# Director's Report October 2026

Deb Flint, Library Director

**Building & Grounds:**

- Perfect Water came to replace several parts of the water system because it was not functioning properly. Tech says it is the water quality that is an issue – need a different filter & softening unit to treat the water more effectively so that it does not affect the sensitive UV system as much.
- Took the 3rd quarter water test to the lab – the water tests are clean.
- Maintenance did not see any current issues with the uplifted portion of the roof.
- Grass & weeds cut from around front & back retention ponds by Maintenance.
- Maintenance did the 6-month air filter change.
- Annual fire extinguisher inspection completed.

**Collection**:

- Added 43 new books, 86 donations, and 14 DVDs in September.
- Children/teen collections are being weeded.
- Adult Fiction section was neatened.
- Ordered new DVDs.

**Community Outreach:**

- BOT President & I gave a presentation about the library to the Galway Seniors on 9/17. It went well. We are hoping to host craft classes for the group.
- 2 members of staff met with the archival committee of the Methodist Church to discuss assisting them with their preservation of books & documents. They will work with Preservation Society, as well as staff to create a database of documents and catalog their collection.
- The library will be represented at the Brookledge Halloween Trick or Treat event on 10/25. PTSA is partnering with us to provide candy, and we will have a bookmark craft for kids to do. The table will be manned by staff & volunteers.

**Continuing Education:**

- Watched a Reader's Advisory webinar.
- Attended a webinar about data collection and use in libraries.

**Election:**

- Spent numerous hours inputting voter & election data into the Board of Election templates for our election last June. I estimate that I am about halfway done. To date, I have spent at least 40 hours on this new State requirement.

**Finance:**

- Bank statements for August were reconciled & are in order.
- CFO helped me set up information required in State Financial System for receiving grant checks via direct deposit going forward.
- Wrote letter to School to request this year's tax levy. Received & deposited the check.

**Grants & Donations:**

- Wrote thank you notes for September.
- Foundation gave the library $1200 for Galway Get Together and $7500 for the current fiscal year pledge.
- Submitted the Digital Inclusion United Way grant application that was discussed at the last BOT meeting.
- Ordered kid program materials with '25 & '26 quarter donations ('25 used up).
- Discussed tech programming with Tech Assistant that we will hold once we receive iPads from current United Way grant and if we receive the LSTA grant.

- Saratoga County donated disc golf to library to have here permanently.
- Ordered kid books with WGY '25 grant funds (used up).

**Meetings:**

- Met with Board President to discuss agenda and upcoming programs.
- Hosted a library tour with representatives of Bring on the Spectrum to see about special needs programming we may be able to host. They will follow up with us in a month or so.
- Stephanie and I met with Ralph Caparulo to discuss a painting class in the winter time to paint book covers on pavers to have in memorial garden.
- Scheduled a meeting to discuss progress on the Long-Range Plan (LRP) with new Chair & BOT President. Also have a LRP Committee meeting scheduled.

**Programs:**

**Adult Program Attendance**:
September Tech Assistance - 6
9/14 Mahjongg - 4
9/14 Yoga - 5
9/15 Coloring Club - 2
9/16 Astronomy Club - 8
9/17 Writers Group - 4
9/17 Dungeon Crawler Carl Disc - 12
9/17 Galway Seniors Presentation - 40
9/21 Mahjongg - 3
9/21 Yoga - 5
9/24 Acrylic Painting - 9
9/26 Faux Stained Glass - 6
9/28 Mahjongg - 3
9/28 Yoga - 4
9/28 When Readers Meet - 9
9/30 Photography Club - 16
10/5 Yoga - 4
10/6 Coloring Club - 3
10/13 Young Professionals - 8
TOTAL: 151

