

BEACON FALLS PUBLIC LIBRARY

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May 11, 2020

Dear members of the Board of Selectmen,

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

Areas of note from the April's Service report:

- Adult and children program attendance was very positive during our closure. Patrons are utilizing our zoom and Facebook programs.
- Website visits are up from last year.
- Downloadable material is up. We have increased the number of lendable items on hoopla from 2 to 3 items per person. Patrons are also able to borrow digital items from Overdrive.
- Sciencetellers performed via zoom. It was recorded so it could be viewed at any time. It was also shared on all region 16 pages.
- Zoom book chats have started on Tuesday evenings.
- The library had two journaling sessions (now switched away from zoom format for future weeks).
- Kahoot trivia challenges have been held on Wednesdays.
- Storytime continues on Friday mornings through Facebook live.

Areas of note regarding the April FY19-20 Financial Report:

- Most line items are where they are expected. The part time line item has not been used since the closure. Part time staff members are currently not working. The professional development line item has very little expended. Liz and Kerri were intending to use money from that line item to attend book expo in NYC at the end of May. That expo has been cancelled and rescheduled until spring 2021.

Patrons are utilizing downloadable materials during this closure time. Increasing the number of items lent on hoopla has had a positive affect and has been appreciated by patrons. We are maintaining involvement with the community through online programs. Upcoming for the month of May are the trolley talk on Zoom as well as sessions for job seekers from the Jobs Coach. The library board had a successful meeting during the month of April via Zoom.

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

Sincerely,

Elizabeth Setaro
Library Director

April
Service Report 2019-2020

PROGRAM ATTENDANCE

	THIS MONTH	YTD	Same month last year	PRIOR YTD	% change from last year to this year
ADULTS AT ADULT PROGRAMS	74	683	90	758	-9.89%
ADULTS AT CHILD PROGRAMS	0	594	69	722	-17.73%
CHILDREN AT CHILD PROGRAMS	681	1785	322	2869	-37.78%
TOTAL	755	3062	481	4349	-29.59%
# of CHILDREN/YA/FAMILY PROGRAMS	5	106	21	208	-49.04%
avg # children at child programs	136.20	16.84	15.33	13.79	22.11%
# of ADULT PROGRAMS	5	43	5	56	-23.21%
avg # adults at adults programs	14.8	15.9	18.0	13.5	17.66%
# of COMPUTER SESSIONS	0	52	7	61	-14.75%

LIBRARY SERVICES

	THIS MONTH	YTD	Same month last year	PRIOR YTD	% change from last year to this year
COMPUTER USAGE (HRS)	0	646	59	693	-6.77%
COMPUTER (#PEOPLE)	0	838	88	1147	-26.94%
WEB SITE VISITS	331	7325	607	7283	0.58%
VOLUNTEER HOURS	0	253 1/4	95	695 1/4	-63.57%
HOMEBOUND DELIVERIES	1	5	0	4	25.00%
Notary Services	0	87	5	49	77.55%

CIRCULATION OF MATERIALS

	THIS MONTH	YTD	Same month last year	PRIOR YTD	% change from last year YTD to this year YTD
ADULT	75	3552	439	4344	-18.23%
YOUNG ADULT	3	462	41	479	-3.55%
JUVENILE	88	2960	292	3311	-10.60%
AUDIO BOOKS	9	197	17	251	-21.51%
Downloadable audiobooks	164	1415	136	1313	7.77%
Digital Music downloads	1	7	0	9	-22.22%
ADULT VIDEO	5	3213	491	4325	-25.71%
JUVENILE VIDEO	1	603	75	768	-21.48%
Digital video downloads	5	21	1	8	162.50%
E-BOOKS	203	1411	122	1201	17.49%
FAMILY PASSES	0	51	15	63	-19.05%
OTHER	26	168	83	197	-14.72%
TOTALS	580	14060	1712	16269	-13.58%
(included in above)					
ILL-BORROWED	1	1196	215	1669	-28.34%
ILL-LENT	1	1187	122	1366	-13.10%
CONNECTICARD LOANS	1	571	80	718	-20.47%

REGISTRATION THIS MONTH

	EXPIRED	NEW	YTD (NEW)	PRIOR YTD (NEW)	% change from last year to this year
ADULT	19	0	210	241	-12.86%
CHILDREN	4	0	83	103	-19.42%
TOTALS	23	0	293	344	-14.83%

April
2019-2020 financial report

Library Accts #10-69	THIS MONTH	YTD	PRIOR YTD	REMAINING BUDGET	% of LINE ITEM EXPENDED
#1010 FULL TIME	\$9,403.20	\$104,676.36	\$99,155.94	\$19,332.64	84.41%
#1019 PART TIME	\$0.00	\$8,200.95	\$9,840.00	\$3,382.05	70.80%
#1060 COMPUTER	\$0.00	\$3,351.24	\$4,221.72	\$548.76	85.93%
#1130 TELEPHONE	\$0.00	\$269.16	\$482.13	\$330.84	44.86%
#1170 LIBRARY MATERIALS	\$703.57	\$18,300.58	\$17,494.27	\$5,549.42	76.73%
#1800 PROF. DEVEL.	\$0.00	\$360.49	\$665.83	\$639.51	36.05%
#1805 PROGRAMMING	\$153.05	\$4,413.13	\$3,416.46	\$936.87	82.49%
#1807 COPIER LEASES	\$3.00	\$538.50	\$788.32	\$361.50	59.83%
TOTAL	\$10,262.82	\$140,110.41	\$136,064.67	\$31,081.59	81.84%

PETTY CASH

BEG. BALANCE	\$20.00
ADD'L FUNDS	\$0.00
MINUS EXPENSES	\$0.00
TOTAL	\$20.00

CHECKING ACCT. ****

BEG. BALANCE	\$7,944.26
ADD'L FUNDS	\$0.00
MINUS EXPENSES	\$350.00
TOTAL	\$7,594.26

Deposits

last month petty cash \$0.00

Damaged/Lost Library materials	\$0.00
Fax	\$0.00
Late Video	\$0.00
Printing	\$0.00
Replaced Library cards	\$0.00

PETTY CASH TOTAL \$0.00

***No Deposit Made In April**

Expenses

Citizens News \$350.00

Liberty Bank CD

**** 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 (\$550 from friends)	\$186.00
Reserved for STEM	\$304.30
Programming fees collected to be used for credit card expenses for program materials	\$259.45