

Caroline County Public Library

Annual
Report
for
FY2021



A Message from the Executive Director

FY2021 has been another challenging year working to provide the most library services and resources during the continued COVID-19 pandemic. The Library lost seven employees during the year, ending the year with 15.5 FTE employees. The three branches were briefly re-opened in October 2020 for limited library services, but closed down in late November due to rising COVID-19 cases. Throughout this time contactless services continued, including curbside pick-up of materials, virtual programs and faxing and copies services. Thanks to Caroline County Administrator Jeremy Goldman, library staff benefited from being included with teachers for vaccines. The three library branches reopened March 15, 2021, a full year from the initial closing. On demand curb-side service continues, as does Books-By-Mail services.

When vaccinations became available in Caroline County, Library staff created a Call Center for the Caroline County Health Department, taking calls to answer questions and help get people registered for vaccines. When it became apparent that the Call Center would continue indefinitely, the County hired staff to take over the work, freeing Library staff to get back to their jobs.

The Library continues to manage Dolly Parton's Imagination Library in Caroline County. The staff of the Caroline County Public Schools remain to be the largest fundraisers for this program.

The Library received notice that it would receive a FY2022 Maryland State Library capital grant to complete the design plan for renovation of the first floor of the Central Library based on the 2019 Library Space Utilization Feasibility Study. A FY2023 Maryland State Library capital grant application was submitted for the construction of the Central Library first floor renovation. The Board of Library Trustees will be providing the local match with money from their John Hargreaves fund. The Friends of the Library were asked to assist the Board with funding the cost of new furniture, fixtures, and equipment as part of the FY2023 renovation not covered by the capital grant. Our continued thanks to our Board of Library Trustees and Friends of the Library for their support. Special thanks to Terenda Thomas and Amy Brandt, who completed their terms on the Board; and a warm welcome to Sarah Dahl and Kaleb Hignutt, who's first term begins July 1, 2021.

We look forward to rebuilding our library team in FY2022 and expanding our number of services, hours and resources to the community, all the while keeping Equity, Diversity and Inclusion in the forefront.

Debby Bennett
Executive Director

COVID closures can't stop us!

The Library operated contactless from July 1, 2020 – March 15, 2021 with brief reopening of the facilities in October 2020. We returned to contactless services in November 2020, when COVID-19 cases started escalating.

There were 70,925 items in the collection, and 14,178 cardholders.

Despite our doors being closed,

WE LENT:

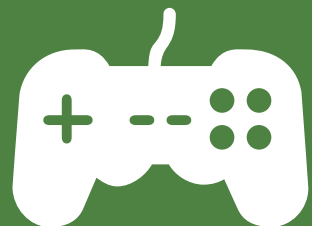
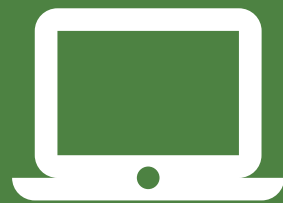
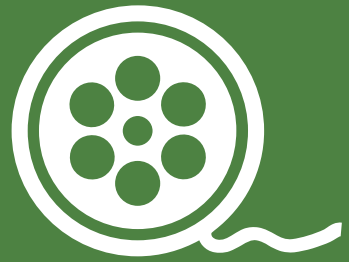
- 73,696 items total
- 445 items from other libraries to our customers
- 452 laptops and/or hotspots
- 2,000+ Books By Mail items
- 6,090 items to other Maryland libraries
- 17,696 ebooks/eaudiobooks

WE PROVIDED:

- 215 programs (with 1,165 attendees!)
- 287 instances of job support
- 459 new library cards
- 1,297 public computer sessions
- 1,639 technical support sessions

WE SUPPORTED:

- 309 meeting room bookings
- 1,013 hours staffing the Health Department's Call Center
- 9,355 reference questions
- 6,144 curbside visits
- 69,324 web page visits
- 76,105 WiFi uses





Library Users . . .

LOVE TO READ!

14,178 cardholders

73,696 checkouts

70,925 items in the collection

2,000+ Books By Mail items

6,090 items to other Maryland libraries



LOVE TO LEARN!

15.5 FTE staff members answered

9,355 reference questions

CAROLINE COUNTY PUBLIC LIBRARY

LOVE TO PARTICIPATE!

1,165 program attendees

215 programs

309 meeting room bookings



LOVE TECHNOLOGY!

1,297 public computer sessions

1,639 tech support sessions

69,324 web page visits

76,105 WiFi uses



AND THE LIBRARY LOVES THEM BACK!

