

Galway Public Library

Annual Report For Public And Association Libraries - 2001

	CURRENT YEAR	PREVIOUS YEAR
1. General Library Information		
Report all information in Part 1 as of December 31, 2001		
1.1	<i>Library ID Number: SYSTCD</i>	76
1.2	<i>SUBSYSTCD</i>	00
1.3	<i>COCD</i>	52
1.4	<i>LIBCD</i>	2500
1.5	<i>CSS Number</i>	N/A
1.6	<i>Library Name</i>	Galway Public Library
1.7	<i>Community</i>	Galway
1.8	<i>Beginning Fiscal Reporting Year (mm/dd/yyyy)</i>	1/1/2001
1.9	<i>Ending Fiscal Reporting Year (mm/dd/yyyy)</i>	12/31/2001
1.10	Street Address	5264 North Street
1.11	City	Galway
1.12	Zip Code (5 Digits Only)	12074
1.13	Four-Digit Zip Code Extension (Enter N/A if unknown)	2431
1.14	Mailing Address	P.O. Box 207
1.15	City	Galway
1.16	Zip Code (5 Digits Only)	12074
1.17	Four-Digit Zip Code Extension (Enter N/A if unknown)	0207
1.18	Telephone Number - enter 10 digits only (Enter N/A if no telephone number)	(518) 882-6385
1.19	Fax Number - enter 10 digits only (Enter N/A if no fax number)	(518) 882-6385
1.20	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	sarapando@yahoo.com
1.21	Library Home Page URL (Enter N/A if no home page URL)	n/a
1.22	<i>Indicate the type of library as stated in the library's charter:</i>	PUBLIC
1.23	<i>Population Chartered to Serve (per 2000 Census)</i>	3589
1.24	<i>Indicate the area chartered to serve as stated in the library's charter:</i>	Town
1.25	<i>Federal Employer Identification Number</i>	161517296
1.26	<i>County</i>	Saratoga
1.27	<i>School District</i>	Galway
1.28	<i>Library System</i>	Southern Adirondack Library System
1.29	Title of Library Director/ Manager (select one):	Mrs.
1.30	First Name of Library Director/Manager	Sara
1.31	Last Name of Library Director/Manager	Pandori
1.32	NYS Public Librarian Certification Number	N/A
1.33	E-mail Address of the Director/Manager	sarapando@yahoo.com
1.34	Fax Number of the Director/Manager	(518) 882-6385

1.35	Indicate the type of charter the library currently holds (select one):	PROVISIONAL
1.36	Date the library was granted its absolute charter <u>or</u> the date of the provisional charter if the library does not have an absolute charter (mm/dd/yyyy)	7/14/2000
1.37	Date the library was last registered (mm/dd/yyyy)	N/A
1.38	Does the library charge fees for library cards to people residing outside the system's service area?	N
1.39	Was all or part of the library's budget subject to a public vote for the fiscal year ending in 2001?	Y
1.40	Enter the code that indicates the outcome of public vote(s) for the library's budget (select one):	ALL
1.41	Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? If yes, please complete the following section. If no, please go to question 1.42	Y
1.	Name of contracting municipality or district	Town of Charlton
2.	Is this a written contractual agreement?	Y
3.	Population of the geographic area served by this contract	3,954
4.	Dollar amount of contract	\$1,100
5.	Enter the appropriate code for range of services provided (select one):	FULL
1.	Name of contracting municipality or district	Town of Providence
2.	Is this a written contractual agreement?	N
3.	Population of the geographic area served by this contract	
4.	Dollar amount of contract	
5.	Enter the appropriate code for range of services provided (select one):	

REPORT OF UNUSUAL CIRCUMSTANCE(S)

For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? (If yes, please explain the circumstance(s) and the impact on the library using the state note; if no, please go to Part 2, Library Collection.)

1.42	Unusual circumstance(s) and the impact on the library	N
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2. Library Collection

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1.

