

# BEACON FALLS PUBLIC LIBRARY

LEARN...PARTICIPATE...ENJOY

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March 14, 2022

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 program attendance for adults and children is up by 6% from this time last year.
- The number of children/YA/Family programs is up by 115%. Adult programs being offered are up by 412%
- There has been increased use of public computers by patrons.
- The library is offering high school students an opportunity to volunteer to work on their community service hours.
- There have been 123 notaries in the library to date this fiscal year.
- Circulation has increased in adult, young adult & juvenile books as well as audiobooks, downloadable audiobooks, videos & library passes. The overall circulation of materials is up by 50% from last year.
- February 5<sup>th</sup> was Take Your Child to The Library Day. Take Your Child to the Library Day (TYCLD) is an international initiative that encourages families everywhere to take their children to their local library. Launched in 2011 in Connecticut by librarians Nadine Lipman (Waterford Public Library, retired) and Caitlin Augusta (Stratford Library) TYCLD raises community awareness about the importance of the library in the life of a child, and promotes library services and programs for children and families. We had 22 children come visit the library that day.
- Children's programs included a Valentine's Day take & make, a teddy bear sleepover at the library, and Lego robotics.
- Teen activities comprised of a teen baking bag, a teen murder mystery, and animal crossing game.
- Adults participated in our true crime book club that takes place at River's Edge Restaurant in Beacon Falls, a valentines day wreath craft, and Chef Rob was back virtually.

Areas of note regarding the February FY 21\_22 Financial Report:

Sixty-three percent of the overall library budget has been expended. The computer line is 97% expended. The programming line is 92% spent. A budget transfer from the professional development line has been requested to make sure there are funds to cover the programming for the upcoming months.

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

Sincerely,

A handwritten signature in cursive script that reads "Elizabeth Setaro-Posick".

Elizabeth Setaro-Posick  
Library Director

February  
Service Report 2021-2022

**PROGRAM ATTENDANCE**

	THIS MONTH	YTD	Same month last year	PRIOR YTD	% change from last year to this year
ADULTS AT ADULT PROGRAMS	28	1263	77	231	446.75%
ADULTS AT CHILD PROGRAMS	20	955	63	793	20.43%
CHILDREN AT CHILD PROGRAMS	117	2268	285	3197	-29.06%
<b>TOTAL</b>	<b>165</b>	<b>4486</b>	<b>425</b>	<b>4221</b>	<b>6.28%</b>
# of CHILDREN/YA/FAMILY PROGRAMS	10	112	8	52	115.38%
avg # children at child programs	11.70	20.25	35.63	488 1/2	-95.85%
# of ADULT PROGRAMS	3	41	2	8	412.50%
avg # adults at adults programs	9.3	30.8	38.5	159 1/2	-80.69%

**LIBRARY SERVICES**

	THIS MONTH	YTD	Same month last year	PRIOR YTD	% change from last year to this year
COMPUTER USAGE (HRS)	21 3/4	313 3/4	0	0	n/a
COMPUTER (#PEOPLE)	26	250	0	0	n/a
WEB SITE VISITS* estimate	n/a	#VALUE!	493	4497	#VALUE!
VOLUNTEER HOURS	18 1/4	149	0	15	893.33%
HOUBOUND DELIVERIES	0	6	2	13	-53.85%
Notary Services	12	123	2	62	98.39%

	THIS MONTH	YTD	Same month last year	PRIOR YTD	% change from last year to this year
ADULT	246	2513	198	1713	46.70%
YOUNG ADULT	12	240	10	155	54.84%
JUVENILE	341	3246	91	1075	201.95%
AUDIO BOOKS	16	94	8	71	32.39%
Downloadable audiobooks	155	1247	145	1173	6.31%
Digital Music downloads	0	10	3	32	-68.75%
ADULT VIDEO	107	878	43	458	91.70%
JUVENILE VIDEO	9	262	10	122	114.75%
Digital Video downloads	4	19	3	23	-17.39%
E-BOOKS	127	980	199	1356	-27.73%
LIBRARY PASSES	2	9	0	3	200.00%
OTHER	12	17	117	155	-89.03%
<b>TOTALS</b>	<b>1031</b>	<b>9515</b>	<b>827</b>	<b>6336</b>	<b>50.17%</b>
<b>(Included in above)</b>					
ILL-BORROWED	161	1166	82	649	79.66%
ILL-LENT	115	1106	89	1061	4.24%
CONNECTICARD LOANS	35	308	1	70	340.00%

**REGISTRATION THIS MONTH**

	EXPIRED	NEW	YTD (NEW)	PRIOR YTD (NEW)	% change from last year to this year
ADULT	13	14	109	122	-10.66%
CHILDREN	2	3	83	11	654.55%
<b>TOTALS</b>	<b>15</b>	<b>17</b>	<b>192</b>	<b>133</b>	<b>44.36%</b>

February  
2021-2022 financial report

Library Accts #10-69	THIS MONTH	YTD	PRIOR YTD	REMAINING BUDGET	% of LINE ITEM EXPENDED
#1010 FULL TIME	\$9,879.61	\$79,942.79	\$78,476.73	\$48,492.21	62.24%
#1019 PART TIME	\$1,101.75	\$7,403.50	\$496.61	\$6,116.50	54.76%
#1060 COMPUTER	\$53.47	\$4,372.19	\$3,995.16	\$127.81	97.16%
#1170 LIBRARY MATERIALS	\$1,659.21	\$15,209.41	\$14,846.32	\$9,440.59	61.70%
#1800 PROF. DEVEL.	\$0.00	\$0.00	\$250.00	\$1,000.00	0.00%
#1805 PROGRAMMING	\$536.47	\$5,998.96	\$3,154.63	\$501.04	92.29%
#1807 COPIER LEASES	\$55.00	\$413.11	\$541.38	\$406.89	50.38%
<b>TOTAL</b>	<b>\$13,285.51</b>	<b>\$113,339.96</b>	<b>\$101,760.83</b>	<b>\$66,085.04</b>	<b>63.17%</b>

<u>PETTY CASH</u>	
BEG. BALANCE	\$50.00
ADD'L FUNDS	\$0.00
MINUS EXPENSES	\$0.00
<b>TOTAL</b>	<b>\$50.00</b>

<u>CHECKING ACCT. ****</u>	
BEG. BALANCE	\$7,769.03
ADD'L FUNDS	\$120.66
MINUS EXPENSES	\$350.00
<b>TOTAL</b>	<b>\$7,539.69 ****</b>

<u>Damaged/Lost Library materials</u>	
Fax	\$10.00
Late Video	\$6.00
Printing	\$32.00
Replaced Library cards	\$0.00
<b>PETTY CASH TOTAL</b>	<b>\$48.00</b>

<u>Deposits</u>	
last month petty cash	\$48.00
Donation	\$25.00
Late DVD	\$8.44
Late DVD	\$11.35
Lost Material	\$27.87

Liberty Bank CD	\$11,449.68
**** reserved in checking acct & accounted for in yearly budget	<b>\$6,421.13</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
Program Exchange	

<u>Expenses</u>	
Citizen's News	\$350.00