



# Western Sullivan Public Library

## BOARD MEETING AGENDA Regular Board Meeting via Zoom November 8, 2021 at 5:30PM

- I. Call to Order
- II. Pledge of Allegiance
- III. Adoption of Agenda
- IV. Public Comment Period
- V. Approval of October 12, 2021 regular meeting minutes
- VI. Financial Reports
  - a. Treasurer's Report
  - b. Monthly Financial Reports through November 7, 2021  
Payment of Bills through November 7, 2021
- VII. Director's Report
- VIII. New Business
  - a. Annual Retirement Payment
- IX. Old Business
  - a. Reopening Plan
- X. Committee Reports
  - Building
  - Personnel
  - Donations
  - Finance
  - By Laws
  - Nominating
  - FOL Liaison
  - Executive
  - Outreach
- XI. Dates to Remember
  - a. See monthly [online newsletter](#)
  - b. [Intermediate Trustee Training Registration](#)
- XII. Correspondence
- XIII. Adjournment

Next Meeting: Monday, December 13, 2021, 5:30pm, location tba



# Western Sullivan Public Library

## I. New Business

- a. Annual Retirement Payment: Approve early payment of \$51,941.00 to the New York State and Local Retirement System. Early payment will save the library \$431.00.

## II. Old Business

- a. Reopening Plan: Review



# Western Sullivan Public Library

## Unapproved Minutes of the Board of Trustees Meeting Jeffersonville Branch

**Oct. 12, 2021**

**Members Present:** Marge Brown, Francis Cape, Evan Eisenberg (video), Kevin McDonough (video), Amber Novikov, Chris Peacock, Linda Pomes, Pam Reinhardt  
**Absent:** Barbara Winfield

**Staff Present:** Audra Everett, Director

### **Call to Order:**

At 5:30 p.m. the meeting was called to order by President Linda Pomes with the Pledge of Allegiance.

### **Adoption of Agenda:**

On a motion by Chris Peacock seconded by Pam Reinhardt, the agenda was unanimously approved.

**Public Comment Period:** None

### **Approval of Sept. 13, 2021 Meeting Minutes:**

On a motion made by Kevin McDonough seconded by Marge Brown, the Sept. 13, 2021 minutes was unanimously approved.

### **Financial Report:**

- a. On a Motion made by Amber Novikov seconded by Marge Brown, the Treasurer's Report was unanimously approved.
- b. On a Motion made by Chris Peacock seconded by Amber Novikov, the Monthly Financial Reports through Oct. 11, 2021 were unanimously approved.
- c. On a Motion made by Pam Reinhardt seconded by Marge Brown, Payment of Bills through Oct. 11, 2021 was unanimously approved.

**Director's Report:** (see attached)

### **New Business:**

- a. With a Resolution by Marge Brown, seconded by Pam Reinhardt, the board unanimously voted to accept the Ramapo Catskill Library System 2022 budget as presented.  
Roll Call vote: Marge Brown, aye; Francis Cape, aye; Evan Eisenberg, aye; Kevin McDonough, aye; Amber Novikov, aye; Chris Peacock, aye; Pam Reinhardt, aye.
- b. On a Motion by Pam Reinhardt, seconded by Francis Cape, the board unanimously approved amendments to the Equipment and Computer Use Policy.
- c. On a Motion by Chris Peacock, seconded by Marge Brown, the board unanimously approved amendments to the Personnel Policy.
- d. On a Motion by Amber Novikov, seconded by Kevin McDonough, the board unanimously approved amendments to the Infectious Disease Protocol Policy.



# Western Sullivan Public Library

## **Old Business:**

- a. On a Motion by Amber Novikov, seconded by Francis Cape, the board unanimously approved changes to the Reopening Plan.

## **Committee Reports**

- **Building**
- **Personnel**
- **Donations**
- **Finance**
- **By Laws**
- **Nominating**
- **FOL Liaison** — new meeting planned
- **Outreach** — reviewed Strategic Plan marketing and outreach goals, brainstormed outreach ideas
- **Executive**

## **Adjournment:**

On a motion by Marge Brown seconded by Pam Reinhardt, the meeting adjourned at 6:08 p.m.