**Children's Program Attendance:**
9/12 Pokémon Club – 4 K, 1 A
9/14 Crafternoon: Inchworms – 4 K, 3 A
9/15 Raising Readers Storytime – 17 K, 12 A
9/21 Nature Club: Leaf Stamps – 5 K, 2 A
9/22 Raising Readers Storytime – 12 K, 10 A
9/28 Tech Club: Snap Circuits – 3 K, 1 A
9/29 Raising Readers Storytime – 19 K, 16 A
10/1 Read with Moonbeam – 1 K, 1 A
10/5 Lego Club: Monsters – 2 K, 2 A
10/6 Raising Readers Storytime – 5 K, 4 A
10/10 Pokémon Club – 3 K, 1 A
10/13 Raising Readers Storytime – 14 K, 8 A
TOTAL: 150

**Teen Program Attendance:**
9/10 TAB Ice Cream Social – 7
9/12 Esports – 4
9/24 TAB Meeting – 5
10/8 TAB Halloween Movie – 11
10/10 Esports – 2
TOTAL: 22

**Community Room Usage Attendance:**
(9/9-10/13)
Tutoring (13 sessions) – 39
GPS Archives (4 sessions) – 19
PTSA Baskets (2 sessions) – 7
Glenville Hills Committee (2 sessions) – 16
Girl Scouts (2 sessions) – 28
OM Meeting – 5
TOTAL: 114

**Volunteer Hours:** (not BOT, committees, nor book processing) 9/9-10/14 – 11 individuals a combined 18 times for total of 33.5 hours.

**Upcoming Program Schedule:**

**Adults:**
10/15, 11/19, 12/17 - Creative Writing
10/15 - Navigating Grief During the Holidays
10/17 - Decorating Fall Wine Bottles
10/18, 11/5, 12/3 - Junk Journaling Club
10/19, 10/26, 11/2, 11/9, 11/16, 11/23, 11/30 -

Mahjongg
10/19, 10/26, 11/2, 11/9, 11/16, 11/23, 11/30 - Yoga
10/20 - Grown-Up Coloring
10/21, 10/28, 11/4, 11/18, 11/21, 11/25 - Tech Assist
10/22, 10/29 - Learn Mahjongg
10/24 - Facing the Wind
10/26, 11/23 - When Readers Meet
10/28, 11/18, 12/16 - Astronomy Club
10/28, 11/21, 12/19 - Photography Club
10/29 - Pinecone Wreaths & Centerpieces
10/29 - Retirement Workshop
11/3, 11/17, 12/1, 12/15 - Color & Craft
11/10, 12/8 - Young Pro's Book Disc
11/19 - Christmas Ornaments
11/22 – Friends' Swag Creation
12/2 - Dave Waite's Writing Journey

**Kids & Teens:**
10/19, 11/16, 12/21 - Nature Club
10/20, 10/27, 11/3, 11/10, 11/17, 11/24 – Storytime
10/20 – PTSA Costume Swap
11/9, 12/14 - Crafternoon
10/15, 11/19, 12/17 - Makerspace
10/15, 11/19, 12/17 - Chess & Checkers
10/19, 11/16, 12/21 - Nature Club
10/26, 11/23, 12/28 - Tech & Science Club
10/22 - TAB Planning Meeting
11/5, 12/3 - Read to Moonbeam
11/2, 12/7 - Lego Club
10/25 - Halloween at Brookledge w/ PTSA
11/2 - Sing, Dance, & Discover
11/7 - Science Saturday
11/9 - Galway 5th Grade Tour & Escape Room
11/12 - TAB Owl Craft
11/12 - Owl Prowl w/ George Steele
11/30 - Good Deeds Chain
12/7, 12/14 - Amsterdam PreK Tour

Note: During October, we are holding Community Give Back programs again: Costume donation/swap in collaboration with the PTSA & food donation box for Galway Food Pantry.

**Staff:**
- Sent out Sexual Harassment training link & quiz to staff & BOT for completion by the end of October.
- Began annual staff reviews.

