 Park Place
Birmingham, AL 35203
205.226.3615
PublicLibrariesInJC.org

February 12, 2025

Vestavia Hills Library in the Forest
Taneisha Young-Tucker, Director
1112 Montgomery Highway
Vestavia Hills, AL 35216

Dear Taneisha Young-Tucker,

The Alabama Public Library Service (APLS) has released State Aid for the 1st Quarter of FY 2024-2025, based on a formula of approximately \$1.29 per capita.

The public libraries of Jefferson County have agreed that 30% of each library's appropriation will be allocated for the support of county-wide projects.

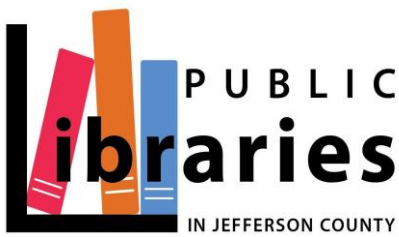
The most recent official census estimate states that 38,020 persons reside in Vestavia Hills. This population is derived from the Census Estimate approved annually by the APLS Board for distribution to JCLC member libraries. This figure reflects the 2023 census official estimate derived from the U.S. Bureau of the Census from the U.S. Department of Commerce of your city's population, and may not match the population used currently by your city.

To determine legal services area for State Aid, APLS uses the Census Bureau's Population Estimates Program (PEP) which produces estimates of the population for the United States, its states, counties, cities and towns. These estimates are also used in federal funding allocations, as survey controls, as denominators for vital rates and per capita time series, and as indicators of recent demographic changes. Each year the new population estimates are released on July 2nd for the previous years. APLS determines the fiscal year state aid population's numbers annually. We are required to use PEP number for distribution of state aid funds.

Multiplying the per capita amount available by the official population, the Vestavia Hills Library in the Forest is entitled to **\$8,596.14**.

Vestavia Hills has requested that **\$8,596.14** to be withheld for payment of charges related to the services provided to the member library by JCLC. Therefore, a net amount of **\$0** is distributed to your library.

Tobin Catalo, Director
Jefferson County Library Cooperative



2100 Park Place
Birmingham, AL 35203
205.226.3615
PublicLibrariesInJC.org

February 12, 2025

Vestavia Hills Library in the Forest
Taneisha Young-Tucker, Director
1112 Montgomery Highway
Vestavia Hills, AL 35216

Dear Taneisha Young-Tucker,

The Alabama Public Library Service (APLS) has released State Aid for the 2nd Quarter of FY 2024-2025, based on a formula of approximately \$1.29 per capita.

The public libraries of Jefferson County have agreed that 30% of each library's appropriation will be allocated for the support of county-wide projects.

The most recent official census estimate states that 38,020 persons reside in Vestavia Hills. This population is derived from the Census Estimate approved annually by the APLS Board for distribution to JCLC member libraries. This figure reflects the 2023 census official estimate derived from the U.S. Bureau of the Census from the U.S. Department of Commerce of your city's population, and may not match the population used currently by your city.

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Tobin Catalo, Director
Jefferson County Library Cooperative



MARKETING REPORT
DEC 2024 - JAN 2025

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FRIENDS HOLIDAY PARTY

Guest performance by VH Elementary West



MISS ALABAMA

At the Library



VH HIGH SCHOOL

Exceptional learners visit the Holiday Studio



HOLIDAY PHOTO STUDIO

Over 200 patrons participated



OUTREACH

City Tree Lighting, Holiday in the Park, Sunrise Rotary



TALK BUSINESS TUESDAYS

One business or organization each week in January

TALK BUSINESS TUESDAYS
JAN 7
11 AM



Featuring
Chef Kimm
cleancajuncookin.com

TALK BUSINESS TUESDAYS
JAN 14
11:30 AM



Featuring
Salt & Light SLP
saltandlight-slp.com

TALK BUSINESS TUESDAYS
JAN 21
11:00 AM



Featuring
Viva Health Medicare
vivahealth.com

TALK BUSINESS TUESDAYS
JAN 28
5:00 PM



Featuring
Cultivate Wellness
cultivatewellnessllc.com

LOOKING AHEAD

Community in Action - Lions Club - Eyewear & Hearing Aids

Donate Eyeglasses at the Library



COMMUNITY
IN ACTION
Series



For the month of February, we are
accepting new and gently used
eyeglasses and hearing aids
on behalf of the

Vestavia Hills Lions Club

VHLF Statistics Report December 2024

December 2024

	Current	Previous	% Monthly	Value Mon.	YTD	YTD	% YTD	Value YTD
Hours	2024	2023	2024	2024	2024	2023	2024	2024
Total Days Open	27	23	17.39%	4	86	82	4.88%	4
Total Hours Open	223	200	11.50%	23	773	747	3.48%	26

Library Visits

Gate Count	23,039	22,797	1.06%	242	75,456	73,996	1.97%	1,460
Curbside Appointments	5	11	-54.55%	(6)	21	29	-27.59%	-8
Offsite Program Visits (open to the public)	0	0	0.00%	0	2	2	0.00%	0
Outreach Visits (schools, daycares, private facilities)			0.00%	0	0	0	0.00%	0
Adult	1	1	0.00%	0	4	3	33.33%	1
Teens	0	0	0.00%	0	0	0	0.00%	0
Children	0	1	-100.00%	(1)	1	3	-66.67%	-2
Website Visits	10,191	12,000	-15.08%	(1,809)	33,501	35,744	-6.28%	-2,243
Mobile App Sessions	594	935	-36.47%	(341)	1,899	3,088	-38.50%	-1,189
Total Library Visits	33,830	35,745	-5.36%	(1,915)	110,884	112,865	-1.76%	(1,981)

VHLF Statistics Report December 2024

Programs and Events

	2024		2023		YTD		2024		YTD		2023	
	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
Adult												
In person	5	191	9	117	28	786	9	117				
Virtual and Passive	0	0	0	0	1	91	0	0				
Total Adult Programs	5	191	9	117	29	877	9	117				
Change %	-44%	63%			222%	650%						
Change Value	-4	74			20	760						
Teens												
In person	21	276	17	267	48	486	17	267				
Virtual and Passive	0	0	0	0	0	0	0	0				
Total Teen Programs	21	276	17	267	48	486	17	267				
Change %	24%	3%			182%	82%						
Change Value	4	9			31	219						
Children												
In person	23	519	15	457	83	2,259	15	457				
Virtual and Passive	1	200	0	0	3	300	0	0				
Total Children's Programs	24	719	15	457	86	2,559	15	457				
Change %	60%	57%			473%	460%						
Change Value	9	262			71	2,102						
Makerspace												
In person	7	11	4	7	31	79	4	7				
Virtual and Passive	0	0	1	198	0	0	1	198				
Total Makerspace Programs	7	11	5	205	31	79	5	205				
Change %	40%	-95%			520%	-61%						
Change Value	2	-194			26	-126						
Technology												
In person	0	0	0	0	6	30	0	0				
Virtual and One on one	1	19	1	16	3	75	1	16				
Total Technology Programs	1	19	1	16	9	105	1	16				
Change %	0%	19%			800%	556%						
Change Value	0	3			8	89						
Other												
Tours	0	0	0	0	0	0	0	0				
Total Other	0	0	0	0	0	0	0	0				
Change %	0%	0%			0%	0%						
Change Value	0	0			0	0						
Outreach Events												
City Events	0	0	3	582	2	2,250	3	582				
Chamber of Commerce	1	1,700	3	6,950	2	1,900	3	6,950				
Cabaha Heights	0	0	1	2,100	0	0	1	2,100				
Liberty Park	1	1,000	2	350	1	1,000	2	350				
Total Outreach Programs	2	2,700	9	9,982	5	5,150	9	9,982				
Change %	-78%	-73%			-44%	-48%						
Change Value	-7	-7,282			-4	-4,832						
Total Programs and Events												
	60	3,916	56	11,044	208	9,256	56	11,044				
Change %	7%	-65%			271%	-16%						
Change Value	4	-7,128			152	-1,788						