CATALOGED BOOK HOLDINGS

2.1	Adult Fiction Books	11
2.2	Adult Non-fiction Books	3,312
2.3	TOTAL Adult Books (Total questions 2.1 & 2.2)	3,323
2.4	Children's Fiction Books	3
2.5	Children's Non-fiction Books	11
2.6	TOTAL Children's Books (Total questions 2.4 & 2.5)	14
2.7	TOTAL CATALOGED BOOKS (Total questions 2.3 & 2.6)	3,337

UNCATALOGED BOOK HOLDINGS

2.8	TOTAL UNCATALOGED BOOK HOLDINGS	11,000
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SERIAL HOLDINGS

2.9 TOTAL SERIALS (Count print and microform only. Do not count electronic holdings). 32

AUDIO-VISUAL HOLDINGS

2.10 Audio recordings (includes CDs, tapes, etc.) 423

2.11 Video recordings 424

2.12 Other Audio-Visual materials 0

2.13 **TOTAL AUDIO-VISUAL** (Total questions 2.10 - 2.12) 847

OTHER MATERIAL HOLDINGS

2.14 CD-ROMs 9

2.15 Other Materials in Electronic Format 0

2.16 All Other Materials 0

2.17 **TOTAL OTHER MATERIAL HOLDINGS** (Total questions 2.14 - 2.16) 9

2.18 **GRAND TOTAL HOLDINGS** (Total questions 2.7, 2.8, 2.9, 2.13 and 2.17) 15,225.00

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.19 Cataloged Books 0

2.20 Serials 32

2.21 Audio-Visual 244

2.22 Other Materials 4,959

2.23 **TOTAL ADDITIONS** (Total questions 2.19 - 2.22) 5,235.00

CURRENT SUBSCRIPTION TITLES

2.24 TOTAL PRINT AND MICROFORM SUBSCRIPTION TITLES 18

3. Programs, Policies and Services

Report all information as of the end of the fiscal year reported in Part 1.

LIBRARY SPONSORED PROGRAMS

3.1 Adult Program Sessions 30

3.2 Young Adult Program Sessions 1

3.3 Children's Program Sessions 60

3.4 All Other Program Sessions 7

3.5 Adult Program Attendance 191

3.6 Young Adult Program Attendance 40

3.7 Children's Program Attendance 616

3.8 All Other Program Attendance 341

LIBRARY USE

3.9 Library visits (total annual attendance) 7,164

3.10 Library materials used in the library 1,059

3.11 Registered borrowers 1,415

3.12 Registered non-resident borrowers 529

WRITTEN POLICIES

- | | | |
|------|---|---|
| 3.13 | Does the library have an open meeting policy? | Y |
| 3.14 | Does the library have a policy which protects the confidentiality of library records? | Y |
| 3.15 | Does the library have an Internet use policy? | Y |
| 3.16 | Does the library have a disaster policy? | Y |

ACCESSIBILITY

- | | | |
|------|---|---|
| 3.17 | Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, person in jail, etc.)? | Y |
| 3.18 | Does the library have devices for the deaf and hearing impaired (TTY/TDD)? | N |

4. Library Transactions

Report all transactions as of the end of the fiscal year reported in Part 1.

CATALOGED BOOK CIRCULATION

- | | | |
|-----|---|---|
| 4.1 | Adult Fiction Books | 0 |
| 4.2 | Adult Non-fiction Books | 0 |
| 4.3 | TOTAL Adult Books (Total questions 4.1 & 4.2) | 0 |
| 4.4 | Children's Fiction Books | 0 |
| 4.5 | Children's Non-fiction Books | 0 |
| 4.6 | TOTAL Children's Books (Total questions 4.4 & 4.5) | 0 |
| 4.7 | TOTAL CATALOGED BOOK CIRCULATION (Total questions 4.3 & 4.6) | 0 |

CIRCULATION OF OTHER MATERIALS

- | | | |
|------|---|-----------|
| 4.8 | TOTAL CIRCULATION OF OTHER MATERIALS | 10,070 |
| 4.9 | GRAND TOTAL CIRCULATION TRANSACTIONS (Total questions 4.7 & 4.8) | 10,070.00 |
| 4.10 | GRAND TOTAL CIRCULATION OF CHILDREN'S MATERIALS | 3,795 |

