

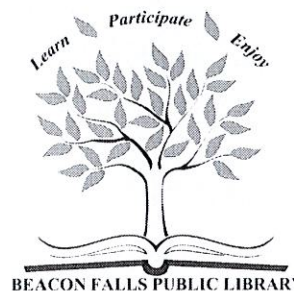
BEACON FALLS PUBLIC LIBRARY

LEARN...PARTICIPATE...ENJOY

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March 3, 2021

Dear members of the Board of Selectmen,

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

Areas of note from the February Service report:

- The overall total of adults and children participating in library programs is up by 125% from last year to this year. Take and make activities have allowed the library to have greater participation.
- The library is still offering homebound deliveries to patrons who are unable to pick up library materials during curbside pickup allotted times. The use of this service is up 225%.
- Circulation of downloadable audiobooks, e-books and downloadable videos are up. Hoopla also offers downloadable music. The library has seen a 540% increase of patrons using this music service.
- The “other” category on the service report has increased due to mailing out seed packets to patrons
- The library is offering a choice of physical story time to go bags or a digital only file with all of the crafts/rhymes/ activities to accompany eBooks so we can reach a larger number of families (including those who are not comfortable picking up physical materials yet.) This has increased our reach to 75 children and 22 adults each week for three weeks in February.
- A teen only baking program (Valentine’s Day cookies) reached 36 teens.
- Our first monthly spice club bag was a big success. The library provided three recipe cards, an informational sheet about the spices and their benefits/history, and the 5 packaged and sealed spices needed to create the recipes. Each month we will explore a different cuisine. We had 48 adults, 14 children and 2 teens participate with even more signing up for March.
- There was a children’s origami take and make craft bag that reached 24 children.
- 95 vegetable/flower seed packets were mailed out to patrons. This is now our second year doing this with a very good response.

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

- The computer line item is 94% expended. The part time staff have not worked since March 2020 leaving the part-time line item as 4% expended. The overall total of expenditures for the library is at 58% which is where it is to be expected.

Coming up for March, the library has teen and children’s take and make programs for St. Patrick’s Day, a Seinfeld Kahoot trivia challenge, another monthly spice club bag, and a “bake along” program with Chef Rob where he will be giving instructions for making a variety of homemade pet treats.

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

Sincerely,

Elizabeth Setaro
Library Director

February
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	77	231	88	507	-54.44%
ADULTS AT CHILD PROGRAMS	63	793	34	443	79.01%
CHILDREN AT CHILD PROGRAMS	285	3197	66	921	247.12%
TOTAL	425	4221	188	1871	125.60%
# of CHILDREN/YA/FAMILY PROGRAMS	8	52	9	95	-45.26%
avg # children at child programs	35.63	61.48	7.33	75 8/9	-19.00%
# of ADULT PROGRAMS	2	8	8	35	-77.14%
avg # adults at adults programs	38.5	28.9	11.0	97 1/2	-70.38%
# of COMPUTER SESSIONS	0	0	12	50	-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	78 2/7	629 2/9	-100.00%
COMPUTER (#PEOPLE)	0	0	101	812	-100.00%
WEB SITE VISITS* estimate	493	4497	534	6400	-29.73%
VOLUNTEER HOURS	0	15	49 3/4	240 1/4	-93.76%
HOMEBOUND DELIVERIES	2	13	1	4	225.00%
Notary Services	2	62	15	86	-27.91%

	THIS MONTH	YTD	Same month last year	PRIOR YTD	% change from last year to this year
ADULT	198	1713	375	3290	-47.93%
YOUNG ADULT	10	155	73	421	-63.18%
JUVENILE	91	1075	358	2676	-59.83%
AUDIO BOOKS	8	71	27	175	-59.43%
Downloadable audiobooks	145	1173	159	1105	6.15%
Digital Music downloads	3	32	1	5	540.00%
ADULT VIDEO	43	458	388	3032	-84.89%
JUVENILE VIDEO	10	122	64	575	-78.78%
Digital Video downloads	3	21	1	15	40.00%
E-BOOKS	199	1356	143	1063	27.56%
LIBRARY PASSES	0	3	6	47	-93.62%
OTHER	117	155	0	69	124.64%
TOTALS	827	6334	1595	12473	-49.22%
(included in above)					
ILL-BORROWED	82	649	150	1137	-42.92%
ILL-LENT	89	1061	136	1131	-6.19%
CONNECTICARD LOANS	0	46	71	530	-91.32%

REGISTRATION THIS MONTH

	EXPIRED	NEW	YTD (NEW)	PRIOR YTD (NEW)	% change from last year to this year
ADULT	24	10	122	198	-38.38%
CHILDREN	9	2	11	81	-86.42%
TOTALS	33	12	133	279	-52.33%

February
2020-2021 financial report

Library Accts #10-69	THIS MONTH	YTD	PRIOR YTD	REMAINING BUDGET	% of LINE ITEM EXPENDED
#1010 FULL TIME	\$9,638.40	\$78,476.73	\$81,168.36	\$46,822.27	62.63%
#1019 PART TIME	\$0.00	\$496.61	\$7,772.55	\$12,555.39	3.80%
#1060 COMPUTER	\$0.00	\$3,995.66	\$3,351.24	\$244.34	94.24%
#1130 TELEPHONE	\$0.00	\$0.00	\$270.79	\$660.00	0.00%
#1170 LIBRARY MATERIALS	\$2,095.66	\$14,816.33	\$16,409.85	\$9,833.67	60.11%
#1800 PROF. DEVEL.	\$250.00	\$250.00	\$254.56	\$750.00	25.00%
#1805 PROGRAMMING	\$126.89	\$3,154.63	\$3,394.39	\$2,345.37	57.36%
#1807 COPIER LEASES	\$65.05	\$541.38	\$467.02	\$278.62	66.02%
TOTAL	\$12,176.00	\$101,731.34	\$113,088.76	\$73,489.66	58.06%

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

<u>CHECKING ACCT. ****</u>	
BEG. BALANCE	\$8,136.06
ADD'L FUNDS	\$80.00
MINUS EXPENSES	\$961.25
TOTAL	\$7,254.81 ****

Deposits

last month petty cash	
Sign Craft	\$40.00
Donation	\$40.00
Damaged/Lost Library materials	
Fax	
Late Video	
Printing	
Replaced Library cards	
PETTY CASH TOTAL	\$0.00

No deposit made in Feb

Liberty Bank CD	\$11,438.61
**** reserved in cnecking acct & accountea 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 fees collected to be used for credit card expenses for program materials	\$259.45

Expenses

Crystal Rock	\$1.25
Nicole Swerceski	\$960.00