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Services	Current	Previous	% Monthly	Value Mon.	YTD	YTD	% YTD	Value YTD
	2024	2023	2024	2024	2024	2023	2024	2024
Borrowed from Other Libraries	1,584	1,488	6.45%	96	5,530	5,289	4.56%	241
Coffee	45	70	-35.71%	-25	151	289	-47.75%	-138
Holds for Liberty Park Lockers	190	160	18.75%	30	654	541	20.89%	113
Interlibrary Loans	20	22	-9.09%	-2	71	45	57.78%	26
Loans to Other Libraries	1,779	1,564	13.75%	215	5,714	5,130	11.38%	584
Notary Service	3	1	200.00%	2	10	18	-44.44%	-8
Passports	106	72	47.22%	34	353	251	40.64%	102
Public Computer Usage	5,058	4,289	17.93%	769	15,756	14,532	8.42%	1,224
Reserves	263	244	7.79%	19	1,011	961	5.20%	50
Self-Checkout Machine Usage	7,512	7,205	4.26%	307	26,661	27,909	-4.47%	-1,248
Test Proctoring	1	10	-90.00%	-9	2	38	-94.74%	-36
Voter Registration	0	0	0.00%	0	0	0	0.00%	0
Wireless Network Usage	4,421	3,592	23.08%	829	13,558	11,889	14.04%	1,669
Reference Questions Total (Department Breakdown)	2,621	2,224	17.85%	397	2,621	2,224	17.85%	397
Adult	974	957	1.78%	17	3,087	3,245	-4.87%	-158
Teens	859	680	26.32%	179	2,747	2,020	35.99%	727
Children	563	450	25.11%	113	1,393	1,647	-15.42%	-254
Technology	130	104	25.00%	26	484	563	-14.03%	-79
Makerspace	95	33	187.88%	62	286	152	88.16%	134
Total Services	23,603	20,941	12.71%	3,059	80,089	76,743	4.36%	3,346

Memberships

Adult Residents	55	62	-11.29%	-7	174	188	-7.45%	-14
Child Residents	12	11	9.09%	1	25	36	-30.56%	-11
Adult Non-Residents	31	47	-34.04%	-16	118	143	-17.48%	-25
Child Non-Residents	2	1	100.00%	1	8	4	100.00%	4
Out of County	3	0	3.00%	3	3	6	-50.00%	-3
Total Memberships	103	121	-14.88%	-18	328	377	-13.00%	4,499

Meeting Room Use

	Rented	Attendees	Rented	Attendees	YTD Rent	YTD Attend	YTD Rented	YTD Attend
	2024	2024	2023	2023	2024	2024	2023	2023
Community Room	7	400	8	534	26	1,327	25	1,369
Historical Room	1	7	0	0	3	22	2	16
Tree House	1	15	2	16	4	35	6	44
Children's Program	5	112	4	70	15	328	12	198
Outdoor Classroom	0	0	0	0	0	0	0	0
Rooftop Garden	0	0	0	0	0	0	1	50
Total Rental Usage	14	534	14	620	48	1,712	46	1,677

Study Room Use

	Checked Out	Users	Checked Out	Users	YTD Chk Out	YTD Users	YTD Chk Out	YTD Users
	2024	2024	2023	2023	2024	2024	2023	2023
All Rooms	258	453	250	458	993	1,553	980	1,612
Total Study Room Usage	258	453	250	458	993	1,553	980	1,612

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Library Materials Usage - Physical

	Current	Previous	% Monthly	Value Mon.	YTD	YTD	% YTD	Value YTD
	2024	2023	2024	2024	2024	2023	2024	2024
Physical Book Circulation								
Adult Books	4,919	4,486	9.65%	433	15,866	14,928	6.28%	938
Adult Large Print	1,175	1,120	4.91%	55	3,691	3,650	1.12%	41
Teen Books	1,446	1,418	1.97%	28	4,610	4,216	9.35%	394
Children's Books	7,031	7,387	-4.82%	-356	24,898	27,868	-10.66%	-2,970
Total Physical Books	14,571	14,411	1.11%	160	49,065	50,662	-3.15%	-1,597
Adult Physical Non-Book Circulation								
Non-Fiction DVDs / Rokus	48	103	-53.40%	-55	174	362	-51.93%	-188
Audiobooks	180	228	-21.05%	-48	569	786	-27.61%	-217
Blu-rays	445	326	36.50%	119	1,285	884	45.36%	401
DVDs	1,261	1,460	-13.63%	-199	3,566	4,571	-21.99%	-1,005
Games and Puzzles	19	21	-9.52%	-2	67	66	1.52%	1
Launchpads	0	2	-100.00%	-2	7	13	-46.15%	-6
Magazines	54	40	35.00%	14	169	126	34.13%	43
Mixed Media	5	4	25.00%	1	24	8	200.00%	16
Music	231	158	46.20%	73	609	567	7.41%	42
Self-playing Audio	0	0	0.00%	0	0	1	-100.00%	-1
WiFi-Hotspots	51	58	-12.07%	-7	152	171	-11.11%	-19
Other: Kits	0	0	0.00%	0	5	5	0.00%	0
Other: Hammocks	0	0	0.00%	0	0	0	0.00%	0
Other: Walking Sticks	0	0	0.00%	0	0	0	0.00%	0
Total Adult Physical Non-Book Circulation	2,294	2,400	-4.42%	-7	6,627	7,560	-12.34%	-19
Teen Non-Book Circulation								
Teen Audiobooks	0	6	-100.00%	-6	24	16	50.00%	8
Teen Blu-rays	71	55	29.09%	16	236	191	23.56%	45
Teen DVDs	184	203	-9.36%	-19	486	639	-23.94%	-153
Teen Games	443	477	-7.13%	-34	1,492	1,280	16.56%	212
Teen Other: Specify	0	0	0.00%	0	0	0	0.00%	0
Total Teen Physical Non-Book Circulation	698	741	-5.80%	-43	2,238	2,126	5.27%	112
Children's Non-Book Circulation								
Audiobooks	25	39	-35.90%	-14	84	148	-43.24%	-64
Augmented Reality	5	11	-54.55%	-6	12	24	-50.00%	-12
Blu-rays	38	34	11.76%	4	149	128	16.41%	21
DVDs	616	587	4.94%	29	1,990	2,206	-9.79%	-216
Launchpads	24	28	-14.29%	-4	87	119	-26.89%	-32
Magazines	32	17	88.24%	15	86	48	79.17%	38
Mixed Media	396	518	-23.55%	-122	1,463	1,581	-7.46%	-118
Music	22	16	37.50%	6	47	65	-27.69%	-18
Self-playing Audio	28	27	3.70%	1	95	98	-3.06%	-3
Views	0	1	-100.00%	-1	5	34	-85.29%	-29
Other: Kits	0	1	-100.00%	-1	6	10	-40.00%	-4
Total Children's Physical Non-Book Circulation	1,186	1,279	-7.27%	-93	4,024	4,461	-9.80%	-437

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Library Materials Usage - Digital

