Agency Public Library
2020 Iowa Public Library General Information Survey

		CURRENT YEAR	*PREVIOUS YEAR*

Section A - General Information

(Reporting period July 1, 2019 to June 30, 2020 - unless otherwise specified)

Due October 31, 2020

Questions relating to COVID-19 are located in sections G, H, and I.

Review the contact information below. Users cannot directly change data for questions A01 to A12. If any information has changed, answer Yes to number A13 and enter a note for the corresponding question. The State Library will verify and update the data. For Section A, report the most current information available.

		CURRENT YEAR	*PREVIOUS YEAR*
A01	Library Name	AGENCY PUBLIC LIBRARY	*AGENCY PUBLIC LIBRARY*
A02	Library District	SE=Southeast	*SE=Southeast*
A03	Street Address	104 E MAIN	*104 E MAIN*
A04	City	AGENCY	*AGENCY*
A05	Zip	52530	*52530*
Mailing Address			
A06	Mailing Address	PO BOX 346	*PO BOX 346*
A07	City	AGENCY	*AGENCY*
A08	Zip	52530	*52530*
Other Contact Information			
A09	County	WAPELLO	*WAPELLO*
A10	Phone	(641) 937-6002	*(641) 937-6002*
A11	City population	638	*638*
A12	Library Size Code	B	*B*
A13	Has any information in questions A1 to A12 changed in the past year?		
	YES, answer YES on the pulldown menu and enter a correction in a note.	No	*0*
	NO - answer NO on the pulldown menu and continue with question A14.		
A14	Library Director/Administrator Name	Kim Schwartz	*Kim Schwartz*

Section B - Paid Staff and Salary Information

Include unfilled positions if a search is currently underway. Include all paid staff on the library's payroll. Do not report workers paid by other agencies such as Green Thumb employees or work study students. Do not report workers hired through a cleaning or landcape business. Report all positions as of June 30, 2020.

B01	Total number of paid librarians	2	*2*
B02	Total number of all paid librarian hours worked per week	20.00	*20.00*
B03	Paid librarians FTE	0.50	*0.50*
B04	Total number of all other paid staff	0	*0*
B05	Total number of all other paid staff hours worked per week	.0	*.0*
B06	All other paid staff FTE	0.00	*0.00*
B07	Total number of paid staff	2	*2*
B08	Total paid staff FTE	0.50	*0.50*

Levels of Education

B09	How many of the paid librarians from line B01 have an ALA accredited masters of library science degree?	0	*0*
B10	Total number of hours worked per week by librarians from line B09 with an ALA accredited masters of library science degree	.0	*.0*
B11	Total FTE librarians with ALA accredited masters of library science degree	0.00	*0.00*
B12	Starting date of current director in director's position.	07/01/2006	*07/01/06*

Salary Information

Report the hourly salary for the positions listed below if employed by your library. Do not report one staff member more than once even if they perform multiple jobs. Refer to the instructions for more detailed information on each position. Do not report assistant director or department heads unless that role is part of their official job description. Only report janitorial/building maintenance staff if they are an employee of the library. Report hourly salary amounts as of June 30, 2020.

B13	Hourly salary of the director	$8.25	*$7.50*
B14	Hourly salary of assistant director	$0.00	*$0.00*
B15	Hourly average salary of department heads	$0.00	*$0.00*
B16	Hourly salary of the children's librarians	$0.00	*$0.00*
B17	Hourly average salary of library clerks	$7.25	*$7.25*
B18	Hourly average salary of shelvers or pages	$0.00	*$0.00*
B19	Hourly average salary of janitorial or building maintenance employees	$0.00	*$0.00*

Section C - Capital Income and Expenditures

Capital income is intended to pay for large one-time library purchases. This section should not reflect any income or expenditure used for the regular operations of the library. If your library had any major one-time capital expenditures during FY20 report them in this section. Otherwise, skip to section D.

