## BEACON FALLS PUBLIC LIBRARY

LEARN...PARTICIPATE...ENJOY

10 Maple Avenue, Beacon Falls, Connecticut 06403

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beaconfallslibrary@yahoo.com

October 5, 2020

Dear members of the Board of Selectmen,

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

Areas of note from the September Service report:

- The library is having great participation with our curbside take and make bags for children.
- Story Time-To Go started. The library provides a complete Storytime experience (book, felt board, rhymes, craft, and additional literacy activities each week. Currently we are reaching 56 children and 16 adults weekly with this program.

BEACON FALLS PUBLIC LIBRARY

- Liz has started reading a picture book on Facebook live on Friday mornings for this current Storytime session.
- A macramé take-and-make craft had 30 participants (primarily adults).
- Early reading bags of assorted topics have been provided for homeschooling and supplemental
  education.
- Downloadable e-books and audiobooks from Overdrive and Hoopla are still circulating well.
- The library notary services are still being widely utilized with a 48% usage increase from last year.
- We have been allowing patrons to make appointments to browse the library collection and check out items.
- Curbside pickup is still taking place on Tuesdays and Thursdays from 10am-3pm. Items are placed
  in labeled paper bags for pick up. This service has been working very well.

Areas of note regarding the September Financial Report:

85% of the computer line item is expended due to data base participation fees. The part time staff
has not worked since March. Roughly \$192 was paid to the state from the part time line item for
unemployment. All other line items are where they are expected during.

We plan on still utilizing our curbside pickup option for patrons on Tuesdays and Thursdays. We have begun to take appointments for item browsing in the library as well as appointments for computer use. We have some upcoming programs planned including an adult Halloween wreath craft, a Story Walk and Halloween character hunt at Matthies with collaboration from Parks & Rec on October 23-25<sup>th</sup>. Pumpkin painting and carving will take place at Matthies Park on October 24<sup>th</sup>. Kerri will hand out candy on Halloween courtesy of the library if Trick or Treating takes place as usual in the neighborhood around Town Hall. The library is also planning a Decorate a Scarecrow contest with the Conservation Commission in the month of November. We will have more information to follow about that event. Last but not least, a "Little Free Library" was installed in front of town hall. A Little Free Library is a free book sharing box where anyone may take a book or share a book on the honor system. A big thank you to Miss Amy for building the box and Steve Moffat and Jeff Keane for installing it.

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

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Sincerely,

Elizabeth Setaro Library Director

## September Service Report 2020-2021

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Notary Services   Part   Par		THIS MONTH	YTD	Same month last	PRIOR YTD	% change from last year to this
ADULTS AT CHILD PROGRAMS   247				year		-
CHILDREN AT PROGRAMS         291         1186         120         514         130.74%           TOTAL         368         1366         175         808         69.06%           # of CHILDRENTYAFAMILY PROGRAMS         5         18         11         45         -60.00%           # of ADULT PROGRAMS         1         2         4         7         -71.43%           # of ADULT PROGRAMS         1         2         4         7         -71.43%           # of ADULT PROGRAMS         1         2         4         7         -71.43%           # of COMPUTER SESSIONS         0         0         5         22         -100.00%           LIBRARY SETVICES           THIS MONTH         YTD         Same month last year of this ye	ADULTS AT ADULT PROGRAMS	30	63	17		
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	TOTALS					

## September 2020-2021 financial report

	Library Accts #10-69	THIS MONTH	YTD	PRIOR YTD	REMAINING BUDGET	% of LINE ITEM EXPENDED
	#1010 FULL TIME	\$14,434.62	\$30,284.71	\$28,854.53	\$95,014.29	24.17%
	#1019 PART TIME	\$192.72	\$192.72	\$4,133.43	\$12,859.28	1.48%
	#1060 COMPUTER	\$250.00	\$3,609.28	\$2,614.62	\$630.72	85.12%
	#1130 TELEPHONE	\$0.00	\$0.00	\$161.35	\$660.00	0.00%
	#1170 LIBRARY MATERIALS	\$2,129.97	\$3,304.78	\$5,342.61	\$21,345.22	13.41%
	#1800 PROF. DEVEL.	\$0.00	\$0.00	\$140.00	\$1,000.00	0.00%
	#1805 PROGRAMMING	\$513.65	\$1,174.58	\$878.42	\$4,325.42	21.36%
	#1807 COPIER LEASES	\$53.00	\$163.67	\$188.38	\$656.33	19.96%
	TOTAL	\$17,573.96	\$38,729.74	\$42,313.34	\$136,491.26	. 22.10%
		•				
	Р	ETTY CASH			CHECKING ACCT.	***
	BEG. BALANCE	\$50.00		BEG. BALANCE	\$7,434.91	
	ADD'L FUNDS			ADD'L FUNDS	\$16.00	
MINUS EXPENSES TOTAL			M	INUS EXPENSES	\$2.50	
		\$50.00		TOTAL	\$7,448.41	
	Late Video Printing Fax Damaged Material PETTY CASH TOTAL *No deposit made in Sept*	\$0.00	last	<u>Deposits</u> t month petty cash Somers Library Book	\$16.00	
	Liberty Bank CD	\$11,430.96				
	accounted for in yearly budget	\$6,984.88		<b>-</b>		
	Reserved for Building Fund	\$6,000.00		Expenses	ቀር ርላ	
	Marketing (CN, FB & Meetup)	\$60.13		Crystal Rock	\$2.50	
	Strategic Plan/CMC Survey	\$175.00				
	FOL Watercolor donation	\$186.00				
	Programming	\$304.30				

\$259.45

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