REFERENCE TRANSACTIONS

- | | | |
|------|---|-------|
| 4.11 | Adult (Include Young Adult Transactions) | 1,750 |
| 4.12 | Children's | 1,020 |
| 4.13 | TOTAL REFERENCE TRANSACTIONS (Total questions 4.11 & 4.12) | 2,770 |

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

- | | | |
|------|--------------------------|-----|
| 4.14 | TOTAL MATERIALS RECEIVED | 929 |
|------|--------------------------|-----|

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

- | | | |
|------|--------------------------|---|
| 4.15 | TOTAL MATERIALS PROVIDED | 5 |
|------|--------------------------|---|

5. Automation and Telecom.

Report all information as of December 31, 2001.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	N
5.2	Online public access catalog (OPAC)	Y
5.3	Electronic access to your OPAC from outside the library?	Y
5.4	Microcomputer (IBM-compatible Pentium or greater) for staff use?	Y
5.5	Microcomputer (IBM-compatible Pentium or greater) for public use?	Y
5.6	Number of microcomputers (IBM-compatible Pentium or greater)	6
5.7	Does the library have Internet access?	Y
5.8	If the library has Internet access, is the Internet used by (select one):	PE
5.9	Does the library use Internet filtering software on any computer?	N
5.10	Number of Internet terminals used by library staff only	2
5.11	Number of Internet terminals used by the general public	4
5.12	Total number of Internet terminals (Total questions 5.10 & 5.11)	6
5.13	Number of in-library users (only) of electronic resources in a typical week	45
5.14	Instructions for library customers by library staff or others on use of Internet resources?	Y
5.15	Access to electronic services (e.g., bibliographic and full-text databases, multi-media products, indexes or reference tools, and full text serials)?	Y
5.16	Capacity to place ILL/document delivery request electronically?	Y

6. Staff Information

Report all staff information as of the end of the fiscal year reported in Part 1.

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1	The number of hours per workweek used to compute FTE for all paid library personnel in this section.	40
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BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS - Report positions to two decimal places.

6.2	Female Library Director (certified)	N/A
6.3	Male Library Director (certified)	N/A
6.4	Vacant Library Director (certified)	N/A
6.5	Female Librarian (certified)	N/A
6.6	Male Librarian (certified)	N/A
6.7	Vacant Librarian (certified)	N/A
6.8	Female Library Manager (not certified)	.83
6.9	Male Library Manager (not certified)	N/A
6.10	Vacant Library Manager (not certified)	N/A
6.11	Female Library Specialist/Paraprofessional (not certified)	N/A
6.12	Male Library Specialist/Paraprofessional (not certified)	N/A
6.13	Vacant Library Specialist/Paraprofessional (not certified)	N/A
6.14	Female Other Staff	.37

6.15	Male Other Staff	N/A
6.16	Vacant Other Staff	N/A
6.17	Female Building Maintenance and Operation Staff	N/A
6.18	Male Building Maintenance and Operation Staff	N/A
6.19	Vacant Building Maintenance and Operation Staff	N/A
6.20	FEMALE TOTAL PAID STAFF (Total questions 6.2, 6.5, 6.8, 6.11, 6.14 & 6.17)	1.20
6.21	MALE TOTAL PAID STAFF (Total questions 6.3, 6.6, 6.9, 6.12, 6.15 & 6.18)	0.00
6.22	VACANT TOTAL PAID STAFF (Total questions 6.4, 6.7, 6.10, 6.13, 6.16 & 6.19)	0.00

SALARY INFORMATION

6.23	FTE - Entry Level Librarian (certified)	N/A
6.24	Salary - Entry Level Librarian (certified)	N/A
6.25	FTE - Library Director (certified)	N/A
6.26	Salary - Library Director (certified)	N/A
6.27	FTE - Library Manager (not certified)	.83
6.28	Salary - Library Manager (not certified)	\$20,748

7. Min. Public Library Standards

Report all information as of December 31, 2001.

