New York State Library

Annual Report for Public & Association Libraries 2021
Outline of Major Changes

Following are changes to the 2021 Public & Association Library Annual Report – Questions and Instructions

IMPORTANT:

- The State Library due date of the annual reports will be March 15, 2022.

- To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will cause data to be lost.

- Libraries should not have reports from two different years open at the same time.

- All libraries will continue to use the new version of Annual Report software called CollectConnect to enter their 2021 data.

OTHER NOTES:
- Please expect a minimal amount of re-numbering due to questions added or re-ordered since the 2020 Annual Report. Not all instances of re-numbering are noted in this outline.
- Please see updates in Instructions and rewording in questions and Instructions. Not all changes are noted in this outline.
- Instructions intended for more than one question are marked as such.
- Responses to new questions requiring numerical data may be estimated or left blank for the first year.
- Some COVID-19 questions will continue to appear in Part 8- Public Service Information as Part 8A.
- Some Part 3 Program questions are now referred to as Synchronous (Live Program Events).
- Reminder: All Notes are now encompassed in one note field (rather than Federal/State/Local).

2021 Changes to Part 2: Library Collection: Print/ Electronic/ Other Holdings

Revised Question and Definition:
Q2.23 Other Circulating Physical Items – updated wording

Revised Question and Definition:
Q2.24 Total Physical Items in Collection - updated wording.

2021 Changes to Part 3: Library Programs, Policies, and Services

3.17 – 3.29b (Library Sponsored Programs) – See updated Instructions and definitions.
Synchronous Program Questions

Revised Question and Definition:

Q3.17 Attendance at Synchronous Programs Targeted at Adults Age 19 or Older – updated wording

Revised Question and Definition:

Q3.18 Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18 -updated wording

New Question:

Q3.19a Number of Synchronous Program Sessions Targeted at Children Ages 0-5

New Question:

Q3.19b Number of Synchronous Program Sessions Targeted at Children Ages 6-11

Revised Question and Definition:

Q3.20 Number of Synchronous General Interest Program Sessions – updated wording

Revised Question and Definition:

Q3.21 Total Number of Synchronous Program Sessions – updated wording

New Question:

Q3.21a Number of Synchronous In-Person Onsite Program Sessions

New Question:

Q3.21b Number of Synchronous In-Person Offsite Program Sessions

New Question:

Q3.21c Number of Synchronous Virtual Program Sessions – (replacing CV8)

Revised Question and Definition:

Q3.24 Attendance at Synchronous Programs Targeted at Adults Age 19 or Older- updated wording

Revised Question and Definition:

Q3.25 Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18 -updated wording

New Question:

Q3.26a Attendance at Synchronous Programs Targeted at Children Ages 0-5

New Question:

Q3.26b Attendance at Synchronous Programs Targeted at Children Ages 6-11

Revised Question and Definition:

Q3.27 Attendance at Synchronous General Interest Programs- updated wording

Revised Question and Definition:
Q3.28 Total Attendance at Synchronous Programs- updated wording

New Question:
Q3.28a Synchronous In-Person Onsite Program Attendance

New Question:
Q3.28b Synchronous In-Person Offsite Program Attendance

New Question:
Q3.28c Synchronous Virtual Program Attendance

New Question:
Q3.29a Total Number of Asynchronous Program Presentations

New Question:
Q3.29b Total Views of Asynchronous Program Presentations within 7 Days

2021 Changes to Part 4: Library Transactions

Revised Question and Definition:
Q4.10 Circulation of Other Physical Items- updated wording

2021 Changes to Part 8A COVID

Deleted Question:
CV3 Did the library add or increase access to electronic collection materials due to COVID-19 pandemic?

Deleted Question:
CV4 Did the library allow users to complete registration for library cards online without having to come to the library before the COVID-19 pandemic?

Deleted Question:
CV8 Did the library provide live, virtual programs via the internet during the COVID-19 pandemic

Deleted Question:
CV9 Did the library create and provide recordings of program content via the Internet during the COVID-19 pandemic?

Deleted Question:
CV10 Report total number of recordings of program content during COVID-19 pandemic

Deleted Question:
CV11 Did the library provide Wi-Fi Internet access to users outside the building at one or more outlets before the COVID-19 pandemic?

2021 Changes to Part 9: Service Outlet Information

Revised Question and Definition:
Q9.26 Number of Internet Computers Used by General Public- updated wording.

New Question:
Q9.27a Reporting Method for Number of Uses of Public Internet Computers Per Year

Revised Question and Definition:
Q9.33 Wireless Sessions Report the number of wireless sessions provided by the library wireless service annually – updated wording.

New Question:
Q9.33a Reporting Method for Wireless Sessions

2021 Changes to Part 12: Operating Funds Disbursements

Deleted Question:
Q12.20 Binding Expenses

2021 Changes to Part 15: Central Libraries

15.1.1- 15.2.18 – See updated Instructions and definitions.

Deleted Questions:
Q15.1.1 – Q15.1.9 Central Book Aid (CBA) questions have been removed. Q15.2.1 – Q15.2.18 Central Library Development Aid (CLDA) questions have been removed.

New Questions:
Q15.1.1 – Q15.1.18 Central Library monies are now combined into one State aid funding program called Central Library Services Aid (CLSA).