

ANNUAL REPORT

State Aid	Yes
Are you a district consultant?	No

GENERAL INFORMATION

1. Library AUN/LIBID Number	924152045
2. Library Legal Name	CHESTER SPRINGS LIBRARY
3. Report Period Start Date	01/01/2020
4. Report Period End Date	12/31/2020
5. Mailing Address	1709 ART SCHOOL ROAD
6. City/Town	CHESTER SPRINGS
7. State	PA
8. Zip	19425
9. Street Address	1709 ART SCHOOL ROAD
10. City/Town	CHESTER SPRINGS
11. State	PA
12. Zip	19425
13. Library Telephone Number	6108279212
14. Year Library Founded	1977
15. Current Library Director's Name	Masters in Library Science
16. Current Library Director's Certification Level	PA Dept. of Education-System Certified
17. PA Dept. of Education Professional Personnel ID (PPID) Number	3126107
18. Appointment Date of Current Library Director (MM/YYYY)	9/24/18
19. Current Library Director's Email Address	nniggel@ccls.org
20. Library Region	SOUTHEAST
21. Library District	CHESTER
22. County	CHESTER
23. If the Library is Part of a Library System, Select the Library System Name	Chester County Library System
24. Is the Library Incorporated as a Pennsylvania Not-For-Profit Corporation?	Yes
25. Does the Library have 501(c)(3) tax-exempt status under IRS Code of 1986?	Yes
26. Is the Library a Department of County or Local Government?	No
27. WebPLUS Identification number	PA0358
28. Interlibrary Relationship Code	Member of a Federation or Cooperative
29. Legal Basis Code	Non-profit Association or Agency
30. Administrative Structure Code	Administrative Entity with a Single Direct Service Outlet
31. FSCS Public Library Definition	Yes
32. Geographic Code	Other
35. Population of all Municipalities Claimed for State Aid. System headquarters report zero unless claiming a portion of system population.	4,024

CHESTER SPRINGS LIBRARY 2020**Municipal Population - Forward changes to ra-stateaid@pa.gov**

Summary	1	4,024
	36a. Municipality name	36b. Population
	West Pikeland Township	4,024

Outlets

37. Did your Service Area Change From Previous Report? If YES contact the State Aid Office.	No
38. Number of Central Libraries	1
39. Number of Branches	0
40. Number of Bookmobiles.	0
41. Size of Main Library Building	2,250

Legislative Districts

Total number of State House legislative districts served	1
Total number of State Senate legislative districts served	1
Total number of Federal House legislative districts served	1

State House

State House legislative district #	167
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State Senate

State Senate legislative district #	19
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Federal House

Federal House legislative district #	6
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SERVICES

42.Total registered Users at the end of the year ¹	1,387
43.Public Service Hours Per Week for Reporting Library (Due to COVID use average) ²	31.00
44.Public Service Hours Per Weekend Period for Reporting Library (Due to COVID use average) ³	7.00
45.Total Annual Public Service Hours For the Main Library	1,763.00
45a.Is this the Schedule For the Entire Year?	Yes
45b.If No, explain the alternate schedule. Give details of the dates, total hours and total weekend hours.	
47.Number of Weeks During the Year the Library is Open to the Public. ⁴	52
47a.Number of Weeks Library Closed Due to COVID-19 ⁵	12
47b.Number of Weeks Library Had Limited Occupancy Due to COVID-19 ⁶	40
48.Reference Questions Received Annually ⁷	3,680
48a.Reference Transactions Reporting Method	Annual Estimate Based on Typical Week(s)
49.Annual Number of Library Visits	10,626
49a.Library Visits Reporting Method ⁸	Annual Count

LIBRARY MATERIAL USE

50.Circulation of Children's Materials	12,802
51.Circulation of Physical Items	20,340
51a.Circulation of Electronic Materials (e-books, video download, audio files)	25,929
51b.Total Circulation of Materials (Question 51 + 51a)	46,269
51c.Retrieval of Electronic Information ⁹	0
51d.Total Electronic Content Use	25,929
51e.Total Collection Use	46,269