7.1	1. Is governed by board-approved written bylaws.	Y
7.2	2. Has a board-approved written long range plan of service	Y
7.3	3. Presents an annual report to the community	Y
7.4	4. Has board-approved written policies.	Y
7.5	5. Presents an annual written budget to appropriate funding agencies.	Y
7.6	6. Periodically evaluates the effectiveness of the collection and services in meeting community needs.	Y
7.7	7. Is open the minimum standard number of public service hours for population served. (see instructions)	Y
8.	Maintains a facility to meet community needs, including adequate:	
7.8	8a. space	Y
7.9	8b. lighting	Y
7.10	8c. shelving	Y
7.11	8d. seating	Y
7.12	8e. restroom (see instructions)	Y
9.	Has the equipment and connections necessary to facilitate access to information:	
7.13	9a. telephone	Y
7.14	9b. photocopier (see instructions)	Y
7.15	9c. microcomputer or terminal	Y
7.16	9d. printer	Y
7.17	9e. telefacsimile capability (see instructions)	Y
7.18	10. Distributes printed information listing the library's hours open, borrowing rules, services, location and phone number.	Y
7.19	11. Employs a paid director in accordance with the provisions of section 90.8 of Commissioner's Regulations (see instructions).	Y

8. Public Service Information

Report all information as of the end of the fiscal year reported in Part 1.

PUBLIC SERVICE OUTLETS

(Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.)

8.1	Main Library	1
8.2	Branches	0
8.3	Bookmobiles	0
8.4	Other Outlets	0
8.5	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)	1

PUBLIC SERVICE HOURS - Report public service hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	25
8.7	Minimum Weekly Total Hours - Branch Libraries	N/A
8.8	Minimum Weekly Total Hours - Bookmobiles	N/A
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	25.0
8.10	Weekly Total Hours for a Typical Week - Main Library	25
8.11	Weekly Total Hours for a Typical Week - Branch Libraries	N/A
8.12	Weekly Total Hours for a Typical Week - Bookmobiles	N/A
8.13	Weekly Total Hours for a Typical Week - Total Hours Open (Total questions 8.10 - 8.12)	25.0
8.14	Annual Total Hours - Main Library	1,300
8.15	Annual Total Hours - Branch Libraries	N/A
8.16	Annual Total Hours - Bookmobiles	N/A
8.17	Annual Hours Open - Total Hours Open (Total questions 8.14 - 8.16)	1,300.0

9. Service Outlet Information

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter detailed outlet information on main libraries, branches or bookmobiles only.

1.	Outlet Name	Galway Public Library
2.	Street Address	5264 North St.
3.	City or Town	Galway
4.	Zip Code	12074
5.	Four-Digit Zip Code Extension	2431
6.	Phone (enter 10 digits only)	(518) 882-6385
7.	Telefacsimile Number (enter 10 digits only)	(518) 882-6385
8.	Internet E-mail Address	sarapando@yahoo.com
9.	Outlet URL	N/A
10.	County	Saratoga
11.	Outlet Type Code (select one):	CE
12.	Enter the appropriate outlet code (select one):	LRF
13.	Date of initial construction of the outlet	06/01/1989

- | | | |
|-----|---|-------|
| 14. | Indicate the year this outlet underwent a major renovation costing \$25,000 or more | N/A |
| 15. | Square footage of the outlet | 1,800 |
| 16. | Does the outlet have a building entrance that is physically accessible to the person in a wheelchair? | Y |
| 17. | Is every public part of the outlet accessible to the person in a wheelchair? | Y |
| 18. | <i>LIBID</i> | |
| 19. | <i>FSCSID</i> | |
| 20. | <i>Metropolitan Status Code</i> | |
| 21. | <i>Number of Bookmobiles in the Bookmobile Outlet Record</i> | |

10. Officers and Trustees

Report information about trustee meetings as of December 31, 2001. All public and association libraries are required by Education Law to hold at least four meetings a year.

