



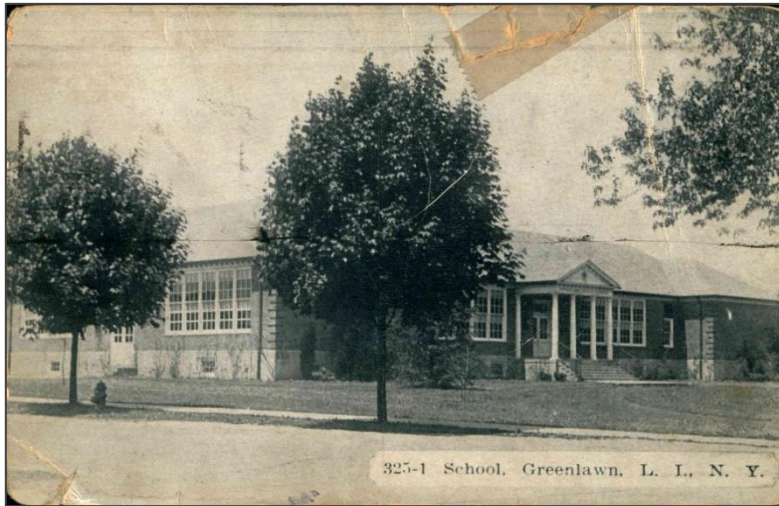
Harborfields
PUBLIC LIBRARY

INVESTED IN THE COMMUNITY
Annual Report 2022

Our Mission

Harborfields Public Library is dedicated to providing equal access to information, ideas and knowledge through books, programs, technology and other resources.

We welcome and support all members of our community in their pursuit of education, culture and enrichment activities.



Greenlawn School c1939



Harborfields Public Library 2022

Our Staff

“Service to others is the rent you pay for your room here on earth.”

— Muhammad Ali



This past year we celebrated the careers of six colleagues upon their retirement. Pictured above from left to right, Carolyn Capobianco, Circulation Department; Maureen Coyle, Circulation Department; Kevin Crowley, Building Superintendent; Jody Kantianis, Human Resources; Susan Matthews, Head of Adult Reference and Outreach; and Donna Wickers, Head of Circulation. On behalf of the Library Board of Trustees, Library Staff and our community, we want to **thank them for their outstanding service and contributions** and wish them well as they begin the next chapter of their lives.

Our Staff

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— Muhammad Ali



Since 2021 **the Library's Green Team** has been steadily making progress in The Sustainable Libraries Initiative's Sustainable Libraries Certification Program (SLCP). The program provides library leaders with a tested, structured path forward to increase our library's commitment to environmental stewardship, economic feasibility, and social equity, also known as the “triple bottom line.”



**Sustainable
Libraries
Initiative**

Sustainability



We are grateful for the wonderful partnership with the **Harborfields High School Key Club**. Proceeds from bake sales run by the club went towards a **Little Free Pantry** that was installed at the library this past fall.



**Sustainable
Libraries
Initiative**

Sustainability



Teen volunteers along with Teen Librarian Mary Kim and staff member Ikuko Kang have done an amazing job **maintaining two garden plots at the Robert Kubecka Memorial Garden**. The produce from the garden was donated to a local food pantry. The garden will be back and better than ever in 2023!



**Sustainable
Libraries
Initiative**

Sustainability



As part of our path leading to our **Sustainable Libraries certification** the Library hosted the **Great Give-Away** for the second year in a row. The event was a success on many levels especially knowing that items have found new homes and did not end up in a landfill.



**Sustainable
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Sustainability



Our participation in the **NexTrex Recycling program** has been well received by all. Thanks to our eco-conscious community members, 1000 lbs of plastic film was collected last year **earning two Trex composite benches**, one of which was donated to the Robert Kubecka Memorial Garden. Our Library's presence has been well received at the **Laundromat** in South Greenlawn. A **book cart with the HPL logo and additional Library notices** is stocked regularly and the manager is very appreciative.



**Sustainable
Libraries
Initiative**

Sustainability



Our **Seed Library** lends a variety of donated and purchased organic, open pollinated vegetable, herb and flower seeds, with the hope that members will save seeds from their crops to share with others. We provide resources and programming about organic gardening to educate and create awareness about our local food systems. **Become a member of the HPL Seed Library Community!**

<https://www.harborfieldslibrary.org/seed-library>

Pollinator Pathway Northeast is a grassroots movement focused on establishing pollinator-friendly habitat and food sources for bees, butterflies, hummingbirds and other pollinating insects and wildlife along a series of continuous corridors.



