

2019 REPORT TO THE COMMUNITY



RED JACKET COMMUNITY LIBRARY

A public library serving the residents of the
Manchester-Shortsville Central School District in New York



Highlights

A HIGHLIGHT OF 2019 was the return of Andrea Tillinghast as our Director in August. Andrea was our Director 2006-2012 and we are delighted to have her back at Red Jacket. Thanks to Director Margo Prak and Interim Director Mary Zingerella for providing services in the first half of the year.

We adopted a budget for 2019-2020 with 0% increase in the tax levy over 2018-2019. Thanks to a generous donation from the Friends of Red Jacket Community Library, we began planning updates to the circulation desk and patron computer stations.

We updated our long-range plan emphasizing community outreach and increased access to library services. Youth Services Librarian Christine LaTerra began a weekday morning story time at the Village Hall.

At the Library, we hosted free legal assistance clinics and presented sessions on social issues such as protecting children from online predators. We inspired learning and creativity with presentations by local historians, many crafting workshops, and classes including guided meditation and genealogy. Community groups using our meeting rooms included scouts, tutoring, and service organizations.

We supported Red Jacket families through preschool story times and afterschool programs, and helped distribute donated backpacks full of school supplies to children in the district. Our summer reading programs promoted literacy, learning and fun for all ages.

Finally, **we provided materials and services valued at more than \$460,000** from our joint-use facility with the school.

Thank you for your continuing support of your public library.

OUR MISSION

We inspire learning and creativity by providing access to materials, resources, programs and services in a safe and welcoming environment.

2019-2020 BUDGET

Fiscal Year July 1, 2019 – June 30, 2020

Sources of Operating Funds

Manchester-Shortsville CSD tax levy	\$ 196,200
Grants, gifts and memorials	1,750
Fines, interest and other	550
Transfer from fund balance	28,068
TOTAL INCOME	225,568

Expenditures

Personnel and benefits	\$ 157,320
Library Materials	17,605
Operations and supplies	28,185
Automation contracts	10,120
Contingency expense	7,988
Programs	5,350
TOTAL EXPENDITURES	225,568
Capital Fund Balance (7/1/2019)	\$60,820

2019 PROGRAMS AND SERVICES

Calendar Year January 1, 2019 – December 30, 2019

Programs	Participants
164 Children’s & teen programs	815
55 Adult programs	195
53 Inter-generational programs	1,075

Services

We are chartered to serve a population of 6,036

Registered library users	1,638
Library visits	25,185
Total items borrowed by the public	14,975
-From the RJCL collection	13,478
- From the school’s collection	1,497
Items borrowed from other libraries	5,979
Items loaned to other libraries	8,282
Questions answered	3,285
Public use of library computers (sessions)	2,638
Public use of Wifi (sessions)	1,258
Public use of meeting rooms	156
Visits to library’s website	4,677

From the Director



LOOKING BACK AT 2019, I never imagined writing this letter in a condition such as this. I'm working from home in a pandemic. Out the window I see a squirrel frolicking, flowers are showing themselves, and my partner is out wildly using all manner of yard and gardening implements. Spring is certainly happening!

I wish I could say the library is springing to life again as well, but we continue to wait. I am eager to resume in-person library service as soon as it is considered safe/acceptable, likely starting with curbside delivery of some sort. Meanwhile patrons stay in contact with us through our web site and facebook page; access eBooks, audio books, and magazines through OWWL; and take part in our virtual programs. We're providing links to public health info, kids activities, classes for adults, etc.

While the building is closed, work moves ahead on much-needed updates. The school is replacing the 20-year-old carpeting as part of its capital project. We are working on plans to replace our second-hand public circulation desk and update our patron computer area, thanks to donations from the Friends of the RJCL.

There is so much to look forward to when we reopen! But whatever the conditions, know that we are here for you. Thank you for being here with us.

– Andrea Tillinghast, MLS - RJCL Director - May 5, 2020



VALUE PROVIDED

By providing free services, programs, and loans of digital and hard-copy materials, we provided approximately \$463,560 in value to the members of the Red Jacket community.

Service	Number	Value
Adult books borrowed	4,961	\$ 84,337
Children's books borrowed	2,372	35,580
Audio books borrowed	1,560	15,522
Interlibrary loan requests filled	5,979	149,475
eBooks, eAudio, eMagazines borrowed	2,914	43,710
Movies borrowed	3,168	12,672
Meeting room use (hours)	156	3,900
Adult/intergenerational programs attended	1,270	25,400
Teen/children's programs attended	815	8,150
Computer or wifi use (hours)	3941	47,292
Database searches	728	14,524
Research assistance	3,285	22,995
Total value provided		\$ 463,557

Adapted from the American Library Association Library Value Calculator.
Visit our website to learn how we estimate the value of our services.



COLLECTIONS

The RJCL owns the following materials. Patrons ALSO have access to many more books and other items owned by the school, thanks to our unique joint-use arrangement with the school district.

Books	8,954
DVDs	1,842
Books on CD	423
eBooks	330
Downloadable audiobooks	118
Electronic collections	19
Magazine/newspaper subscriptions	11

LIBRARY BOARD OF TRUSTEES

(5/1/2020)

	<i>Term expires</i>
Pat Ayres	June 2022
Peggy Sutton	June 2023
Roxie O'Brien	June 2020
Randy Ott	June 2024
Jill Persson	June 2024
Lisa Schaertl	June 2022
Jessica Oliver	June 2023
Kim Sutter	June 2021

Trustees guide the Library and ensure that it meets the community's needs, now and for the future. Serving as a Library Trustee can be a great way to help your community!

The Board of Trustees meets in the Library on the third Monday of each month at 7pm. Meetings are open to the public.

Visit the website or stop in for more information.

LIBRARY STAFF

Andrea Tillinghast, MLS	Director
Christine LaTerra, MLS	Youth Services Librarian
Patsy Olszewski	Clerk
Bonnie Curtis	Clerk
Kathleen Honchen	Clerk

OUR FACILITY

The Red Jacket Community Library, chartered in 1998, is a joint-use facility and shares a spacious, modern facility with the local school district library. The community and school libraries work cooperatively to fulfill our separate missions.

SCHOOL YEAR HOURS

(September through mid-June)

Monday-Thursday	3 pm – 9 pm
Friday	3 pm – 7 pm
Saturday	10 am – 5 pm

SUMMER HOURS

(Mid-June through August)

Monday, Wednesday, Friday	10 am – 5 pm
Tuesday and Thursday	12 noon – 7 pm
Saturday	10 am – 2 pm



CONTACT US

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For news and upcoming events: Visit our website, sign up for our weekly eNewsletter, or follow us on Facebook.