6,144 curbside visits

1,013 hours staffing the Health Department's Call Center scheduling vaccinations



FISCAL YEAR 2021

CCPL CARRIES ON ITS MISSION VIRTUALLY AND IN PERSON



Learn to Ukulele with Mr. Cody started virtually, and was one of our first in-person programs. Customers of all ages learned to tune their instruments and play some chords on the front patio!

Caroline County Council of Arts provided a generous grant that allowed us to purchase 26 ukuleles! Cody recorded instructional videos that are up on our website and YouTube channel. With this available, customers checked out instruments with our curbside service and started learning from home. Registrants for our live Zoom classes picked up a ukulele ahead of time and joined in the fun when the program started.



Virtual Storytimes were a big hit too, as you can see from our fan mail!



The Library supported all our virtual learners in many ways, including these Science in the Summer kits. Kids got to play the role of scientist and use basic concepts of engineering to solve real-world problems!

Also popular were our Maker Snack Kits. These STEAM education kits sparked invention and innovation at home! Families picked up Art Machines (pictured right), Wiggle Bots, Monster Mouths, Straw Structures, and Flying Machines. They could assemble them with the included instructions, or follow the online tutorial that gave more background about the concepts behind each kit.



Makerspace to the rescue! The prizes for Lockerman Middle School's March Mammal Madness fell through on short notice, and we were able to print them plaques for the winners in each class! LMS science teachers were very grateful.

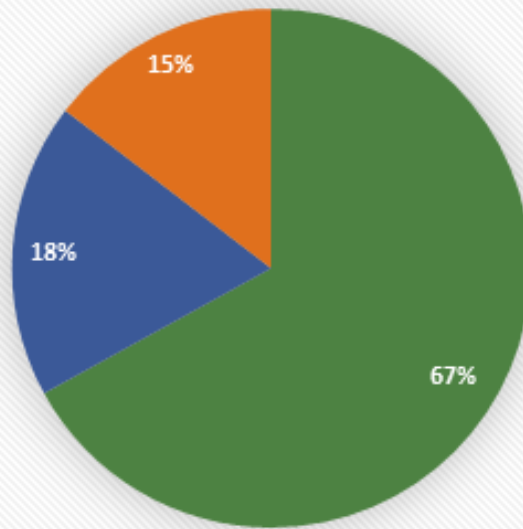
Grants & Donations

Eastern Shore Regional Library – programs, collection development, service enhancement, programs, printing, e-rate funds consultant	\$78,288
E-Rate funds for Internet fiber connections for Greensboro and Federalsburg Branches	\$19,152
Caroline County Council of the Arts – virtual literary event, ukuleles, Take & Make items	\$3,300
Friends of the Caroline County Public Library – programs and collection enhancement	\$4,075
Maryland State Library (MSL) LSTA grant funds for staff development	\$11,910
MSLLSTA funds for staff to attend virtual Maryland Library Association Annual Conference	\$3,100
(MSL) Managed by ESRL - CARES grant	\$10,493
MSDE PDG-5 grant- multi-lingual materials and programs	\$1,500
Beanstack - Black Voices grant	\$1,000
Caroline County Health Dept Tobacco grant	\$1000
Other Donations	\$3,355
Total	\$137,173



