ENOCH PRATT FREE LIBRARY (12 MONTHS) - PHYSICAL MATERIAL CIRCULATION
COMPARISON OF JULY, 2016 - JUNE, 2017 WITH JULY, 2017 - JUNE, 2018

Report-Statistical

July, 2018	ADULT				JUVENILE				TOTAL			
	FY 2017	FY 2018	Inc/Dec	%Change	FY 2017	FY 2018	Inc/Dec	%Change	FY 2017	FY 2018	Inc/Dec	%Change
State Library Resource Center	249,082	248,458	-624	-0.25%	47,417	66,363	18,946	39.96%	296,499	314,821	18,322	6.18%
NEIGHBORHOOD SERVICES												
Bookmobiles	1,891	3,583	1,692	89.48%	1,060	3,047	1,987	187.45%	2,951	6,630	3,679	124.67%
Brooklyn	9,394	12,924	3,530	37.58%	4,587	7,106	2,519	54.92%	13,981	20,030	6,049	43.27%
Canton	12,086	15,546	3,460	28.63%	11,640	17,133	5,493	47.19%	23,726	32,679	8,953	37.73%
Cherry Hill	4,103	6,008	1,905	46.43%	1,607	3,049	1,442	89.73%	5,710	9,057	3,347	58.62%
Clifton	1,841	3,895	2,054	111.57%	1,615	2,534	919	10.77%	3,456	6,429	2,973	86.02%
Edmondson Ave	12,098	14,186	2,088	17.26%	8,536	10,533	1,997	23.40%	20,634	24,719	4,085	19.80%
Forest Park	7,934	11,598	3,664	46.18%	4,227	6,534	2,307	54.58%	12,161	18,132	5,971	49.10%
Govans	28,368	32,742	4,374	15.42%	25,848	36,766	10,918	42.24%	54,216	69,508	15,292	28.21%
Hamilton	17,441	23,085	5,644	32.36%	12,998	20,153	7,155	55.05%	30,439	43,238	12,799	42.05%
Hampden	21,980	23,818	1,838	8.36%	14,494	19,869	5,375	37.08%	36,474	43,687	7,213	19.78%
Herring Run	14,959	19,153	4,194	28.04%	7,376	11,090	3,714	50.35%	22,335	30,243	7,908	35.41%
Light St	32,549	35,148	2,599	7.98%	21,050	27,200	6,150	29.22%	53,599	62,348	8,749	16.32%
Northwood	19,875	21,160	1,285	6.47%	12,105	15,025	2,920	24.12%	31,980	36,185	4,205	13.15%
Orleans St	11,106	15,083	3,977	35.81%	5,511	6,940	1,429	25.93%	16,617	22,023	5,406	32.53%
Patterson Park	7,857	11,199	3,342	42.54%	5,767	7,415	1,648	28.58%	13,624	18,614	4,990	36.63%
Pennsylvania Ave	10,922	14,894	3,972	36.37%	6,166	8,561	2,395	38.84%	17,088	23,455	6,367	37.26%
Reisterstown Rd	16,443	17,754	1,311	7.97%	9,285	12,068	2,783	29.97%	25,728	29,822	4,094	15.91%
Roland Park	64,896	71,913	7,017	10.81%	48,386	53,309	4,923	10.17%	113,282	125,222	11,940	10.54%
Southeast	43,393	41,838	-1,555	-3.58%	24,957	28,522	3,565	14.28%	68,350	70,360	2,010	2.94%
Walbrook	7,499	9,643	2,144	28.59%	3,894	5,372	1,478	37.96%	11,393	15,015	3,622	31.79%
Washington Village	6,745	8,999	2,254	33.42%	4,246	5,950	1,704	40.13%	10,991	14,949	3,958	36.01%
Waverly	37,509	45,876	8,367	22.31%	23,514	33,294	9,780	41.59%	61,023	79,170	18,147	29.74%
TOTAL NEIGHBORHOOD SVCS	**390,889**	**460,045**	69,156	17.69%	**258,869**	**341,470**	82,601	31.91%	**649,758**	**801,515**	151,757	23.36%
TOTAL SYSTEM	**639,971**	**708,503**	68,532	10.71%	**306,286**	**407,833**	101,547	33.15%	**946,257**	**1,116,336**	170,079	17.97%
MILO	43,164	47,211	4,047	9.38%	1,922	2,430	508	26.43%	45,086	49,641	4,555	10.10%
GRAND TOTAL	**683,135**	**755,714**	72,579	10.62%	**308,208**	**410,263**	102,055	33.11%	**991,343**	**1,165,977**	174,634	17.62%

