

**Community Library
of DeWitt & Jamesville**

2020

Annual Report



From the Desk of the Executive Director

2020 was a year that no one was anticipating - a global pandemic, and in the US, economic crisis and civil disorder. When the Annual Report was delivered for 2019, all of that was “around the corner” in the future. And yet, the Community Library of DeWitt and Jamesville, after an initial shutdown, did everything it could to continue to deliver on its mission statement:

The mission of the Community Library of DeWitt & Jamesville is to provide quality library service for the residents of DeWitt, Jamesville, and surrounding areas.

How did that happen in 2020? This report will describe the efforts made to “keep calm and carry on.”

For example, despite being shut down and having no physical circulation for 13 weeks, digital services were active. Throughout the time staff were not actually in the building, they were able to transition to working from home. Zoom meetings became a primary means of communication. When staff finally returned to the building and circulation of physical materials was resumed, the final annual tally of physical checkouts saw only a 40% reduction in what had previously been a record year. The CLD&J staff worked hard to keep the library on point for its mission. Despite the challenges, staff continued the Summer Reading programs with online activities and provided contact-free delivery of materials.

Additionally, long-time Executive Director Wendy Scott retired, and late in the year, I became the new Executive Director. This, then, was a year of change in many ways for the Library, as it was for the community.

I would like to thank the Library Board of Trustees (and the community in general) for their ongoing support and dedication.

Charles Diede, Executive Director

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2020 By the Numbers



Visits	35,333
New library cards	363
Total circulation	195,139
Digital downloads/streams	56,422
Items added	8,990
Reference questions	12,883
Programs/workshops	609
Total program attendance	16,321
Meeting room reservations	275
Computer sessions	2,557
Wi-Fi log ins	3,246
Social Media visits	33,428
Website hits	49,701

Summer Reading Program

Imagine Your Story



Despite the pandemic, the Community Library continued to offer its annual Summer Reading Program. This year, the “Imagine Your Story” **Summer Reading Program** (which ran from June 29 to August 22) was held completely online using READsquared, a reading program software. The Library hosted programs for Early Literacy (ages 0-4), Children (Grades K-5), Teens (Grades 6-12) and Adults.

Pre-K Registered: 35
Pre-K Participants: 15 (42.86)
Minutes Read: 3,730
Badges Earned: 93

Children Registered: 117
Children Participants: 62 (53%)
Minutes Read: 53,104
Badges Earned: 713

Teens Registered: 61
Teen Participants: 44 (72% Participation Rate)
Minutes Read: 86,053
Badges Earned: 970

Adults Registered: 38
Adult Participants: 17
Pages Read: 19,810
Badges Earned: 121

We had a decrease in Children registrations by 64.6%
We had a decrease in PreK registrations by 59.7%
We had a decrease in Children participation by 70.1%
We had a decrease in PreK participation by 42.3%
We had a decrease in minutes read by PreK & Children (combined) by 58.2%

ONLINE Summer Entertainment Programs

As part of the Summer Reading Program, the CLD&J offered online programming focused on family and children and **sponsored by the Friends of the Community Library of DeWitt & Jamesville**. These virtual shows included: **Moreland the Magician’s Live Virtual Magic Show**, **ScienceTellers Video Party** presenting “Dragons: Return of the Ice Sorceress”, **One-Man Circus-in-a-Suitcase**, **Legendary Myths of Science**, and **Didgeridoo Down Under**. All of these programs were geared for kids in grades K to 5.

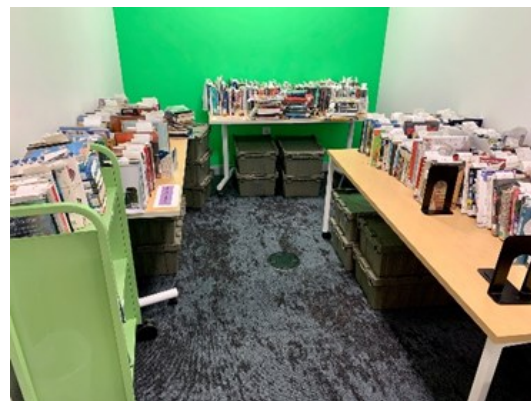
2020 COVID-19 Challenges & Considerations

As stated earlier in this report, the global pandemic resulted in the shutdown of the Library to the public beginning in mid-March. Staff worked from home to keep our digital materials flowing. With the Board's direction, the safety of the staff and the patrons was the paramount consideration. In addition to CLD&J, all the libraries in the county, and in fact the nation, saw shutdowns.