For Capital Income and Expenditures

Show all sources of capital funds for FY20 (July 1, 2019 - June 30, 2020).

If your library does not receive capital income from a source, enter a 0 (zero).

If your library receives capital income from a source, but the amount is unknown, enter N/A.

Report all capital income and expenditures in whole dollars only. Round to the nearest dollar.

For Capital Income

Report all income for major capital expenditures, by source of income. Include funds received for:

- Site acquisition
- New buildings, additions to buildings, or renovation of library buildings
- Furnishings, equipment, and initial collections for new buildings, additions, or renovations
- Major building updates or repairs including roof, painting, carpeting, furnace, central air, etc.
- New computer hardware and software used to support library operations, link to networks, or run information products
- Replacement and repair of existing furnishings and equipment
- New vehicles
- Other major one-time projects

DO NOT REPORT INCOME FOR:

- Regular purchase of library materials - Report in section D
- Payments for regular operating costs such as utilities, insurance, etc. - Report in section D
- Investments for capital appreciation
- Income passed through to another agency
- Funds unspent in the previous fiscal year (e.g., carryover).

Did your library have any major one-time capital projects in FY20?

YES - check the box and click the SAVE button to display questions C01 - C06.
NO - Skip to section D.

No

Capital Income

Capital Expenditures

Section D - Operating Income and Expenditures

OPERATING INCOME

Operating income covers the current and recurrent costs necessary to support the provision of library services. Report income used for operating expenditures by source. Include federal, state, local, and non-governmental income.

REPORT ALL SOURCES OF FUNDS FOR FY20 (JULY 1, 2019 - JUNE 30, 2020).

- If your library does not receive operating income from a source enter a 0 (zero)
- If your library receives operating income from a source, but the amount is unknown, enter N/A
- Report all income in whole dollars only. Round to the nearest dollar

DO NOT REPORT

- Income for capital expenditures as reported in Section C

- Contributions to endowments
- Income passed through to another agency
- Funds unspent in the previous fiscal year – carryover
- The value of any contributed or in-kind services
- The value of any non-monetary gifts and donations
- E-Rate discounts as income

Total Governmental Operating Income

D01	City income received from the city's general fund (exclude income from special levies)	$9,000	*$9,000*
D02	City income received from special levies	$0	*$0*
D03	County income received from all counties	$5,390	*$5,390*
D04	Income received from contracting cities in Iowa. Do not report income from your own city on this line.	$0	*$0*
D05	Other governmental income received	$0	*$0*
D06	Total local government operating income received	$14,390	*$14,390*
D07	State income received from the State Library of Iowa (Enrich Iowa - Direct State Aid, Open Access, ILL Reimbursement) Prefilled and locked by the State Library.	$1,355	*$919*
D08	Other income received from the State of Iowa	$0	*$0*
D09	Total state government operating income received	$1,355	*$919*
D10	Total federal government income received	$0	*$0*

Non-Governmental Operating Income

D11	Total non-governmental grants received	$0	*$0*
D12	Endowments and gifts received (only report if money was spent in FY20)	$0	*$0*
D13	Fines and/or fees received	$34	*$59*
D14	Other income received	$0	*$400*
D15	Total non-governmental operating income received	$34	*$459*

Total Operating Income

D16	Total operating income received	$15,779	*$15,768*

OPERATING EXPENDITURES

Operating expenditures are the current and recurrent costs necessary to support the provision of library services. Significant costs, especially benefits and salaries, that are paid by other taxing agencies (government agencies with the authority to levy taxes) "on behalf of" the library may be included if the information is available. Only such funds that are supported by expenditure documents (such as invoices, contracts, payroll records, etc.) at the point of disbursement should be included.

REPORT ALL EXPENDITURES INCLUDING GRANTS AND COOPERATIVE ARRANGEMENTS.