ENOCH PRATT FREE LIBRARY (12 MONTHS) - STATEMENT OF CIRCULATION
COMPARISON OF JULY, 2014 - JUNE, 2015 WITH JULY, 2015 - JUNE, 2016

August 2016

Report-Statistical

	ADULT				JUVENILE				TOTAL			
	FY 2015	FY2016	Inc/Dec	% Change	FY 2015	FY2016	Inc/Dec	% Change	FY 2015	FY2016	Inc/Dec	% Change
State Library Resource Center	312,773	290,962	(21,811)	-6.97%	61,907	52,953	(8,954)	-14.46%	374,680	343,915	(30,765)	-8.21%
NEIGHBORHOOD SERVICES												
Bookmobiles	3,373	4,131	758	22.47%	3,248	2,558	(690)	-21.24%	6,621	6,689	68	1.03%
Brooklyn	11,658	10,308	(1,350)	-11.58%	7,952	6,543	(1,409)	-17.71%	19,610	16,851	(2,759)	-14.07%
Canton	1,144	6,093	4,949	432.59%	525	5,570	5,045	960.99%	1,669	11,663	9,994	598.80%
Cherry Hill	7,076	5,235	(1,841)	-26.01%	4,281	2,552	(1,729)	-40.39%	11,357	7,787	(3,570)	-31.43%
Clifton	2,717	2,699	(18)	-0.68%	1,412	1,829	417	29.56%	4,129	4,528	399	9.66%
Edmondson Ave.	14,777	13,614	(1,163)	-7.87%	8,389	8,908	519	6.19%	23,166	22,522	(644)	-2.78%
Forest Park	12,676	10,518	(2,158)	-17.03%	7,236	5,738	(1,498)	-20.70%	19,912	16,256	(3,656)	-18.36%
Govans	31,465	30,659	(806)	-2.56%	27,315	25,225	(2,090)	-7.65%	58,780	55,884	(2,896)	-4.93%
Hamilton	27,195	21,841	(5,354)	-19.69%	16,446	13,704	(2,742)	-16.67%	43,641	35,545	(8,096)	-18.55%
Hampden	28,168	24,363	(3,805)	-13.51%	18,751	14,325	(4,426)	-23.60%	46,919	38,688	(8,231)	-17.54%
Herring Run	24,054	17,872	(6,182)	-25.70%	9,976	8,629	(1,347)	-13.50%	34,030	26,501	(7,529)	-22.12%
Light St.	32,821	35,181	2,360	7.19%	18,481	19,188	707	3.83%	51,302	54,369	3,067	5.98%
Northwood	24,397	21,324	(3,073)	-12.60%	14,822	14,797	(25)	-0.17%	39,219	36,121	(3,098)	-7.90%
Orleans	16,149	13,209	(2,940)	-18.21%	6,952	6,712	(240)	-3.45%	23,101	19,921	(3,180)	-13.77%
Patterson Park	11,611	9,432	(2,179)	-18.77%	7,778	6,641	(1,137)	-14.61%	19,389	16,073	(3,316)	-17.10%
Pennsylvania Ave.	17,225	14,379	(2,846)	-16.52%	9,630	7,895	(1,735)	-18.02%	26,855	22,274	(4,581)	-17.06%
Reisterstown Rd.	22,188	19,192	(2,996)	-13.50%	13,158	9,836	(3,322)	-25.24%	35,346	29,028	(6,318)	-17.87%
Roland Park	75,506	67,908	(7,598)	-10.06%	62,647	48,598	(14,049)	-22.43%	138,153	116,506	(21,647)	-15.67%
Southeast	69,724	56,117	(13,607)	-19.52%	37,921	32,874	(5,047)	-13.31%	107,645	88,991	(18,654)	-17.33%
Walbrook	10,982	9,229	(1,753)	-15.97%	5,011	4,957	(54)	-1.07%	15,993	14,186	(1,807)	-11.30%
Washington Vill.	6,821	6,622	(199)	-2.92%	4,694	4,412	(282)	-6.00%	11,515	11,034	(481)	-4.18%
Waverly	5,495	33,560	28,065	510.74%	2,049	21,740	19,691	961.00%	7,544	55,300	47,756	633.03%
TOTAL NEIGHBORHOOD SERVICES	457,222	433,484	(23,738)	-5.19%	288,674	273,233	(15,441)	-5.35%	745,896	706,717	(39,179)	-5.25%
TOTAL SYSTEM	769,995	724,446	(45,549)	-5.92%	350,581	326,186	(24,395)	-6.96%	1,120,576	1,050,632	(69,944)	-6.24%
MILO	43,705	41,444	(2,261)	-5.17%	1,905	1,802	(103)	-5.41%	45,610	43,246	(2,364)	-5.18%
"E" Books	80,725	93,104	12,379	15.33%	0	0	0	0.00%	80,725	93,104	12,379	15.33%
GRAND TOTAL	894,425	858,994	(35,431)	-3.96%	352,486	327,988	(24,498)	-6.95%	1,246,911	1,186,982	(59,929)	-4.81%