	Current 2024	Previous 2023	% Monthly 2023	Value Mon. 2023	YTD 2024	YTD 2023	% YTD 2024	Value YTD 2024
Adult Digital Usage								
eBooks (Overdrive & Hoopla)	4,276	4,058	5.37%	218	12,528	11,797	6.20%	731
Graphic Novel Downloads (Hoopla)	46	46	0.00%	0	169	143	18.18%	26
Audiobook Downloads (Overdrive & Hoopla)	6,038	5,470	10.38%	568	17,531	16,135	8.65%	1,396
Downloadable Music (Hoopla)	57	70	-18.57%	-13	165	177	-6.78%	-12
Movies/Documentaries/TV Downloads (Hoopla & Kanopy)	352	406	-13.30%	-54	1,152	1,274	-9.58%	-122
Magazine Downloads	1,200	1,527	-21.41%	-327	3,601	4,559	-21.01%	-958
Adult Digital Usage Total	11,969	11,577	3.39%	392	35,146	34,085	3.11%	1,061
Teen Digital Usage								
Teen eBooks (Overdrive)	514	544	-5.51%	-30	1,514	1,687	-10.25%	-173
Teen Audiobook Downloads (Overdrive)	322	431	-25.29%	-109	1,016	1,127	-9.85%	-111
Teen Digital Usage Total	836	975	-14.26%	-139	2,530	2,814	-10.09%	-284
Children's Digital Usage								
eBooks (Overdrive & Hoopla)	819	1,228	-33.31%	-409	2,373	3,485	-31.91%	-1,112
Graphic Novel Downloads (Hoopla)	41	23	78.26%	18	113	69	63.77%	44
Audiobook Downloads (Overdrive & Hoopla)	660	511	29.16%	149	1,936	1,635	18.41%	301
Downloadable Music (Hoopla)	3	11	-72.73%	-8	18	28	-35.71%	-10
Movies/TV Downloads (Hoopla)	31	55	-43.64%	-24	98	132	-25.76%	-34
Children's Digital Usage Total	1,554	1,828	-14.99%	-274	4,538	5,349	-15.16%	-811
Circulation Totals (By Category)								
Books	14,571	14,411	1.11%	160	49,065	50,662	-3.15%	-1,597
Adult Non-Books	2,294	2,400	-4.42%	-106	6,627	7,560	-12.34%	-933
Teen Non-Books	698	741	-5.80%	-43	2,238	2,126	5.27%	112
Children's Non-Books	1,186	1,279	-7.27%	-93	4,024	4,461	-9.80%	-437
Adult Digital Usage	11,969	11,577	3.39%	392	35,146	34,085	3.11%	1,061
Teen Digital Usage	836	975	-14.26%	-139	2,530	2,814	-10.09%	-284
Children's Digital Usage	1,554	1,828	-14.99%	-274	4,538	5,349	-15.16%	-811
Total Library Materials Usage	33,108	33,211	-0.31%	-103	104,168	107,057	-2.70%	-2,889

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Electronic Retrieval Sessions / Database Usage

	Current	Previous	% Monthly	Value Mon.	YTD	YTD	% YTD	Value YTD
	2024	2023	2024	2024	2024	2023	2024	2024
Alabama Virtual Library	0	0	0.00%	0	0	0	0.00%	0
Ancestry	0	0	0.00%	0	0	0	0.00%	0
Creative Bug	14	21	-33.33%	-7	92	95	-3.16%	-3
Niche Academy	0	2	-100.00%	-2	0	6	-100.00%	-6
Reference USA	0	0	0.00%	0	0	0	0.00%	0
Universal Class	11	7	57.14%	4	42	80	-47.50%	-38
Other Databases	130	324	-59.88%	-194	1,726	1,685	2.43%	41
Total Electronic Retrieval Sessions	155	354	-56.21%	-199	1,860	1,866	-0.32%	-6

Marketing

YouTube Views: Main	147	531	-72.32%	-384	445	3,538	-87.42%	-3,093
YouTube Views: Kids	3	10	-70.00%	-7	36	10	260.00%	26
Facebook Reach: Main	11,700	9,700	20.62%	2,000	33,300	20,370	63.48%	12,930
Facebook Reach: Kids	110	129	-14.73%	-19	1,320	129	923.26%	1,191
Instagram Users: Main	2,294	1,935	18.55%	359	7,139	5,747	24.22%	1,392
Instagram Users: Kids	95	59	61.02%	36	280	59	374.58%	221
TikTok: Teens	825	2,574	-67.95%	-1,749	2,693	6,396	-57.90%	-3,703
LinkedIn	75	60	25.00%	15	225	60	275.00%	165

Library Holdings

Book Volumes	67,623	69,014	-2.02%	-1,391	203,439	208,062	-2.22%	-4,623
Serial Volumes	83	86	-3.49%	-3	253	258	-1.94%	-5
Audiobooks	3,473	3,584	-3.10%	-111	10,379	10,658	-2.62%	-279
Digital Collections	140,498	121,222	15.90%	19,276	413,262	360,613	14.60%	52,649
Music CDs	2,377	2,379	-0.08%	-2	7,131	7,135	-0.06%	-4
DVDs and Blu-rays	10,508	10,325	1.77%	183	31,434	30,973	1.49%	461
Other	182	193	-5.70%	-11	563	574	-1.92%	-11
Library Holdings Total	224,744	206,803	8.68%	17,941	666,461	618,273	7.79%	48,188

Volunteers

	Volunteers	Hours	Volunteers	Hours	YTD Vol.	YTD Hours	YTD Vol.	YTD Hours
	2024	2024	2023	2023	2024	2024	2023	2023
Acquisitions	0	0	0	0	0	0	0	0
Adult	2	4	0	0	2	4	0	0
Children's	1	1	0	0	14	49	0	0
Circulation	0	0	0	0	0	0	0	0
Technology	0	0	1	6	2	43	2	9
Teens	0	0	2	10	5	9	7	30
Volunteers Total	3	5	3	16	23	105	9	39

Staff Training By Department

	Staff	Staff	% Monthly	Value Mon.	YTD	YTD	% YTD	Value YTD
	2024	2023			2024	2023		
Acquisitions	5	2	150.00%	3	11	14	-21.43%	-3
Administration	2	2	0.00%	0	5	2	150.00%	3
Adult	3	3	0.00%	0	11	23	-52.17%	-12
Children's	5	6	-16.67%	-1	12	14	-14.29%	-2
Circulation	5	9	-44.44%	-4	17	27	-37.04%	-10
Technology	6	2	200.00%	4	15	7	114.29%	8
Teens	3	3	0.00%	0	6	6	0.00%	0
Staff Training Total	29	27	7.41%	2	77	93	-17.20%	-16

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January 2025

	Current	Previous	% Monthly	Value Mon.	YTD	YTD	% YTD	Value YTD
Hours	2025	2024	2025	2025	2025	2024	2025	2025
Total Days Open	28	27	3.70%	1	114	109	4.59%	5
Total Hours Open	245	237	3.38%	8	1,018	984	3.46%	34

Library Visits

Gate Count	22,478	23,592	-4.72%	(1,114)	97,934	97,588	0.35%	346
Curbside Appointments	6	14	-57.14%	(8)	27	43	-37.21%	-16
Offsite Program Visits (open to the public)	0	0	0.00%	0	2	2	0.00%	0
Outreach Visits (schools, daycares, private facilities)			0.00%	0	0	0	0.00%	0
Adult	1	1	0.00%	0	5	4	25.00%	1
Teens	0	0	0.00%	0	0	0	0.00%	0
Children	0	0	0.00%	0	1	3	-66.67%	-2
Website Visits	16,489	17,000	-3.01%	(511)	49,990	52,744	-5.22%	-2,754
Mobile App Sessions	792	1,333	-40.59%	(541)	2,691	4,421	-39.13%	-1,730
Total Library Visits	39,766	41,940	-5.18%	(2,174)	150,650	154,805	-2.68%	(4,155)

