

# Marilla Free Library

## Annual Report For Public And Association Libraries - 2022

### 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.

Winter storms caused closures 11/19/2022, and 12/24/22 and 12/27/22. In addition, System-wide, fine free with autorenewals was implemented 4/2022. There were also closing on 1/3-1/10 and 10/8 due to staffing.

### 2. LIBRARY COLLECTION

No Notes

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

3.11 Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?

Library by Mail offered at the System level.

3.19a Number of Synchronous Program Sessions Targeted at Children Ages 0-5

The library began to offer additional in-person programming for this age group in 2022.

3.26a Attendance at Synchronous Programs Targeted at Children Ages 0-5

The library began to offer additional in-person programming for this age group in 2022.

3.28 **Total Attendance at Synchronous Programs (Total questions 3.24, 3.25, 3.26a, 3.26b, 3.27).**

The library began to offer additional in-person programming for this age group in 2022.

### 4. LIBRARY TRANSACTIONS

4.3 **Total Adult Books (Total questions 4.1 & 4.2)**

System-wide, fine free with autorenewals was implemented 4/2022.

4.6 **Total Children's Books (Total questions 4.4 & 4.5)**

System-wide, fine free with autorenewals was implemented 4/2022.

4.7 Total Cataloged Book Circulation (Total question 4.3 & 4.6)	System-wide, fine free with autorenewals was implemented 4/2022.
4.10 Circulation of Other Physical Items (Total questions 4.8, 4.9)	System-wide, fine free with autorenewals was implemented 4/2022.
4.11 Physical Item Circulation (Total questions 4.7 & 4.10)	System-wide, fine free with autorenewals was implemented 4/2022.
4.12 Use of Electronic Material	This is being reported at the System level.
4.13 Successful Retrieval of Electronic Information	This is being reported at the System Level.
4.15 Total Circulation of Materials (Total questions 4.11 & 4.12)	System-wide, fine free with autorenewals was implemented 4/2022.
4.16 Total Collection Use (Total questions 4.13 & 4.15)	System-wide, fine free with autorenewals was implemented 4/2022.
4.17 Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	System-wide, fine free with autorenewals was implemented 4/2022.
4.18 As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due?	System-wide, fine free with autorenewals was implemented 4/2022.
4.21 TOTAL MATERIALS RECEIVED	This is being reported at the System level.
4.22 TOTAL MATERIALS PROVIDED	This is being reported at the System level.

## 5. TECHNOLOGY AND TELECOMMUNICATIONS

5.7 Does the library file for E-rate benefits?	Included as a component unit of B&ECPL.
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## 6. STAFF INFORMATION

6.2 Library Director (certified)	Due to the population size, Marilla Free Library is not required to have a Director. The library has a Library Manager.
6.16 FTE - Library Director (certified)	Due to the population size, Marilla Free Library is not required to have a Director. The library has a Library Manager.

6.17 Salary - Library Director (certified)

Due to the population size, Marilla Free Library is not required to have a Director. The library has a Library Manager.

## 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?

Closed one week due to COVID staffing issues.

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?

N/A

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?

N/A

CV6 Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during COVID-19 pandemic?

External WiFi was in place prior to pandemic.

## 9. SERVICE OUTLET INFORMATION

Repeating Group 1

16. Number of Weeks This Outlet is Open

Closed 1/3/22 - 1/10/22 due to staffing.

Repeating Group 1

16a Number of weeks an outlet closed due to COVID-19

Closed 1/3/22 - 1/10/22 due to staffing.

Repeating Group 1

28. Type of connection on the outlet's public Internet computers

Ethernet connections to central.

## 10. OFFICERS AND TRUSTEES

10.21 The date the Oath of Office was taken (mm/dd/yyyy)

New term dates confirmed at March 2022 Board meeting, at which point oath was taken; oath of office not required for association libraries.

#### 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.

This trustee was appointed to complete the remainder of a vacant term, which was to run from October 2020 to October 2025.

#### Repeating Group 5

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.

This trustee was appointed to complete the remainder of Marsha Wingate's term, which was to run from October 2018 to October 2023.

#### Repeating Group 1

14. The date the Oath of Office (mm/dd/yyyy) was taken

New term dates confirmed at March 2022 Board meeting, at which point oath was taken; oath of office not required for association libraries.

## 11. OPERATING FUNDS RECEIPTS

No Notes

## 12. OPERATING FUND DISBURSEMENTS

12.44 Indicate type of audit (select one):

Board of Trustees

## 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