TRUSTEE MEETINGS

- | | | |
|------|---|----|
| 10.1 | Total number of trustee meetings held during calendar year (January 1, 2001 to December 31, 2001) | 12 |
| 10.2 | Number of <u>voting</u> trustee positions on library board. | 7 |

TRUSTEE SELECTION

- | | | |
|--|---|---------------------|
| 10.3 | Enter Trustee Selection Code (select one): | A |
| List Officers and Trustees for the 2002 Calendar Year | | |
| 1. | Title of Trustee (select one): | Mrs. |
| 2. | First Name of Trustee | Arlene |
| 3. | Last Name of Trustee | Rhodes |
| 4. | Home Mailing Address | P.O. Box 25 |
| 5. | City | Galway |
| 6. | Zip Code (5 digits only) | 12074 |
| 7. | Four-Digit Zip Code Extension | 0025 |
| 8. | Phone for the Board President only (enter 10 digits only) | N/A |
| 9. | E-mail address | n/a |
| 10. | Office Held | n/a |
| 11. | Term Expires - Month | December |
| 12. | Term Expires - Year (yyyy) | 2006 |
| 1. | Title of Trustee (select one): | Mr. |
| 2. | First Name of Trustee | Richard |
| 3. | Last Name of Trustee | Lane |
| 4. | Home Mailing Address | 2405 Kimball's Lane |
| 5. | City | Galway |
| 6. | Zip Code (5 digits only) | 12074 |
| 7. | Four-Digit Zip Code Extension | 2029 |
| 8. | Phone for the Board President only (enter 10 digits only) | N/A |
| 9. | E-mail address | n/a |
| 10. | Office Held | n/a |
| 11. | Term Expires - Month | December |
| 12. | Term Expires - Year (yyyy) | 2003 |
| 1. | Title of Trustee (select one): | Mrs. |

2.	First Name of Trustee	Mary
3.	Last Name of Trustee	Hallgren
4.	Home Mailing Address	1855 Mechanic St.
5.	City	Galway
6.	Zip Code (5 digits only)	12074
7.	Four-Digit Zip Code Extension	2212
8.	Phone for the Board President only (enter 10 digits only)	N/A
9.	E-mail address	n/a
10.	Office Held	Secretary
11.	Term Expires - Month	December
12.	Term Expires - Year (yyyy)	2002
1.	Title of Trustee (select one):	Mrs.
2.	First Name of Trustee	Elizabeth
3.	Last Name of Trustee	Feuerstein
4.	Home Mailing Address	6036 Stanton Rd.
5.	City	Middle Grove
6.	Zip Code (5 digits only)	12850
7.	Four-Digit Zip Code Extension	1320
8.	Phone for the Board President only (enter 10 digits only)	N/A
9.	E-mail address	n/a
10.	Office Held	Treasurer
11.	Term Expires - Month	December
12.	Term Expires - Year (yyyy)	2005
1.	Title of Trustee (select one):	Ms.
2.	First Name of Trustee	Derrith
3.	Last Name of Trustee	Hurst
4.	Home Mailing Address	2545 Old Mill Rd.
5.	City	Galway
6.	Zip Code (5 digits only)	12074
7.	Four-Digit Zip Code Extension	2316
8.	Phone for the Board President only (enter 10 digits only)	N/A
9.	E-mail address	n/a
10.	Office Held	N/A
11.	Term Expires - Month	December
12.	Term Expires - Year (yyyy)	2006
1.	Title of Trustee (select one):	Ms.
2.	First Name of Trustee	Janet
3.	Last Name of Trustee	Johnson
4.	Home Mailing Address	6040 Stanton Rd.
5.	City	Middle Grove
6.	Zip Code (5 digits only)	12850
7.	Four-Digit Zip Code Extension	1320
8.	Phone for the Board President only (enter 10 digits only)	N/A
9.	E-mail address	n/a
10.	Office Held	Vice-President
11.	Term Expires - Month	December
12.	Term Expires - Year (yyyy)	2004
1.	Title of Trustee (select one):	Mrs.

2.	First Name of Trustee	Mary Lynn
3.	Last Name of Trustee	Kopper
4.	Home Mailing Address	5526 Crooked St.
5.	City	Broadalbin
6.	Zip Code (5 digits only)	12025
7.	Four-Digit Zip Code Extension	2712
8.	Phone for the Board President only (enter 10 digits only)	(518) 882-9884
9.	E-mail address	n/a
10.	Office Held	President
11.	Term Expires - Month	December
12.	Term Expires - Year (yyyy)	2003

11. Operating Fund Receipts

Report financial data based on the Fiscal Reporting Year reported in Part 1.
PLEASE ROUND TO THE NEAREST DOLLAR.