Next Meeting: The Nov. 8, 2021 meeting will be held via Zoom video conference at 5:30 p.m.

Chris Peacock  
Secretary



# Western Sullivan Public Library

## DIRECTOR'S REPORT

November 8, 2021

### **Building/Equipment:**

**Narrowsburg:** DJS replaced the timer on the hot water heater.

**Callicoon:** Split unit update: Waiting on Buselli Solutions to evaluate and service the split units.

**Jeffersonville:** Will start the process of collecting proposals for the lighting upgrade that is included in the most recent NYS Construction Aid Application.

### **Finance:**

11/1/2021: The Accountant submitted the *Annual Financial Report Update Report* to the state.

11/3/2021: Received the 2021-2022 Library Tax Appropriation Check totaling \$952,938.00 from Sullivan West Central School District.

### **Personnel:**

Nothing to report

### **Professional Development/Meetings:**

10/13/2021: Directors Association Meeting

10/26/2021: Continuing Education Committee Meeting

10/26/2021: WSPL Friends of the Library Meeting

10/27/2021: RCLS Marketing Workshop

11/03/2021: Directors Association Executive Committee Meeting

### **Programs:**

[View newsletter](#) for information about programs in November.

Kristen completed her first StoryWalk® project in Callicoon. StoryWalk® programs help promote literacy, reading and exercise. This month's project involves collaboration with several businesses in Callicoon.

This month's podcast: [Romance: Stage Door](#)

### **Strategic Plan Progress:**

Goal #1 Update (Enhance marketing and public outreach): WSPL is working with WJFF on a podcast collaboration. Laura attended the October Callicoon Business Association meeting. Claudine attended the Narrowsburg Chamber meeting on November 3<sup>rd</sup>. Kristen visited the high school on November 4<sup>th</sup> for a "SALT Team School Lunch Visits" relationship building program with other organizations including Cornell Cooperative Extension, Sullivan 180, Center for Workforce Development, and others.



# Western Sullivan Public Library

Goal #5 Update (Enhance Patrons' Experience, Both In-Person and via Digital Access): There is a design idea from our website provider on the libguide. Text and language will be updated once a design is agreed upon. Please share your suggestions with me so I can incorporate them into the design.

## **Other:**

RCLS is working with Southeastern NY Library Resources Council on a project to advance digital inclusion using funding from the ARPA (American Rescue Plan Act). All WSPL branches qualify for hardware and configuration to expand the wifi connection outside the library buildings. I am working with Dale to determine the best locations for the weatherproof access points.

View the [RCLS calendar](#) at [www.rcls.org](http://www.rcls.org) for upcoming Trustee trainings.

Reminder to complete the Sexual Harassment Prevention Training and send the completed form to Audra by the end of 2021.

## Western Sullivan Public Library

## Balance Sheet

As of June 30, 2022

	<u>Jun 30, 22</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
200 - Operating Account	46,531.36
210 - Petty Cash	
Petty Cash-DEL	50.00
Petty Cash-JEF	50.00
Petty Cash-NAR	50.00
<b>Total 210 - Petty Cash</b>	<u>150.00</u>
204 - Credit Card Transfer Acct	2,182.27
205 - WSPL IMM Acct	
Adelaide Schadt - Jeff Branch	10,000.00
205 - WSPL IMM Acct - Other	1,168,940.34
<b>Total 205 - WSPL IMM Acct</b>	<u>1,178,940.34</u>
206 - Capital Fund	1,958.02
<b>Total Checking/Savings</b>	<u>1,229,761.99</u>
<b>Other Current Assets</b>	
A391 - Due From Other Funds	3,224.38
<b>Total Other Current Assets</b>	<u>3,224.38</u>
<b>Total Current Assets</b>	<u>1,232,986.37</u>
<b>TOTAL ASSETS</b>	<u><u>1,232,986.37</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
SUI Payable	394.39
637 - Due to Retirement	11,404.00
L-Accrued Liabilities	24,014.45
606 - SWT Payable	813.20
607 - NYS & Local Retirement	-106.32
608.2 - T AFLAC payable	13.52
<b>Total Other Current Liabilities</b>	<u>36,533.24</u>
<b>Total Current Liabilities</b>	<u>36,533.24</u>
<b>Total Liabilities</b>	36,533.24
<b>Equity</b>	
909 - Fund Balance - WSPL	302,723.58
910 - Reserve Fund Balance	90,478.25
911 - Retained Earnings	293,560.94
Net Income	509,690.36
<b>Total Equity</b>	<u>1,196,453.13</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,232,986.37</u></u>

