

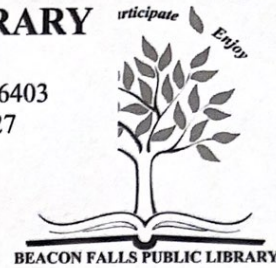
BEACON FALLS PUBLIC LIBRARY

LEARN...PARTICIPATE...ENJOY

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beaconfallslibrary@yahoo.com



November 5,
2020

Dear members of the Board of Selectmen,

Attached you will find the library's October service report and financial report.

Areas of note from the October Service report:

- Notary services are up by 81%.
- Children participating in the take and make programs have increased child participation for the library.
- Homebound deliveries have increased 50% from last year.
- Circulation of downloadable material including e-books, audiobooks and videos has seen a positive increase.
- Interlibrary loan lending has also increased.
- During October we continued our storytime-to-go program , including a special Halloween bag (4 weeks, totaling 284 children and 64 adults)
- The library offered a “crafter noon” giveaway. We had an estimated 22 families picking up assorted crafts.
- The Harvest Story walk (co-sponsored by Parks & Rec) had at least 116 people go through the weekend of October 24, 2020.
- 31 Children and 25 adults participated in our annual pumpkin painting and carving programs which were held at Matthies Park.

Areas of note regarding the October FY 20-21 Financial Report:

- The computer line item is 89% expended. This is due to our databases. Novus has been a great help to the library with trouble shooting and IT support. All other line items are as expected.

The library was awarded a grant from the state of Connecticut called the “Everybody Learns Grant” in the sum of \$23,811.00. These funds are to be used to support the library continue to make health and safety improvements and offer more services to our residents. The library has received quotes to update our furniture to make it easier to clean and create more space for patrons to spread out. We are also hoping to update computers and increase Wi-Fi. Additional funds will be used on cleaning supplies and PPE. The library also had a new carpet installed in the computer room and adult fiction room.

Thank you for your continued support of the Beacon Falls Public Library.

Sincerely,

Elizabeth Setaro
Library Director

October
October20servicereport

PROGRAM ATTENDANCE

	THIS MONTH	YTD	Same month last year	PRIOR YTD	% change from last year to this year
ADULTS AT ADULT PROGRAMS	30	93	82	134	-30.60%
ADULTS AT CHILD PROGRAMS	176	293	48	290	1.03%
CHILDREN AT PROGRAMS	692	1878	130	644	191.61%
TOTAL	898	2264	260	1068	111.99%
# of CHILDREN/YA/FAMILY PROGRAMS	12	30	13	58	-48.28%
avg # children at child programs	57.67	62.60	10	44 4/5	39.73%
# of ADULT PROGRAMS	1	3	5	12	-75.00%
avg # adults at adults programs	30.0	31.0	16.4	32 2/5	-4.32%
# of COMPUTER SESSIONS	0	0	9	31	-100.00%

LIBRARY SERVICES

	THIS MONTH	YTD	Same month last year	PRIOR YTD	% change from last year to this year
COMPUTER USAGE (HRS)	0	0	69	366	-100.00%
COMPUTER (#PEOPLE)	0	0	107	460	-100.00%
WEB SITE VISITS	662	2407	1361	3753	-35.86%
VOLUNTEER HOURS	15	15	26	131	-88.55%
HOMEBOUND DELIVERIES	2	3	0	2	50.00%
Notary Services	24	58	9	32	81.25%

CIRCULATION OF MATERIALS

	THIS MONTH	YTD	Same month last year	PRIOR YTD	% change from last year to this year
ADULT	284	993	355	1824	-45.56%
YOUNG ADULT	17	101	30	228	-55.70%
JUVENILE	174	730	327	1709	-57.28%
AUDIO BOOKS	6	24	18	73	-67.12%
Downloadable audiobooks	139	597	133	545	9.54%
Digital Music downloads	147	160	0	0	na
ADULT VIDEO	47	268	389	1533	-82.52%
JUVENILE VIDEO	12	81	66	279	-70.97%
Digital Video downloads	3	8	3	10	0.00%
E-BOOKS	147	698	141	586	19.11%
LIBRARY PASSES	0	3	2	27	-88.89%
OTHER	0	38	5	34	11.76%
TOTALS	976	3701	1469	6848	-45.96%
(included in above)					
ILL-BORROWED	71	311	142	616	-49.51%
ILL-LENT	166	634	141	584	8.56%
CONNECTICARD LOANS	11	46	92	283	-83.75%

REGISTRATION THIS MONTH

	EXPIRED	NEW	YTD (NEW)	PRIOR YTD (NEW)	% change from last year to this year
ADULT	31	10	76	106	-28.30%
CHILDREN	54	0	8	76	-89.47%
TOTALS	85	10	84	182	-53.85%

October
2020-2021 financial report

Library Accts #10-69	THIS MONTH	YTD	PRIOR YTD	REMAINING BUDGET	% of LINE ITEM EXPENSE D
#1010 FULL TIME	\$9,638.40	\$39,923.11	\$42,802.06	\$85,375.89	31.86%
#1019 PART TIME	\$189.18	\$381.90	\$5,057.43	\$12,670.10	2.93%
#1060 COMPUTER	\$180.00	\$3,789.28	\$3,171.24	\$450.72	89.37%
#1130 TELEPHONE	\$0.00	\$0.00	\$216.24	\$660.00	0.00%
#1170 LIBRARY MATERIALS	\$2,455.95	\$5,990.36	\$7,975.23	\$18,659.64	24.30%
#1800 PROF. DEVEL.	\$0.00	\$0.00	\$179.56	\$1,000.00	0.00%
#1805 PROGRAMMING	\$102.82	\$1,277.40	\$1,305.07	\$4,222.60	23.23%
#1807 COPIER LEASES	\$62.34	\$226.01	\$241.38	\$593.99	27.56%
TOTAL	\$12,628.69	\$51,588.06	\$60,948.21	\$123,632.94	29.44%

PETTY CASH

BEG. BALANCE	\$50.00
ADD'L FUNDS	\$0.00
MINUS EXPENSES	\$0.00
TOTAL	\$50.00

CHECKING ACCT. ****

BEG. BALANCE	\$7,448.41
ADD'L FUNDS	\$500.00
MINUS EXPENSES	\$397.96
TOTAL	\$7,550.45

Deposits

last month petty cash	
Donation for Podiums	\$500.00

Fax	\$0.00
Late Video	\$0.00
Printing	\$0.00
Replaced Library cards	\$0.00
PETTY CASH TOTAL	\$0.00

No deposit made in Oct

Liberty Bank CD \$11,430.96

**** reserved in checking acct & accounted for in yearly budget **\$6,984.88**

Reserved for Building Fund \$6,000.00

Marketing (CN, FB & Meetup) \$60.13

Strategic Plan/CMC Survey \$175.00

FOL Watercolor donation \$186.00

Programming \$304.30

Programming fees collected to be used for credit card expenses for program materials \$259.45

Podium Donation \$128.06

Expenses

Crystal Rock \$26.02

Mileage Reimbursement/Podiums \$59.57

Credit Card - Podiums \$312.37