- If your library does not expend operating funds for an item, enter a 0 (zero)
- If your library expends operating funds for an item, but the amount is unknown, enter N/A
- To ensure accurate reporting, consult your business officer or city clerk regarding this section
- Report only money expended during FY20 (July 1, 2019 - June 30, 2020), regardless of when the money may have been received

- Report all expenditures as whole dollars only. Round fractions to the nearest whole dollar

DO NOT REPORT

- The value of free items
- Estimated Costs
- Capital expenditures as reported in Section C
- E-Rate discounts as expenditures

D17	Total salaries and wages expenditures (before deductions)	$8,060	*$9,158*
D18	Total employee benefits expenditures (health insurance, Social Security tax, retirement, etc.) This amount cannot be $0. If you are unsure of benefits amount, report N/A.	$2,023	*$2,023*
D19	Total staff expenditures	$10,083	*$11,181*
D20	Print physical collection expenditures	$1,440	*$1,623*
D21	Audio physical collection expenditures -- All physical formats, including tape, CDs, etc. Do not report downloadable expenditures on this line.	$25	*$300*
D22	Video physical collection expenditures -- All physical formats, including tape, Blu-Ray, DVD, etc. Do not report downloadable expenditures on this line.	$0	*$140*
D23	Other physical collection expenditures for any materials not listed above (puzzles, art prints, puppets, cake pans, etc.)	$0	*$0*
D24	Total physical non-print collection expenditures	$25	*$440*
D25	Total physical collection expenditures	$1,465	*$2,063*
D26	Bridges e-book collection expenditures. Report Bridges e-book expenditures only. Prefilled and locked by the State Library.	$194	*$188*
D27	All other e-book collection expenditures. Report Advantage e-book expenditures on this line.	$0	*$0*
D28	Total e-book collection expenditures	$194	*$188*
D29	Bridges downloadable audio collection expenditures. Report Bridges expenditures only. Prefilled and locked by the State Library.	$194	*$188*
D30	All other downloadable audio collection expenditures. Report Advantage downloadable audio expenditures on this line.	$0	*$0*
D31	Total downloadable audio collection expenditures	$194	*$188*
D32	Bridges downloadable video collection expenditures. Report Bridges expenditures only. Prefilled and locked by the State Library.	$8	*$08*
D33	All other downloadable video collection expenditures. Report Advantage downloadable video expenditures on this line.	$0	*$0*
D34	Total downloadable video collection expenditures	$8	*$8*
D35	Gale, Credo, Transparent Languages, and Bridges Magazine expenditures. Prefilled and locked by the State Library.	$63	*$0*
D36	All other Electronic Information collection expenditures. Do not report expenditures for products subsidized or managed by the State Library such as Gale, Credo, Transparent Languages, or Bridges.	$178	*$0*
D37	Total Electronic Information collection expenditures	$241	*$0*

D38	Total downloadable and Electronic Information collection expenditures	$637	*$384*
D39	Total collection expenditures	$2,102	*$2,447*
D40	All other operating expenditures (phone, lights, heating, cooling, Internet access, insurance, etc.)	$558	*$803*
D41	Total of all operating expenditures	$12,743	*$14,431*

Section E - Library Collection

NUMBER HELD AT START OF YEAR - The number of volumes owned by the library at the start of the fiscal year (July 1, 2019).

NUMBER ADDED DURING FISCAL YEAR - The number of volumes added to the collection during the fiscal year whether through purchase or donation.

WITHDRAWN DURING FISCAL YEAR - The number of volumes weeded, lost, or removed for any other reason during the fiscal year.

NUMBER HELD AT END OF YEAR - The number of volumes owned by the library at the end of the fiscal year (June 30, 2020).