# Western Sullivan Public Library

## Check List by Date

July 1 through November 6, 2021

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
Jul 1 - Nov 6, 21						
Check	10/11/2021	1000	ASTAR Plumbing Heating & Air, LLC	Invoice # 231243	JEF HVAC Project 2021	-14353.5
Jul 1 - Nov 6, 21						-14,353.50



**Western Sullivan Public Library**  
**Check List by Date**  
 October 12 through November 6, 2021

Type	Date	Num	Name	Memo	Split	Amount
<b>Oct 12 - Nov 6, 21</b>						
Check	10/13/2021	18065	Cash	Cash replenishment for NAR	Petty Cash-NAR	-30.00
Check	10/20/2021	18066	NYSEG	1001-0704-798	Fuel & Electric-NAR	-278.96
Check	10/20/2021	18067	Verizon	845 887 49679 346 24 5	74106.6 · Elevator Service	-31.77
Check	10/27/2021	18069	NYSEG	1001-1281-077	Fuel & Electric-JEF	-394.32
Check	10/27/2021	18070	AARP Medicare Rx Preferred (PDP)	member ID 0140089751	90608 · Employee Health Insurance	-94.80
Check	11/06/2021	18071	Cash	Cash replenishment for NAR	Petty Cash-NAR	-10.89
Check	11/06/2021	18072	Cochecton Oil, Inc.	Account # 283-1	Fuel & Electric-NAR	-246.37
Check	11/06/2021	18073	Peck's Market	Acct 4394 & C966	Periodicals-JEF	-84.00
Check	11/06/2021	18074	AARP Medicare Rx Preferred (PDP)	member ID 0140089751	90608 · Employee Health Insurance	-94.80
Check	11/06/2021	18075	Fox Ledge, Inc.	Account 005821	-SPLIT-	-79.82
Check	11/06/2021	18076	NYSEG	1003-8570-692	Fuel & Electric-DEL	-23.34
Check	11/06/2021	18077	NYSEG	1001-3155-188	Fuel & Electric-DEL	-23.34
Check	11/06/2021	18078	Cardmember Services	acct ending 4182	601 · Jeff Bank Visa	-1,039.60
Check	11/06/2021	18079	Staples Contract & Commercial	Cust RCH 1721174	-SPLIT-	-375.67
Check	11/06/2021	18080	Delaware Valley Farm & Garden	Acc. #100706 - K16083	Children's Programs	-83.86
Check	11/06/2021	18081	RCLS General	invoice 30253 to 30255	-SPLIT-	-6,527.65
Check	11/06/2021	18082	RCLS General	invoice 30200 to 30202	-SPLIT-	-146.25
Check	11/06/2021	18083	Brodart Co.	Account 311663	-SPLIT-	-353.72
Check	11/06/2021	18084	Safeguard Business Systems	invoice 034694302, 034706870	Office Supplies - JEF	-452.65
Check	11/06/2021	18085	Time Warner Cable - Spectrum	Account # 107605001	-SPLIT-	-459.90
Check	11/06/2021	18086	ProQuest LLC	Renewal Number US10048734, inv 70702190	74104.5 · Databases & Software	-2,400.11
Check	11/06/2021	18087	United Healthcare Insurance Company	Member ID 333329276-1	90608 · Employee Health Insurance	-267.50
Check	11/06/2021	18088	Penelope Morgan-Lohr (reimb.)		-SPLIT-	-18.33
Check	11/06/2021	18089	Christina Mace		Bookkeeper	-490.00
Check	11/06/2021	18090	MaryAnn Paparella		-SPLIT-	-2,050.00
Check	11/06/2021	18091	Sullivan Public Library Alliance		Adult Programs	-100.00
Check	11/06/2021	18092	Kanopy LLC		Digital Downloads - WSPL	-577.00
Check	11/06/2021	18093	American Library Association	ID #2011851	Membership Dues	-150.00
Check	11/06/2021	18094	Advantage Archives, LLC	Invoice 34151	Periodicals-DEL	-340.00
Check	11/06/2021	18095	Sullivan County Democrat		Periodicals-DEL	-69.00
Check	11/06/2021	18096	DJS Plumbing & Heating	Inv. # 11415 and 11421	-SPLIT-	-446.88