LOCAL PUBLIC FUNDS

Specify by name the municipalities or districts which are the source of funds.

11.1	Does the library receive funds from any county(ies)? If yes, complete one record for each county.	Y
1.	County	Saratoga
2.	Amount	\$710
3.	Subject to Public Vote	N
4.	Written Contractual Agreement	N
11.2	Does the library receive funds from any town(s)? If yes, complete one record for each town.	Y
1.	Town	Galway
2.	Amount	\$33,500
3.	Subject to Public Vote	N
4.	Written Contractual Agreement	Y
1.	Town	Providence
2.	Amount	\$1,000
3.	Subject to Public Vote	N
4.	Written Contractual Agreement	N
1.	Town	Charlton
2.	Amount	\$1,000
3.	Subject to Public Vote	N
4.	Written Contractual Agreement	Y
11.3	Does the library receive funds from any village(s)? If yes, complete one record for each village.	N
1.	Village	N/A
2.	Amount	N/A
3.	Subject to Public Vote	N/A
4.	Written Contractual Agreement	N/A
11.4	Does the library receive funds from any city(ies)? If yes, complete one record for each city.	N
1.	City	N/A

- 2. Amount N/A
- 3. Subject to Public Vote N/A
- 4. Written Contractual Agreement N/A
- 11.5 Does the library receive funds from any school district(s)? If yes, complete one record for each school district. Y

- 1. School District Galway Central School District
- 2. Amount \$8,000
- 3. Subject to Public Vote Y
- 4. Written Contractual Agreement Y
- 11.6 Does the library receive any tax or non-tax receipts designated by a community or district not reported above? If yes, complete one record for each community or district not reported above. N

- 1. Funding Source N/A
- 2. Amount N/A
- 3. Subject to Public Vote N/A
- 4. Written Contractual Agreement N/A

11.7 **TOTAL LOCAL PUBLIC FUNDS** \$44,210

SYSTEM CASH GRANTS TO MEMBER LIBRARY

- 11.8 Local Library Services Aid (LLSA) \$1,500
- 11.9 Central Library Aid \$0
- 11.10 Other State Aid \$0
- 11.11 Federal Aid \$0
- 11.12 Other Cash Grants \$0
- 11.13 **TOTAL SYSTEM CASH GRANTS (Total questions 11.8 - 11.12)** \$1,500

OTHER STATE AID

- 11.14 State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants \$0

FEDERAL AID FOR LIBRARY OPERATION

- 11.15 LSTA \$0
- 11.16 Other Federal Aid \$0
- 11.17 **TOTAL FEDERAL AID (Total questions 11.15 & 11.16)** \$0

11.18 **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** N/A

OTHER RECEIPTS

- 11.19 Gifts and Endowments \$4,948
- 11.20 Fund Raising \$8,177
- 11.21 Income from Investments \$116
- 11.22 Library Charges \$318
- 11.23 Other \$406
- 11.24 **TOTAL OTHER RECEIPTS (Total questions 11.19-11.23)** \$13,965
- 11.25 **TOTAL OPERATING FUND RECEIPTS (Total questions 11.7, 11.13, 11.14, 11.17, 11.18, 11.24)** \$59,675

11.26	<u>BUDGET LOANS</u>	\$0
	<u>TRANSFERS</u>	
11.27	From Capital Fund	\$0
11.28	From Other Funds	\$0
11.29	TOTAL TRANSFERS (Total questions 11.27 & 11.28)	\$0
11.30	BALANCE - Beginning of Fiscal Year Ending 2001 (Same as 12.43 of previous year if fiscal year has not changed)	\$5,914
11.31	<u>GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE</u> (Same as 12.44) (Total questions 11.25, 11.26, 11.29, 11.30)	\$65,589

12. Operating Fund Disbursements

PERSONNEL COSTS

Salaries

12.1	Certified Librarians	N/A
12.2	Other Staff	\$21,959
12.3	TOTAL SALARIES (Total questions 12.1 & 12.2)	\$21,959
12.4	Employee Benefits	\$1,861
12.5	TOTAL PERSONNEL COSTS (Total questions 12.3 & 12.4)	\$23,820