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Programs and Events

	2025		2024		YTD		2025		YTD		2024	
	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance	Programs	Attendance
Adult												
In person	7	94	6	94	35	880	6	94				
Virtual and Passive	0	0	0	0	1	91	0	0				
Total Adult Programs	7	94	6	94	36	971	6	94				
Change %	17%	0%			500%	933%						
Change Value	1	0			30	877						
Teens												
In person	14	80	12	107	62	566	12	107				
Virtual and Passive	0	0	0	0	0	0	0	0				
Total Teen Programs	14	80	12	107	62	566	12	107				
Change %	17%	-25%			417%	429%						
Change Value	2	-27			50	459						
Children												
In person	30	644	32	994	113	2,903	32	994				
Virtual and Passive	1	4	1	121	4	304	1	121				
Total Children's Programs	31	648	33	1,115	117	3,207	33	1,115				
Change %	-6%	-42%			255%	188%						
Change Value	-2	-467			84	2,092						
Makerspace												
In person	8	13	8	31	39	92	8	31				
Virtual and Passive	0	0	0	0	0	0	0	0				
Total Makerspace Programs	8	13	8	31	39	92	8	31				
Change %	0%	-58%			388%	197%						
Change Value	0	-18			31	61						
Technology												
In person	4	42	3	19	10	72	3	19				
Virtual and One on one	1	45	1	26	4	120	1	26				
Total Technology Programs	5	87	4	45	14	192	4	45				
Change %	25%	93%			250%	327%						
Change Value	1	42			10	147						
Other												
Tours	0	0	0	0	0	0	0	0				
Total Other	0	0	0	0	0	0	0	0				
Change %	0%	0%			0%	0%						
Change Value	0	0			0	0						
Outreach Events												
City Events	0	0	0	0	2	2,250	0	0				
Chamber of Commerce	0	0	0	0	2	1,900	0	0				
Cabaha Heights	0	0	0	0	0	0	0	0				
Liberty Park	0	0	0	0	1	1,000	0	0				
Total Other	0	0	0	0	5	5,150	0	0				
Change %	0%	0%			0%	0%						
Change Value	0	0			5	5,150						
Total Programs and Events												
	65	922	63	1,392	273	10,178	63	1,392				
Change %	3%	-34%			333%	631%						
Change Value	2	-470			210	8,786						

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Services	Current	Previous	% Monthly	Value Mon.	YTD	YTD	% YTD	Value YTD
	2025	2024	2025	2025	2025	2024	2025	2025
Borrowed from Other Libraries	2,352	2,751	-14.50%	-399	7,882	8,040	-1.97%	-158
Coffee	93	74	25.68%	19	244	363	-32.78%	-119
Holds for Liberty Park Lockers	273	285	-4.21%	-12	927	826	12.23%	101
Interlibrary Loans	48	40	20.00%	8	119	85	40.00%	34
Loans to Other Libraries	2,290	2,128	7.61%	162	8,004	7,258	10.28%	746
Notary Service	23	5	360.00%	18	33	23	43.48%	10
Passports	191	120	59.17%	71	544	371	46.63%	173
Public Computer Usage	5,264	4,869	8.11%	395	21,020	19,401	8.34%	1,619
Reserves	446	511	-12.72%	-65	1,457	1,472	-1.02%	-15
Self-Checkout Machine Usage	10,434	11,574	-9.85%	-1,140	37,095	39,483	-6.05%	-2,388
Test Proctoring	3	19	-84.21%	-16	5	57	-91.23%	-52
Voter Registration	0	2	-100.00%	-2	0	2	-100.00%	-2
Wireless Network Usage	4,493	3,993	12.52%	500	18,051	15,882	13.66%	2,169
Reference Questions Total (Department Breakdown)	2,760	2,419	14.10%	341	2,760	2,419	14.10%	341
Adult	873	818	6.72%	55	3,960	4,063	-2.54%	-103
Teens	960	652	47.24%	308	3,707	2,672	38.74%	1,035
Children	550	570	-3.51%	-20	1,943	2,217	-12.36%	-274
Technology	287	277	3.61%	10	771	840	-8.21%	-69
Makerspace	90	102	-11.76%	-12	376	254	48.03%	122
Total Services	28,670	28,790	-0.42%	221	108,898	105,728	3.00%	3,170

Memberships

Adult Residents	74	102	-27.45%	-28	248	290	-14.48%	-42
Child Residents	17	17	0.00%	0	42	53	-20.75%	-11
Adult Non-Residents	84	100	-16.00%	-16	202	243	-16.87%	-41
Child Non-Residents	1	2	-50.00%	-1	9	6	50.00%	3
Out of County	0	1	-100.00%	-1	3	7	-57.14%	-4
Total Memberships	176	222	-20.72%	-46	504	599	-15.86%	3,839

Meeting Room Use

	Rented	Attendees	Rented	Attendees	YTD Rent	YTD Attend	YTD Rented	YTD Attend
	2025	2025	2024	2024	2025	2025	2024	2024
Community Room	9	470	7	285	35	1,797	32	1,654
Historical Room	1	15	1	8	4	37	3	24
Tree House	2	30	0	0	6	65	6	44
Children's Program	9	147	1	15	24	475	13	213
Outdoor Classroom	0	0	0	0	0	0	0	0
Rooftop Garden	0	0	0	0	0	0	1	50
Total Rental Usage	21	662	9	308	69	2,374	55	1,985

Study Room Use

	Checked Out	Users	Checked Out	Users	YTD Chk Out	YTD Users	YTD Chk Out	YTD Users
	2025	2025	2024	2024	2025	2025	2024	2024
All Rooms	365	552	307	484	1,358	2,105	1,287	2,096
Total Study Room Usage	365	552	307	484	1,358	2,105	1,287	2,096

VHLF Statistics Report January 2025

Library Materials Usage - Physical

	Current	Previous	% Monthly	Value Mon.	YTD	YTD	% YTD	Value YTD
	2025	2024	2025	2025	2025	2024	2025	2025
Physical Book Circulation								
Adult Books	5,800	5,624	3.13%	176	21,666	20,552	5.42%	1,114
Adult Large Print	1,500	1,270	18.11%	230	5,191	4,920	5.51%	271
Teen Books	1,517	1,591	-4.65%	-74	6,127	5,807	5.51%	320
Children's Books	8,934	9,771	-8.57%	-837	33,832	37,639	-10.11%	-3,807
Total Physical Books	17,751	18,256	-2.77%	-505	66,816	68,918	-3.05%	-2,102
Adult Physical Non-Book Circulation								
Non-Fiction DVDs / Rokus	104	105	-0.95%	-1	278	467	-40.47%	-189
Audiobooks	221	275	-19.64%	-54	790	1,061	-25.54%	-271
Blu-rays	459	429	6.99%	30	1,744	1,313	32.83%	431
DVDs	1,540	1,653	-6.84%	-113	5,106	6,224	-17.96%	-1,118
Games and Puzzles	38	35	8.57%	3	105	101	3.96%	4
Launchpads	1	8	-87.50%	-7	8	21	-61.90%	-13
Magazines	81	26	211.54%	55	250	152	64.47%	98
Mixed Media	8	10	-20.00%	-2	32	18	77.78%	14
Music	205	185	10.81%	20	814	752	8.24%	62
Self-playing Audio	0	0	0.00%	0	0	1	-100.00%	-1
WiFi-Hotspots	45	65	-30.77%	-20	197	236	-16.53%	-39
Other: Kits	0	0	0.00%	0	5	5	0.00%	0
Other: Hammocks	0	0	0.00%	0	0	0	0.00%	0
Other: Walking Sticks	0	0	0.00%	0	0	0	0.00%	0
Total Adult Physical Non-Book Circulation	2,702	2,791	-3.19%	-20	9,329	10,351	-9.87%	-39
Teen Non-Book Circulation								
Teen Audiobooks	5	8	-37.50%	-3	29	24	20.83%	5
Teen Blu-rays	79	94	-15.96%	-15	315	285	10.53%	30
Teen DVDs	168	256	-34.38%	-88	654	895	-26.93%	-241
Teen Games	502	475	5.68%	27	1,994	1,755	13.62%	239
Teen Other: Specify	0	0	0.00%	0	0	0	0.00%	0
Total Teen Physical Non-Book Circulation	754	833	-9.48%	-79	2,992	2,959	1.12%	33
Children's Non-Book Circulation								
Audiobooks	34	45	-24.44%	-11	118	193	-38.86%	-75
Augmented Reality	5	22	-77.27%	-17	17	46	-63.04%	-29
Blu-rays	56	55	1.82%	1	205	183	12.02%	22
DVDs	502	431	16.47%	71	2,492	2,637	-5.50%	-145
Launchpads	20	40	-50.00%	-20	107	159	-32.70%	-52
Magazines	26	17	52.94%	9	112	65	72.31%	47
Mixed Media	586	631	-7.13%	-45	2,049	2,212	-7.37%	-163
Music	12	20	-40.00%	-8	59	85	-30.59%	-26
Self-playing Audio	31	18	72.22%	13	126	116	8.62%	10
Views	0	11	-100.00%	-11	5	45	-88.89%	-40
Other: Kits	4	3	33.33%	1	10	13	-23.08%	-3
Total Children's Physical Non-Book Circulation	1,276	1,293	-1.31%	-17	5,300	5,754	-7.89%	-454