PERSONNEL

52.What is the Base Number of Hours for Full Time Equivalent at the library? Pennsylvania library regulations require that a minimum of 35 hours per week be used in calculating full time equivalent (FTE) staff.	35.00
53.Hours Worked Per Week by all paid staff with an MLS from an ALA accredited program	37
54.Total ALA-MLS FTE Staffing (State standards)	1.06
55.Total ALA-MLS FTE Staffing (Federal reporting)	0.93
56.Hours Worked Per Week by all paid staff with MLS from a Non-ALA accredited program.	0
57.Total MLS Non-ALA FTE Staffing (State standards)	0.00
58.Total MLS Non-ALA FTE Staffing (Federal reporting)	0.00
59.Hours Worked Per Week by all paid staff with the Title of Librarian. (Do not include hours reported in Q53 and Q56)	0
60.Total FTE Staffing for Title of Librarian (State standards)	0.00
61.Total Librarian FTE Staffing (Federal reporting)	0.00
Total Librarian FTEs (State standard)	1.06
Total Librarian FTEs (Federal reporting)	0.93
62.Hours Worked Per Week by all Other Paid Staff (exclude janitorial, maintenance and security) ¹⁰	64
63.Total Other Paid Staff FTE Staffing (State standards)	1.83
64.Total Other Paid Staff FTE Staffing (Federal reporting)	1.60
65.Hours Worked Per Week by Volunteers whose responsibilities are related to the daily delivery of library service. ¹¹	2
66.Total Volunteer FTE Staffing (State standards)	0.06
67.Total FTE Staffing for Library (State standards)	2.94
68.Hours Worked Per Week by Janitorial, Maintenance and Security Staff.	0
69.Total Janitorial, Maintenance and Security FTE Staffing (Federal reporting)	0.00
70.Library Director - Hours Worked Weekly ¹²	40.0
71.Total Hours of Continuing Education Attended by the Director	25.0
71a.Director's Continuing Education Documentation Upload	NancyNiggel-ChesterSpringsLibrary-2020 CEUs.pdf
72.All Paid Staff Working at Least 20 Hours Per Week are Required to Attend Six Hours of Continuing Education Every Two Years. Has this requirement been met?	Yes

73. Salary and Staff Information

Report filled positions as of the last day of the reporting period. If more than one staff person is responsible for more than one department, determine which responsibility is primary and report full-time data in that category, leaving the other categories blank. If there is more than one branch librarian, enter the data that most closely represents the typical branch librarian position.

AN ENTRY FOR "LIBRARY DIRECTOR - HOURS WORKED WEEKLY" IS MANDATORY.

	Current Annual Salary	PA Department of Education Certification Level	Gender	Number of Years in Position	Hours Worked Weekly
System Administrator					
Library Director	\$50,825	Professional	Female	2.25	40.00
District Consultant					
Branch Librarian					
Bookmobile Librarian					
Head of Reference					
Head of Tech. Services					
Head of Circulation					
Head of Children's Services					
Head of Interlibrary Loan					
Technology Coordinator					

Additional Staff Information

The following questions request the number of individuals that work in each category, not the calculated number of FTEs as requested above.

73a.How many individuals are employed as fulltime staff?	2
73b.How many individuals are employed as part time staff?	4
73c.How many individuals are considered to be regular volunteers at your library?	1

LIBRARY COLLECTION

This section collects data on selected types of materials. It does not cover all materials for which expenditures are reported. Report only items the library has acquired as part of the collection, whether purchased, leased, licensed, or donated as gifts.

74.Cataloged Items at the End of the Current Annual Report Period	17,222
75.Print Materials	13,918
76.Other Materials (Non-print)	3,304
77.Electronic Books (E-Books)	39,987
78.Audio - Physical Units	1,100
79.Audio Downloadable Units	16,924
80.Video - Physical Units	1,913
81.Video - Downloadable Units	0
82.Current Periodical Titles - Print	8
83.Current Periodical Titles - Electronic	111
84.Total current periodical titles	119
85.Local/Other Electronic Collections	21
86.State Electronic Collections	108

INTERLIBRARY LOAN

87.Interlibrary loan items provided to other libraries	8
88.Interlibrary loan items received from other libraries ¹³	33

ALL PROGRAMS

ALL PROGRAMS: Report all programs the library provided in this section, including STEM programs and VIRTUAL programs.