**Western Sullivan Public Library**  
**Check List by Date**  
**October 12 through November 6, 2021**

Check	11/06/2021	18097	Waste Management		-SPLIT-	-138.60
Check	11/06/2021	18098	Midwest Tape		-SPLIT-	-940.06
Check	11/06/2021	18099	Baker & Taylor Books #510486		-SPLIT-	-2,777.28
Check	11/06/2021	18100	MVP Health Care, Inc.	Group # 412828/Sub 0001	90608 · Employee Health Insurance	-9,494.72
Liability Check	10/20/2021	18068	Aflac		608.2 · T AFLAC payable	-27.04
Liability Check	10/22/2021	eft DD	Direct Deposit Split		611 · DD for savings/c'king	-190.00
Liability Check	10/22/2021	eft3183116	NYS Income Tax	141825007 6	606 · SWT Payable	-635.00
Liability Check	10/22/2021	eft52654945	IRS USA Tax Payments	14-1825007	-SPLIT-	-4,048.88
Liability Check	11/05/2021	eft dd	Direct Deposit Split		611 · DD for savings/c'king	-190.00
Liability Check	11/05/2021	eft3239515	NYS Income Tax	141825007 6	606 · SWT Payable	-635.59
Liability Check	11/05/2021	eft92555838	IRS USA Tax Payments	14-1825007	-SPLIT-	-4,054.80
Liability Check	11/06/2021	eft ers	NYS & Local Retirement System	51404	607 · NYS & Local Retirement	-456.38
Paycheck	10/22/2021	2021102201	Employee		-SPLIT-	-535.66
Paycheck	10/22/2021	2021102202	Employee		-SPLIT-	-1,209.67
Paycheck	10/22/2021	2021102203	Employee		-SPLIT-	-897.71
Paycheck	10/22/2021	2021102204	Employee		-SPLIT-	-111.17
Paycheck	10/22/2021	2021102205	Employee		-SPLIT-	-1,903.62
Paycheck	10/22/2021	2021102206	Employee		-SPLIT-	-666.11
Paycheck	10/22/2021	2021102207	Employee		-SPLIT-	-980.56
Paycheck	10/22/2021	2021102208	Employee		-SPLIT-	-991.60
Paycheck	10/22/2021	2021102209	Employee		-SPLIT-	-1,259.89
Paycheck	10/22/2021	2021102210	Employee		-SPLIT-	-1,004.11
Paycheck	10/22/2021	2021102211	Employee		-SPLIT-	-256.36
Paycheck	10/22/2021	2021102212	Employee		-SPLIT-	-904.67
Paycheck	10/22/2021	2021102213	Employee		-SPLIT-	-620.19
Paycheck	10/22/2021	2021102214	Employee		-SPLIT-	-924.95
Paycheck	10/22/2021	2021102215	Employee		-SPLIT-	-557.78
Paycheck	10/22/2021	2021102216	Employee		-SPLIT-	-117.22
Paycheck	10/22/2021	2021102217	Employee		-SPLIT-	-266.34
Paycheck	10/22/2021	2021102218	Employee		-SPLIT-	-475.61
Paycheck	11/05/2021	2021110501	Employee		-SPLIT-	-535.67
Paycheck	11/05/2021	2021110502	Employee		-SPLIT-	-1,209.67
Paycheck	11/05/2021	2021110503	Employee		-SPLIT-	-897.70