Cornell Cooperative Extension



Programming is Back!



Summer Reading Clubs!



Invested in the Community

2022 marked the return of the BIG events in our community!



Family Outdoor Movie Night

Friends Craft & Flea

Greenlawn Civic Association

“Greenlawn Nights”

The Friends of the Library



The **Longest Table Event** was held for the first time since 2019 and reminded us how well the **Friends** and the **Greenlawn Civic Association** work together to make the event a success. With over **500 people** in attendance, the Friends raised enough to cover the Library's entire **Museum Pass** program!

Volunteers



Museum Passes, Concert Series, Summer Reading Programs, Annual Craft Fair, Outdoor Flea Market, Co-Sponsoring the **Longest Table Event**, and of course the **Little Book Shop**. Just **SOME** of the work done by our **AMAZING** Friends! Join online today:

www.harborfieldslibrary.org/friends



Friends of Harborfields Public Library

Services



Communication is Key!



While our monthly Newsletter continues to be our primary way of advertising our programs and services, in 2022 we organized a new Social Media team to increase our electronic communication. In addition to **Facebook**, **Instagram** and our **Webpage**, we enhanced our **eBlasts** to all registered adult card holders. Our monthly eblast of our newsletter includes embedded links that allow for “one click” program signups. We sent **17 eBlasts**, totaling **94,786 emails** – **a 48% increase from 2021**. Our new **Instagram** page had a reach of **6,588**. Our **Facebook** page had over **1800 likes** and had a total **reach of 44,871, a 51% increase from 2021!**

Digital Services

In 2022, our online training was enhanced with the addition of **LinkedInLearning** (formerly Lynda.com), offering 16,000+ online courses taught by real-world professionals. **Tech-Talk** offers technology training for the non-techie. **Tech-Boomers** for teaching computer skills to older adults. **Pronunciator** for learning a language and **Brainfuse** for at-home learning.


Kanopy, Hoopla and Flipster continue to be popular for streaming movies, TV shows, audiobooks, music and magazines. **Overdrive/Libby** experienced an increase of over 10% from 2021. In total, 74994 items were borrowed/streamed from our electronic library!



Our Digital Home

Our revitalized **webpage**, now 2 years old, was **visited** 132,528 times in 2022. We continue to work on adding content and organizing the many services that the library provides into **our digital home**.

Perhaps most importantly, it is **Mobile friendly**. Over 50% of our traffic comes via mobile devices.



Today's Hours: 10:00am - 9:00pm

Hours & Location

CATALOG WEBSITE

Keywords, Title, Author, and more!

Search

My Account

Borrow

Download & Stream


Learn

Events

Services


Visit

About




Remember to set your clocks ahead one hour this Sunday, March 12th at 2:00 a.m.


Helpful Links




Book Shop




Contact Us



Digital Library



Event Calendar



Research

Services for

Upcoming Events

MAR 9 THU

Reading Comes Alive with Yoga

2:00pm - 2:45pm

Youth Services A & B Combined

MAR 9 THU

LI Science & Engineering Fair

3:30pm - 8:30pm

Community Meeting Room

Chat with us!

NYS Construction Aide 2022

The Library applied for and received \$42,880 from the **New York State Library Construction Aid** program for an **LED Lighting conversion and drop-ceiling upgrade for the Meeting Room Wing** of Harborfields Public Library.

The project included replacing incandescent high-hat lighting, 2x2 fluorescent fixtures, incandescent pendant “school house” fixtures and incandescent wall wash sconce lighting in the hallway and meeting rooms, Book Shop and Historical Association located in the library’s Meeting Room Wing on the Broadway side of the building.

Thank you to our local state legislators for always fighting on our behalf to restore money for Library Construction Aid.