89a.Number of Annual Library Programs for Preschool Children (ages birth-5)	174
89b.Number of Annual Library Programs for Children (ages 6 - 11)	74
89.Children's Programs	248
90.Number of Annual Library Programs for Young Adults (ages 12 - 18)	14
91.Number of Annual Library Programs for Adults (ages 19+)	39
Total Annual Library Programs ¹⁴	301

CHESTER SPRINGS LIBRARY 2020

All PROGRAM ATTENDANCE: Report all attendance for programs the library provided in this section, including STEM programs and VIRTUAL programs.

92a.Preschool Children's Program Attendance (ages birth - 5)	5,910
92aa.Children's Program Attendance (ages 6 - 11)	1,579
92.Children's Program Attendance	7,489
93.Young Adult Program Attendance	158
94.Adult Program Attendance	328
Total Program Attendance	7,975

STEM Related Programs and Attendance

STEM PROGRAMS: STEM integrates the disciplines of Science, Technology, Engineering and Math into a learning activity.

Report all STEM programs the library provided in this section.

94a.Number of annual STEM programs for preschool children (ages birth - 5)	13
94aa.Number of annual STEM programs for children (ages 6 - 11)	15
94b.Number of annual STEM programs for young adults (ages 12 - 18)	6
94c.Number of annual STEM programs for adults (ages 19+)	4
94dChildren's STEM program attendance (ages birth - 5)	757
94ddChildren's STEM program attendance (ages 6 -11)	228
94e.Young adult STEM program attendance	41
94f.Adult STEM program attendance	24
Total Annual STEM Programs	38
Total Annual STEM Program Attendance	1,050

VIRTUAL PROGRAMMING (OPTIONAL)

95Number of Live Virtual Children's Programs	143
95b.Number of Live Virtual Young Adult Programs	16
95c.Total Live Virtual Programs	159
95d.Attendance Live Virtual Children's Programs	5,776
95e.Attendance Live Virtual Young Adult Programs	50
95f.Total Live Virtual Program Attendance	5,826

OTHER ELECTRONIC INFORMATION

96a.Number of Internet Computers Provided by the Library For Use by General Public	3
96b.Number of Uses (Sessions) of Public Internet Computers per Year	344
97.Does the Library Provide Wireless Internet Connection to the Public?	Yes
97a.Is a log-in required to access the wireless network?	No
98.Number of Sessions of Wireless Internet Connection per Year	699
99.Report the "YEARLY" number of visits, by all users, to the library WEBSITE.	4,374
100.Does the Library have an "Acceptable Use Policy for the Internet" as set forth by the Child Internet Protection Act, Act 197, of the Commonwealth of Pennsylvania?	Yes
101.Do you have a policy for the use of the wireless network?	Yes

COVID RELATED QUESTIONS: READ THE DEFINITION FOR EACH QUESTION TO HAVE AN UNDERSTANDING OF WHAT IS BEING ASKED. ANSWER YES OR NO TO EACH QUESTION.

103.Library Was Closed Due to COVID-19	Yes
103a.Public Services Were Provided During COVID-19 Closure	No
103b.Electronic Materials Were Added Due to COVID-19	Yes
103c.Electronic Library Cards Were Issued Before COVID-19	No
103d.Electronic Library Cards Were Issued During COVID-19	Yes
103e.Reference Service Provided During COVID-19 ¹⁵	Yes
103f.Outside Library Services Provided During COVID-19	No
103g.Live Virtual Programs Provided During COVID-19 ¹⁶	Yes
103h.Recordings of Program Content Were Provided During COVID-19 ¹⁷	Yes
103i.External Library WiFi Access Was Available Before COVID-19	Yes
103j.External Library WiFi Access Was Added During COVID-19	No
103k.External Library WiFi Access Was Increased During COVID-19	No
103l.Staff Re-Assigned During COVID-19	No
103m.Report the total number of hours that the library provided "CURBSIDE ONLY" service in 2020 ¹⁸	144

