

Coburn Free Library

Annual Report For Public And Association Libraries - 2021

1. GENERAL LIBRARY INFORMATION

1.49 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.

The library encountered decreased numbers in visitations and program attendance due to the ongoing COVID-19 pandemic.

2. LIBRARY COLLECTION

2.14 Local Electronic Collections

FLLS Databases

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

3.17 Number of Synchronous Program Sessions Targeted at Adults Age 19 or Older

Mystery Book Club 8, Tech Tuesday 24, SRP log 1, SRP programs 11

3.18 Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18

Due to the closure in 2020 for COVID-19, the number of programs for teens was lessened. In 2021, we were able to host more programs for teens. STEAM 8, Paint and Learn 4, Lego Club 4, World Languages Class 12, SRP log 1, SRP programs 8. Virtual: Lego Club 5

3.19 Number of Children's Programs

In-person: Storytime 28, SRP log 1, SRP programs 17, Orchestra programs 4, Community Helper programs 4, Polar Express Pajama Party 1, Stories with Sulley 4
Virtual: Story time 16

3.25 Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18

In 2020, many programs were cancelled due to the pandemic. In 2021, we were able to host more programs thus raising attendance statistics.

3.26 Children's Program Attendance

Attendance numbers were down in 2020 due to the COVID-19 pandemic.

4. LIBRARY TRANSACTIONS

4.13 Successful Retrieval of Electronic Information

The library system no longer offers HOOPLA.

5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

6. STAFF INFORMATION

No Notes

7. MINIMUM PUBLIC LIBRARY STANDARDS

No Notes

8. PUBLIC SERVICE INFORMATION

No Notes

8A. COVID

CV1 Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic?

Our building was not closed due to the pandemic in 2021.

CV2 Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic?

Not applicable. Our building was not closed due to the pandemic in 2021.

CV4 Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic?

Our building was not closed due to the pandemic in 2021.

CV5 Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic?

We brought items to the door for patrons uncomfortable with entering the library during the pandemic.

CV7 Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?

We allowed WIFI access 24 hours per day during the pandemic. Previously, the WIFI was activated during service hours only.

9. SERVICE OUTLET INFORMATION

Repeating Group 1

24. Indicate the year this outlet underwent a major renovation costing \$25,000 or more

The library added an annex including an elevator and ADA restroom to increase accessibility to our historic building. The project was completed in 2021.

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?

Bylaws do not separate voting/non-voting positions. We currently have 5 board trustees.

10.8 Enter Board Member Selection Code (select one):

New board members are determined by a vote of current board members.

Repeating Group 1

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.

James Pritchard filled a term left empty upon the death of Judith Whipple.

Repeating Group 3

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.

Serving the remainder of the term vacated by Marcia Blowney-Toda

Repeating Group 4

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.

Mr. Fenn filled a trustee role that had been left empty upon the death of John Shafer.

11. OPERATING FUNDS RECEIPTS

Repeating Group 1

3. Amount

Two years' funding was received in 2021.

Repeating Group 4

3. Amount

The \$115,000 amount approved via referendum vote was adjusted due to tax refunds.

11.2 **TOTAL LOCAL PUBLIC FUNDS**

In the previous year, OACSD submitted checks for two years funding in a single year.

11.14 Gifts and Endowments

Donations rebounded from the lull encountered in 2020 during the height of the COVID-19 pandemic.

12. OPERATING FUND DISBURSEMENTS

12.2 Other Staff

Staff Positions Included:
Executive Director, Media Cataloger, Print Cataloger, Library Aid (3)

12.6 Print Materials Expenditures

We received grant funding to increase our print materials expenditures.

12.16 Other Disbursements for Operation & Maintenance of Buildings

Custodial was moved from payroll (a library employee) to a janitorial contract. The library experienced increased utilities and other bills due to the annex addition. We also did other maintenance and work on the existing building caused by the annex addition.

12.19 Telecommunications

Two additional lines were required for the accessibility annex completed in 2021: 1) dedicated line for elevator, 2) dedicated line for security system

13. CAPITAL FUND RECEIPTS

13.2 All Other Revenues from Local Sources

Elevator TCSCF grant \$5000
Elevator Hooker Grant
\$100,000 Elevator
Fundraising \$1,690 Elevator
Hyde Grant \$25,000

13.4 State Aid Received for Construction

NYS Downtown
Revitalization Initiative Grant
\$350,901 NYS Library
Construction Grant final pmt
\$10,000

14. CAPITAL FUND DISBURSEMENTS

14.9 NON-PROJECT EXPENDITURES

Payments toward line of credit taken out to fund the elevator project as a bridge between when construction costs were incurred and when grant funding was received.

15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

16.14 Other Capital Revenue and Receipts

The Capital Project for our Accessibility Annex was completed in 2021. The funding coming in for this capital project lessened as we reached the end of the project.

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes