

assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?

3.13 Does the library have large print books? Y

3.14 Does the library have assistive technology for people who are visually impaired or blind? N

3.15 - If so, what do you have?

screen reader, such as JAWS, Windoweyes or NVDA No

refreshable Braille commonly referred to as a refreshable Braille display No

screen magnification software, such as Zoomtext No

electronic scanning and reading software, such as OpenBook No

3.16 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)? N

Library Sponsored Programs/Summer Reading Program

SYNCHRONOUS PROGRAM SESSIONS and ATTENDANCE

For Questions 3.19, 3.19a, 3.19b,

- If you have broken out Synchronous Program Sessions for Children by age group, 0–5 and 6–11, please complete Q3.19a and Q3.19b. Enter the total in Q3.19.
- If you have not broken out Synchronous Program Sessions by age group, enter the Number of Children's Programs in Q3.19, and enter N/A in Q3.19a and Q3.19b.

For Questions 3.26, 3.26a, 3.26b,

- If you have broken out Synchronous Children's Program Attendance by age group, 0–5 and 6–11, please complete Q3.26a and Q3.26b. Enter that total in Q3.26.
- If you have not broken out Synchronous Children's Program Attendance by age group, enter the Children's Program Attendance in Q3.26, and enter N/A in Q3.26a and Q3.26b.

3.17 Number of Synchronous Program Sessions Targeted at 61

| | | |
|-------|--|-----|
| | Adults Age 19 or Older | |
| 3.18 | Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18 | 1 |
| 3.19 | Number of Children's Programs | 22 |
| 3.19a | Number of Synchronous Program Sessions Targeted at Children Ages 0-5 | 22 |
| 3.19b | Number of Synchronous Program Sessions Targeted at Children Ages 6-11 | N/A |
| 3.20 | Number of Synchronous General Interest Program Sessions | N/A |
| 3.20a | Total Number of Synchronous Program Sessions for those libraries who are not reporting the number of Children's Programs in Q3.19a and Q3.19b (Total questions 3.17, 3.18, 3.19, 3.20) | |
| 3.21 | Total Number of Synchronous Program Sessions (Total questions 3.17, 3.18, 3.19a, 3.19b, 3.20). This is the Total Number for those libraries who are breaking out Children's Programming questions by age. | 84 |
| 3.21a | Number of Synchronous In-Person Onsite Program Sessions | 83 |
| 3.21b | Number of Synchronous In-Person Offsite Program Sessions | 0 |
| 3.21c | Number of Synchronous Virtual Program Sessions | 1 |
| 3.22 | One-on-One Program Sessions | 0 |
| 3.23 | Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library? | Yes |
| 3.24 | Attendance at Synchronous Programs Targeted at Adults | 452 |

| | | |
|-------|--|-----|
| | Age 19 or Older | |
| 3.25 | Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18 | 2 |
| 3.26 | Children's Program Attendance | 130 |
| 3.26a | Attendance at Synchronous Programs Targeted at Children Ages 0-5 | N/A |
| 3.26b | Attendance at Synchronous Programs Targeted at Children Ages 6-11 | N/A |
| 3.27 | Attendance at Synchronous General Interest Programs | 0 |
| 3.27a | Total Attendance at Synchronous Programs for those libraries who are not reporting the Children's Program Attendance in Q3.26a and Q3.26b (Total questions 3.24, 3.25, 3.26, 3.27) | |
| 3.28 | Total Attendance at Synchronous Programs (Total questions 3.24, 3.25, 3.26a, 3.26b, 3.27). This is the Total Number for those libraries who are breaking out Children's Programming questions by age. | 454 |
| 3.28a | Synchronous In-Person Onsite Program Attendance | 0 |
| 3.28b | Synchronous In-Person Offsite Program Attendance | 0 |
| 3.28c | Synchronous Virtual Program Attendance | 0 |
| 3.29 | One-on-One Program Attendance | 0 |
| 3.29a | Total Number of Asynchronous Program Presentations | 0 |
| 3.29b | Total Views of Asynchronous Program Presentations within 7 Days | 0 |

Please report information on SUMMER READING PROGRAMS for the 2021 calendar year.