VHLF Statistics Report January 2025

Library Materials Usage - Digital	Current 2025	Previous 2024	% Monthly 2024	Value Mon. 2024	YTD 2025	YTD 2024	% YTD 2025	Value YTD 2025
Adult Digital Usage								
eBooks (Overdrive & Hoopla)	4,880	4,713	3.54%	167	17,408	16,510	5.44%	898
Graphic Novel Downloads (Hoopla)	48	36	33.33%	12	217	179	21.23%	38
Audiobook Downloads (Overdrive & Hoopla)	6,520	6,088	7.10%	432	24,051	22,223	8.23%	1,828
Downloadable Music (Hoopla)	61	44	38.64%	17	226	221	2.26%	5
Movies/Documentaries/TV Downloads (Hoopla & Kanopy)	493	522	-5.56%	-29	1,645	1,796	-8.41%	-151
Magazine Downloads	1,461	1,662	-12.09%	-201	5,062	6,221	-18.63%	-1,159
Adult Digital Usage Total	13,463	13,065	3.05%	398	48,609	47,150	3.09%	1,459
Teen Digital Usage								
Teen eBooks (Overdrive)	502	669	-24.96%	-167	2,016	2,356	-14.43%	-340
Teen Audiobook Downloads (Overdrive)	386	475	-18.74%	-89	1,402	1,602	-12.48%	-200
Teen Digital Usage Total	888	1,144	-22.38%	-256	3,418	3,958	-13.64%	-540
Children's Digital Usage								
eBooks (Overdrive & Hoopla)	950	1,240	-23.39%	-290	3,323	4,725	-29.67%	-1,402
Graphic Novel Downloads (Hoopla)	40	36	11.11%	4	153	105	45.71%	48
Audiobook Downloads (Overdrive & Hoopla)	649	571	13.66%	78	2,585	2,206	17.18%	379
Downloadable Music (Hoopla)	0	5	-100.00%	-5	18	33	-45.45%	-15
Movies/TV Downloads (Hoopla)	32	36	-11.11%	-4	130	168	-22.62%	-38
Children's Digital Usage Total	1,671	1,888	-11.49%	-217	6,209	7,237	-14.20%	-1,028
Circulation Totals (By Category)								
Books	17,751	18,256	-2.77%	-505	66,816	68,918	-3.05%	-2,102
Adult Non-Books	2,702	2,791	-3.19%	-89	9,329	10,351	-9.87%	-1,022
Teen Non-Books	754	833	-9.48%	-79	2,992	2,959	1.12%	33
Children's Non-Books	1,276	1,293	-1.31%	-17	5,300	5,754	-7.89%	-454
Adult Digital Usage	13,463	13,065	3.05%	398	48,609	47,150	3.09%	1,459
Teen Digital Usage	888	1,144	-22.38%	-256	3,418	3,958	-13.64%	-540
Children's Digital Usage	1,671	1,888	-11.49%	-217	6,209	7,237	-14.20%	-1,028
Total Library Materials Usage	38,505	39,270	-1.95%	-765	142,673	146,327	-2.50%	-3,654

VHLF Statistics Report January 2025

Electronic Retrieval Sessions / Database Usage

	Current 2025	Previous 2024	% Monthly 2025	Value Mon. 2025	YTD 2025	YTD 2024	% YTD 2025	Value YTD 2025
Alabama Virtual Library	0	0	0.00%	0	0	0	0.00%	0
Ancestry	0	0	0.00%	0	0	0	0.00%	0
Creative Bug	6	44	-86.36%	-38	98	139	-29.50%	-41
Niche Academy	0	7	-100.00%	-7	0	13	-100.00%	-13
Reference USA	0	0	0.00%	0	0	0	0.00%	0
Universal Class	124	22	463.64%	102	166	102	62.75%	64
Other Databases	226	556	-59.35%	-330	1,952	2,241	-12.90%	-289
Total Electronic Retrieval Sessions	356	629	-43.40%	-273	2,216	2,495	-11.18%	-279

Marketing

YouTube Views: Main	193	155	24.52%	38	638	3,693	-82.72%	-3,055
YouTube Views: Kids	18	30	-40.00%	-12	54	40	35.00%	14
Facebook Reach: Main	7,900	10,200	-22.55%	-2,300	41,200	30,570	34.77%	10,630
Facebook Reach: Kids	186	215	-13.49%	-29	1,506	344	337.79%	1,162
Instagram Users: Main	2,326	1,979	17.53%	347	9,465	7,726	22.51%	1,739
Instagram Users: Kids	100	62	61.29%	38	380	121	214.05%	259
TikTok: Teens	2,296	5,760	-60.14%	-3,464	4,989	12,156	-58.96%	-7,167
LinkedIn	78	61	27.87%	17	303	121	150.41%	182

Library Holdings

Book Volumes	67,418	67,595	-0.26%	-177	270,857	275,657	-1.74%	-4,800
Serial Volumes	97	86	12.79%	11	350	344	1.74%	6
Audiobooks	3,253	3,595	-9.51%	-342	13,632	14,253	-4.36%	-621
Digital Collections	140,787	120,013	17.31%	20,774	554,049	480,626	15.28%	73,423
Music CDs	2,376	2,378	-0.08%	-2	9,507	9,513	-0.06%	-6
DVDs and Blu-rays	10,478	10,248	2.24%	230	41,912	41,221	1.68%	691
Other	179	199	-10.05%	-20	742	773	-4.01%	-31
Library Holdings Total	224,588	204,114	10.03%	20,474	891,049	822,387	8.35%	68,662

Volunteers

	Volunteers 2025	Hours 2025	Volunteers 2024	Hours 2024	YTD Vol. 2025	YTD Hours 2025	YTD Vol. 2024	YTD Hours 2024
Acquisitions	1	1	0	0	1	1	0	0
Adult	0	0	0	0	2	4	0	0
Children's	2	2	1	3	16	51	1	3
Circulation	0	0	0	0	0	0	0	0
Technology	1	38	1	5	3	81	3	14
Teens	1	6	3	20	6	15	10	50
Volunteers Total	5	47	5	28	28	152	14	67