ENOCH PRATT FREE LIBRARY (12 MONTHS) - STATEMENT OF OTHER INDICATORS OF USE
COMPARISON OF JULY 2014 - JUNE 2015 WITH JULY 2015 - JUNE 2016

August 2016

Report-Statistical

USE OF TECHNOLOGY	FY 2015	FY2016	INC/DEC	% Change
EPFL Web Site:http://www.prattlibrary.org				
Number of User Sessions	2,357,698	2,246,238	(111,460)	-4.73%
Average Number of User Sessions per day	6,459	6,137	(322)	-4.99%
Number of Pages Viewed	5,360,326	4,880,051	(480,275)	-8.96%
SAILOR				
Number of Heritage Quest & EBSCO Database Downloads	993,704	3,039,970	2,046,266	205.92%
Number of Heritage Quest & EBSCO Database Searches	4,800,639	6,675,652	1,875,013	39.06%
Public Access Catalog (PAC)				
Number of User Sessions	386,600	412,595	25,995	6.72%
Average Number of User Sessions per day	1,059	1,127	68	6.42%
Number of Pages Viewed	4,688,407	3,182,561	(1,505,846)	-32.12%
Public Computer Workstations				
Number of public computer sessions	1,115,778	1,080,543	(35,235)	-3.16%
WiFi Sessions				
Number of WiFi sessions	1,622,414	1,532,592	(89,822)	-5.54%
Pratt Center for Technology Training				
Orleans - Number of Classes	247	224	(23)	-9.31%
- Number of Students	2,957	2,433	(524)	-17.72%
- Number of Open Lab Users	8,679	7,467	(1,212)	-13.96%
Northwood - Number of Classes	76	93	17	22.37%
- Number of Students	440	584	144	32.73%
- Number of Open Lab Users	5,969	2,644	(3,325)	-55.70%
Pennsylvania Ave. - Number of Classes	66	69	3	4.55%
- Number of Students	418	319	(99)	-23.68%
- Number of Open Lab Users	17,268	15,105	(2,163)	-12.53%
Southeast Anchor - Number of Classes	197	139	(58)	-29.44%
- Number of Students	981	571	(410)	-41.79%
- Number of Open Lab Users	21,089	20,039	(1,050)	-4.98%
Walbrook - Number of Classes	0	87	87	100.00%
- Number of Students	0	505	505	100.00%
- Number of Open Lab Users	0	142	142	100.00%
Central Public Computer Center				
- Number of Classes	123	105	(18)	-14.63%
- Number of Students	1,593	1,140	(453)	-28.44%
- Number of Open Lab Users	38,080	34,321	(3,759)	-9.87%
Total Classes	709	717	8	1.13%
Total Students	6,389	5,552	(837)	-13.10%
Number of Open Lab Users	91,085	79,718	(11,367)	-12.48%

ENOCH PRATT FREE LIBRARY (12 MONTHS) - COLLECTION USE
COMPARISON OF JULY, 2016 - JUNE, 2017 WITH JULY, 2017 - JUNE, 2018

July, 2018

Report-Statistical

	FY 2017	FY 2018	Inc/Dec	% Change
Physical Material Circulation	991,343	1,165,977	174,634	17.62%
eMaterial Circulation	108,290	142,037	33,747	31.16%
eMaterial Use (SRI)	839,646	795,684	(43,962)	-5.24%
In-Library Circulation	317,806	297,063	(20,743)	-6.53%
GRAND TOTAL - COLLECTION USE	2,257,085	2,400,761	143,676	6.37%

eMaterials Circulation

Electronic Materials are materials that are distributed digitially online, can be accessed by computer or device includes eBooks and eVideo and eAudio. Includes the circulation for items that require a user authentication and have a limited period of use.

eMaterial Use (SRI)

The number of full content units or description records examined, downloaded or otherwise supplied to the user, from online library resources that require user authentication but do not have a circulation period. Examining documents is defined as having the full text of a digital document or electronic resources downloaded or fully displayed. Some electronic services do not require downloading as simply viewing documents is normally sufficient for user needs. This number is also labeled Successful Retrieval of Information (SRI) on the Maryland Public Library Survey .