Nov 6, 2021

**Western Sullivan Public Library**  
**Check List by Date**  
**October 12 through November 6, 2021**

Paycheck	11/05/2021	2021110504	Employee	-SPLIT-	-111.16
Paycheck	11/05/2021	2021110505	Employee	-SPLIT-	-1,903.63
Paycheck	11/05/2021	2021110506	Employee	-SPLIT-	-666.13
Paycheck	11/05/2021	2021110507	Employee	-SPLIT-	-980.55
Paycheck	11/05/2021	2021110508	Employee	-SPLIT-	-991.61
Paycheck	11/05/2021	2021110509	Employee	-SPLIT-	-1,259.90
Paycheck	11/05/2021	2021110510	Employee	-SPLIT-	-1,004.10
Paycheck	11/05/2021	2021110511	Employee	-SPLIT-	-256.37
Paycheck	11/05/2021	2021110512	Employee	-SPLIT-	-904.69
Paycheck	11/05/2021	2021110513	Employee	-SPLIT-	-620.19
Paycheck	11/05/2021	2021110514	Employee	-SPLIT-	-924.94
Paycheck	11/05/2021	2021110515	Employee	-SPLIT-	-567.32
Paycheck	11/05/2021	2021110516	Employee	-SPLIT-	-128.95
Paycheck	11/05/2021	2021110517	Employee	-SPLIT-	-266.33
Paycheck	11/05/2021	2021110518	Employee	-SPLIT-	-475.61

**Oct 12 - Nov 6, 21**

**-68,716.62**

# Western Sullivan Public Library

## Profit & Loss Budget vs. Actual

	<u>Jul 1 - Nov 6, 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
2082 · Library Charges	1,609	1,400	209
2083 · Library Chgs-Registrations	1,871	1,050	821
2401 · Interest & Earnings	17	245	(228)
2655 · Sales, Other	35	35	0
2705 · Gifts & Donations	3,537	1,260	2,277
2770 · Grants-Miscellaneous	500	1,750	(1,250)
3003 · State Grants - Miscellaneous	2,719	0	2,719
<b>Total Income</b>	<u>10,288</u>	<u>5,740</u>	<u>4,548</u>
<b>Gross Profit</b>	10,288	5,740	4,548
<b>Expense</b>			
74101 · Salaries	172,506	166,247	6,259
74101.7 · Special Projects	0	350	(350)
74102.2 · Equipment - Technology	0	1,925	(1,925)
74102.3 · Equipment - Other	1,913	701	1,212
74104.1 · Books	11,895	12,950	(1,055)
74104.2 · Serials	1,489	1,577	(88)
74104.3 · Videos	4,245	5,670	(1,425)
74104.4 · Digital Downloads	3,737	4,914	(1,177)
74104.5 · Databases & Software	2,744	0	2,744
74105.1 · Daily Operating Expenses	6,453	10,536	(4,083)
74105.2 · Repairs/Maint of F&F	0	349	(349)
74105.3 · Repairs/Maint of Lib Equip	0	349	(349)
74105.4 · Daily Maint & Repairs	5,267	4,550	717
74105.5 · Building Maintenance	0	6,300	(6,300)
74105.6 · Insurance Policies	4,959	7,602	(2,643)
74106.1 · Phone, Internet, Cable Services	2,300	2,660	(360)
74106.2 · ANSER	13,055	10,500	2,555
74106.4 · Fuel & Electric	4,077	7,000	(2,923)
74106.5 · Sewer & Water	533	1,238	(705)
74106.6 · Elevator Service	128	1,400	(1,272)
74106.7 · Cleaning Services	10,250	9,188	1,062
74107.1 · Professional Services	2,030	5,775	(3,745)
74107.2 · Grant Expenses	0	175	(175)
74107.3 · Programs and Events	2,168	4,200	(2,032)
74106.8 · Operating Overhead Expenses	1,139	3,487	(2,348)
74107.9 · Other Expenses	180	2,573	(2,393)
90000 · Payroll Expenses	64,640	60,117	4,523
<b>Total Expense</b>	<u>315,708</u>	<u>332,333</u>	<u>(16,625)</u>
<b>Net Ordinary Income</b>	<u>(305,420)</u>	<u>(326,593)</u>	<u>21,173</u>
<b>Net Income</b>	<u>(305,420)</u>	<u>(326,593)</u>	<u>21,173</u>

