

# Westport Library Association Annual Report For Public And Association Libraries - 2022

## 1. GENERAL LIBRARY INFORMATION

No Notes

## 2. LIBRARY COLLECTION

2.21 Audio - Physical Units

We have not purchased any additional audio materials as these items do not circulate much at our library and we receive audio- physical units in our system library rotating collection.

## 3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

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

We had two events; however, we did not have any Young Adults attending one of the events (Career Fair Event). We did have two young adults participate for a reading program.

3.46 Public school district(s) and/or BOCES

Boquet Valley Central School

3.47 Non-public school(s)

Lakeside School

3.49 Summer camp(s)

Camp Dudley

## 4. LIBRARY TRANSACTIONS

No Notes

## 5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

## 6. STAFF INFORMATION

No Notes

## 7. MINIMUM PUBLIC LIBRARY STANDARDS

2. Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff.

Board members wrote long-range plan in 2022.

3. Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service.

2022 annual report to the community is written and will be approved at the next board meeting.

## 8. PUBLIC SERVICE INFORMATION

No Notes

### 8A. COVID

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?

We were never physically closed in 2022 due to the pandemic.

## 9. SERVICE OUTLET INFORMATION

Repeating Group 1

8. Fax Number (enter 10 digits only)

Our fax machine broke and we have been waiting for several months for another combined printer/copier/scanner/fax machine which will come in at some point in 2023.

Repeating Group 1

33a Reporting Method for Wireless Sessions

J, F, M and A are estimated based on the average (1216) of the actual counts (9729) for May through Dec.

## 10. OFFICERS AND TRUSTEES

10.2 Does your library have a range of trustees stated in the library's charter documents (incorporation)?

The range of Trustees is stated in the Library's By-Laws. The current by-laws state that "The business and affairs of the association shall be managed and administered by a Board of Trustees consisting of twelve to fifteen (12-15) Trustees, all of whom shall be elected by the Board of Trustees."

- 10.3 If yes, what is the range?
- The current by-laws state that "The business and affairs of the association shall be managed and administered by a Board of Trustees consisting of twelve to fifteen (12-15) Trustees, all of whom shall be elected by the Board of Trustees."
- 10.5 If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)?
- The range of Trustees is stated in the Library's By-Laws 12-15.
- 10.7 If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)?
- The library's by-laws state a term of 3 years.
- 10.8 Enter Board Member Selection Code (select one):
- The current by-laws state that "The business and affairs of the association shall be managed and administered by a Board of Trustees consisting of twelve to fifteen (12-15) Trustees, all of whom shall be elected by the Board of Trustees."

## 11. OPERATING FUNDS RECEIPTS

- 11.11 Other Federal Aid
- Value differs from last year as we had a Covid-19 pandemic PPP Loan in the amount of \$7620 that was forgiven on October 10, 2021.
- 11.12 **TOTAL FEDERAL AID** (Add Questions 11.10 and 11.11)
- Differs from last year as we had a Covid-19 pandemic PPP Loan that was forgiven on October 10, 2021
- 11.15 Fund Raising
- Our library considered the annual July book sale as a fundraiser. This amount was inadvertently put in the total for 2021. The amount earned for this year \$3,416.30 is entered into 11.18 Other for this 2022 AR.
- 11.17 Library Charges
- We do not charge for any fines.

11.18 Other

Amount includes \$1,648 remainder of NYS Construction Grant. Amount differs significantly from last year, because the amount for 2021 included income recognized from NYS Construction Grant. Annual July book sale income \$3416 is included in this total.

**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