ENOCH PRATT FREE LIBRARY (12 MONTHS) - COLLECTION USE
COMPARISON OF JULY, 2017 - JUNE, 2018 WITH JULY, 2018 - JUNE, 2019

June 2019

Report-Statistical

	FY 2018	FY 2019	Inc/Dec	% Change
Physical Material Circulation	1,165,977	1,473,886	307,909	26.41%
eMaterial Circulation	142,037	253,670	111,633	78.59%
eMaterial Use (SRI)	795,648	904,983	109,335	13.74%
Subtotal - Collection Use	2,103,662	2,632,539	528,877	25.14%
In-Library Circulation	297,063	264,520	(32,543)	-10.95%
GRAND TOTAL - COLLECTION USE	2,400,725	2,897,059	496,334	20.67%

eMaterials Circulation
Electronic Materials are materials that are distributed digitially online, can be accessed by computer or device includes eBooks and eVideo and eAudio. Includes the circulation for items that require a user authentication and have a limited period of use.

eMaterial Use (SRI)
The number of full content units or description records examined, downloaded or otherwise supplied to the user, from online library resources that require user authentication but do not have a circulation period. Examining documents is defined as having the full text of a digital document or electronic resources downloaded or fully displayed. Some electronic services do not require downloading as simply viewing documents is normally sufficient for user needs. This number is also labeled Successful Retrieval of Electronic Information (SRI) on the Maryland Public Library Survey .

ENOCH PRATT FREE LIBRARY (12 MONTHS) - PHYSICAL MATERIAL CIRCULATION
COMPARISON OF JULY, 2017 - JUNE, 2018 WITH JULY, 2018 - JUNE, 2019

June 2019

Report-Statistical

	ADULT				JUVENILE				TOTAL			
	FY 2018	FY 2019	Inc/Dec	%Change	FY 2018	FY 2019	Inc/Dec	%Change	FY 2018	FY 2019	Inc/Dec	%Change
MOBILE SERVICE												
Bookmobiles	3,583	4,342	759	21.18%	3,047	4,442	1,395	45.78%	6,630	8,784	2,154	32.49%
NEIGHBORHOOD SERVICES												
Brooklyn	12,924	16,671	3,747	28.99%	7,106	8,788	1,682	23.67%	20,030	25,459	5,429	27.10%
Canton	15,546	18,026	2,480	15.95%	17,133	18,537	1,404	8.19%	32,679	36,563	3,884	11.89%
Cherry Hill	6,008	9,063	3,055	50.85%	3,049	5,184	2,135	70.02%	9,057	14,247	5,190	57.30%
Clifton	3,895	8,744	4,849	124.49%	2,534	5,663	3,129	29.71%	6,429	14,407	7,978	124.09%
Edmondson Ave	14,186	18,570	4,384	30.90%	10,533	11,508	975	9.26%	24,719	30,078	5,359	21.68%
Forest Park	11,598	16,991	5,393	46.50%	6,534	10,595	4,061	62.15%	18,132	27,586	9,454	52.14%
Govans	32,742	40,755	8,013	24.47%	36,766	49,442	12,676	34.48%	69,508	90,197	20,689	29.76%
Hamilton	23,085	29,794	6,709	29.06%	20,153	27,122	6,969	34.58%	43,238	56,916	13,678	31.63%
Hampden	23,818	27,608	3,790	15.91%	19,869	22,712	2,843	14.31%	43,687	50,320	6,633	15.18%
Herring Run	19,153	25,972	6,819	35.60%	11,090	16,756	5,666	51.09%	30,243	42,728	12,485	41.28%
Light St	35,148	46,175	11,027	31.37%	27,200	37,839	10,639	39.11%	62,348	84,014	21,666	34.75%
Northwood	21,160	30,035	8,875	41.94%	15,025	20,218	5,193	34.56%	36,185	50,253	14,068	38.88%
Orleans St	15,083	22,445	7,362	48.81%	6,940	11,042	4,102	59.11%	22,023	33,487	11,464	52.05%
Patterson Park	11,199	17,316	6,117	54.62%	7,415	11,209	3,794	51.17%	18,614	28,525	9,911	53.24%
Pennsylvania Ave	14,894	21,615	6,721	45.13%	8,561	11,326	2,765	32.30%	23,455	32,941	9,486	40.44%
Reisterstown Rd	17,754	22,697	4,943	27.84%	12,068	16,786	4,718	39.10%	29,822	39,483	9,661	32.40%
Roland Park	71,913	84,691	12,778	17.77%	53,309	64,977	11,668	21.89%	125,222	149,668	24,446	19.52%
Southeast	41,838	50,539	8,701	20.80%	28,522	33,673	5,151	18.06%	70,360	84,212	13,852	19.69%
Walbrook	9,643	13,889	4,246	44.03%	5,372	8,692	3,320	61.80%	15,015	22,581	7,566	50.39%
Washington Village	8,999	13,722	4,723	52.48%	5,950	10,080	4,130	69.41%	14,949	23,802	8,853	59.22%
Waverly	45,876	65,219	19,343	42.16%	33,294	41,116	7,822	23.49%	79,170	106,335	27,165	34.31%
TOTAL NEIGHBORHOOD SVCS	**456,462**	**600,537**	**144,075**	**31.56%**	**338,423**	**443,265**	**104,842**	**30.98%**	**794,885**	**1,043,802**	**248,917**	**31.31%**
State Library Resource Center	248,458	274,258	25,800	10.38%	66,363	98,094	31,731	47.81%	314,821	372,352	57,531	18.27%
TOTAL SYSTEM	**708,503**	**879,137**	**170,634**	**24.08%**	**407,833**	**545,801**	**137,968**	**33.83%**	**1,116,336**	**1,424,938**	**308,602**	**27.64%**
MILO	47,211	46,382	(829)	-1.76%	2,430	2,566	136	5.60%	49,641	48,948	(693)	-1.40%
GRAND TOTAL	**755,714**	**925,519**	**169,805**	**22.47%**	**410,263**	**548,367**	**138,104**	**33.66%**	**1,165,977**	**1,473,886**	**307,909**	**26.41%**