Staff Training By Department

	Staff 2025	Staff 2024	% Monthly	Value Mon.	YTD 2025	YTD 2024	% YTD	Value YTD
Acquisitions	1	1	0.00%	0	12	15	-20.00%	-3
Administration	0	0	0.00%	0	5	2	150.00%	3
Adult	4	1	300.00%	3	15	24	-37.50%	-9
Children's	0	1	-100.00%	-1	12	15	-20.00%	-3
Circulation	6	18	-66.67%	-12	23	45	-48.89%	-22
Technology	2	4	-50.00%	-2	17	11	54.55%	6
Teens	0	0	0.00%	0	6	6	0.00%	0
Staff Training Total	13	25	-48.00%	-12	90	118	-23.73%	-28



Vestavia Hills, AL

Monthly Budget Report

Account Summary

For Fiscal: Current Period Ending: 02/28/2025

	February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget	
Fund: 01 - GENERAL FUND										
Expense										
01-70-5010-000-500	COMPENSATION	147,880.00	65,742.51	82,137.49	55.54%	720,389.00	608,212.73	112,176.27	15.57%	1,743,988.00
01-70-5015-000-500	PAYROLL TAX EXP	11,294.00	4,932.28	6,361.72	56.33%	55,351.00	45,614.61	9,736.39	17.59%	133,415.00
01-70-5016-000-500	FRINGE BENEFITS EXP	31,309.00	15,641.19	15,667.81	50.04%	152,105.00	138,692.88	13,412.12	8.82%	367,074.00
01-70-5045-000-500	EMPLOYEE TRAINING	2,255.00	0.00	2,255.00	100.00%	4,866.00	249.00	4,617.00	94.88%	15,000.00
01-70-5050-000-500	MEMBERSHIP & DUES	604.00	0.00	604.00	100.00%	1,422.00	990.00	432.00	30.38%	4,000.00
01-70-5051-000-500	TRAVEL & CONFERENCE	213.00	0.00	213.00	100.00%	531.00	2,181.89	-1,650.89	-310.90%	6,000.00
01-70-5055-000-500	UNANTICIPATED EXPENSE	0.00	0.00	0.00	0.00%	30,371.00	0.00	30,371.00	100.00%	121,485.00
01-70-5065-000-500	PHYSICALS/DRUG SCREEN	24.00	0.00	24.00	100.00%	93.00	56.00	37.00	39.78%	500.00
01-70-5070-000-500	VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00%	250.00	0.00	250.00	100.00%	500.00
01-70-5090-000-500	POSTAGE	22.00	73.00	-51.00	-231.82%	58.00	73.00	-15.00	-25.86%	1,150.00
01-70-5100-000-500	SUPPLIES/PRINT & OFFICE	400.00	0.00	400.00	100.00%	2,129.00	1,346.33	782.67	36.76%	8,000.00
01-70-5101-000-500	SUPPLIES/LIB PROCESS	751.00	0.00	751.00	100.00%	2,144.00	2,933.78	-789.78	-36.84%	10,000.00
01-70-5105-000-500	SUPPLIES/OTHER	400.00	0.00	400.00	100.00%	1,242.00	2,117.69	-875.69	-70.51%	9,000.00
01-70-5110-000-500	SUPPLIES/JANITORIAL	1,308.00	0.00	1,308.00	100.00%	4,908.00	2,158.25	2,749.75	56.03%	10,000.00
01-70-5140-000-500	GASOLINE	142.00	0.00	142.00	100.00%	566.00	599.07	-33.07	-5.84%	1,800.00
01-70-5210-000-500	MAINTENANCE CONTRACTS	13,052.00	10,455.41	2,596.59	19.89%	107,559.00	118,556.55	-10,997.55	-10.22%	220,242.00
01-70-5310-000-500	MAINT/REP-OFFICE EQUIP	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	1,000.00
01-70-5350-000-500	MAINT/REP-SMALL EQUIP	0.00	0.00	0.00	0.00%	0.00	999.98	-999.98	0.00%	1,500.00
01-70-5370-000-500	MAINT/REP-VEHICLES	103.00	0.00	103.00	100.00%	673.00	517.04	155.96	23.17%	1,600.00
01-70-5380-000-500	MAINT/REP-BUILDING	3,906.00	0.00	3,906.00	100.00%	14,711.00	13,766.34	944.66	6.42%	40,000.00
01-70-5385-000-500	MAINT/REP-HVAC	654.00	0.00	654.00	100.00%	11,279.00	1,423.46	9,855.54	87.38%	25,000.00
01-70-5390-000-500	MAINT/REP-ELEC & PLUMB	736.00	0.00	736.00	100.00%	5,711.00	936.78	4,774.22	83.60%	15,000.00
01-70-5700-000-500	UTILITIES	12,421.00	0.00	12,421.00	100.00%	58,878.00	50,794.73	8,083.27	13.73%	150,000.00
01-70-5720-000-500	COMM(INTERNET & TELEPHONE)	1,477.00	734.99	742.01	50.24%	8,127.00	5,232.16	2,894.84	35.62%	19,000.00
01-70-5840-000-500	PROFESSIONAL CONSULTANTS	0.00	0.00	0.00	0.00%	3,500.00	0.00	3,500.00	100.00%	7,000.00
01-70-5940-000-500	COMMUNITY INVOLVEMENT	4,779.00	608.72	4,170.28	87.26%	13,518.00	18,850.43	-5,332.43	-39.45%	40,000.00
01-70-5940-002-500	OUTREACH/LIB PARK & CH	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%	7,000.00
01-70-5940-003-500	MARKETING - LIBRARY	348.00	0.00	348.00	100.00%	1,418.00	3,333.88	-1,915.88	-135.11%	10,455.00
01-70-8150-000-500	PURCHASES-SMALL EQUIP	47.00	0.00	47.00	100.00%	91.00	0.00	91.00	100.00%	700.00
01-70-8205-000-500	PURCHASES/PERIODICAL REPLACE	18,860.00	3,503.11	15,356.89	81.43%	97,520.00	63,572.37	33,947.63	34.81%	174,230.00
01-70-8610-000-500	PURCHASES/BOOKS	15,386.00	6,884.72	8,501.28	55.25%	66,189.00	45,956.68	20,232.32	30.57%	175,000.00
	Total Expense:	268,371.00	108,575.93	159,795.07	59.54%	1,365,599.00	1,129,165.63	236,433.37	17.31%	3,319,639.00
	Total Fund: 01 - GENERAL FUND:	268,371.00	108,575.93	159,795.07	59.54%	1,365,599.00	1,129,165.63	236,433.37	17.31%	3,319,639.00