After weeks, the staff returned to the building. Gradually, the staff was able to restore many services under the guidance of the County and the State. Contact-free pick up of materials, which the Library dubbed "Patio Pick-Up", became very popular. All materials, whether coming from other libraries in the County or elsewhere, as well as all returned materials, were quarantined for seven days under scientifically tested guidelines from Project REALM. (Reopening Archives, Libraries, and Museums) Eventually, seeing an acute community need, a portion of the building (the Hive, our technology center) was opened by appointment for patrons needing broadband internet access, scanners, printers, and photocopiers, as well as other technology.

Budget impacts were felt, as the Board and the Director moved to waive fines for the entire year. Additionally, the income from printing and copying services was mostly lost. Personal Protective Equipment for the staff after their return, an expense of minor proportions before, became much larger and important (as well as hard to get initially). The Board and Director also chose to forego the budget increase request originally proposed, essentially keeping the budget at 2019 levels.

Staff stayed in touch (as did the Board) with Zoom meetings, which everyone became familiar with in an attempt to remain connected while distanced. Thanks to a donation by the Friends of the Library, we were also able to get a sponsored "Virtual Meeting Room" where community groups and others could book virtual meetings.



Temporarily re-purposing library spaces. The Children's Programming Room housed items returned to the Library (at left) and one of our meeting rooms was used to store incoming holds (at right) as part of measures for quarantining materials safely per recommended guidelines.

2020 Library Service Highlights

Personalized Patio Pick-Up

Along with our Patio Pick-Up Service, the Library launched this personalized option to assist our patrons in choosing items for their interests and needs. Our library specialists curated customized pick-up bundles based on what patrons like to read, listen to, or watch. Patrons could choose multiple formats (books, audiobooks, DVDs and CDs) and choose from a number of genres and themes for each format. For children and their families, our Children's Librarians selected items based on a child's age, interests, and reading levels. **Storytime Book Bundles**, kits consisting of 5 picture books along with a craft based on different themes, were also available.

Grab & Go Kits

Our Children's Librarians put together these special craft kits. Each kit is complete with detailed instructions and the necessary materials to complete a craft project at home. The kits were available as part of our Patio Pick-Up Service & more than 1,400 were given out to patrons in 2020

Home Delivery Service

This service was a free, monthly, and contactless delivery of library materials to residents of the Library's Jamesville & DeWitt service area who are unable to visit the library due to a temporary or permanent illness, disability, or compromised immune system.

Outreach in the Community

Pop-Up Wifi Programs at Jamesville Food Pantry & Springfield Gardens

The CLD&J began offering mobile hotspots to provide Wi-Fi access to our community in these challenging times when internet access was more important than ever for school, work, or connecting with family and friends. Individuals could check out the hotspot devices for use at home, and Library staff hosted Wi-Fi access at scheduled pop-up locations in the community. The CLD&J Mobile Hotspots were funded through the support of the Central New York Library Resources Council.



Outdoor Activities

The Library's **Summer StoryWalk™** featured three engaging picture books for children and their families to experience along the Library's sidewalk. A **Sidewalk Obstacle Course** created by our Children's Librarians, encouraged playful learning activities in colorful chalk.

Self-service Tech Appointments

In the Fall, the Library began offering tech appointments for patrons needing digital access during the pandemic. These one-hour appointments were held in The Hive Makerspace and adhered to Covid-19 protocols. Staff provided limited, distanced support via virtual video chat platforms.

Virtual Meeting Room

The CLD&J began offering a free Virtual Meeting Room for local community groups and nonprofits. The Virtual Meeting Room was available via the Library's Zoom Pro account thanks to the Friends of the Library.

Now available to book for
community organizations & non-profits:

zoom PRO

Virtual Meeting Room

Brought to you by:
Community Library
of DeWitt & Jamesville

POP-UP WI-FI

@
SPRINGFIELD GARDENS

76 Caton Drive, DeWitt, NY 13214
By rental office

**Every 1st & 3rd
Thursday
2:30pm-4:30pm**

POP-UP WI-FI

@
JAMESVILLE FOOD PANTRY

6486 E Seneca Turnpike, Jamesville, NY 13078
Back parking lot

**Every 2nd & 4th
Thursday
2:30pm-4:30pm**

Virtual Library

Bringing Digital Programs & Services to Patrons

From Storytimes to Chapter a Day and music concerts, the Library expanded our digital presence by offering unique programming opportunities online. Platforms like Zoom, Google Meet & Facebook Live helped us reach our patrons at home.