ENOCH PRATT FREE LIBRARY
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2016
(Rounded to Nearest Hundred Dollars)

	General Fund	Special Revenue - Grants Fund	Special Revenue - Other Fund	Permanent Fund	Total Governmental Funds
Support and Revenues:					
Support:					
Baltimore City - General Fund	$15,914,600	$ -	$ -	$ -	$ 15,914,600
Federal Grants	-	70,100	-	-	70,100
State Grants	6,096,300	10,030,400	-	-	16,126,700
Other Grants	-	223,200	-	-	223,200
Fringe Benefits Paid Directly By the State	2,169,800	-	-	-	2,169,800
Gifts, Contributions and Bequests	-	-	5,749,900	201,500	5,951,400
Total Support	**$24,180,700**	**$10,323,700**	**$ 5,749,900**	**$ 201,500**	**$ 40,455,800**
Revenues:					
Fines, Fees and Other	$ 194,400	$ -	$ 300	$ -	$ 194,700
Investment Income	-	-	283,700	216,200	499,900
Gain on Investments	-	-	277,500	166,000	443,500
Interest from Enoch Pratt Endowment	25,600	-	-	-	25,600
Total Revenue	220,000	-	561,500	382,200	1,163,700
Total Support and Revenue	**$24,400,700**	**$10,323,700**	**$ 6,311,400**	**$ 583,700**	**$ 41,619,500**
Expenditures:					
Information Services	$25,412,100	$ 10,323,700	$ 5,047,800	$ 158,200	$ 40,941,800
Total Expenditures	**$25,412,100**	**$ 10,323,700**	**$ 5,047,800**	**$ 158,200**	**$ 40,941,800**
Excess (Deficiency) of Support and Over Expenditures - Net Change in Fund Balances -	(1,011,400)	-	1,263,600	425,500	677,700
Fund Balances - Beginning of Year	**2,246,600**	**-**	**27,169,100**	**14,838,500**	**44,254,200**
Fund Balances - End of Year	**$ 1,235,200**	**$ -**	**$ 28,432,700**	**$15,264,000**	**$ 44,931,900**

The notes to the basic financial statements are an integral part of this statement

ENOCH PRATT FREE LIBRARY
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2017
(Rounded to Nearest Hundred Dollars)