LIBRARY MATERIALS AND BINDING

12.6	Books	\$7,099
12.7	Serials	\$148
12.8	AV Materials	\$804
12.9	Other Materials and Binding	\$0
12.10	Operating Expenditures for Library Materials in Electronic Format	\$0
12.11	Search Services (question deleted)	N/A
12.12	TOTAL LIBRARY MATERIALS & BINDING (Total questions 12.6 - 12.10)	\$8,051

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.13	From Local Public Funds	\$0
12.14	From Other Funds	\$3,428
12.15	TOTAL CAPITAL EXPENDITURES (Total questions 12.13 & 12.14)	\$3,428

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.16	From Local Public Funds	\$2,712
12.17	From Other Funds	\$594
12.18	TOTAL REPAIRS (Total questions 12.16 & 12.17)	\$3,306
12.19	Fuel And Utilities	\$1,883
12.20	Insurance	\$1,947
12.21	Other Disbursements For Operation & Maintenance of Buildings	\$0
12.22	TOTAL OPERATION & MAINTENANCE OF BUILDINGS (Total questions 12.18 - 12.21)	\$7,136

MISCELLANEOUS EXPENSES

12.23	Office and Library Supplies	\$1,466
12.24	Telecommunication	\$443
12.25	Operating Expenditures for Electronic Access	\$188
12.26	Postage and Freight	\$1,184
12.27	Other Miscellaneous	\$984
12.28	TOTAL MISCELLANEOUS EXPENSES (Total questions 12.23 - 12.27)	\$4,265
12.29	<u>CONTRACT WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</u>	N/A

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.30	From Local Public Funds	\$0
12.31	From Other Funds	\$0
12.32	TOTAL (Total questions 12.30 & 12.31)	\$0
12.33	Budget Loans (Principal and Interest)	\$0
12.34	Short-Term Loans	\$0
12.35	TOTAL DEBT SERVICE (Total questions 12.32 - 12.34)	\$0
12.36	TOTAL OPERATING FUND DISBURSEMENTS (Total questions 12.6, 12.12, 12.15, 12.22, 12.28, 12.29, 12.35)	\$46,700

TRANSFERS

Transfers to Capital Fund

12.37	From Local Public Funds	\$0
12.38	From Other Funds	\$5,000
12.39	TOTAL (Total questions 12.37 & 12.38)	\$5,000
12.40	Transfer to Other Funds	\$0
12.41	TOTAL TRANSFERS (Total questions 12.39 & 12.40)	\$5,000
12.42	<u>TOTAL DISBURSEMENTS AND TRANSFERS</u> (Total questions 12.36 & 12.41)	\$51,700
12.43	<u>BALANCE IN OPERATING FUND</u> -at the End of Fiscal Year Ending 2001	\$13,889
12.44	<u>GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE</u> (Total questions 12.42 & 12.43)	\$65,589

FISCAL AUDIT

12.45	Last audit performed (mm/dd/yyyy)	03/01/2001
12.46	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	01/01/00-12/31/00
12.47	Indicate type of audit (select one):	OTHER

CAPITAL FUND

12.48	Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, skip to part 15. If Yes, complete the Capital Fund Report.	Y
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13. Capital Fund Receipts

Report financial data based on the fiscal year reported in Part 1 of this report
PLEASE ROUND TO THE NEAREST DOLLAR.

13.1	<u>REVENUES FROM LOCAL SOURCES</u>	\$10,267
	<u>INTERFUND REVENUE</u>	
13.2	Transfer from Operating Fund (Same as 12.39)	\$5,000
	<u>STATE AID FOR CAPITAL PROJECTS</u>	
13.3	State Aid Received for Construction	\$0
	<u>FEDERAL AID FOR CAPITAL PROJECTS</u>	
13.4	LSCA Title II	\$0
13.5	Other	\$0
13.6	TOTAL FEDERAL AID (Total questions 13.4 & 13.5)	\$0
13.7	TOTAL REVENUES (Total questions 13.1, 13.2, 13.3, 13.6)	\$15,267
13.8	<u>NON REVENUE RECEIPTS</u>	\$0
13.9	TOTAL CASH RECEIPTS (Total questions 13.7 & 13.8)	\$15,267
13.10	CASH BALANCE - Beginning of Fiscal Year Ending 2001 (Same as code H8067 of previous year, if fiscal year has not changed)	\$5,543
13.11	<u>TOTAL CASH RECEIPTS AND BALANCE</u> (Total questions 13.9 & 13.10)	\$20,810