Some highlights included:

CHILDREN'S PROGRAMMING

A Chapter a Day

Mondays through Fridays our Children's Librarian Jenny Burke read a selection of children's books chapter by chapter on our Facebook page.

Virtual Storytimes

Wednesdays and Thursdays, our Children's Librarians Jenny Burke and Briana Galea hosted 30 minute interactive virtual storytimes.



Music with Donna B.

Children of all ages and their parents/caregivers were able to enjoy music & movement with familiar songs (and some new ones!) along with rhythm instruments, puppets, and storybooks in this fun, interactive program.

TEEN PROGRAMMING

Youth Leadership Academy

Live Learn Lead Toastmasters Club hosted an 8-session class for students (ages 10-18 during the summer. These classes via Zoom enabled students to develop their communication and leadership skills through practical experience and prepare for the expectations of high school and beyond.

Teen Writing Workshops

Writing instructor Linda Lowen guided teens through the use of 3 senses (sight, sound & touch) to enhance their stories with sensory details both real and imagined during Zoom workshops over the summer.

COMMUNITY ENGAGEMENT

Family Trivia Night

The Library hosted several trivia nights for families to test their knowledge of pop culture and more.



Learn with Your Librarian

Librarian Kara Conley guided patrons through the Library's digital resources and more in a weekly segment on our Facebook page (www.facebook.com/CLDandJ) & YouTube channel.

Growing Up in a Frank Lloyd Wright House

In her multi-media presentation, Kim Bixler recounts the joys and pitfalls of owning and living in the Edward E. Boynton House designed by Frank Lloyd Wright. Kim Bixler published



her book, *Growing Up in a Frank Lloyd Wright House* in 2012 and was featured in the PBS documentary *Frank Lloyd Wright's Boynton House: The Next Hundred Years*.

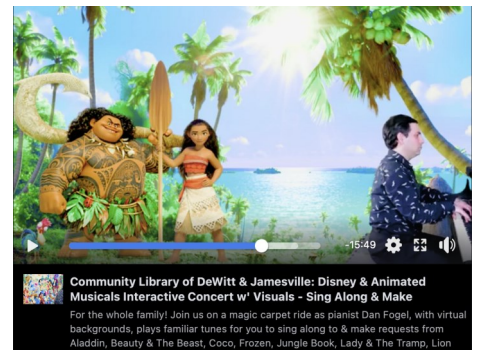
Community Conversations

The Library hosted a virtual conversation on Zoom with New York State Assembly Member Pamela Hunter to talk about the functions of state government and how New York residents can engage in the process.

November Elections & American Democracy

Patrons joined us on Zoom for a virtual lecture by S.U.'s Maxwell School Professor Thomas Keck as he discussed the results of our elections and the future of American democracy. Part of the CLD&J Friends Lecture Series.

CLD&J MUSIC SERIES



Dan Fogel performed two concerts on Facebook Live delighting audiences of all ages with a Disney & Animated Features Concert and Video Game, Anime & TV Show Concert.

Blair Frodelius performed Jazz Age hits of the Roaring 20s on Facebook Live.

New Collections & Partnerships

Ancestry.com

Due to the pandemic, many companies loosened restrictions to their products and services. Proquest extended at-home access to Ancestry.com Library Edition through March 31, 2021. We offered free, hour-long workshops to teach the basics of this database and jumpstart our patrons' genealogical journey.

Binge Flicks

The Community Library began offering **Binge Flicks** for checkout. Each Binge Flick contains 4 to 6 movies that share a theme such as Superheroes, 80s Imagination Movies, Don't Go in the Water, Mob Hits or feature a particular actor/actress. More than 25 titles are available, including Disney and Pixar film collections for kids and families! Binge Flicks could be reserved and picked up through our Patio Pick-Up Service.



Bookpacks

Bookpacks combine printed popular fiction books and Playaway audiobooks together in an easy-to-use "pack". Especially beneficial for our ESOL & adult learners, the audio/visual components help build literacy skills and reading comprehension. This collection was made possible thanks to a generous donation from the Rotary Club of DeWitt & the Rotary Club of Eastwood.

CD Players for Checkout

The Rotary Club of DeWitt & the Rotary Club of Eastwood also donated CD players as part of their efforts to improve adult literacy and support English language learners in our community.