Monthly Budget Report

For Fiscal: Current Period Ending: 02/28/2025

		February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Fund: 12 - LIBRARY-STATE AID										
Expense										
13-70-5050-000-500	MEMBERSHIP & DUES	2,864.27	17,192.28	-14,328.01	-500.23%	14,321.35	17,192.28	-2,870.93	-20.05%	34,385.00
	Total Expense:	2,864.27	17,192.28	-14,328.01	-500.23%	14,321.35	17,192.28	-2,870.93	-20.05%	34,385.00
	Total Fund: 12 - LIBRARY-STATE AID:	2,864.27	17,192.28	-14,328.01	-500.23%	14,321.35	17,192.28	-2,870.93	-20.05%	34,385.00
Fund: 13 - LIBRARY-BOOKS/DON										
Expense										
13-70-5045-000-500	EMPLOYEE TRAINING	749.70	68.00	681.70	90.93%	3,748.50	889.92	2,858.58	76.26%	9,000.00
13-70-5050-000-500	MEMBERSHIP & DUES	41.65	0.00	41.65	100.00%	208.25	0.00	208.25	100.00%	500.00
13-70-5051-000-500	TRAVEL & CONFERENCE	916.30	0.00	916.30	100.00%	4,581.50	0.00	4,581.50	100.00%	11,000.00
13-70-5052-000-500	EMPLOYEE MISC EXPENSE	41.65	0.00	41.65	100.00%	208.25	0.00	208.25	100.00%	500.00
13-70-5090-000-500	POSTAGE	416.50	0.00	416.50	100.00%	2,082.50	1,651.75	430.75	20.68%	5,000.00
13-70-5100-000-500	SUPPLIES/PRINT & OFFICE	41.65	0.00	41.65	100.00%	208.25	0.00	208.25	100.00%	500.00
13-70-5105-000-500	SUPPLIES/OTHER	166.60	0.00	166.60	100.00%	833.00	137.97	695.03	83.44%	2,000.00
13-70-5110-000-500	SUPPLIES/JANITORIAL	83.30	0.00	83.30	100.00%	416.50	0.00	416.50	100.00%	1,000.00
13-70-5210-000-500	MAINTENANCE CONTRACTS	416.50	0.00	416.50	100.00%	2,082.50	192.00	1,890.50	90.78%	5,000.00
13-70-5220-000-500	COMPUTER SERVICES	208.25	0.00	208.25	100.00%	1,041.25	0.00	1,041.25	100.00%	2,500.00
13-70-5310-000-500	MAINT/REP-OFFICE EQUIP	166.60	0.00	166.60	100.00%	833.00	0.00	833.00	100.00%	2,000.00
13-70-5380-000-500	MAINT/REP-BUILDING	333.20	0.00	333.20	100.00%	1,666.00	0.00	1,666.00	100.00%	4,000.00
13-70-5605-000-500	RENTAL/STORAGE FACILITY	333.20	0.00	333.20	100.00%	1,666.00	974.85	691.15	41.49%	4,000.00
13-70-5840-000-500	PROFESSIONAL CONSULTANTS	2,582.30	0.00	2,582.30	100.00%	12,911.50	0.00	12,911.50	100.00%	31,000.00
13-70-5940-000-500	COMMUNITY INVOLVEMENT	2,540.65	0.00	2,540.65	100.00%	12,703.25	5,621.15	7,082.10	55.75%	30,500.00
13-70-5990-000-500	BANK CHARGES	208.25	0.00	208.25	100.00%	1,041.25	0.00	1,041.25	100.00%	2,500.00
13-70-5992-000-500	MERCHANT FEES	208.25	0.00	208.25	100.00%	1,041.25	1,590.18	-548.93	-52.72%	2,500.00
13-70-8100-000-500	PURCHASE/OFFICE & COMP EQUIP	508.13	0.00	508.13	100.00%	2,540.65	0.00	2,540.65	100.00%	6,100.00
13-70-8150-000-500	PURCHASES-SMALL EQUIP	316.54	0.00	316.54	100.00%	1,582.70	0.00	1,582.70	100.00%	3,800.00
13-70-8205-000-500	PURCHASES/PERIODICAL REPLACE	41.65	0.00	41.65	100.00%	208.25	0.00	208.25	100.00%	500.00
13-70-8500-000-500	PURCHASES-CAP (UNDER \$5K)	3,506.93	0.00	3,506.93	100.00%	17,534.65	9,776.90	7,757.75	44.24%	42,100.00
13-70-8600-000-712	PURCHASES-CAP (OVER \$5K)	1,249.50	0.00	1,249.50	100.00%	6,247.50	3,875.00	2,372.50	37.98%	15,000.00
13-70-8610-000-500	PURCHASES/BOOKS	24.99	0.00	24.99	100.00%	124.95	0.00	124.95	100.00%	300.00
	Total Expense:	15,102.29	68.00	15,034.29	99.55%	75,511.45	24,709.72	50,801.73	67.28%	181,300.00
	Total Fund: 13 - LIBRARY-BOOKS/DON:	15,102.29	68.00	15,034.29	99.55%	75,511.45	24,709.72	50,801.73	67.28%	181,300.00
	Report Total:	286,337.56	125,836.21	160,501.35	56.05%	1,455,431.80	1,171,067.63	284,364.17	19.54%	3,535,324.00

Monthly Budget Report

For Fiscal: Current Period Ending: 02/28/2025

Group Summary

Account Typ...	February Budget	February Activity	Variance Favorable (Unfavorable)	Percent Remaining	YTD Budget	YTD Activity	Variance Favorable (Unfavorable)	Percent Remaining	Total Budget
Fund: 01 - GENERAL FUND									
Expense	268,371.00	108,575.93	159,795.07	59.54%	1,365,599.00	1,129,165.63	236,433.37	17.31%	3,319,639.00
Total Fund: 01 - GENERAL FUND:	268,371.00	108,575.93	159,795.07	59.54%	1,365,599.00	1,129,165.63	236,433.37	17.31%	3,319,639.00
Fund: 12 - LIBRARY-STATE AID									
Expense	2,864.27	17,192.28	-14,328.01	-500.23%	14,321.35	17,192.28	-2,870.93	-20.05%	34,385.00
Total Fund: 12 - LIBRARY-STATE AID:	2,864.27	17,192.28	-14,328.01	-500.23%	14,321.35	17,192.28	-2,870.93	-20.05%	34,385.00
Fund: 13 - LIBRARY-BOOKS/DON									
Expense	15,102.29	68.00	15,034.29	99.55%	75,511.45	24,709.72	50,801.73	67.28%	181,300.00
Total Fund: 13 - LIBRARY-BOOKS/DON:	15,102.29	68.00	15,034.29	99.55%	75,511.45	24,709.72	50,801.73	67.28%	181,300.00
Report Total:	286,337.56	125,836.21	160,501.35	56.05%	1,455,431.80	1,171,067.63	284,364.17	19.54%	3,535,324.00

Fund Summary

Fund	February Budget	February Activity	Variance		YTD Budget	YTD Activity	Variance		Total Budget
			Favorable (Unfavorable)	Percent Remaining			Favorable (Unfavorable)	Percent Remaining	
01 - GENERAL FUND	268,371.00	108,575.93	159,795.07	59.54%	1,365,599.00	1,129,165.63	236,433.37	17.31%	3,319,639.00
12 - LIBRARY-STATE AID	2,864.27	17,192.28	-14,328.01	-500.23%	14,321.35	17,192.28	-2,870.93	-20.05%	34,385.00
13 - LIBRARY-BOOKS/DON	15,102.29	68.00	15,034.29	99.55%	75,511.45	24,709.72	50,801.73	67.28%	181,300.00
Report Total:	286,337.56	125,836.21	160,501.35	56.05%	1,455,431.80	1,171,067.63	284,364.17	19.54%	3,535,324.00



Vestavia Hills, AL

Balance Sheet

Account Summary

As Of 02/19/2025

Account	Name	Balance
Fund: 12 - LIBRARY-STATE AID		
Assets		
12-00-1031-000-000	CLAIM ON CASH	0.00
12-00-1941-000-000	DUE FROM GENERAL FUND	0.00
	Total Assets:	0.00
		<u>0.00</u>
Liability		
12-00-2000-000-000	ACCOUNTS PAYABLE	0.00
12-00-2005-000-000	ACCOUNTS PAYABLE/OTHER	0.00
12-00-2741-000-000	DUE TO GENERAL FUND	0.00
12-00-2830-000-000	ENCUMBRANCES	0.00
12-00-2840-000-000	RESERVE FOR ENCUMBRANCES	0.00
	Total Liability:	0.00
Equity		
12-00-2950-000-000	FUND BALANCE/RESTRICTED	0.00
	Total Beginning Equity:	0.00
Total Revenue		17,192.28
Total Expense		17,192.28
Revenues Over/Under Expenses		0.00
	Total Equity and Current Surplus (Deficit):	0.00
	Total Liabilities, Equity and Current Surplus (Deficit):	<u>0.00</u>