	General Fund	Special Revenue - Grants Fund	Special Revenue - Other Fund	Permanent Fund	Total Governmental Funds
Support and Revenues:					
Support:					
Baltimore City - General Fund	$ 14,457,900	$ -	$ -	$ -	$ 14,457,900
Federal Grants	-	527,700	-	-	527,700
State Grants	6,143,600	9,868,300	-	-	16,011,900
Other Grants	-	1,077,900	-	-	1,077,900
Fringe Benefits Paid Directly By the State	2,233,100	-	-	-	2,233,100
Gifts, Contributions and Bequests	-	-	4,481,200	-	4,481,200
Total Support	**22,834,600**	**11,473,900**	**4,481,200**	**-**	**38,789,700**
Revenues:					
Fines, Fees and Other	242,000	-	-	-	242,000
Investment Income	-	-	291,600	190,600	482,200
Gain on Investments	-	-	2,703,300	1,724,700	4,428,000
Interest from Enoch Pratt Endowment	26,000	-	-	-	26,000
Total Revenue	268,000	-	2,994,900	1,915,300	5,178,200
Total Support and Revenue	**23,102,600**	**11,473,900**	**7,476,100**	**1,915,300**	**43,967,900**
Expenditures:					
Information Services	24,144,100	11,473,900	5,565,100	124,900	41,308,000
Total Expenditures	**24,144,100**	**11,473,900**	**5,565,100**	**124,900**	**41,308,000**
Excess (Deficiency) of Support and Over Expenditures - Net Change in Fund Balances -	(1,041,500)	-	1,911,000	1,790,400	2,659,900
Fund Balances - Beginning of Year	**1,235,200**	**-**	**28,432,700**	**15,264,000**	**44,931,900**
Fund Balances - End of Year	**$ 193,700**	**$ -**	**$ 30,343,700**	**$ 17,054,400**	**$ 47,591,800**

The notes to the basic financial statements are an integral part of this statement.

ENOCH PRATT FREE LIBRARY

Statement of Revenues, Expenditures, and Changes in Fund Balances

Year Ended June 30, 2018

(Rounded to the Nearest Hundred Dollars)

	General Fund	Special Revenue - Grants Fund	Special Revenue - Other Fund	Permanent Fund	Total Governmental Funds
Support and Revenues:					
Support:					
Baltimore City - General Fund	$ 16,260,600	$ -	$ -	$ -	$ 16,260,600
Federal Grants	-	579,600	-	-	579,600
State Grants	6,250,500	13,321,900	-	-	19,572,400
Other Grants	-	1,041,000	-	-	1,041,000
Fringe Benefits Paid Directly By the State	2,138,000	-	-	-	2,138,000
Gifts, Contributions and Bequests	-	-	3,858,800	2,000	3,860,800
Total Support	**24,649,100**	**14,942,500**	**3,858,800**	**2,000**	**43,452,400**
Revenues:					
Fines, Fees and Other	179,800	-	734,200	-	914,000
Investment Income	-	-	407,000	249,800	656,800
Gain on Investments	-	-	3,927,300	2,590,400	6,517,700
Interest from Enoch Pratt Endowment	26,500	-	-	-	26,500
Total Revenue	206,300	-	5,068,500	2,840,200	8,115,000
Total Support and Revenue	**24,855,400**	**14,942,500**	**8,927,300**	**2,842,200**	**51,567,400**
Expenditures:					
Information Services	23,946,900	14,942,500	5,957,400	122,400	44,969,200
Total Expenditures	**23,946,900**	**14,942,500**	**5,957,400**	**122,400**	**44,969,200**
Excess (Deficiency) of Support and Over Expenditures - Net Change in Fund Balances -	908,500	-	2,969,900	2,719,800	6,598,200
Fund Balances - Beginning of Year	**193,700**	**-**	**30,343,700**	**17,054,400**	**47,591,800**
Fund Balances - End of Year	**$ 1,102,200**	**$ -**	**$ 33,313,600**	**$ 19,774,200**	**$ 54,190,000**

The notes to the basic financial statements are an integral part of this statement.

ENOCH PRATT FREE LIBRARY

Statement of Revenues, Expenditures, and Changes in Fund Balances

Year Ended June 30, 2019

(Rounded to the Nearest Hundred Dollars)

