mission, goals and objectives, as outlined in the library's long-range plan of service.

4. Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law.   Y

5. Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service.   Y

6. Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service.   Y

7. Is open the minimum standard number of public service hours for population served. (see instructions)   Y

8. Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:

8a.	space	Y
8b.	lighting	Y
8c.	shelving	Y
8d.	seating	Y
8e.	power infrastructure	Y
8f.	data infrastructure	Y
8g.	public restroom	Y

9. Provides programming to address community needs, as outlined in the library's long-range plan of service.   Y

10. Provides

10a. a circulation system that facilitates access to the local library collection and other library catalogs   Y

10b. equipment, technology, and internet connectivity to address community needs and facilitate access to information.   Y

11.   Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above.   Y

12.   Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.   Y

13.   Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.   Y

14.   Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service.   Y

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click here to read general instructions before completing this section.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

8.1	Main Library	1
8.2	Branches	0
8.3	Bookmobiles	0
8.4	Other Outlets	0
8.5	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)	1

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	33.00
8.7	Minimum Weekly Total Hours - Branch Libraries	0.00
8.8	Minimum Weekly Total Hours - Bookmobiles	0.00

8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	33.00
8.10	Annual Total Hours - Main Library	1,716.00
8.11	Annual Total Hours - Branch Libraries	0.00
8.12	Annual Total Hours - Bookmobiles	0.00
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	1,716.00

8A. COVID

NOTE: This section of the survey (8A) collects data on the impact of the COVID–19 pandemic. Report all information in Part 8A from January 1, 2021 to December 31, 2021.

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?	No
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?	No
CV3	Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic?	Yes
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?	No
CV5	Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic?	No
CV6	Did the library intentionally provide Wi-Fi Internet access to users outside the building	Yes

at one or more outlets during COVID-19 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?   No

CV8 Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic?   No

CV9 Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19   0

9. SERVICE OUTLET INFORMATION

Outlets should be arranged in alphabetical order if possible. br>
Report all information as of the end of the fiscal year reported in Part 1. Please click here to read general instructions before completing this section.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking here. Complete this form and email it to collectconnect@baker-taylor.com

1.	Outlet Name	Worcester Free Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	170 Main Street
4.	Outlet Street Address Status	07 (moved to new location)
5.	City	Worcester
6.	Zip Code	12197
7.	Phone (enter 10 digits only)	(607) 397-7309
8.	Fax Number (enter 10 digits only)	(607) 435-6981
9.	E-mail Address	wo.ill@4cls.org
10.	Outlet URL	www.4cls.org/webpages/members/Worcester/Worcester.html
11.	County	Otsego
12.	School District	WORCESTER
13.	Library System	Four County Library System

14. Outlet Type Code (select one):   CE

15. Public Service Hours Per Year for This Outlet   1,716

16. Number of Weeks This Outlet is Open   52

16a Number of weeks an outlet closed due to COVID-19   0

16b Number of weeks an outlet had limited occupancy due to COVID-19   0

17. Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?   Y

18. Is the meeting space available for public use even when the outlet is closed?   N

19. Total number of non-library sponsored programs, meetings and/or events at this outlet   59

20. Enter the appropriate outlet code (select one):   N/A

21. Who owns this outlet building?   Library Board

22. Who owns the land on which this outlet is built?   Library Board

23. Indicate the year this outlet was initially constructed   1880

24. Indicate the year this outlet underwent a major renovation costing $25,000 or more   2016

25. Square footage of the outlet   612

26. Number of Internet Computers Used by General Public   7

27. Number of uses (sessions) of public Internet computers per year   550

27a Reporting Method for Number of Uses of Public Internet Computers Per Year   CT - Annual Count

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

29. Maximum download speed of connection on the outlet's public Internet computers   10 Greater than or equal to 50 mbps and less than 100 mbps

30.	Maximum upload speed of connection on the outlet's public Internet computers	10 Greater than or equal to 50 mbps and less than 100 mbps
31.	Internet Provider	Spectrum/Time Warner Cable
32.	WiFi Access	No restrictions to access
33.	Wireless Sessions	3,877
33a	Reporting Method for Wireless Sessions	CT - Annual Count
34.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
35.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
36.	Does your **outlet** have a Makerspace?	Y
37.	*LIBID*	2800477200
38.	*FSCSID*	NY0206
39.	*Number of Bookmobiles in the Bookmobile Outlet Record*	0
40.	*Outlet Structure Status*	00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2021. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

10.1	Total number of board meetings held during calendar year (January 1, 2021 to December 31, 2021)	12

NUMBER OF TRUSTEES AND TERMS

10.2	Does your library have a range of trustees stated in the library's charter documents (incorporation)?	Yes
10.3	If yes, what is the range?	5-7
10.4	If your library has a range, how many voting positions are stated in the library's current by-laws?	7
10.5	If your library does not have a range, how many voting positions are stated in the	

library's charter documents (incorporation)?

10.6   Does your library's charter
        documents (incorporation)
        state a specified term for   Yes
        trustees? If no, please explain
        in a Note.

10.7   If yes, what is the trustee term
        length, as stated in your
        library's charter documents   4 years
        (incorporation)?

BOARD MEMBER SELECTION

10.8   Enter Board Member   EA - board members are elected by the library association
        Selection Code (select one):   membership

List Officers and Board Members as of February 1, 2022. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

10.9   First Name   Diane
10.10   Last Name   Addesso
10.11   Mailing Address   489 Center Valley Rd
10.12   City   Worcester
10.13   Zip Code (5 digits only)   12197
10.14   Phone (enter 10 digits only)   (607) 397-8506
10.15   E-mail Address   daddesso@gmail.com
10.16   Term Begins - Month   January
10.17   Term Begins - Year (yyyy)   2021
10.18   Term Expires - Month   December
10.19   Term Expires - Year (yyyy)   2024
10.20   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   Yes
        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.

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

10.22   The date the Oath of Office
        was filed with town or county   N/A
        clerk (mm/dd/yyyy)

10.23   Is this a brand new trustee?   N

You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect (but do not include the Board President—this information should still be entered directly into the survey). If you choose to send your data for uploading, you must enter the data into the spreadsheet form available here. Complete this form and email it to collectconnect@baker-taylor.com.

1.	Status	Filled
2.	First Name of Board Member	John
3.	Last Name of Board Member	Tauzel
4.	Mailing Address	129 Meuhl Rd
5.	City	Schenevus
6.	Zip Code (5 digits only)	12155
7.	E-mail address	tauzpop@hotmail.com
8.	Office Held or Trustee	Vice President
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2022
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2025
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.	Yes
14.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A
16.	Is this a brand new trustee?	N

1.	Status	Filled
2.	First Name of Board Member	Barb
3.	Last Name of Board Member	Hamil
4.	Mailing Address	88 Main St.
5.	City	Worcester
6.	Zip Code (5 digits only)	12197
7.	E-mail address	bkhamil@gmail.com
8.	Office Held or Trustee	Financial Officer
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2022
11.	Term Expires	December

12. Term Expires - Year (yyyy)   2025

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   Yes
     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.

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

15. The date the Oath of Office
     was filed with town or county   N/A
     clerk (mm/dd/yyyy)

16. Is this a brand new trustee?   N

1.   Status   Filled
2.   First Name of Board Member   Christy
3.   Last Name of Board Member   Dietchman
4.   Mailing Address   5 Factory St
5.   City   Maryland
6.   Zip Code (5 digits only)   12116
7.   E-mail address   christylyn@hotmail.com
8.   Office Held or Trustee   Secretary
9.   Term Begins - Month   January
10. Term Begins - Year (year)   2019
11. Term Expires   December
12. Term Expires - Year (yyyy)   2022

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   Yes
     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.

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

15. The date the Oath of Office   N/A
     was filed with town or county

clerk (mm/dd/yyyy)

16.   Is this a brand new trustee?   N

1.	Status	Filled
2.	First Name of Board Member	Christina
3.	Last Name of Board Member	Odell
4.	Mailing Address	181 Hawkins Rd
5.	City	Maryland
6.	Zip Code (5 digits only)	12116
7.	E-mail address	acodell@yahoo.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2020
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2023
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.	Yes
14.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A
16.	Is this a brand new trustee?	N

1.	Status	Filled
2.	First Name of Board Member	Scott
3.	Last Name of Board Member	Brady
4.	Mailing Address	1165 Co Hwy 34
5.	City	Schenevus
6.	Zip Code (5 digits only)	12155
7.	E-mail address	slbrady53@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2020
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2023

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.   Yes

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

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)   N/A

16. Is this a brand new trustee?   N

1. Status   Filled
2. First Name of Board Member   Jo-Ann
3. Last Name of Board Member   Scheiner
4. Mailing Address   PO Box 384
5. City   Worcester
6. Zip Code (5 digits only)   12197
7. E-mail address   jnelsonellis@yahoo.com
8. Office Held or Trustee   Trustee
9. Term Begins - Month   January
10. Term Begins - Year (year)   2021
11. Term Expires   December
12. Term Expires - Year (yyyy)   2024
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   Yes
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.

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

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)   N/A