Balance Sheet

As Of 02/19/2025

Account	Name	Balance
Fund: 13 - LIBRARY-BOOKS/DON		
Assets		
13-00-1010-000-000	PETTY CASH	600.00
13-00-1031-000-000	CLAIM ON CASH	555,216.14
13-00-1230-000-000	ACCOUNTS RECEIVABLE	0.00
13-00-1341-000-000	PREPAID EXPENSES	0.00
	Total Assets:	<u>555,816.14</u> <u>555,816.14</u>
Liability		
13-00-2000-000-000	ACCOUNTS PAYABLE	0.00
13-00-2005-000-000	ACCOUNTS PAYABLE/OTHER	0.00
13-00-2741-000-000	DUE TO GENERAL FUND	0.00
13-00-2830-000-000	ENCUMBRANCES	0.00
13-00-2840-000-000	RESERVE FOR ENCUMBRANCES	0.00
	Total Liability:	<u>0.00</u>
Equity		
13-00-2900-000-000	NONSPENDABLE	0.00
13-00-2950-000-000	FUND BALANCE/RESTRICTED	528,068.51
	Total Beginning Equity:	<u>528,068.51</u>
Total Revenue		52,457.35
Total Expense		24,709.72
Revenues Over/Under Expenses		<u>27,747.63</u>
	Total Equity and Current Surplus (Deficit):	<u>555,816.14</u>
	Total Liabilities, Equity and Current Surplus (Deficit):	<u><u>555,816.14</u></u>



Library Board of Trustees 2025 Committee Assignments and Initiatives

Mission: As an innovative and vibrant community center, the Vestavia Hills Library in the Forest cultivates dynamic resources, environmentally conscious facilities and opportunities for life-long-learning, cultural enrichment, personal empowerment, and entertainment for all.

2025 Committee Assignments (To include the BOT Emeritus)

RESPONSIBILITY	PRIMARY	SECONDARY	ASSIGNMENT DETAILS
Budgeting / Finance			Assist with 2024/2025 budget preparation and approval. Attend annual budget hearings.
Facilities / Construction			Work with Deputy Director to evaluate facility needs and funding required for sustaining and improving the facility. Assist with facility updates and construction projects.
Human Resources / Staff Support			Work with Library Director to update job descriptions, resolve personnel matters and staffing concerns as they arise. Support staff training and development opportunities.
Policies			Review and evaluate new and updated policies before submission to the BOT for approval.
Foundation Liaison			Represent the BOT by attending Foundation meetings and serving on committees as needed.
Friends Liaison			Represent the BOT by attending monthly Friends programs and serving on committees as needed.
Junior Board Liaison			Represent the BOT by attending Junior Board meetings and serving with them as needed.
Grant Writing / Funding Opportunities			Work with Library Director, staff and Foundation Board members to locate, write and submit grants for Library.
Outreach to Schools			Liaison to school system, promoting Library services and offerings. Work to establish solid communication and partnerships.
Strategic Planning			Work with Library staff to potentially hire and/or develop and establish a directed effort for developing the Library's future goals and purpose.
Outreach to LP and CH			Work with Library Director and Marketing Dept. to formulate strategies for effective outreach to these areas.

Marketing			Work with Marketing Dept. by submitting and implementing ideas that promote the library via social media, in-house and in various City publications.
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2024/2025 Initiative Ideas

- Replace flooring at the main entrance (done)
- Replace outdoor furniture (will do this fiscal year)
- Finish upholstery as needed (done)
- New website (working with Pleximedia)
- Other suggestions _____

2025/2026 Initiative Ideas

- Update current website
- Purchase new bookdrops for CH and LP (Friends and Foundation)
- Offer additional outreach and family programming in LP
- Replace furniture items in the Teen Department
- Begin on strategic plan 2026 – select a vendor and secure funding

Vestavia Hills Library in the Forest Circulation Policy

1. Patrons requesting a library card will be asked to complete a membership application form. If any changes are made in this information, the Library must be notified. Proof of identification and residency will be required.
2. Children may have their own library card. ~~They must be able to write/sign their name legibly.~~ A parent or guardian's signature will be required for all persons under the age of 18. This signature demonstrates the parent's approval of the child receiving a library card and the understanding that the child's library card can check out all materials housed within the library's physical and electronic collections, including the adult section of the library, and other JCLC libraries.
3. Each patron is responsible for materials checked out on that individual's library card. If a card is lost or stolen it must be reported immediately.
4. A limit of 150 items may be checked out on a card.
5. Books of all formats are checked out for a three-week period and may be renewed twice if no reserves (holds) are placed on the item. A two-week checkout may be assigned to specific collections such as best sellers.
6. DVDs and Blu Rays may be checked out for a one-week (7 days) period and may be renewed twice.
7. Hotspots may be checked out for a one-week period and may not be renewed. Hotspots are available to checkout to Vestavia Hills residents only. Patrons are required to complete and sign a lending agreement prior to first checkout.
8. Videogames check out for a one-week period and can be renewed twice. A patron is limited to three games per checkout. ~~These items are not included in inter-library loans and must be picked up at the Vestavia Hills Library.~~
9. Any item may be renewed by phone or online. The patron's barcode number or driver's license number is required.
10. Overdue charges for books and audio are \$0.25 per day per item with overdue fines not to exceed \$5.00 maximum per item.
11. Overdue charges for DVDs/Blu Rays are \$1.00 per day, not to exceed \$5.00
12. Overdue charges for wireless hotspots \$5.00 per day until returned, up to the total replacement cost of the device. Patrons will be charged \$25.00 for Mobile HotSpots returned to a book drop (indoor or outdoor) or to another library.
13. Roku devices may be checked out for one week only, with one renewal. Overdue charges are \$2 per day, up to the total replacement cost of the device.
14. Walking sticks may be checked out for two weeks, with no renewals. Overdue charges are \$2 per day, up to the total replacement cost of the device.
15. Hammocks/straps may be checked out for two weeks, with no renewals. Overdue charges are \$2 per day, up to the total replacement cost of the device.
16. Patrons having lost or damaged books and/or library materials shall be charged the current list replacement price notated on the item's record.
17. Overdue notices will begin when item is 3 days overdue.

18. A limit of 30 items may be placed on request (hold) at any one time.
19. Library staff may deny service to any person for failure to return borrowed items, refusal to pay fines, destruction of property, or objectionable conduct.

*Adopted by the Library Board March 2015
Updated and Approved October 23, 2024
Updated and Approved February 26, 2025*

Vestavia Hills Library in the Forest Patron Registration Policy

Vestavia Hills Public Library will serve all residents of Jefferson County, persons working in Jefferson County and others from the surrounding area who are frequently in our county.

1. A patron must complete a membership application form and provide government-issued proof of identification such as a current driver/non-driver's license or passport. Proof of residency must also be provided in the form of a current driver/non-driver's license, a USPS document labeled with current mailing address, or utility bill, lease, etc.). If the photo ID does not have correct residency information, the documents listed above may be used as proof of residency. If any changes are made to this information, the library must be notified. Cards will expire once a year and proof of residency is required for renewal.
2. Cards will be classified as inactive if not used within a three-year period. Cards not used within a five-year period will be purged from our files. Records of patrons with outstanding fines and/or materials not returned will be kept on record.
3. Out of county memberships may be purchased for \$50.00; applicants employed within the City of Vestavia Hills may purchase memberships for ~~\$35.00~~ **\$15.00**. Employment must be verified.
4. All circulation records and registration information are confidential and will be surrendered only by a court order.

*Adopted by the Library Board March 2015
Updated and Approved February 26, 2025*