	General Fund	Special Revenue - Grants Fund	Special Revenue - Other Fund	Permanent Fund	Total Governmental Funds
Support and Revenues					
Support					
Baltimore City - General Fund	$ 19,267,400	$ -	$ -	$ -	$ 19,267,400
Federal Grants	-	595,300	-	-	595,300
State Grants	6,378,000	12,683,500	-	-	19,061,500
Other Grants	-	503,500	-	-	503,500
Fringe Benefits Paid Directly By the State	2,135,400	-	-	-	2,135,400
Gifts, Contributions and Bequests	-	-	4,584,200	-	4,584,200
Total Support	27,780,800	13,782,300	4,584,200	-	46,147,300
Revenues					
Fines, Fees and Other	106,900	-	270,100	-	377,000
Realized Investment Income	25,900	-	1,261,700	823,900	2,111,500
Unrealized Gain on Investments	-	-	792,400	492,200	1,284,600
Total Revenue	132,800	-	2,324,200	1,316,100	3,773,100
Transfer for Capital Activity	(1,414,000)	(1,447,700)	(1,609,000)	(106,100)	(4,576,800)
Total Support and Revenue Available for Operations	26,499,600	12,334,600	5,299,400	1,210,000	45,343,600
Expenditures					
Operating Expenses	25,900,400	12,334,600	7,828,700	33,000	46,096,700
Operating Expenses	25,900,400	12,334,600	7,828,700	33,000	46,096,700
Excess of Support and Revenue over Expenditures - Net Change in Fund Balances	599,200	-	(2,529,300)	1,177,000	(753,100)
Fund Balances - Beginning of Year	1,102,300	-	33,313,600	19,774,200	54,190,100
Fund Balances - End of Year	$ 1,701,500	$ -	$ 30,784,300	$ 20,951,200	$ 53,437,000

The notes to the basic financial statements are an integral part of this statement.

3.40b Fees

Section: Public Service

Policy

Date: 04/01/2019

General Policy
The Pratt Library provides a variety of free basic services to all Maryland residents. Among these are the following: access to its materials collections; basic reference assistance for walk-in and telephone customers; Internet access including the online catalog and subscription databases; interlibrary loans; commercial-based research databases; reserves and circulation services. However, some services are not free to the customer. See table below. Unless noted, the tax on taxable items is included in the fee. The Library's Board of Trustees approves all fees for library products and services.

Partial Payments
If a customer is unable to pay the total amount of charges due, the library will accept partial payments until the full amount is paid.
Customers will be allowed to use their library card if they pay 1/3 of the total amount due. This includes lost materials and processing fees. The customer's record in the library's automated system should be adjusted accordingly and a cash register receipt issued to the customer.
Customers will be limited to charging out three (3) items including (1) video, audio, CD, DVD or 16mm film each time a partial payment is made. Payment in full reinstates full borrowing privileges.
If fees continue to accumulate, library staff has the authority to request payment in full.
Note : When making online payments, borrowing privileges will not be restored if the total bill is $25.00 or more.

Refunds
A refund is made for any lost and paid material returned to the library in usable condition, except for interlibrary loans. The materials must be returned within six (6) months of the due date of the lost materials.
For credit card payments, refunds will only be issued by the Business Office in the form of a check which will be mailed to the customer. Customers must complete Refund Request Form #301 (available on Vine). (See also 4.63c).

Bags	
Paper/plastic	$.50 ($.47 plus tax)
Recycled	$3.00 ($2.83 plus tax)
Census Reel Borrowing Fee	
U.S. decennial census information on microform reels obtained through the Periodicals Department	$3.50 per reel

Customized Demographic Data and Mapping *Available through the Regional Information Center. Call (410) 732-9570 for details.*	
Maryland Data Tables for Predefined Geographies	$10.00 for the first table. $1.00 per additional table in the same area.
Maps	$10.00 minimum charge
Photocopying	$2.00 Minimum charge covers copying, tax, and postage for up to seven (7) pages: additional pages are $.10 each + tax and postage.
Damaged/Lost Materials ***Note:*** *Replacement with an exact, new copy of a lost library item plus a $6.00 processing fee may be accepted, provided it meets library standards i.e. if damaged/lost item is hard cover, then replacement must be same. If no price is listed in the library's automated system, a default price will be used from a schedule set by the Collection Management Department.* ***Natural Catastrophes:*** *No fines or damages are charged on materials destroyed in a house fire, flood, or other natural disaster. Verification with the Fire Department will be made in the event of house fires. Library staff members may request documentation from the Red Cross, Fire Department, insurance company, etc. in the case of a natural disaster.* ***Theft:*** *Items stolen while charged to a customer's account may be removed from the customer's card and checked out to Missing provided a police report is shown and/or library staff can verify that library materials were stolen from the customer.* ***Interlibrary Loans:*** *Damages to interlibrary loan materials should be reported to the MILO Department. The item should not be discharged from the customer's record until MILO can assess the material. If the item is deemed too damaged to return, the customer will be charged for the cost of the material as determined by the lending library. The customer will be permitted to keep the item only after payment.*	
Books (can be repaired)	$10.00
Books (cannot be repaired or lost)	Replacement price as listed in the library catalog + $6.00 processing fee.
Audio and Video/DVD *Fees are based on the cost of replacement. All 16MM films, video and audio-cassettes, compact discs and DVDs are inspected upon return and the borrower will be notified of damage costs.*	
Lost or damaged media cases	$10.00