LIBRARY BOARD

104.How Many Library Board Positions are Specified in the Library's By-laws?	7
105.Number of Current Library Board Members	7
106.Number of Current Library Board Members Appointed by Contributing Municipalities	1
106a.Name of the Library Board President	Melissa Geoghegan
106a.Board President's Address	1066 Bodine Road, Chester Springs, PA 19425
106a.Board President's Email	melissageoghegan@gmail.com
106a.Board President's Phone Number	(484) 639-2515

REVENUE

FEDERAL REVENUE

107.LSTA Revenue - Distributed to Other Libraries	\$0
108.LSTA Revenue - Received and Retained By Library/System	\$727
109.LSTA Revenue - Received and Retained From System or Other Libraries	\$0

Federal Employment Program

Summary		\$0
	110a. Source of Funds	110b. Amount
		\$0

Total Federal Employment Program

110c.Total Received - Federal Employment Program	\$0
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CHESTER SPRINGS LIBRARY 2020

CARES ACT FUNDING RECEIVED

111a.Cares Act Funding received directly from the federal government	\$0
111b.Cares Act Funding received through the State	\$0
111c.Cares Act Funding received through a local municipality (County, City, Township)	\$0
111d.Cares Act Funding received through a non-government organization ¹⁹	\$19,255
111.Total Cares Act Funding received	\$19,255

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112.Total Federal Revenue Received for Major Renovations that do Not Add to Useable Floor Space, and/or for Major Furniture or Equipment Purchases	\$0
113.Total Other Federal Revenue	\$0
114.Total Federal Revenue	\$19,982

STATE REVENUE

115.State Aid to Public Libraries - Distributed to Other Libraries	\$0
116.State Aid to Public Libraries - Received and Retained By Library/System	\$0
116a.District Aid Received by District Library Center reported in Q112 (To be completed by DLC only)	\$0
117.State Aid to Public Libraries - Received and Retained From System or Other Libraries	\$22,618
118.Keystone Grant Revenue for Non-Routine Maintenance - Received and Retained by Library	\$0
119.Keystone Grant Revenue for Non-Routine Maintenance - Expended by Municipality on Behalf of the Library	\$0

State Employment Program Revenue

Summary		\$0
	120a. Name of Funding Source	120b. Amount Received
		\$0

Total State Employment Program

120c.Total Received - State Employment Program	\$0
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CHESTER SPRINGS LIBRARY 2020

Total State Revenue

121.Total State Revenue (Other than Keystone Funds) Received for Major Renovations that do Not Add to Useable Floor Space, and/or for Major Furniture or Equipment Purchases	\$0
122.Total Other State Revenue	\$0
123.Total State Revenue.	\$22,618

LOCAL GOVERNMENT REVENUE

Local Government Revenue - Received Directly from County, School District, or Municipality

Include all appropriations DIRECTLY received by the library from the COUNTY, SCHOOL DISTRICT, OR MUNICIPALITY (such as borough, city, or township).

SOURCE CODES (120a.iii):

AP = Direct appropriation not based on referendum or a set millage,

APM = Direct appropriation based on millage but not the result of a referendum,

TxREF = Library tax levied as a result of a referendum,

TxAUTH = Library tax levied by authority of the municipal officers without referendum.

Summary	1	1	1	0.3000	\$0	\$116,039
	124a.i Municipality, county or school district name	124a.ii Municipality type	124a.iii Source	124a.iv Millage amount received	124b. Amount distributed to other libraries	124c. Amount retained
	West Pikeland	Municipality	TxREF	0.3000	\$0	\$116,039

Local Government Revenue - Received through System Headquarters or County library.

This section is to be completed by libraries which received local government funds through System Headquarters or a County library. Include the NAME of the System or Library, the NAME of the COUNTY where funds originated, and the AMOUNT received.