E01	Printed books (# of volumes), held at start of year	6,382	*6,123*
E02	Printed books (# of volumes), added during year	283	*298*
E03	Printed books (# of volumes), withdrawn during year	178	*39*
E04	Printed books (# of volumes), held at end of year	6,487	*6,382*
E05	Bridges e-books, held at end of year. Prefilled and locked by the State Library.	59781	*49,444*
E06	All other e-books held at end of year. Do not report Bridges or Freegal downloads here. Include Advantage titles here.	0	*0*
E07	Total e-books held at end of year	59,781	*49,444*
E08	Total books (print and e-books), held at end of year.	66,268	*55,826*
E09	Audio materials (# of physical volumes), held at start of year	215	*230*
E10	Audio materials (# of physical volumes), added during year	58	*24*
E11	Audio materials (# of physical volumes), withdrawn during year	1	*39*
E12	Audio materials (# of physical volumes), held at end of year	272	*215*
E13	Bridges downloadable audio materials, held at end of year. Prefilled and locked by State Library.	27368	*22,519*
E14	All other downloadable audio materials, held at end of year. Do not report Bridges or Freegal downloads here. Include Advantage titles here.	0	*0*
E15	Total downloadable audio materials, held at end of year	27,368	*22,519*
E16	Total audio materials (physical and downloadable), held at end of year.	27,640	*22,734*
E17	Video materials (# of physical volumes), held at start of year	574	*641*
E18	Video materials (# of physical volumes), added during year	21	*15*
E19	Video materials (# of physical volumes), withdrawn during year	4	*82*
E20	Video materials (# of physical volumes), held at end of year	591	*574*
E21	Bridges downloadable video materials, held at end of year. Prefilled and locked by the State Library	50	*50*

E22	All other downloadable video materials, held at end of year. Do not report Bridges or Freegal downloads here. Include Advantage titles here.	0	*0*
E23	Total Downloadable video materials, held at end of year	50	*50*
E24	Total video materials (physical and downloadable), held at end of year	641	*624*
E25	Other library materials (# of physical volumes), held at start of year	49	*49*
E26	Other library materials (# of physical volumes), added during year	0	*0*
E27	Other library materials (# of physical volumes), withdrawn during year	0	*0*
E28	Other library materials (# of physical volumes), held at end of year	49	*49*
E29	Total physical volumes, held at start of year	7,220	*7,043*
E30	Total physical volumes, added during year	362	*337*
E31	Total physical volumes, withdrawn during year	183	*160*
E32	Total physical volumes, held at end of year	7,399	*7,220*
E33	Total downloadable materials, held at end of year	87,199	*72,013*
E34	Total physical and downloadable volumes, held at end of year	94,598	*79,233*

Licensed Databases

Refer to the State Library of Iowa's website to determine how databases and other electronic resources are counted. http://www.statelibraryofiowa.org/ld/a-b/statistics/eleresannsurv

E35	Number of licensed databases funded locally or by other non-state funded cooperative agreements (or consortia) within the state or region.	0	*0*
E36	Number of licensed databases funded by the state government or The State Library of Iowa. Count Gale as 41, Credo Reference as 1, Chilton Library as 1, Transparent Languages as 1, and Brainfuse as 1. Maximum amount for this line is 45. Prefilled and locke	45	*01*
E37	Total licensed databases	45	*1*

Section F - Circulation

Report circulation for FY20 (July 1, 2019 to June 30, 2020). Circulation should only be counted for items checked out of the library's collection for use outside of the library, including renewals. DO NOT count automatic renewals as circulation. DO NOT count in-house use or computer use as circulation. *COVID-19 note: make sure to report items checked out through curb-side service as circulation.*

Circulation Transactions of Physical Items

F01	Adult books	387	*350*
F02	Young adult books	21	*55*
F03	Children's books	383	*383*
F04	Video recordings (physical formats)	50	*65*
F05	Audio recordings (physical formats)	22	*39*
F06	Serials (physical formats)	50	*90*

F07	All other physical items (CD-ROM based products, puzzles, art prints, pamphlets, cake pans, puppets, etc.)	25	*46*
F08	Total PHYSICAL circulation by material type	938	*1,028*

Lines F09 and F10 should be reported as individual counts. They do not need to add up to a total. These counts are part of the physical total as reported on line F08. Do not count electronic use for lines F09 or F10.