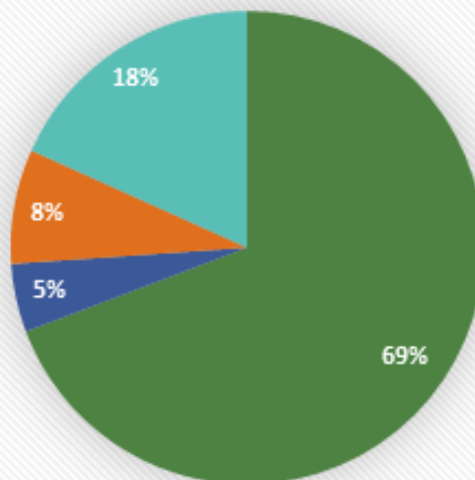
Financial Information

FY2021 Revenues: \$1,870,073



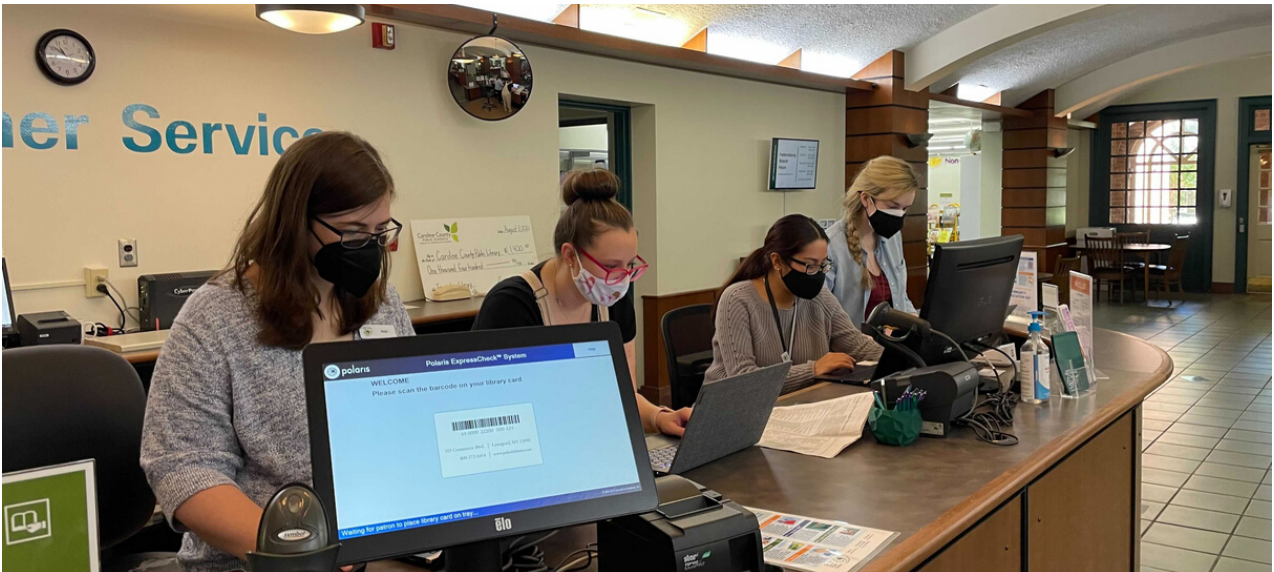
■ County Funding - \$1,252,728 ■ State Aid - \$344,522 ■ Grants & Other - \$272,823

FY2021 Expenditures: \$1,807,770



■ Staff Salary & Benefits - \$1,251,300 ■ Materials & Programs - \$84,634
■ Building & Occupancy - \$141,571 ■ Other - \$330,265

Open hours of Service from March 15, 2021 – June 30, 2021



Denton

100 MARKET STREET
DENTON, MD
(410) 479-1343

Monday - Friday
10AM - 6PM

Saturday
10AM - 2PM

Federalsburg

123 MORRIS AVENUE
FEDERALSBURG, MD
(410) 754-8397

Monday - Thursday
10AM - 2PM
&
3PM - 6PM

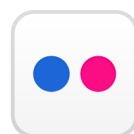
Jeanne Trice
Branch Manager

Greensboro

101 CEDAR LANE
GREENSBORO, MD
(410) 482-2634

Monday - Thursday
10AM - 2PM
&
3PM - 6PM

Angela Faggio
Branch Manager



WWW.CAROLIB.ORG

Board of Library Trustees for Caroline County

President: Caroll R. Visintainer, EdD

Vice President: Stephen C. Fleegle

Treasurer: Terenda V. Thomas

Secretary: James B. "Bart" Johnson

Board Member: Amy I. Brandt

Board Member: Tomas Davila

Board Member: Melissa Leonard

Friends of the Caroline County Public Library Board of Directors

President: Carol Zinser

Vice President: Jeff Trice

Treasurer: Angela Visintainer

Secretary: Lindy Lewis

Directors: Joe McCarthy, Robin Lahnemann, Lauren Muto,
Amanda Travers, Sarah Dahl, and Tammy Coulbourne

Volunteers provide a great service to the Library. This year, due to the continued pandemic we were unable to use volunteers, other than our Board of Library Trustees. They give their valuable time to attend board meetings, county budget hearings, and are in constant communication with the Library's Executive Director. Also, we cannot forget all the time given by the members of our Friends of the Caroline County Library, who also volunteer their time meeting and planning ways to fundraise to help the library, in addition to attending budget hearings to support the Library.

Thanks to our funders, donors, and sponsors, who helped us go the extra mile!

Our Caroline County Commissioners Larry Porter, Wilbur Leavengood, and Dan Franklin continue to be our biggest financial support.

A great portion of funding for new materials, services and programs continue to be provided through a grant from the Eastern Shore Regional Library.

The Maryland State Library Agency provided grant funding for staff development and Maryland Library Association Conference attendance this year through their Library Service and Technology Act funds. They also provided CARES grant funds. The Eastern Shore Regional Library managed this grant for all the Maryland Eastern Shore public libraries.

LSTA grant funds and CARES grant funds are made possible by the Institute of Museum and Library Services.

The Caroline county Council of Arts provided mini grants to help us with our virtual and contactless programs and resources.