SUMMER READING PROGRAM

3.30 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2021 (check all that apply):

| | | |
|---------------|---|-----|
| a. | Program(s) for children | Yes |
| b. | Program(s) for young adults | No |
| c. | Program(s) for Adults | No |
| d. | Summer Reading at New York Libraries name and/or logo used | Yes |
| e. | Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used) | No |
| f. | N/A | No |
| 3.31 | Library outlets offering the summer reading program | 1 |
| 3.32 | Children registered for the library's summer reading program | 60 |
| 3.33 | Young adults registered for the library's summer reading program | 4 |
| 3.34 | Adults registered for the library's summer reading program | 15 |
| 3.35 | Total number registered for the library's summer reading program (total 3.32 + 3.33 + 3.34) | 79 |
| 3.36 | Children's program sessions - Summer 2021 | 8 |
| 3.37 | Young adult program sessions - Summer 2021 | 8 |
| 3.38 | Adult program sessions - Summer 2021 | 1 |
| 3.39 | Total program sessions - Summer 2021 (total 3.36 + 3.37 + 3.38) | 17 |
| 3.40 | Children's program attendance - Summer 2021 | 101 |
| 3.41 | Young adult program attendance - Summer 2021 | 12 |
| 3.42 | Adult program attendance - Summer 2021 | 32 |
| 3.43 | Total program attendance - Summer 2021 (total 3.40 + 3.41 + 3.42) | 145 |
| COLLABORATORS | | |
| 3.44 | Public school district(s) and/or BOCES | 2 |
| 3.45 | Non-public school(s) | 0 |

| | | |
|------|--|---|
| 3.46 | Childcare center(s) | 0 |
| 3.47 | Summer camp(s) | 0 |
| 3.48 | Municipality/Municipalities | 0 |
| 3.49 | Literacy provider(s) | 0 |
| 3.50 | Other (describe using the State note) | 2 |
| 3.51 | Total Collaborators (total 3.44 through 3.50) | 4 |

Early/Adult/English Speaker/Digital Literacy

Please report information on EARLY LITERACY PROGRAMS for the 2021 calendar year.

EARLY LITERACY PROGRAMS

| | | |
|------|--|-----|
| 3.52 | Did the library offer early literacy programs? (Enter Y for Yes, N for No) | Y |
| 3.53 | Indicate types of programs offered (check all that apply) | |
| a. | Focus on birth - school entry (kindergarten) | Yes |
| b. | Focus on parents & caregivers | Yes |
| c. | Combined audience | Yes |
| d. | N/A | No |
| 3.54 | Number of sessions | |
| a. | Focus on birth - school entry (kindergarten) | 0 |
| b. | Focus on parents & caregivers | 0 |
| c. | Combined audience | 4 |
| d. | N/A | 0 |
| 3.55 | Total Sessions | 4 |
| 3.56 | Attendance at sessions | |
| a. | Focus on birth - school entry (kindergarten) | 0 |
| b. | Focus on parents & caregivers | 0 |
| c. | Combined audience | 42 |
| d. | N/A | 0 |
| 3.57 | Total Attendance | 42 |
| 3.58 | Collaborators (check all that apply): | |
| a. | Childcare center(s) | No |
| b. | Public School District(s) and/or BOCES | No |
| c. | Non-Public School(s) | No |
| d. | Health care providers/agencies | No |
| e. | Other (describe using the State note) | Yes |

Please report information on ADULT LITERACY for the 2021 calendar year.

ADULT LITERACY

| | | |
|------|--|----|
| 3.59 | Did the library offer adult literacy programs? | No |
| 3.60 | Total group program sessions | 0 |
| 3.61 | Total one-on-one program sessions | 0 |
| 3.62 | Total group program attendance | 0 |
| 3.63 | Total one-on-one program attendance | 0 |
| 3.64 | - Collaborators (check all that apply) | |
| a. | Literacy NY (Literacy Volunteers of America) | No |
| b. | Public School District(s) and/or BOCES | No |
| c. | Non-Public Schools | No |
| d. | Other (see instructions and describe using Note) | No |

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2021 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

| | | |
|------|--|----|
| 3.65 | Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No) | N |
| 3.66 | Children's program sessions | 0 |
| 3.67 | Young adult program sessions | 0 |
| 3.68 | Adult program sessions | 0 |
| 3.69 | Total program sessions (total 3.66 + 3.67 + 3.68) | 0 |
| 3.70 | One-on-one program sessions | 0 |
| 3.71 | Children's program attendance | 0 |
| 3.72 | Young adult program attendance | 0 |
| 3.73 | Adult program attendance | 0 |
| 3.74 | Total program attendance (total 3.71 + 3.72 + 3.73) | 0 |
| 3.75 | One-on-one program attendance | 0 |
| 3.76 | - Collaborators (check all that apply): | |
| a. | Literacy NY (Literacy Volunteers of America) | No |
| b. | Public School District(s) | No |

and/or BOCES

- c. Non-Public School(s) No
- d. Other (describe using the Note) No

Please report information on DIGITAL LITERACY for the 2021 calendar year.

