

# The Southworth Library Association

## Annual Report For Public And Association Libraries - 2020

### 1. GENERAL LIBRARY INFORMATION

No Notes

### 2. LIBRARY COLLECTION

- |      |                            |  |
|------|----------------------------|--|
| 2.8  | Total Uncataloged Books    | <b>Note:</b> special collections, yearbooks, local history and pamphlets   |
| 2.13 | Electronic Books           | <b>Note:</b> Our electronic collection is purchased through our library system. They purchased additional titles during the COVID shutdown |
| 2.18 | Video - Downloadable Units | <b>Note:</b> Our video download platform, HOOPLA, was discontinued   |

### 3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

- |      |  |   |
|------|--|---|
| 3.1  | Library visits (total annual attendance)   | <b>Note:</b> Lower due to COVID<br>This includes our take and make kits, bags |
| 3.22 | One-on-One Program Sessions  | <b>Note:</b> to go, passive and self-directed programs for 2020               |
| 3.36 | Children's program sessions - Summer 2020  | <b>Note:</b> Lower due to COVID   |
| 3.65 | Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No) | <b>Note:</b> Spanish storytimes   |
| 3.66 | Children's program sessions  | <b>Note:</b> spanish storytimes   |

### 4. LIBRARY TRANSACTIONS

- |      |   |                                 |
|------|---|---------------------------------|
| 4.2  | Adult Non-fiction Books                   | <b>Note:</b> Lower due to COVID |
| 4.4  | Children's Fiction Books                  | <b>Note:</b> Due to COVID       |
| 4.5  | Children's Non-fiction Books              | <b>Note:</b> Due to COVID       |
| 4.8  | Circulation of Adult Other Materials      | <b>Note:</b> Lower due to COVID |
| 4.9  | Circulation of Children's Other Materials | <b>Note:</b> Due to COVID       |
| 4.18 | Total Reference Transactions              | <b>Note:</b> Lower due to COVID |

### 5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

## 6. STAFF INFORMATION

No Notes

## 7. MINIMUM PUBLIC LIBRARY STANDARDS (CURRENT)

- 7.7 Is open the minimum standard number of public service hours for population served. (see instructions)
- Open 38 hrs a week for 11 weeks, closed from March 16 to Aug 2 and reopened at 29 hours a week: 1056 hours total averaged over 52 weeks is 20.3 hours a week and our charter requires 20 hours
- Note:**

## 7. MINIMUM PUBLIC LIBRARY STANDARDS (AS OF 2021)

7. Is open the minimum standard number of public service hours for population served. (see instructions)
- Open 38 hrs a week for 11 weeks, closed from March 16 to Aug 2 and reopened at 29 hours a week: 1056 hours total averaged over 52 weeks is 20.3 hours a week and our charter requires 20 hours
- Note:**

## 8. PUBLIC SERVICE INFORMATION

- 8.10 Annual Total Hours - Main Library
- Open Jan- March regular hours (38x11 wks = 418) then Aug 3 through December for 29 hours a week (29 X 24 wks = 696) = 1114 total
- Note:**

### 8A. COVID

- CV10 Report total number of recordings of program content during COVID-19 pandemic. **Optional response. Responses to new questions requiring numerical data may be estimated or left blank the first year.**
- 24 kids club programs, 8 escape room, 8 monday makers, 6 youtube storytime, 6 adult book club
- Note:**

## 9. SERVICE OUTLET INFORMATION

No Notes

## 10. OFFICERS AND TRUSTEES

- 10.2 Does your library have a range of trustees stated in the library's charter documents (incorporation)?
- Note:** Our charter calls for 7 trustees. It was entered incorrectly last year.

## 11. OPERATING FUNDS RECEIPTS

- 11.7 Other Cash Grants
- Note:** Outreach Minigrant for mobile hotspots

11.11 Other Federal Aid

**Note:** PPP loan forgiven

**12. OPERATING FUND DISBURSEMENTS**

No Notes

**13. CAPITAL FUND RECEIPTS**

No Notes

**14. CAPITAL FUND DISBURSEMENTS**

No Notes

**15. CENTRAL LIBRARIES**

No Notes

**16. FEDERAL TOTALS**

No Notes

**17. FOR NEW YORK STATE LIBRARY USE ONLY**

No Notes

**SUGGESTED IMPROVEMENTS**

No Notes