

Interlaken Public Library

Annual Report For Public And Association Libraries - 2020

1. GENERAL LIBRARY INFORMATION

- For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection.
- 1.49 **Note:** COVID closures? How does Kristi advise we answer this

2. LIBRARY COLLECTION

- 2.13 Electronic Books **Note:** Provided by Kristi -- FLLS Expanded collection due to COVID
- 2.18 Video - Downloadable Units **Note:** We did not purchase any video units this year, instead we focused on electronic books. FLLS discontinued Hoopla services.
- 2.23 Other Non-Electronic Materials (includes films, slides, etc.) **Note:** 158 MICROFICHE ROLLS
- 2.28 Electronic Materials **Note:** PROVIDED BY KRISTI AT FLLS

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

- 3.1 Library visits (total annual attendance) **Note:** 1872 INDOOR SERVICE + 464 CURBSIDE SERVICE
- 3.32 Children registered for the library's summer reading program **Note:** DROPPED DUE TO THE PANDEMIC IN 2020
- 3.34 Adults registered for the library's summer reading program **Note:** PARTICIPATION DROPPED IN 2020 DUE TO THE PANDEMIC

4. LIBRARY TRANSACTIONS

- 4.12 Use of Electronic Material **Note:** 1303 OVERDRIVE
- 4.13 Successful Retrieval of Electronic Information **Note:** 3 RBG CIRCS
- 4.18 Total Reference Transactions **Note:** BASED ON A SAMPLE WEEK, REDUCED 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. **Note:** DUE TO COVID-19 (see instructions)

7. MINIMUM PUBLIC LIBRARY STANDARDS (AS OF 2021)

7. Is open the minimum standard number of public service hours for population served. **Note:** Closed due to COVID. (see instructions)

8. PUBLIC SERVICE INFORMATION

- 8.10 Annual Total Hours - Main Library **Note:** Closed March thru September due to COVID.

8A. COVID

No Notes

9. SERVICE OUTLET INFORMATION

No Notes

10. OFFICERS AND TRUSTEES

No Notes

11. OPERATING FUNDS RECEIPTS

- 11.7 Other Cash Grants **Note:** EARLY LITERACY GRANT \$330
3456 DONATIONS + 100 HUBBARDS GRANT +
3070 ROSEN SMR READING GRANT + 1771
- 11.14 Gifts and Endowments **Note:** ROSEN LEGO LITERACY GRANT + 1380
UNITED WAY GRANT + 2150 DELAVAN
SUPPLIES GRANT = 11927
- 11.16 Income from Investments **Note:** 4555 EXXON DIVIDEND + 509 INTEREST =
5064
- 11.17 Library Charges **Note:** 145 PUBLIC FEES
- 11.18 Other **Note:** 206 MISC INCOME

12. OPERATING FUND DISBURSEMENTS

12.2	Other Staff	Note: Staff wages & hours increased in 2020
12.4	Employee Benefits Expenditures	Note: 3334 TAXES + 4231 RETIREMENT = 7565
12.6	Print Materials Expenditures	Note: FROM MY COLLECTION DEVELOPMENT SPREADSHEET
12.8	Other Materials Expenditures	Note: FROM MY COLLECTION DEVELOPMENT SPREADSHEET - EXPANDED DUE TO COVID
12.13	From Local Public Funds (72PF)	Note: 990 BUILDING MAINTENANCE
12.16	Other Disbursements for Operation & Maintenance of Buildings	Note: 2286 INSURANCE + 3023 UTILITIES + 561 FIRE MONITORING = 5870
12.18	Office and Library Supplies	Note: 2943 SUPPLIES
12.19	Telecommunications	Note: 622 TELEPHONE + 429 SOFTWARE / WEBSITE = 1051 -- INCREASED DUE TO COVID
12.21	Postage and Freight	Note: 186 POSTAGE 1781 TECHNOLOGY + 916 LEGAL +400
12.22	Professional & Consultant Fees	Note: ACCOUNTING + 5266 GRANT PRESENTORS = 8363 -- NO FULL AUDIT THIS YEAR
12.23	Equipment	Note: 531 EQUIPMENT -- REDUCED DUE TO COVID CLOSURE 742 ADVERTISING + 45 FEES + 154 LICENSES + 73 MISC + 357 TRAINING + 4905 GRANT
12.24	Other Miscellaneous	Note: SUPPLIES / ADVERTISING / PRIZES = 6276 -- INCREASED DUE TO COVID
	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	
12.26		Note: 5900 POLARIS 30 CASH BOX + 50 PETTY CASH +75234 OPERATING + 50608 SAVINGS + 7029 GRANT + 2563 SMITH CD + 16783 RESERVE CD = 152297 SUBTRACT 560 CONST. IN PROGRESS PAID OUT OF OPERATING AND LISTED AS OTHER ASSET. CAPITAL ACCOUNT REIMBURSED BY OPERATING IN 2021 AS COST IS FOR A CAPITAL PROJECT IN PROGRESS. TOTAL FUNDS ENDING BALANCE = 151,737 + 2 ROUNDING
12.40	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2020	Note:

13. CAPITAL FUND RECEIPTS

13.4	State Aid Received for Construction	Note: PARKING LOT CONSTRUCTION PROJECT -- NEW YORK STATE CONSTRUCTION GRANT AWARD
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14. CAPITAL FUND DISBURSEMENTS

14.2	Incidental Construction	Note: 599 UNDEPRECIATED CAPITAL EXPENSES + 523 JEREMY CRYTZER = 1122
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15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

No Notes

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes