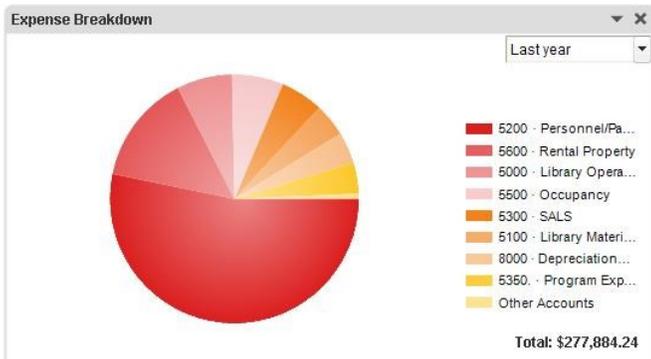
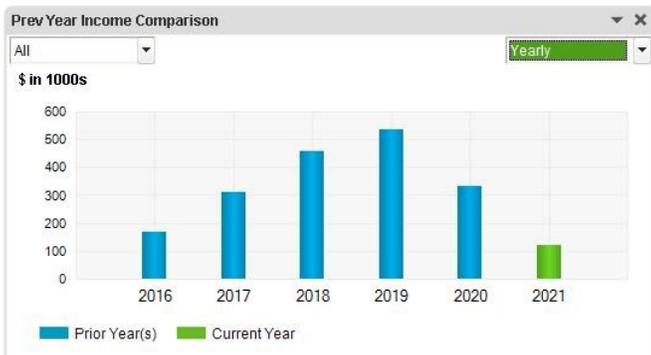




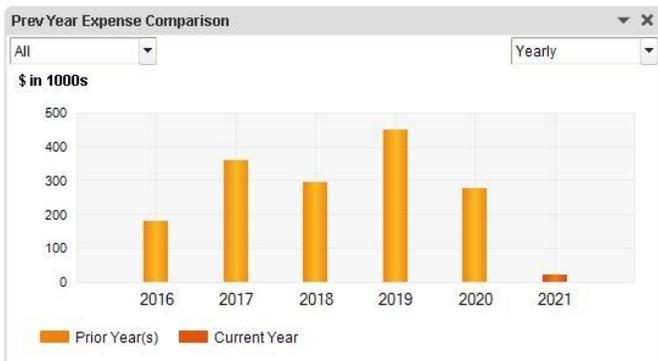
Annual Report to the Community 2020



Weekly scheduled staff time equaled 33.75 hours for Administration and 95 hours for Program. Rental Property Expenses were for demolition. Those funds were donated.



Since 2016, a total of \$709,686 has been raised for construction projects that continue to transform the building both in appearance and function.



Spending spikes reflect the times when construction took place and those bills were paid.

Highlights

Library Services:

- Card Holders: 3,221
- New cards issued: 77
- Holdings: 23,225
- Check Outs: 22,887 down 39%
- Ebooks/Audiobook uses: 4544 up 21%
- Kanopy Streaming (new): 313 uses
- Virtual Story Time: 109
- Weeks open with normal service: 11
- Weeks open with limited service: 27
- Weeks closed: 14

Community:

- WiFi boost at the library.
- WiFi at Cossayuna Fire House with Argyle Library
- Access to SALS Ebook and Audiobook catalog for GCS students with school IDs
- Collected Donations for Toys for Girls and Boys

Internal:

- Assessment and weeding of collection
- Assessment and adjustment of cataloging
- Cleanup and Organization of Files
- Engagement of Nonprofit CPA for 990 and Review
- Updates and additions to policies
- Planning and preparation for renovation

Sources of Construction Funding

- NY State Construction Grants: \$505,723
- Large Donors (Anon.) : \$189,813
- Small Grants, Donors and misc.: \$14,150

2020 in Review

Looking back over my monthly reports for 2020 shows how much we lost and how well we rose to the challenges presented by COVID-19.

Pre-COVID, our activities calendar was full. For adults, our movie series with ASA was a success, there was a monthly cookbook book club, a second cheese-making class with Comfort Food and we were looking forward to our third annual contra dance. Craft classes were fully booked, and we had a waiting list for a LARAC - funded ukulele making workshop. For kids, Clifford The Big Red Dog packed the house to promote 1,000 Books before Kindergarten, Chelsie Henderson's ukulele class had added a second "sold out" session and the regular morning PreK and after school programs were humming along. And this is not a complete list. Thanks to Emilly Falge and Jen LaRock for making it all happen.

Our new meeting spaces were becoming so popular, we had to get creative - sometimes doubling up compatible uses—and even turn people away. The time, money and effort that went into creating this community resource was paying off.

On March 18, the Board passed a resolution to close the building to the public. In the following weeks, Emilly took her Early Literacy programming quickly - and successfully - virtual, Jen beefed up our website and helped keep services available to the public. Deb, KC, and I assessed and weeded our book collections and started a nonfiction reclassification project. Marge cleaned up and organized records. Sandy fielded research questions.

We created the procedures and assembled the PPE to begin offering curbside service on June 15th. We allowed patrons in the building on July 13th. Many thanks to Dan Fischer for helping with PPE. People were delighted to be able to come in, browse, use the computers and just chat. As the temperatures dropped in the fall, we opened up our basement meeting rooms for individual use.

As the world went online, we added a WiFi booster at the library and joined the Argyle Library and Cossayuna Fire Department to create a public WiFi connection in that underserved area. We upgraded and loaned out laptops, purchased Chrome books and WiFi hotspots to loan. We tripled our contribution to the SALS audio and ebook collection and purchased a subscription to the Kanopy streaming service for movies and children's programming. We offered online library card signups, so more people could use these resources from home. Our Summer Reading program featured online book clubs, family outing activities and prizes for readers. For the first time, we included adults and had a good response.

Although we were able to adapt and continue providing many of our old services, along with new ones, we weren't able to raise money as we had traditionally done. Popular fundraising events, like our spring plant sale, contra dance, book sales and art classes, had to be cancelled. As unemployment rose, the community focused its giving on the acute need for food and other basics. In the face of this crisis, the library chose not to conduct our annual appeal for donations. We were fortunate to secure a PPP loan to make up for some of the loss, but we don't anticipate getting back to normal fundraising any time soon.

All during this time, planning continued for our renovation project. Our Building Committee, especially Teri Pendergrass, put in a lot of work. In mid-December, we closed to prepare for our main floor renovation. Volunteers, including board members, GHS students and family members, disassembled and stored shelves and moved many boxes of books. Staff packed all those boxes and set up a temporary office in the Community Room. Special thanks to Dan Demianenko for wiring it up. And big thanks to Dan Fischer!

As of this writing, construction has begun and we are working out of our temporary office, providing curbside service 43 hours a week. We are taking this opportunity to further assess and improve our policies and procedures. We are on track to finish construction and reopen in April. Whatever 2021 brings, the library will continue to respond to the community's needs and provide the excellent service you deserve.

Respectfully submitted,

Annie Miller, Director
Greenwich Free Library