**Tasks:**
- Wrote a draft Disaster Preparedness policy for Board review at the next meeting.
- Posted updated Ethics policy to website as required.
- Ordered office & maintenance supplies.
- Spoke with insurance agent & told him he does not need to come this month to review the current policy.
- Figured out holiday dates for 2027.
- Spoke with tax assessor to confirm that as a government entity we still complete the same paperwork for property tax exemption.

**Technology:**
- Web hosting is renewed for the year.
- Got notification from SALS that Office software on 4 staff computers needs to be upgraded ($500).

GPL USAGE STATS

| Record Counts | Aug-25 | Sep-25 | Oct-25 | Nov-25 | Dec-25 | Jan-26 | Feb-26 | Mar-26 | Apr-26 | May-26 | Jun-26 | Jul-26 | Aug-26 | Sep-26 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total Items | 36381 | 36509 | 36521 | 36623 | 36726 | 36975 | 37170 | 37224 | 36771 | 36905 | 37014 | 37113 | 37169 | 37285 |
| Withdrawn | 99 | 8 | 7 | 7 | 3 | 7 | 14 | 392 | 338 | 2 | 5 | 18 | 108 | 80 |
| Added Items | 365 | 133 | 125 | 114 | 120 | 322 | 142 | 149 | 191 | 138 | 116 | 122 | 165 | 206 |
| Total Patrons | 2367 | 2382 | 2395 | 2401 | 2400 | 2421 | 2441 | 2478 | 2486 | 2499 | 2505 | 2515 | 2526 | 2546 |
| Added Patrons | 20 | 25 | 21 | 18 | 9 | 23 | 30 | 16 | 18 | 24 | 15 | 23 | 26 | 24 |
| Circulation | 2992 | 2525 | 2704 | 2333 | 2312 | 2662 | 2256 | 2452 | 2131 | 2262 | 2619 | 3178 | 2788 | 2400 |
| Checkouts | 2558 | 2180 | 2165 | 1948 | 1906 | 2293 | 1854 | 2082 | 1697 | 1960 | 2297 | 2822 | 2436 | 2117 |
| Renewals | 434 | 345 | 539 | 385 | 406 | 369 | 402 | 370 | 434 | 302 | 322 | 356 | 352 | 283 |
| Borrowers | 463 | 406 | 417 | 376 | 343 | 390 | 387 | 415 | 376 | 399 | 431 | 474 | 451 | 427 |
| Checked In | 2455 | 2268 | 2045 | 1982 | 1874 | 1911 | 1771 | 1895 | 1708 | 1700 | 1971 | 2676 | 2291 | 2127 |
| Holds Placed | 538 | 480 | 465 | 547 | 553 | 547 | 453 | 511 | 441 | 526 | 514 | 492 | 575 | 504 |
| Holds Filled | 533 | 402 | 505 | 419 | 560 | 559 | 449 | 481 | 425 | 510 | 465 | 481 | 519 | 516 |
| E-Content Circ | 675 | 584 | 638 | 640 | 668 | 659 | 582 | 644 | 565 | 671 | 658 | 714 | 710 | 682 |
| Hoopla Borrows | 59 | 53 | 47 | 58 | 50 | 47 | 55 | 61 | 55 | 53 | 51 | 78 | 80 | 65 |
| PAC Logins | 594 | 608 | 548 | 594 | 542 | 493 | 477 | 530 | 457 | 462 | 472 | 449 | 450 | 519 |
| Wireless Clients | 210 | 155 | 187 | 124 | 127 | 153 | 127 | 168 | 155 | 146 | 195 | 206 | 176 | 176 |
| Cassie Sessions | 38 | 44 | 52 | 64 | 46 | 69 | 51 | 53 | 57 | 63 | 51 | 71 | 87 | 96 |
| Door Count | 2069 | 1844 | 2277 | 1790 | 1525 | 2351 | 1719 | 2154 | 1866 | 1839 | 2162 | 2778 | 2037 | 1994 |
| Kid Prg Attendance | | 150 | 462 | 145 | 238 | 261 | 220 | 245 | 734 | 657 | 263 | 399 | 171 | 172 |
| Adult Prg Attendance | | 128 | 271 | 87 | 137 | 256 | 139 | 131 | 133 | 373 | 161 | 218 | 97 | 151 |

