

# 2021 Annual Report



## A YEAR OF CHANGE & RENEWAL

2021 brought a slew of changes to the Black Earth Public Library, from reopening for service without an appointment on June 1, 2021, to hiring a new Library Director. It was also a year of renewal as we restored some of the services that were paused due to the COVID-19 pandemic, and brainstormed together how to operate under a "new normal." We refocused our energy not only on serving the public safely, but also making sure our community felt welcome in the library. Our focuses for the year included programming, collection maintenance, reopening for visits without appointment, and maintaining digital access and at-home activity availability for safer service.



**438**

IN-PERSON  
PROGRAM  
ATTENDANCE



**26**

IN-PERSON  
PROGRAMS  
OFFERED



**469**

VIEWS OF PRE-  
RECORDED  
VIRTUAL  
PROGRAMS

### In-Person & Outdoor Programming

In 2021, the library was able to offer in-person & outdoor programming in addition to our virtual offerings, including:

- Book discussions for adults
- Legos in the Park
- Pumpkin Decorating
- Move It Mondays
- Crafternoons
- Tie Dye T-Shirts
- Battle of the Books

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## FOCUS ON COLLECTION MAINTENANCE

The new Library Director, hired in May 2021, spent her summer undertaking a major collection maintenance project, which included deselection of outdated or unpopular materials, in order to allow for effective use of space and selection of up-to-date, new, and popular library materials. Circulation of physical materials increased from 16,289 in 2020. Additional shelf space also allowed for more robust displays of popular or themed materials, driving circulation of such materials.

↪ **20,892**

PHYSICAL  
MATERIALS IN  
OUR  
COLLECTION

↪ **19,353**

TOTAL  
CIRCULATION

↪ **994**

ITEMS ADDED  
TO THE  
COLLECTION

### What happens to materials that have been deselected?

In June 2021, the Library Board and the Friends of the Black Earth Library signed an agreement allowing for the donation of deselected library materials to the Friends of the Black Earth Library for inclusion in their annual book sale.

Any materials deselected from the library collection get a second life as fundraiser materials.

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## NO APPOINTMENT NECESSARY!

On June 1, 2021, the Black Earth Public Library reopened for browsing and computer use without an appointment after nearly a year of being appointment and contactless pickup only. In order to continue serving the community safely during the ongoing pandemic, masks were required upon entry to the library and free masks were provided to those who did not have one. Contactless pickup was also still available by request.



↪ **10,391**

VISITS,  
INCLUDING  
CONTACTLESS  
AND IN-PERSON  
VISITS

↪ **1,042**

REGISTERED  
USERS

↪ **98,825**

USES OF  
PUBLIC  
WIRELESS  
INTERNET

## Masking requirements in accordance with local ordinance

In 2021, since reopening, the Black Earth Public Library has given away hundreds of free masks to patrons in need, and has adhered to all local ordinances from Public Health of Madison and Dane County regarding mask wearing indoors.

In July 2021, masks were only required for unvaccinated patrons, but with a surge of cases in August 2021, masks again became required for anyone over 2 years old.

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## PROVIDING SERVICES SAFELY

Although we reopened the library without an appointment in 2021, some of our adapted services from 2020 continued for the health and safety of our community. At the same time as we encouraged safe use of the library, our focus also remained on providing activities and electronic collections for our patrons in addition to physical library materials and computer access. By providing self-directed activities, as well as continuing to provide access to digital materials and databases, we continued to be a source of joy, entertainment, and information to our community, inside and outside the library.



**671**

PARTICIPANTS  
IN SELF-DIRECTED  
ACTIVITIES



**4,817**

USES OF  
ELECTRONIC  
MATERIALS



**240,372**

ITEMS  
AVAILABLE  
THROUGH  
ELECTRONIC  
COLLECTIONS

## What are self-directed activities?

Self-directed activities are "planned, independent activities available for a definite time period which introduce participants to any of the broad range of library services or activities that directly provide information to participants." In short, self-directed activities are grab n' go kits! At Black Earth Public Library, this includes:

- Weekly and Monthly Grab bags
- Adult Take n' Make Crafts
- Community Garden Kits
- Halloween grab bags

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## REVENUES

Village of Black Earth:	\$134,343
Dane County Reimbursements:	\$ 60,913
Other County Reimbursements:	
Green County	\$185
Iowa County	\$6,596
Columbia County	\$125
Sauk County	\$685
Grants Received:	
SCLS Youth Literacy Grant	\$450
Wisconsin Humanities	\$6,585
e-Rate funds	\$420
Other Operating Income:	\$2,373
Total Operating Income:	\$212,675

## EXPENDITURES

Salaries & Wages:	\$118,523
Benefits:	\$12,734
Library Materials:	\$15,274
Contracted Services:	\$12,477
Other Expenditures:	\$9,372
Total Operating Expenses:	\$168,380

## LIBRARY STAFF

Bailey Anderson	Library Director
Kirsten Rogers	Youth Services Librarian
Michelle Zander	Circulation Manager
Miles Varichak	Library Assistant
Donna Vought	Library Assistant
Eli Messer	Library Page
Felicity Crowe	Library Page

## LIBRARY BOARD

Gary Schuetz	President/Treasurer
Linda Colby	Vice President
Simone Munson	Secretary
Angie Updike	School Representative
Terry Moyer	Village Representative