The Community Library of DeWitt & Jamesville's

Great Give Back

As part of our outreach initiatives, the CLD&J features local non-profit organizations that serve as vital resources and highlights the work they do in support of our shared community.

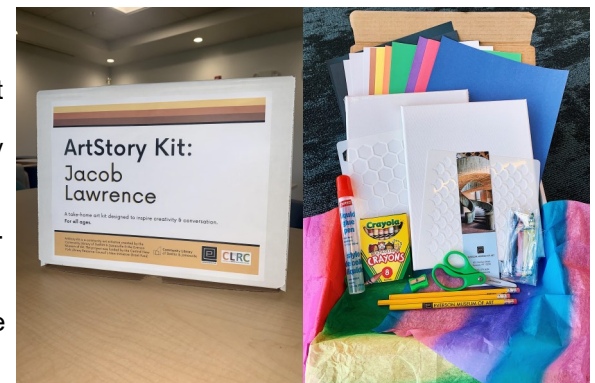
The Library launched a campaign to draw attention to local non-profit organizations that serve as vital resources for our community. Alzheimer's Association of CNY, Meals on Wheels of Eastern Onondaga County, RISE (Refugee & Immigrant Self-Empowerment), the Salt City Market, and the Syracuse Mask Project were just some of the organizations featured on our Library's Facebook page at: www.facebook.com/CLDandJ and in our weekly eNewsletters.

Hoopla & Libby

Digital services that continued to grow in popularity in 2020. Hoopla Digital curated a collection for users called Bonus Borrows. These items do not count against the limit of 10 items a month for each user. The Library has added more new titles each month to its Libby/OverDrive collection to give people more variety and options to choose from when browsing this collection.

Teen Book Boxes

Since their introduction more than a decade ago, loot boxes and subscription crates have risen in popularity, offering subscribers a potpourri of products and services that appeal to a variety of interests. The Community Library adapted this model to offer themed boxes to teens in grades 5 to 12. Teen Book Boxes encourage reading while providing fun incentives.



FEATURED PARTNERSHIP: The Everson Museum of Art

The Community Library of DeWitt & Jamesville and the Everson Museum of Art partnered together on a new initiative, **Art Story: Jacob Lawrence**. ArtStory Kits. The take-home kits feature an art activity prompt created by Everson Staff and art supplies inspired by the works of artists. The first of these featured Jacob Lawrence, one of the most widely acclaimed Black painters and educators of the 20th century. The series was designed to provide an opportunity for community members to address socially relevant topics and engage with art in a meaningful way--in spite of barriers faced by the COVID-19 pandemic. ArtStory Kits contain educational resources and questions to spark discussion. ArtStory Kits were generously funded by the Central New York Library Resource Council's New Initiatives Grant.

2020 Financial Summary

2020 Operating Revenue

Tax Levy	1,460,202
Library Charges (fines, etc)	5,823
Grants - programs	5,120
Book sales	0
Library system services aid	3,897
Copier/printing	604
Interest	1,254
Misc.	861
Gifts/Fundraising	18,471
Total 2020 Revenue	1,496,232

2020 Operating Expense

Payroll/benefits	832,393
Mortgage	95,788
Mortgage interest	149,966
Building operations /maintenance / repairs	149,070
Insurance	27,799
Collections	175,869
Programs, workshops, events	10,744
Tech licenses	15,362
Library system charges	29,752
Supplies/postage	10,320
Continuing education	1,412
Equipment	2,841
PR/marketing	3,760
Telecommunications	6,313
Misc.	3,618
Audit	11,250
Consulting/professional services	8,319
Fundraising Expense	1,599
Total 2020 Expenses	1,536,175



The complete 2020 DeWitt Community Library Audit Report with the 2020 990 Form will be made available to the public on the Library web site at <http://cldandj.org/> after the report has been approved by the Library Board of Trustees. Audit figures may differ slightly from the above due to auditors' adjusting entries completed after publication of this report.

Thank You, Donors & Friends

The support of community residents, businesses, partners, Friends of the CLD&J and volunteers all helped us adapt to the ever-changing difficulties of providing programs and services during 2020. Thank you for your generosity and support!

2020 Annual Fund Drive Donors (11/1/2020—1/31/2021)

Abrams, Elaine
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Rabuzzi, Daniel

Thank You, Donors and Friends

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Special Thanks to:

**The Friends of the Community Library of
DeWitt & Jamesville** for their ongoing
support of our Summer Reading Program and
other educational programming.