DIGITAL LITERACY

- 3.77 Did the library offer digital literacy programs? N
- 3.78 Total group program sessions 0
- 3.79 Total one-on-one program sessions 0
- 3.80 Total group program attendance 0
- 3.81 Total one-on-one program attendance 0
- 3.82 Did your library offer teen-led activities during the 2021 calendar year? Y

4. LIBRARY TRANSACTIONS

Circulation/Electronic Use/Reference Transactions

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

CATALOGED BOOK CIRCULATION

- 4.1 Adult Fiction Books 3,172
- 4.2 Adult Non-fiction Books 559
- 4.3 **Total Adult Books (Total questions 4.1 & 4.2)** 3,731
- 4.4 Children's Fiction Books 1,428
- 4.5 Children's Non-fiction Books 528
- 4.6 **Total Children's Books (Total questions 4.4 & 4.5)** 1,956
- 4.7 **Total Cataloged Book Circulation (Total question 4.3 & 4.6)** 5,687

CIRCULATION OF OTHER MATERIALS

- 4.8 Circulation of Adult Other Materials 84
- 4.9 Circulation of Children's Other Materials 8
- 4.10 **Circulation of Other Physical Items (Total questions 4.8, 4.9)** 92

4.11 **Physical Item Circulation** 5,779
 (Total questions 4.7 & 4.10)

ELECTRONIC USE

4.12 Use of Electronic Material 570
 4.13 Successful Retrieval of Electronic Information 0
 4.14 **Electronic Content Use (Total questions 4.12 & 4.13)** 570
 4.15 **Total Circulation of Materials (Total questions 4.11 & 4.12)** 6,349
 4.16 **Total Collection Use (Total questions 4.13 & 4.15)** 6,349
 4.17 **Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)** 1,964

REFERENCE TRANSACTIONS

4.18 Total Reference Transactions 252
 4.18a Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks? CT - Annual Count
 4.19 Does the library offer virtual reference? Y

Interlibrary Loan

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.20 TOTAL MATERIALS RECEIVED 2,212

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.21 TOTAL MATERIALS PROVIDED 2,125

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2021.

SYSTEMS AND SERVICES

5.1 Automated circulation system? Y
 5.2 Online public access catalog (OPAC)? Y
 5.3 Electronic access to the OPAC from outside the library? Y
 5.4 Annual number of visits to the library's web site 600

- 5.5 Does the library use Internet filtering software on any computer? Y
- 5.6 Does your library use social media? Y
- 5.7 Does the library file for E-rate benefits? Y
- 5.8 Is the library part of a consortium for E-rate benefits? Y
- 5.9 If yes, in which consortium are you participating? Four County Library System
- 5.10 Name of the person responsible for the library's Information Technology (IT) services Anne Nassar
- 5.11 IT contact's telephone number (enter 10 digits only and hit the Tab key) (607) 397-7309
- 5.12 IT contact's email address annenassar@gmail.com

6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

FTE (FULL-TIME EQUIVALENT CALCULATION)

- 6.1 The number of hours per workweek used to compute FTE for all paid library personnel in this section. 30

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

- 6.2 Library Director (certified) 0
- 6.3 Vacant Library Director (certified) 0
- 6.4 Librarian (certified) 0
- 6.5 Vacant Librarian (certified) 0
- 6.6 Library Manager (not certified) .5
- 6.7 Vacant Library Manager (not certified) 0
- 6.8 Library Specialist/Paraprofessional (not certified) 0
- 6.9 Vacant Library Specialist/Paraprofessional 0

(not certified)

| | | |
|------|--|------|
| 6.10 | Other Staff | .6 |
| 6.11 | Vacant Other Staff | 0 |
| 6.12 | TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10) | 1.10 |
| 6.13 | VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11) | 0.00 |

SALARY INFORMATION

| | | |
|------|--|-----|
| 6.14 | FTE - Entry Level Librarian (certified) | 0 |
| 6.15 | Salary - Entry Level Librarian (certified) | \$0 |
| 6.16 | FTE - Library Director (certified) | 0 |
| 6.17 | Salary - Library Director (certified) | \$0 |
| 6.18 | FTE - Library Manager (not certified) | 0 |
| 6.19 | Salary - Library Manager (not certified) | \$0 |

7. MINIMUM PUBLIC LIBRARY STANDARDS

As of January 1, 2021 all public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of **December 31, 2021**. Please click [here](#) to read general instructions before completing this section. [Helpful information for meeting minimum public library standards](#) is available on the State Library's website. Questions about the new standards should be directed to your library system.

1. Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law. N
2. Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff. Y
3. Provides a board-approved written annual report to the community on the library's progress in meeting its Y