Berkshire Free Library
Annual Report For Public And Association Libraries - 2019

1. GENERAL LIBRARY INFORMATION

   Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.

   Note: Fran Miller bfl@htva.net

2. LIBRARY COLLECTION

   2.7 Total Cataloged Books (Total questions 2.3 & 2.6)

   Note: The increase was including the FLLS books on the Overdrive.

   2.18 Video - Downloadable Units

   Note: This was an increase in the Hoopla viewing. We had a campaign to promote the use in 2019.

   2.28 All Other Print Materials

   Note: This year we didn’t have any additions to uncatalogued books

   2.30 All Other Materials

   Note: This year we had no additions to uncataloged books

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

   3.1 Library visits (total annual attendance)

   Note: Increased program attendance

   3.9 Does the library have a board-approved whistle blower policy?

   Note: We have less than 20 employees

   3.20 All Other Program Sessions

   Note: New weekly programs for crafting in 2019

   3.24 Adult Program Attendance

   Note: New craft programs this year

   3.31 Library outlets offering the summer reading program

   Note: Berkshire Library and Richford Summer Program one day a week.

   3.50 Other (describe using the State note)

   Note: 4-H Hunger Solutions

   Partnered with Cornell Cooperative Extension on sessions that focused on parents & caregivers

   b. Focus on parents & caregivers

   Note: Increased days for summer reading and included younger children

   c. Combined audience

   Note: Increased summer reading sessions

   3.55 Total Sessions

   a. Focus on birth - school entry (kindergarten)

   Note: Increased number of sessions which increased attendance

   b. Focus on parents & caregivers

   Note: Worked with Cornell Cooperative Extension during the year which
increased the number of sessions that focused on parents & caregivers

4. LIBRARY TRANSACTIONS
No Notes

5. TECHNOLOGY AND TELECOMMUNICATIONS
No Notes

6. STAFF INFORMATION
No Notes

7. MINIMUM PUBLIC LIBRARY STANDARDS (CURRENT)
No Notes

7. MINIMUM PUBLIC LIBRARY STANDARDS (AS OF 2021)
No Notes

8. PUBLIC SERVICE INFORMATION
No Notes

9. SERVICE OUTLET INFORMATION
Repeating Group 1
28. Type of connection on the outlet's public Internet computers

Note: last year should of been cable instead of DSL

10. OFFICERS AND TRUSTEES

10.4 If your library has a range, how many voting positions are stated in the library's current by-laws?

Note: Previous year should have been reported 0 because we don't have a range.

10.5 If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)?

Note: This should be different because the By-laws in the charter were changed to increase the Library Board to ten members.

10.16 Term Begins - Month

Note: After reviewing past meeting notes this was determined to be the correct term dates for Mr. Stoughton.
10.19 Term Expires - Year (yyyy)
Repeating Group 6
Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee’s term. Example: Trustee is filling the remainder of [name]’s term, which was to run from beginning date to ending date.

13.
Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee’s term. Example: Trustee is filling the remainder of [name]’s term, which was to run from beginning date to ending date.

11. OPERATING FUNDS RECEIPTS

11.5 Additional State Aid received from the System
Note: Received $3000 for 2018 deposited in our bank 1/4/19 and another $1500 for 2019 deposited in 2019 for a total of $4500. We did not report anything for 2018 because we had not received it yet. We received a large one time refund of premium on our worker's comp policy of $1018 which made this item higher than normal for us.

11.18 Other

12. OPERATING FUND DISBURSEMENTS

12.8 Other Materials Expenditures
Note: We just didn't purchase anything other than print materials in 2019 so this category had no expenditure.

12.14 From Other Funds (72OF)

12.23 Equipment

13. CAPITAL FUND RECEIPTS

No Notes
14. CAPITAL FUND DISBURSEMENTS

No Notes

15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

16.5 State Government Revenue

NYSL Copied note 5/16/20
Received $3000 for 2018
deposited in our bank 1/4/19 and
Note: another $1500 for 2019 deposited
in 2019 for a total of $4500. We
did not report anything for 2018
because we had not received it yet.

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

Name of Person Completing Form:        Note: Director and Treasurer