Lost or damaged items/sets	Replacement price as listed in the library catalog + $6.00 processing fee.
Sets returned with missing parts	Replacement price for the set as listed in the library catalog + $6.00 processing fee
Sights & Sounds shipping case	$2.00
Delivery	
Mailing of photocopies or prints to customers via regular mail (see 3.41b)	$2.00 Minimum charge covers copying, tax, and postage for up to seven (7) pages: additional pages are $.10 each (or applicable microform print charge) + tax and postage.
Mailing of microfilm or microfiche prints	$2.00 Minimum charge covers copying, tax, and postage for up to seven (7) pages: additional pages are $.20 each (or applicable microform print charge) + tax and postage.
Express Delivery	If customer supplies account number no delivery charges assessed; if not Federal Express charges are added as follows: $11.50 for up to 8 oz. (c 30 pages) $15.50 for 8-16 oz. $16.50 for 1-2 lbs.
Fax - Library business related (See 3.42b)	
In Maryland	First 5 pages free. $.20 per page, plus tax, thereafter.
Out-of-State	$.20 per page, plus tax, thereafter
Fax to Maryland Libraries	No fee
Fax24 – Public (At select library locations, only)	

Domestic Faxes	$1.75 the first page, $1.00 for each additional page
International Faxes	$3.95 for first page, $3.45 for each additional page
FaxCash Prepaid Fax Cards	1 Page USA...$1.75 2 Pages USA...$2.75 3 Pages USA (or 1 Pg Internat'l) ...$3.75 6 Pages USA (or 2 Pgs Internat'l)...$6.75
Firm Cards	
Businesses within the State of Maryland	Free
Non-resident Businesses (See 4.11b)	$50.00 per year
Headsets	$1.50 ($1.41 plus tax)
Home Entertainment Video/DVD Rental	
DVDs and Videos	No fee
Late fees on Videos/DVDs	$.20 per day up to a maximum of $6.00
Interlibrary Loan/ Photocopying through MILO ***Note:*** *Customers will be informed of potential costs prior to initiation of a loan request. Fees for ILL requests made to out-of-state libraries vary due to processing fees charged by the lending institution. These fees will be placed on the customer's record at the beginning of the following month after the customer receives the material.* (See 4.42b and 4.42c)	
Loans from out-of-state libraries (See 4.42b and 4.42c)	Customers may specify maximum amount they are willing to pay.
Loans of materials to out-of-state libraries	Charge for special mailings, e.g. express mail, priority mail, etc. No charge for reciprocal libraries.
OCLC Material Not Picked Up	$1.00. No charge for reciprocal libraries.
Photocopying for In-State Libraries	First 50 photocopies free; $.10 plus tax per page thereafter

Photocopying for Out-of-State Libraries	Minimum charge covers copying, tax, and postage for up to seven (7) pages: additional pages are $.10 each (or applicable microform print charge) + tax and postage. No charge for reciprocal libraries.
iPads	
Replacement cost of the device	$399.00
Adhesive Gel Skin	$10.00
Protective Cover	$35.00
Carrying Case	$10.00
Screen Protector	$10.00
Power Adaptor/USB Cable	$29.00
Processing Fee	$25.00
Full Replacement Cost	$464.00 plus processing fee
Laptops	
Damaged	Will be determined by Systems Staff
Lost/Stolen	$1000.00
Library Cards for Non-Residents (See 4.13b)	$50.00
Lost Library Card or PC Access Card ***Note:*** *A lost library card can be reported to any Pratt agency. A borrower reporting lost materials from another library system is advised to contact the system from which the materials were borrowed.*	
	$2.00
Photocopying and PC Prints	

Black & White prints	$.10 each (tax included)
Color prints (all sizes)	$.20 per page (tax included)
Photocopies made in advance for customer pickup (See 3.41b)	$0.10 per page (tax included for first page, plus tax thereafter)
Photocopies from microfilm (all sizes) (See 3.41b)	$.10 each (tax included)
Public PC-Based Prints (Black & White)	First 5 pages free $.10 per page thereafter (tax included)
Public PC-Based Prints (Color)	$.20 per page (tax included)
Microfilm/microfiche	$.20 per page for any size paper (tax included)
Reserved Materials	No fee
Returned Check Fee	$15.00 + check total
USB Thumb Drives	$6.50 ($6.13 plus tax)