F09	Circulation to the rural population of your own county	36	*104*
F10	Total physical circulation of all materials cataloged as "children's"	435	*400*

Use of Downloadable Material

F11	Bridges e-books, including use of Advantage titles. Prefilled and locked by the State Library.	160	*173*
F12	All other e-books	0	*0*
F13	Total use of e-books	160	*173*
F14	Bridges downloadable video recordings, including use of Advantage titles. Prefilled and locked by the State Library.	1	*0*
F15	All other downloadable video recordings - do not include Freegal or similar.	0	*0*
F16	Total use of downloadable video recordings	1	*0*
F17	Bridges downloadable audio recordings, including use of Advantage titles. Prefilled and locked by the State Library.	193	*97*
F18	All other downloadable audio recordings - do not include Freegal or similar.	0	*0*
F19	Total use of downloadable audio recordings	193	*97*
F20	Bridges electronic serials - including use of Advantage titles. Prefilled and locked by the State Library.	11	*04*
F21	All other electonic serials - Include RB Digital or similar.	0	*0*
F22	Total use of electronic serials	11	*4*
F23	Total use of downloadable materials	365	*274*

Successful Retrieval of Electronic Information (Database Use)

F24	Successful retrieval of Electronic Information from Gale, Credo, Transparent Languages and Brainfuse. This used to be called Licensed database use. Prefilled and locked by the State Library.	7	*05*
F25	Successful retrieval of all other Electronic Information funded locally or by other non-state funded cooperative agreements. Do not count users, sessions, website hits, or online catalog use. This used to be called Licensed database use.	0	*0*
F26	Total successful retrieval of Electronic Information.	7	*5*

Circulation and Use Totals

F27	Total Circulation of physical and downloadable materials (This is the same as Total circulation by material type on previous year's surveys).	1,303	*1,302*
F28	Total Electronic materials use (Total downloadable use plus Total successful retrieval of Electronic Information)	372	*279*
F29	Total Collection use (Total circulation of physical and downloadable items plus successful retrieval of Electronic Information. This is not the total of F27 + F28).	1,310	*1,307*

Interlibrary Loan

The State Library will automatically fill in data from the SILO ILL service. If your library only uses SILO for ILL, you can skip F30 to F35. Examples of other ILL services are OCLC or print forms.

F30	ILL Received from other libraries using the SILO ILL service. Prefilled and locked by the State Library.	67	*80*
F31	ILL Received from other libraries using all other ILL services. Do not report SILO ILL on this line.	0	*0*
F32	Total Interlibrary Loan received from other libraries	67	*80*
F33	ILL Provided to other libraries using the SILO ILL service. Prefilled and locked by the State Library.	40	*14*
F34	ILL Provided to other libraries using all other ILL services. Do not report SILO ILL on this line.	0	*0*
F35	Total Interlibrary Loan provided to other libraries	40	*14*
F36	Current total number of registered users as of June 30, 2020	308	*301*

Section G - Program Attendance and Other Services

Program Attendance

When reporting the number of programs, count the total number of events. A story time held once a week for a year is counted as 52, not as one.

When reporting attendees, count total number of attendees regardless of the age. A children's program attended by 10 children and 10 adults is counted as 20, not as 10.

Live, virtual programs are conducted via a Web conferencing or webinar platform during which a library staff member (or other party sponsored by the library) is presenting to or interacting with an audience in real-time. These are considered programs for survey purposes and should be added into programming counts as indicated below.

Recordings of program content include video or audio recordings created by a library staff person (or other party sponsored by the library) and posted to a video or audio hosting platform for the audience to view or list to on-demand. Do not include promotional or marketing content. Recordings of program content are counted separately as indicated below.