# Western Sullivan Public Library

## Treasurer's Report

Report for:      November 8                      2021  
                          Month and Day                      Year

### General Fund: Operating Account - Jeff Bank Account ending in 8139

Balance on hand as of:	<u>September 31, 2021</u>	\$37,888.66
Plus Deposits:		
Accounts Receivable	\$561.79	
Transfers from IMM	\$60,000.00	
Interest	\$0.38	
Other	<u>\$0.00</u>	
Total Deposits		\$60,562.17
Less Disbursements:		
Transfer to IMM	\$0.00	
Operating Expenses	<u>\$50,351.88</u>	
Total Disbursements		\$50,351.88
Balance on hand as of:	<u>October 29, 2021</u>	<u><u>\$48,098.95</u></u>

### General Fund: IMM Account - Jeff Bank Account ending in 1647

Balance on hand as of:	<u>September 31, 2021</u>	\$397,940.51
Plus Deposits:		
Annual Tax Portion & PILOT	\$0.00	
Interest	\$2.83	
Other	<u>\$0.00</u>	
Total Deposits		\$2.83
Less Disbursements:		
Transfers to Operating Fund	\$60,000.00	
Transfer to Capital Fund	<u>\$0.00</u>	
Total Disbursements		\$60,000.00
Balance on hand as of:	<u>October 29, 2021</u>	<u><u>\$337,943.34</u></u>

# Western Sullivan Public Library

## Treasurer's Report

Report for:      November 8                      2021  
                          Month and Day                      Year

### General Fund: CC Transfer - Jeff Bank Account ending in 7669

Balance on hand as of:	<u>September 31, 2021</u>	\$2,182.27
Plus Deposits:		
Credit Card Payments	<u>\$0.00</u>	
Total Deposits		\$0.00
Less Disbursements:		
Transfers to Operating Fund	<u>\$0.00</u>	
Total Disbursements		\$0.00
Balance on hand as of:	<u>October 29, 2021</u>	<u><u>\$2,182.27</u></u>

### Capital Fund: Building Improvements - Jeff Bank Account ending in 8355

Balance on hand as of:	<u>September 31, 2021</u>	\$16,311.52
Plus Deposits:		
Transfers from IMM	\$0.00	
Interest	\$0.00	
Other	<u>\$0.00</u>	
Total Deposits		\$0.00
Less Disbursements:		
Transfers to Operating Fund	<u>\$0.00</u>	
Total Disbursements	\$0.00	\$0.00
Balance on hand as of:	<u>October 29, 2021</u>	<u><u>\$16,311.52</u></u>
Account opened December 10, 2019		

## Western Sullivan Public Library

### Monthly Stats for All Branches for October 2021

October Circulation	Callicoon	Jeffersonville	Narrowsburg
Adult Books	377	658	470
Young Adult Books	45	37	76
Children's Books	515	293	156
Periodicals	10	16	0
Audiobooks	35	20	25
Museum Pass	1	1	1
DVDs	472	329	190
Other	16	28	2
<b>2021 Totals</b>	<b>1471</b>	<b>1382</b>	<b>920</b>
<b>2020 Totals</b>	<b>1414</b>	<b>1339</b>	<b>714</b>

#### Wireless usage per branch

	October 2020	October 2021
Callicoon	1034	3702
Jeffersonville	219	1669
Narrowsburg	142	1272
<b>Total</b>	<b>1395</b>	<b>6643</b>

#### Computer Use

	October 2020	October 2021
Callicoon	50	44
Jeffersonville	36	93
Narrowsburg	52	48
<b>Total</b>	<b>138</b>	<b>185</b>