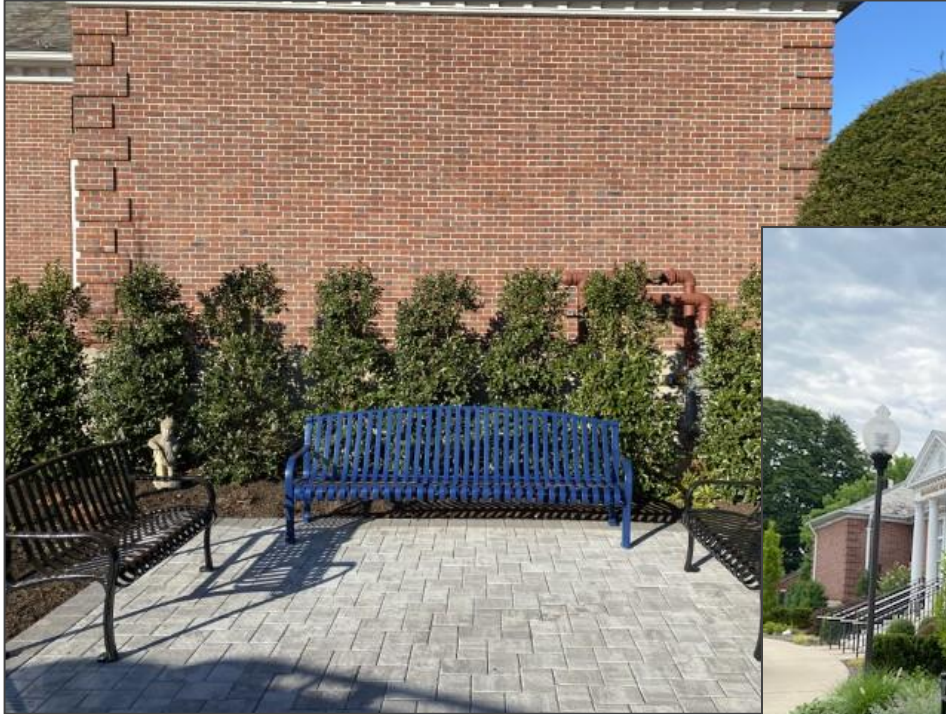


Building Improvements



We added additional **outdoor seating**! Building off of the original popular seating area, we added two additional **picnic tables** in 2022, completing the Broadway Landscaping project of 2021. Visitors can walk our beautiful town, pick up something to eat and relax outside the library and use our **expanded outdoor Wifi**!

Building Improvements



More **outdoor seating**! With the success of our outdoor picnic areas, we added bench seating in 2022 as part of the Landscaping Project of 2021. Look for some outdoor **Children's Story Hours** in this space in 2023!

Building Improvements



We received updated play equipment courtesy of our amazing ***Friends of the Harborfields Library***! The **Reading Railroad**, representing Greenlawn and the **SS Storytime** representing Centerport are popular new additions to our Children's Room – complete with padded themed carpeting!

INVESTED IN THE COMMUNITY

Strengthening Civic and Neighborhood Partnerships

**111,619 Items
Circulated**

Providing Cultural and
Educational Enrichment

Modeling
Sustainable Practices
for the community.

YOUR LIBRARY

Inclusive and Accessible to All

148,637 Building Visits

**798
NEW
PATRONS**
Welcome!

74,994 e-Materials Circulation

Digital Access 24/7

129,991 Website Visits

Find your
passion!

Extending Services
Beyond Our Doors

Inspiring Personal and
Professional Growth

Career Guidance

18213 Reference Questions

Accommodating New Workstyle Needs

Coming Soon!

2023–2024 Building Improvement Goals include:

- **Re-paving the Broadway Circular Driveway**
- Repairing curbs and creating an **ADA compliant ramp** on the Broadway Circular Driveway.
- Installation of a **second dumpster for paper & cardboard** adjacent to the existing dumpster.
- Installation of our **Solar USB Device Charging Pole** in the picnic area on Broadway.
- Installation of **Self-Booking Software** for Study Rooms.
- Additional **Quiet Work Spaces**.
- Applying for a NYS Library Construction grant to install **Plug-in Electric Vehicle Charging Stations**.

What's Your Library Worth?

How much money are you saving by using your local library? Use this handy Library Value Calculator to find out.

Input Your Use	Library Materials & Services	Value of Your Use
<input type="text" value="12"/>	Adult Books Borrowed	\$ 204.00
<input type="text" value="2"/>	YA Books Borrowed	\$ 24.00
<input type="text" value="14"/>	Childrens Books Borrowed	\$ 238.00
<input type="text" value="1"/>	Audiobooks Borrowed	\$ 9.95
<input type="text" value="1"/>	Interlibrary Loan Requests	\$ 25.00
<input type="text" value="25"/>	eBooks Downloaded	\$ 375.00
<input type="text" value="3"/>	Magazines Read	\$ 15.00
<input type="text" value="1"/>	Newspapers Read	\$ 9.50
<input type="text" value="4"/>	Movies Borrowed	\$ 16.00
<input type="text" value="5"/>	CDs Borrowed	\$ 49.75
<input type="text" value="2"/>	Music Downloaded	\$ 2.00
<input type="text"/>	Meeting Room Use (per hour)	\$ 0.00
<input type="text" value="5"/>	Adult Program Attended	\$ 75.00
<input type="text" value="1"/>	Young Adult Program Attended	\$ 12.00
<input type="text" value="7"/>	Childrens Program Attended	\$ 49.00
<input type="text" value="6"/>	Museum Passes Borrowed	\$ 120.00
<input type="text" value="3"/>	Computer Use (per hour)	\$ 36.00
<input type="text" value="16"/>	Database Searches	\$ 319.20
<input type="text" value="4"/>	Reference Assistance	\$ 28.00
<input type="button" value="Calculate The Value of Your Library Use"/> <input type="button" value="Clear Form"/>		\$ 1607.40