Programs designed for adults, families, cross generational, all-ages, etc. should be reported on lines G13 TO G18.

G01	Total number of in-person library programs for children **(NEW)**	1	
G02	Total number of live virtual library programs for children **(NEW - COVID)**	0	
G03	Total number of library programs for children	1	*22*
G04	Total number of people attending in-person library programs for children **(NEW)**	25	
G05	Total number of people attending live virtual programs for children **(NEW - COVID)**	0	
G06	Total number of people attending library programs for children	25	*26*
G07	Total number of in-person library programs for young adults **(NEW)**	1	
G08	Total number of live virtual programs for young adults **(NEW - COVID)**	0	

G09	Total number of library programs for young adults	1	*1*
G10	Total number of people attending in-person library programs for young adults **(NEW)**	0	
G11	Total number of people attending live virtual programs for young adults **(NEW - COVID)**	0	
G12	Total number of people attending library programs for young adults	0	*0*
G13	Total number of in-person library programs for adults, families, etc. **(NEW)**	1	
G14	Total number of live virtual programs for adults, families, etc. **(NEW - COVID)**	0	
G15	Total number of library programs for adults, families, etc.	1	*19*
G16	Total number of people attending in-person library programs for adults, families, etc. **(NEW)**	4	
G17	Total number of people attending live virtual programs for adults, families, etc. **(NEW - COVID)**	0	
G18	Total number of people attending library programs for adults, families, etc.	4	*117*
G19	Total number of library programs	3	*42*
G20	Total number of people attending library programs	29	*143*
G21	Total number of recordings of program content for children **(NEW - COVID)**	0	
G22	Total number of recordings of program content for young adults **(NEW - COVID)**	0	
G23	Total number of recordings of program content for adults, families, etc. **(NEW - COVID)**	0	
G24	Total number of recordings of program content **(NEW - COVID)**	0	
G25	Total number of views of recordings of program content for children **(NEW - COVID)**	0	
G26	Total number of views of recordings of program content for young adults **(NEW - COVID)**	0	
G27	Total number of views of recordings of program content for adults, families, etc. **(NEW - COVID)**	0	
G28	Total number of views of recordings of program content **(NEW - COVID)**	0	

Other Services

G29	Door count annually - do not count curbside delivery or other services provided while the library is physically closed to the public as door count.	1,352	*1,924*
G30	Is annual door count based on an annual count (i.e. with a door counter) or an annual estimate based on a typical week or weeks? **(NEW)** Choose one of the options listed below:	Annual Estimate based on typical week(s)	
G31	Total number of reference transactions annually	12	*11*
G32	Is number of annual reference transactions based on annual count (i.e. year-long tally marks) or an annual estimate based on	Annual Estimate based on	

		typical week(s)	
	a typical week or weeks? **(NEW)** Choose one of the options below:		
G33	Number of Internet computers for public use	4	*4*
G34	Number of uses of public Internet computers <u>ANNUALLY</u> (You may count a typical week and multiply by 52)	79	*120*
G35	Number of wireless sessions annually - for libraries subscribing to the statewide WhoFi service. Prefilled and locked by the State Library. **(NEW)**	0	*52*
G36	Number of wireless sessions annually - for libraries without the statewide WhoFi service. **(NEW)**	23	
G37	Total number of wireless sessions annually	23	*52*
G38	Website visits for PLOW website annually. Prefilled and locked by the State Library.	563	*543*
G39	Website visits for all other libraries annually. Libraries unable to collect a count of their website visits should report **N/A.** Libraries without websites should report **-3.**	N/A	*N/A*
G40	Total website visits annually	563	*543*