Summary	1	1	\$17,176
	125a.i Source Library Name	125a.ii Source County Name	125a.iii Amount Received
	Chester County Library	County of Chester	\$17,176

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126.Total Local Government Revenue Received for Major Renovations that do Not Add to Useable Floor Space, and/or Major Furniture or Equipment Purchases	\$0
127.TOTAL LOCAL GOVERNMENT REVENUE	\$133,215
128.Revenue from School District indicated in question 124a.ii above.	\$0

Revenue From Other Local Sources

129.Other Operating Revenue for Major Renovations that do Not Add to Useable Floor Space, and/or for Major Furniture or Equipment Purchases	\$0
130.Other Operating Revenue	\$17,199
131.Miscellaneous Revenue	\$0
132.TOTAL OTHER OPERATING REVENUE	\$17,199

TOTAL OPERATING REVENUE

133.TOTAL OPERATING REVENUE ALL ACCOUNTS	\$193,014
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BEGINNING BALANCES: Fields 131 through 136 are locked. Contact the State Aid Office with any changes.

134.LSTA Funds Beginning Balance	\$0
135.Other Federal Funds Beginning Balance	\$0
136.State Aid Funds Beginning Balance	\$0
137.Keystone Funds Beginning Balance	\$0
138.Other State Funds Beginning Balance	\$0
139.Local Operating Account Beginning Balance	\$71,379
140.TOTAL BEGINNING BALANCE	\$71,379

TRANSFER IN

141.LSTA Funds Transferred Into Operating Account From Other Accounts	\$0
142.Other Federal Funds Transferred Into Operating Account from Other Accounts	\$0
143.State Aid Funds Transferred Into Operating Account from Other Accounts	\$0
144.Keystone Funds Transferred Into Operating Account from Other Accounts	\$0
145.Other State Funds Transferred Into Operating Account from Other Accounts	\$0
146.Local Operating Funds Transferred Into Operating Account from Other Accounts	\$19,255
147.Total Funds Transferred into Operating Account from Other Accounts	\$19,255
148.TOTAL FUNDS AVAILABLE	\$283,648

EXPENDITURES

Operating expenditures are the current, on-going costs incurred in providing public library service. These include the salaries and benefits of personnel, collection expenditures, maintenance of equipment, furniture and physical plant.

SALARIES AND WAGES EXPENDITURES

149.Salary and Wage Expenditures For All Library Staff	\$91,710
150.Salary and Wage Expenditures By Employment Programs For Staff Provided to Library	\$0
151.TOTAL SALARIES AND WAGES	\$91,710

BENEFITS EXPENDITURES

152.Employee Benefit Expenditures For All Library Staff	\$25,054
153.Employee Benefit Expenditures By Employment Programs For Staff Provided to Library	\$0
154.TOTAL EMPLOYEE BENEFITS	\$25,054
155.TOTAL STAFF EXPENDITURES	\$116,764

COLLECTION EXPENDITURES

156.Collection Expenditures - Print Materials	\$8,252
157.Collection Expenditures - Electronic Materials	\$13,068
158.Collection Expenditures - Other Materials	\$1,188
159.Collection Expenditures - Internet Provider Connection Fees	\$0
160.Collection Expenditures - Library Collection Maintenance Supplies and Automation Costs	\$379
161.TOTAL COLLECTION EXPENDITURES (State standards)	\$22,887

CHESTER SPRINGS LIBRARY 2020

OTHER OPERATING EXPENDITURES

162.Expenditures for Major Renovations that do Not Add to Useable Floor Space, and/or Major Furniture or Equipment Purchases	\$0
163.Other Operating Expenditures	\$36,640
164.Mortgage Principal Paid	\$0
165.Rent to Supporting Municipality and Cost of Raising Money	\$0
165a.Rent to Source that is NOT a Municipality	11,050
165b.District Expenditures included in operating expenditures (Completed by DLC ONLY - Not to exceed district funding)	\$0
166.Total Other Operating Expenditures (State Standard)	\$47,690
167.Total Other Operating Expenditures (Federal reporting)	\$48,069
168.Total Operating Expenditures (State Standards)	\$187,341
169.TOTAL OPERATING EXPENDITURES	\$187,341

12 % AUTOMATIC CALCULATION FOR INCENTIVE AID (For informational purposes only)

The local library or library system [receiving Incentive for Excellence Aid] shall annually spend not less than 12% of its operating budget on collections, excluding costs of an unusual, emergency or nonrecurring nature (24 PA.C.S. § 4335 (b) (2)). This automatic calculation is intended to assist libraries receiving Incentive for Excellence Aid to determine their status with respect to the 12% standard. The 12% standard does not apply to libraries receiving only Quality Libraries Aid.