## PHYSICAL MATERIALS CIRCULATION

| Month | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 |
|---|---|---|---|---|---|---|---|---|
| January | 1702 | 2365 | 1506 | 2243 | 2447 | 2798 | 2554 | 2662 |
| February | 1375 | 2400 | 1768 | 2087 | 2407 | 2550 | 2521 | 2256 |
| March | 1656 | 2199 | 2172 | 2417 | 2768 | 2411 | 2727 | 2452 |
| April | 1555 | 239 | 2256 | 2198 | 2527 | 2476 | 2348 | 2131 |
| May | 1349 | 371 | 2064 | 2165 | 2487 | 2321 | 2606 | 2262 |
| June | 1719 | 852 | 2430 | 2554 | 2841 | 2544 | 2559 | 2619 |
| July | 2407 | 1664 | 3304 | 3261 | 3131 | 3341 | 3592 | 3178 |
| August | 1718 | 2509 | 2870 | 3118 | 3406 | 3200 | 2992 | 2788 |
| September | 1172 | 2214 | 2398 | 2615 | 2739 | 2967 | 2525 | 2400 |
| October | 2633 | 2214 | 2282 | 2811 | 2822 | 2674 | 2704 | |
| November | 2197 | 2049 | 2343 | 2820 | 2630 | 2386 | 2333 | |
| December | 1714 | 2072 | 2091 | 2274 | 2332 | 2106 | 2312 | |
| YEAR TOTAL | 21197 | 21148 | 27484 | 30563 | 32537 | 31774 | 31773 | |

## ECONTENT CIRCULATION

| | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 | 2025 | 2026 |
|---|---|---|---|---|---|---|---|---|
| January | 206 | 154 | 264 | 314 | 392 | 634 | 577 | 659 |
| February | 150 | 165 | 297 | 287 | 347 | 596 | 533 | 582 |
| March | 207 | 191 | 344 | 302 | 400 | 580 | 524 | 644 |
| April | 187 | 230 | 271 | 238 | 424 | 544 | 588 | 565 |
| May | 198 | 351 | 320 | 311 | 390 | 551 | 616 | 671 |
| June | 245 | 325 | 317 | 326 | 416 | 536 | 559 | 658 |
| July | 210 | 330 | 328 | 359 | 566 | 513 | 720 | 714 |
| August | 217 | 349 | 372 | 382 | 459 | 514 | 675 | 710 |
| September | 195 | 337 | 291 | 362 | 488 | 485 | 584 | 682 |
| October | 177 | 268 | 310 | 372 | 655 | 487 | 638 | |
| November | 180 | 259 | 296 | 361 | 596 | 461 | 640 | |
| December | 165 | 254 | 322 | 320 | 565 | 517 | 668 | |
| YEAR TOTAL | 2337 | 3213 | 3732 | 3934 | 5698 | 6418 | 7322 | |

## HOOPLA CIRCULATION

| | 2022 | 2023 | 2024 | 2025 | 2026 |
|---|---|---|---|---|---|
| January | | 43 | 46 | 49 | 47 |
| February | | 20 | 36 | 59 | 55 |
| March | | 33 | 45 | 55 | 61 |
| April | | 25 | 45 | 45 | 57 |
| May | | 25 | 30 | 86 | 53 |
| June | | 22 | 50 | 47 | 51 |
| July | | 30 | 50 | 62 | 78 |
| August | | 40 | 54 | 59 | 80 |
| September | 38 | 29 | 36 | 53 | 65 |
| October | 21 | 27 | 48 | 47 | |
| November | 23 | 10 | 47 | 58 | |
| December | 31 | 37 | 33 | 50 | |
| YEAR TOTAL | 113 | 341 | 520 | 670 | |