Section H - Library Buildings - Hours and Square Footage

H01	Total number of hours open <u>ANNUALLY</u> at the main library only. Prefilled by the State Library.	1,430	*1,430*
H02	Total number of weeks open <u>ANNUALLY</u> at the main library only (round to the nearest whole number of weeks). Prefilled by the State Library.	52	*52*
H03	Square footage of main library. Prefilled and locked by the State Library.	357	*357*
H04	Total number of weeks the main library was closed due to COVID-19 **(NEW - COVID 19)**	0	
H05	Total number of weeks the main library had limited occupancy due to COVID-19 **(NEW - COVID 19)**	6	

Section H Totals

H12	Total number of hours open annually at the main library and all branches. (Click the SAVE button to calculate the total.)	1,430	*1,430*
H13	Total number of weeks open annually at the main library and all branches (Click the SAVE button to calculate the total.)	52	*52*
H14	Total square footage of main and all branch libraries (Click the "SAVE" button to calculate the total.)	357	*357*

Section I - COVID 19 related questions

The following questions have been added to the FY20 survey in order to assess the impact of the COVID-19 pandemic on library services. Answer Yes or No to the following questions if you know for sure that you provided the listed service or not. If you aren't sure, leave the question blank.

I01	Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic? (YES/NO)	Yes	

- Hours open clarification: An outlet is considered physically closed when the public cannot access any library buildings or bookmobiles, regardless of staff access. A building can be physically closed but still offer virtual or "curbside" services outside the building.

I02   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? (YES/NO)

Yes

- Services to the public can include providing reference service, hosting virtual programming or recorded content, curbside delivery, etc. Staff can be located or home or in a closed library while providing these services.

I03   Did the library add or increase access to electronic collection materials due to the Coronavirus (COVID-19) pandemic? (YES/NO)

No

I04   Did the library allow users to complete registration for library cards online without having to come to the library BEFORE the Coronavirus (COVID-19) pandemic?" (YES/NO)

No

I05   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/NO)

No

I06   Did the library provide reference service via the Internet or telephone during the Coronavirus (COVID-19) pandemic? (YES/NO)

Yes

I07   Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic?" (YES/NO)

- Includes any contactless or minimal contact provision of circulation items. Similar terms could include curbside, vestibule, or porch pickups, delivery (mail or drop-off), drive-thru, etc. NOTE: Circulation of these items should be reported as circulation in the appropriate category in section F.

Yes

I08   Did the library provide live, virtual programs via the Internet during the Coronavirus (COVID-19) pandemic? (YES/NO)

- NOTE: Live virtual programs are conducted via a web conferencing or webinar platform such as Facebook, YouTube, or Zoom, during which a library staff member (or other party sponsored by the library) is presenting to or interacting with an audience in real-time.

No

I09   Did the library create and provide recordings of program content via the Internet during the Coronavirus (COVID-19) pandemic? (YES/NO)

No

- NOTE: Recordings of program content include video or audio recordings created by a library staff person (or other party sponsored by the library) and posted to a video or audio hosting platform for the audience to view or listen to on-demand. Do not include promotional or marketing content.

I10   Did the library provide Wi-Fi Internet access to users outside the building at one or more outlets BEFORE the Coronavirus (COVID-19) pandemic?" (YES/NO)

Yes

- Includes "parking lot access," bookmobiles or other mobile facilities with Wi-Fi capabilities.

I11   Did the library intentionally provide access to Wi-Fi Internet access to users outside the building at one or more outlets DURING the Coronavirus (COVID-19) pandemic? (YES/NO)

Yes

I12   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? (YES/NO)

No

I13   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? (YES/NO)

- NOTE: Include reassignments to other government agencies (e.g., to provide unemployment claims), as well as other activities such as the use of library staff to distribute school lunches and other materials. Volunteering during work hours would count, but volunteering off hours would not.

No

I14   Does the library check out WIFI hotspots for use outside the library? (YES/NO)

No

All libraries submitting an annual survey must also submit a Signature Page to certify accuracy. This document is also included in the Print Application Form. Click here to print off the form, sign it, and return it to Toni Blair as listed on the document.