PERCENTAGE	12%
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ONE-TIME, NON-RECURRING EXPENDITURES

170.Did the Library Have any One-time, Non-recurring Expenditures of Local Funds During the Report Period?	No
170a.If YES enter total amount of non-recurring expenditures and a note of explanation.	0

TRANSFERS OUT

171.Funds Transferred from Operating Account to Bookmobile Replacement Fund	\$0
172.LSTA Funds Transferred from Operating Account Into Other Accounts	\$0
173.Other Federal Funds Transferred from Operating Account into Other Accounts	\$0
174.State Aid Funds Transferred from Operating Account into Other Accounts	\$0
175.Keystone Funds Transferred from Operating Account into Other Accounts	\$0
176.Other State Funds Transferred from Operating Account into Other Accounts	\$0
177.Local Operating Funds Transferred from Operating Account into Other Accounts	\$19,255
178.Total Funds Transferred from Operating into Other Accounts	\$19,255

FINANCIAL SUMMARIES

SUMMARY OF ACCOUNTS

Beginning Balance + Transfers In + Revenue - Total Expenditures - Transfers Out = Ending Balance

Please enter the total expenditure for each row. If no expenditure, enter 0.

	Beginning Balance	Transfers In	Revenue	Total Expenditures	Transfer Out	Ending Balance
LSTA	\$0	\$0	\$727	\$727	\$0	\$0
Other Federal Funds	\$0	\$0	\$19,255	\$19,255	\$0	\$0
State Aid	\$0	\$0	\$22,618	\$22,618	\$0	\$0
Keystone	\$0	\$0	\$0	\$0	\$0	\$0
Other State Funds	\$0	\$0	\$0	\$0	\$0	\$0
Local Operating	\$71,379	\$19,255	\$150,414	\$144,741	\$19,255	\$77,052
Total	\$71,379	\$19,255	\$193,014	\$187,341	\$19,255	\$77,052

CAPITAL REVENUE

179.Capital Revenue - Federal Funds	\$0
180.Capital Revenue - State Funds - Other than Keystone	\$0
181.Capital Revenue - State Funds - Keystone	\$0
182.Capital Revenue - Local Government Funds	\$0
183.Capital Revenue - Other Local Funds	\$0

CAPITAL EXPENDITURES

184.Capital Expenditures - Keystone	\$0
185.Capital Expenditures -Other	\$0
186.Total Capital Expenditures	\$0

OTHER ACCOUNTS

187.Total of All Trust Funds and Endowments	\$356,210
188.Total Amount of Trust Funds and Endowments that is Restricted	\$0
189.Total of All Other Local Funds	\$40,865

Certification of Estimated Costs

Certification of Estimated Costs. In instances where a library shares utilities, supplies, janitorial or other services with a municipality or some other agency, without paying for them, the value of these items may be calculated and included as part of local financial effort. 22 PA Code § 131.59 A copy of the Certification of Estimated Costs (CEC) document is available on the LibPAS login page. Print a copy of the form for each contributing entity listed and give to municipality/agency to complete. Enter the total estimated cost as calculated in column 2 of the CEC document here. Submit the completed CEC document, with original signature and seal, as part of the library's supporting documentation. (Formerly question 224.)

Summary		\$0
	190.a Name of Contributing Entity	190.b Amount
		\$0

GIFTS

Summary				\$0
	191.a Gifts Purchased Specifically for the Library - Description	191.a.i For any Gifts described as 'Other' in 189.a, please give details below.	191.b Gifts Purchased Specifically for the Library - Donor	191.c Gifts Purchased Specifically for the Library - Amount
Gifts Purchased Specifically for the Library				\$0

LOCAL FINANCIAL EFFORT CALCULATIONS

Adjusted Total Operating Figure for Local Financial Effort

A.Total Operating Expenditure	\$187,341
B.Mortgage Principal	\$0
C.10% of Total Operating Expenditure	\$18,734
D.Mortgage Adjustment	\$-18,734
E.Mortgage Allocation: If line B is greater than line C, enter the amount from line D. If line B is less than line C, enter 0	\$0
F.Bookmobile Funds	\$0
G.LFE Operating Expenditures	\$187,341