Source: <https://ilovelibraries.org/what-libraries-do/calculator/>

New York State Tax Cap Formula

Last Year's Tax Levy = \$5,089,862

Multiply by:

Tax Base Growth Factor (Per NYS Schedule for Harborfields Library District)
1.0049 = \$5,114,802

Multiply by:

Allowable Levy Growth Factor (aka 2023-2024 Tax Cap)
2.00% = \$5,217,098

Add:

Carryover (Determined by not reaching last year's Allowable Levy Limit)
\$78,927 = \$5,296,025

3.97% Allowable Increase (Amount we can increase without piercing the cap)

This Year's Allowable Levy Limit:	\$5,296,025
Last Year Actual Budget:	\$5,089,862
Total We Can Increase:	\$206,163
Allowable Tax Increase:	3.97%

Proposed Budget:	\$5,139,932
Last Year Actual Budget:	\$5,089,862
Proposed Increase:	\$50,070
Proposed Tax Increase:	0.98%

Source: https://www.osc.state.ny.us/files/local-government/property-tax-cap/pdf/formula_0.pdf

Budget

	2022-2023	2023-2024
ITEMS	FINAL	PROPOSED
Salaries	\$2,282,512	\$2,282,432
Library Equipment	\$12,000	\$5,000
Computers	\$25,000	\$15,000
Furniture	\$20,000	\$10,000
Books and eBooks	\$240,000	\$243,000
Online Reference Databases	\$35,000	\$35,000
Audio Books and Music CDs	\$18,500	\$20,000
DVDs	\$36,500	\$32,000
Periodicals	\$18,500	\$18,500
Contingency	\$1,000	\$1,000
Computer Software and Licensing	\$15,000	\$15,000
Office and Library Supplies	\$45,000	\$45,000
Telecommunications	\$32,000	\$32,000
Computer Equipment	\$9,000	\$9,000
Postage and Freight	\$12,000	\$12,000
Public Relations	\$42,000	\$37,000
Programs	\$70,000	\$80,000
Conference and Travel	\$14,000	\$11,000
SCLS Member Library Support	\$37,500	\$37,500
Professional Fees: Legal	\$7,500	\$8,000
Professional Fees: Accounting	\$17,000	\$17,000
Membership Dues	\$4,000	\$4,000
Equipment Service	\$15,000	\$17,000
Copiers	\$20,000	\$12,000
Partnership of Automated Libraries	\$21,000	\$22,000
Fuel and Utilities	\$155,000	\$155,000

Custodial Supplies	\$20,000	\$20,000
Building Maintenance	\$38,200	\$38,200
Insurance	\$59,250	\$59,250
Building Improvements	\$75,000	\$45,000
Building Services	\$59,200	\$58,200
Election Expenses	\$4,500	\$4,500
Payroll Fees	\$5,000	\$5,000
Retirement	\$245,000	\$265,000
Social Security	\$170,000	\$170,000
Workers Compensation	\$21,000	\$15,000
Unemployment	\$2,000	\$2,000
Disability	\$7,200	\$7,200
Health Insurance	\$755,000	\$850,000
Transfer for Debt Service	\$455,000	\$452,500
BUDGET GRAND TOTAL:	\$5,121,362	\$5,167,282

	FINAL	PROPOSED
Copiers:	\$5,000	\$5,000
Interest:	\$10,000	\$7,000
NY State Incentive Aid:	\$5,000	\$5,700
Rental Fees:	\$1,500	\$1,650
Miscellaneous:	\$10,000	\$8,000
TOTAL INCOME:	\$31,500	\$27,350

BUDGET TOTALS	FINAL	PROPOSED
Amount Raised by Taxes:	\$5,089,862	\$5,139,932
% Tax Increase:		0.98%



Harborfields

PUBLIC LIBRARY

Questions? info@harborfieldslibrary.org

Ryan Athanas
Library Director

Linda Meglio
Assistant Director

Katherine Rath
Accounting & Finance

Budget Vote and Trustee Election
Tuesday, April 11th
3:00PM – 9:00PM