

# BEACON FALLS PUBLIC LIBRARY

*LEARN...PARTICIPATE...ENJOY*

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June 8, 2021

Dear members of the Board of Selectmen,

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

Areas of note from the May Service report:

- The overall program attendance for adults and children is up by 65% from this time last year.
- Homebound delivery has seen a 42% increase.
- Downloadable materials including audiobooks, digital music downloads and eBooks have maintained a steady increase of circulation.
- Items being lent to other libraries through interlibrary loan has increased by 25%.
- 24 children participated in the Mother's Day Coaster Craft.
- Chef Rob held a virtual cooking class making guacamole and salsa. 24 adults viewed it live and 15 patrons viewed the recording.
- The May spice bag had 72 adults, 15 children and 3 teen participants.
- DEEP held the first in a series of environmental webinars with 6 adults participating virtually.
- The adult herb garden take & make craft had 19 adults participate.
- Grounded Goodwife held the second zoom program "What to grow in your medicinal herb garden" sponsored by the Connecticut Community Foundation. 11 adults participated.
- The Webb Satellite Webinar hosted by NASA had 5 adults and 14 teen participants.
- AAA offered a Social Security planning webinar which had 16 adult participants.
- Riverside Reptiles Education Center came for a program in the library. This program was well received.

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

- The overall total of expenditures for the library is at 84% which is where it is to be expected. Professional development training has been difficult this year due to the pandemic. Opportunities were limited. The part time staff have been working again and providing coverage. The funds in the telephone line item were transferred to the library materials line item.

Upcoming children's activities include a forest jar craft held here at the library and a tie dye party, which will be our opening program for summer reading. Summer reading will officially kick off on June 28th and run for six weeks. A "break in box" for teens will be offered. Adult programs will include the spice club bag for June, a zoom program from Grounded Goodwife where they will teach viewers how to make their own ginger ale and vanilla/almond extracts, a DEEP webinar and adult string art craft. We will continue to promote library card sign ups and card renewals.

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

Sincerely,

A handwritten signature in black ink that reads "Elizabeth Setaro". The signature is written in a cursive, flowing style.

Elizabeth Setaro  
Library Director

May  
Service Report 2020-2021

**PROGRAM ATTENDANCE**

	THIS MONTH	YTD	Same month last year	PRIOR YTD	% change from last year to this year
ADULTS AT ADULT PROGRAMS	180	642	112	795	-19.25%
ADULTS AT CHILD PROGRAMS	40	1032	0	594	73.74%
CHILDREN AT CHILD PROGRAMS	64	3990	243	2028	96.75%
<b>TOTAL</b>	<b>284</b>	<b>5664</b>	<b>355</b>	<b>3417</b>	<b>65.76%</b>
# of CHILDREN/YA/FAMILY PROGRAMS	5	76	2	108	-29.63%
avg # children at child programs	12.80	52.50	121.5	364	-85.58%
# of ADULT PROGRAMS	6	19	13	56	-66.07%
avg # adults at adults programs	30.0	33.8	8.6	155	-78.19%
# of COMPUTER SESSIONS	0	0	0	52	-100.00%

**LIBRARY SERVICES**

	THIS MONTH	YTD	Same month last year	PRIOR YTD	% change from last year to this year
COMPUTER USAGE (HRS)	1	1	0	646 2/9	-99.85%
COMPUTER (#PEOPLE)	1	1	0	838	-99.88%
WEB SITE VISITS	517	6078	598	7923	-23.29%
VOLUNTEER HOURS	0	23 1/2	0	253 1/4	-90.72%
HOMEBOUND DELIVERIES	1	20	9	14	42.86%
Notary Services	6	75	1	88	-14.77%

**CIRCULATION OF MATERIALS**

	THIS MONTH	YTD	Same month last year	PRIOR YTD	Percentage change from last year YTD to this year YTD
ADULT	242	2435	100	3652	-33.32%
YOUNG ADULT	25	209	2	464	-54.96%
JUVENILE	139	1381	13	2973	-53.55%
AUDIO BOOKS	5	83	0	197	-57.87%
Downloadable audiobooks	181	1741	149	1564	11.32%
Digital Music downloads	2	36	1	8	350.00%
ADULT VIDEO	72	687	4	3217	-78.64%
JUVENILE VIDEO	11	160	0	603	-73.47%
Digital video downloads	3	25	7	29	-13.79%
E-BOOKS	149	1850	143	1554	19.05%
FAMILY PASSES	1	4	1	52	-92.31%
OTHER	1	182	0	168	8.33%
<b>TOTALS</b>	<b>831</b>	<b>8793</b>	<b>420</b>	<b>14481</b>	<b>-39.28%</b>
<b>(included in above)</b>					
ILL-BORROWED	69	888	7	1203	-26.18%
ILL-LENT	108	1495	0	1187	25.95%
CONNECTICARD LOANS	0	46	0	571	-91.94%

**REGISTRATION THIS MONTH**

	EXPIRED	NEW	YTD (NEW)	PRIOR YTD (NEW)	% change from last year to this year
ADULT	22	14	189	214	-11.68%
CHILDREN	0	5	21	83	-74.70%
<b>TOTALS</b>	<b>22</b>	<b>19</b>	<b>210</b>	<b>297</b>	<b>-29.29%</b>

May

2020-2021 financial report

Library Accts #10-69

	THIS MONTH	YTD	PRIOR YTD	REMAINING BUDGET	% OF LINE ITEM EXPENSE
#1010 FULL TIME	\$9,638.42	\$112,211.16	\$114,079.57	\$13,087.84	89.55%
#1019 PART TIME	\$589.86	\$2,093.62	\$8,200.95	\$10,958.38	16.04%
#1060 COMPUTER	\$23.48	\$4,165.60	\$3,351.24	\$74.40	98.25%
#1130 TELEPHONE	\$0.00	\$0.00	\$269.16	\$660.00	0.00%
#1170 LIBRARY MATERIALS	\$2,087.90	\$23,722.54	\$19,646.65	\$927.46	96.24%
#1800 PROF. DEVEL.	\$85.00	\$335.00	\$225.49	\$665.00	33.50%
#1805 PROGRAMMING*	\$455.81	\$4,715.26	\$4,413.13	\$784.74	85.73%
#1807 COPIER LEASES	\$70.19	\$735.93	\$540.79	\$84.07	89.75%
<b>TOTAL</b>	<b>\$12,950.66</b>	<b>\$147,979.11</b>	<b>\$150,726.98</b>	<b>\$27,241.89</b>	<b>84.45%</b>

PETTY CASH

BEG. BALANCE	\$50.00
ADD'L FUNDS	
MINUS EXPENSES	
<b>TOTAL</b>	<b>\$50.00</b>

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BEG. BALANCE	\$7,254.14
ADD'L FUNDS	\$12.52
MINUS EXPENSES	\$0.00
<b>TOTAL</b>	<b>\$7,266.66</b>

Damaged/Lost Library materials  
 Donations  
 Fax  
 Late Video

Deposits  
 last month petty cash  
 DVD Late Fee \$12.52

Printing  
 Replaced Library cards

**PETTY CASH TOTAL \$0.00**

**Liberty Bank CD \$11,441.15**

Expenses

**** reserved in checking acct & accounted for in yearly budget	<b>\$6,984.88</b>
Reserved for Building Fund	\$6,000.00
Marketing (CN, FB & Meetup)	\$60.13
Strategic Plan/CMC Survey	\$175.00
FOL Watercolor donation	\$186.00