CHESTER SPRINGS LIBRARY 2020**Credits Toward Local Financial Effort**

H.Total Capital Expenditure	\$0
I.Capital Expenditure Credit: Enter line C or line H, whichever is less.	\$0
J.Gifts Purchased	\$0
K.Total LFE Credits	\$0

Deductions From Local Financial Effort

L.State Aid Expended	\$22,618
M.LSTA Expended	\$727
N.Keystone Funds Expended	\$0
O.Rent to Municipalities	\$0
P.Total LFE Deductions	\$23,345

Subtotal Local Financial Effort

Q.Subtotal LFE	\$163,996
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Estimated Shared Costs Credit

R.Estimated Shared Costs	\$0
S.Maximum Allowable Shared Cost Credit	\$28,940
T.Credit for Estimated Costs: Enter line R or line S, whichever is less.	\$0

Total Local Financial Effort

U.Total Local Financial Effort	\$163,996
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BRANCH REPORT

Does the library have a branch or branches?	No
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BOOKMOBILE REPORT

Does the library have a bookmobile or bookmobiles?	No
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- ¹, 42. Count by home library = 1352 Count by residence = 1387(0-2021-02-01)
- ², 43. 10 weeks @ 40 hours per week (prior to COVID) Total of 400 hours 12 weeks @ 0 hours per week (shutdown period) Total of 0 hours 30 weeks @ 40 hours per week (reopen to EOY) Total of 1200 hours 400 + 0 + 1200 = 1600 1600 hours / 52 weeks = 30.76 hours per week(0-2021-02-01)
- ³, 44. 10 weeks @ 10 hours per weekend (prior to COVID) Total of 100 hours 12 weeks @ 0 hours per weekend (shutdown period) Total of 0 hours 30 weeks @ 8 hours per weekend (reopen to EOY) Total of 240 hours 100 + 0 + 240 = 340 340 hours / 52 weeks = 6.53 hours per weekend(0-2021-02-01)
- ⁴, 47. 52 normally, but due to being closed for 12 weeks in 2020, the library was open for 40 weeks in 2020.(0-2021-02-01)
- ⁵, 47a. Closed from March 13, 2020 to June 5, 2020(0-2021-02-01)
- ⁶, 47b. Limited occupancy ever since the reopening on June 5, 2020.(0-2021-02-01)
- ⁷, 48. Counted ref questions three different weeks during 2020. week 1 = 73 questions, week 2 = 134 questions, week 3 = 68 questions. Total of 275 questions. Averaging 92 per week, multiplied by 40 weeks the library was open in 2020 = 3680 questions.(0-2021-02-03)
- ⁸, 49a. Count maintained via electronic door counting mechanism.(0-2021-02-01)
- ⁹, 51c. N/A(0-2021-02-01)
- ¹⁰, 62. Staff hours fluctuated wildly in 2020 due to COVID. Consider this - a PPP loan allowed the library to pay all staff their scheduled hours during the closure. Upon reopening some staff began working remotely. Some staff working remotely reduced their hours and some staff increased their hours to cover for those who continued working remotely.(0-2021-02-01)
- ¹¹, 65. 2 hours per week average during all open weeks of the year. (non shutdown weeks)(0-2021-02-01)
- ¹², 70. Director is salaried and works at least 40 hours on average. Even during shutdown.(0-2021-02-01)
- ¹³, 88. During the COVID shutdown the library did not offer ILL. It took a few weeks for ILL services to begin again after the shutdown.(0-2021-02-03)

¹⁴, Program numbers dropped due to COVID shutdown, inability to hold programs in the library.(0-2021-02-03)

¹⁵, 103e. Telephone reference and emails were answered remotely by the Director as she monitored these everyday.(0-2021-02-01)

¹⁶, 103g. The library began its foray into Facebook LIVE story times and Zoom programming.(0-2021-02-01)

¹⁷, 103h. YouTube and Facebook LIVE videos.(0-2021-02-01)

¹⁸, 103m. Curbside only was from June 8 thru June 27.(0-2021-03-08)

¹⁹, 111d. Payroll Protection Plan(0-2021-03-06)