#### Internet/Social Media

	October 2020	October 2021
Instagram followers	955	1048
Facebook followers	793	870
Facebook video views	1,400	71
Website users	912	840
Website sessions	1636	1534
Website page views	2897	2582
Podcast Downloads	n/a	188
Monthly eNewsletter	sent to 208 subscribers	109 opens
Mailchimp weekly email blasts	4 emails sent to 1,262 subscribers	1,281 opens

#### e-Circulation

Type	Oct 2020	Oct 2021
Callicoon e-content	308	394
Jeffersonville e-content	471	491
Narrowsburg e-content	205	181
Kanopy films (# of videos played)	305	632
<b>Total</b>	<b>1289</b>	<b>1698</b>

#### Curbside Pickup Appointments

Callicoon	2
Jeffersonville	0
Narrowsburg	13

#### Patron Count at the Library

	Oct 2020	Oct 2021
Callicoon	695	776
Jeffersonville	474	810
Narrowsburg	233	690
<b>Total</b>	<b>1402</b>	<b>2276</b>

#### Reference questions

	Oct 2020	Oct 2021
Callicoon	16	76
Jeffersonville	108	84
Narrowsburg	104	200
<b>Total</b>	<b>228</b>	<b>360</b>

Date	Virtual Program	Platform(s)	Target Audience	Attendance/Videos in 24 hours
10/1/2021	Hybrid Open Tech Support	in-person/virtual	Adult	4
10/3/2021	Spooky Snake Coil	Take & Make	Children	8 kits
10/4/2021	Hybrid Open Tech Support	in-person/virtual	Adult	0
10/6/2021	Hybrid Open Tech Support	in-person/virtual	Adult	3
10/6/2021	TTT - Zoom	Zoom	Adult	1
10/6/2021	TTT - Intro to Podcasting	Zoom	Adult	14
10/8/2021	Hybrid Open Tech Support	in-person/virtual	Adult	3
10/9/2021	Art Walk Out Reach	In-Person	Adult	53
10/9/2021	Art Walk Poetry Reading	In-Person	Adult	15
10/10/2021	Scary Spider Hat	Take & Make	Children	12 kits
10/11/2021	Hybrid Open Tech Support	in-person/virtual	Adult	0
10/13/2021	Hybrid Open Tech Support	in-person/virtual	Adult	2
10/13/2021	TTT - Rosetta Stone	Zoom	Adult	1
10/13/2021	TTT - Intro to Podcasting	Zoom	Adult	8
10/13/2021	Among Us Tween Program	Zoom	Teen	5
10/13/2021	Virtual Garden Hopping	Virtual	Adult	16 views/71 reached
10/14/2021	Seven Secrets to De Cluttering	Zoom	Adult	30
10/15/2021	Hybrid Open Tech Support	in-person/virtual	Adult	2
10/17/2021	Horrogami	Take & Make	Children	20 kits
10/18/2021	Hybrid Open Tech Support	in-person/virtual	Adult	1

10/20/2021	Hybrid Open Tech Support	in-person/virtual	Adult	3
10/20/2021	TTT- Ancestry	Zoom	Adult	1
10/20/2021	TTT - Intro to Podcasting	Zoom	Adult	6
10/21/2021	Storytime in the Park	In-person	Children	2
10/21/2021	Virtual Poetry Workshop	Zoom	Adult	6
10/22/2021	Hybrid Open Tech Support	in-person/virtual	Adult	4
10/22/2021	Virtual Craft Lovers	Virtual	Adult	114 reached
10/24/2021	Pumpkin Decorating	Take & Make	Children	14 kits
10/25/2021	Hybrid Open Tech Support	in-person/virtual	Adult	3
10/27/2021	Hybrid Open Tech Support	in-person/virtual	Adult	0
10/27/2021	TTT - Kanopy	Zoom	Adult	0
10/27/2021	TTT - Intro to Podcasting	Zoom	Adult	6
10/28/2021	Virtual Book Discussion Group	Zoom	Adult	5
10/29/2021	Hybrid Open Tech Support	in-person/virtual	Adult	2