14. Capital Fund Disbursements

PROJECT EXPENDITURES

14.1	Construction	N/A
14.2	Incidental Construction	N/A
	Other Disbursements	
14.3	Purchase of Buildings	N/A
14.4	Interest	N/A
14.5	Books and Library Materials	N/A
14.6	Total Other Disbursements (Total questions 14.3 - 14.5)	\$0
14.7	TOTAL PROJECT EXPENDITURES (Total questions 14.1, 14.2, 14.6)	\$0
14.8	<u>TRANSFER TO OPERATING FUND</u> (Same as 11.27)	\$0
14.9	<u>NON-PROJECT EXPENDITURES</u>	\$0
14.10	<u>TOTAL DISBURSEMENTS AND TRANSFERS</u> (Total questions 14.7 - 14.9)	\$0
14.11	CASH BALANCE - End Of Fiscal Year ending 2001	\$20,810
14.12	<u>TOTAL CASH DISBURSEMENTS AND BALANCE</u> (same as Code H8064) (Total questions 14.10 & 14.11)	\$20,810

15. Federal Totals

Note: See instructions for definitions and calculations of each of these Federal Totals.

15.1	Total ALA-MLS (Total questions 6.2 - 6.7)	0.00
15.2	Total Librarians (Total questions 15.1, 6.8 - 6.13)	0.83
15.3	All Other Paid Staff (Total questions 6.14 - 6.19)	0.37
15.4	Total Paid Employees (Total questions 6.20 - 6.22)	1.20
15.5	State Government Aid (Total questions 11.8-11.10, 11.14)	\$1,500
15.6	Federal Aid (Total questions 11.11 & 11.17)	\$0
15.7	Other Income (Total questions 11.12, 11.18, 11.24, 11.26, 11.29)	\$13,965

15.8	Total Income (Total questions 11.7, 11.13, 11.14, 11.17, 11.18, 11.24, 11.26, 11.29)	\$59,675
15.9	Other Operating Expenditures (Total questions 12.22, 12.28, 12.29, 12.33, 12.34, 12.41)	\$16,401
15.10	Total Operating Expenditures (Total questions 12.5, 12.12, 15.9)	\$48,272
15.11	Book/Serial Volumes (Total questions 2.7-2.9)	14,369
15.12	Materials in Electronic Format (Total questions 2.14 & 2.15)	9

16. Miscellaneous State Calculations

16.1	Local Public Funds from Counties	\$710
16.2	Local Public Funds from Towns	\$35,500
16.3	Local Public Funds from Villages	\$0
16.4	Local Public Funds from Cities	\$0
16.5	Local Public Funds from School Districts	\$8,000
16.6	Local Public Funds from Other Municipalities or Districts	\$0
16.7	Direct State Aid (Total questions 11.8 & 11.14)	\$1,500
16.8	Other Operating Fund Receipts (Total questions 11.24, 11.26, 11.29, 11.18, 11.12, 11.9, 11.10, 11.11)	\$13,965
16.9	Total Operating Fund Receipts (Total questions 11.25, 11.26, 11.29)	\$59,675
16.10	Adjusted Total Operating Fund Receipts (Total questions 11.25, 11.26, 11.29 minus 11.18)	\$59,675
16.11	Adjusted Total Operating Fund and Balance (11.31 minus 11.18)	\$65,589
16.12	Non-Book and Binding Disbursements (Total questions 12.9 - 12.11)	\$0
16.13	Other Operating Fund Disbursements (Total questions 12.22, 12.29, 12.35, 12.28)	\$11,401
16.14	Total Operating Fund Disbursements Excluding Capital (12.36 minus 12.15)	\$43,272
16.15	Adjusted Total Operating Fund Disbursements Excluding Capital (Total questions 12.36 minus 12.15 + 12.29)	\$43,272
16.16	Capital Disbursements from Operating Fund and Capital Fund (Total questions 12.15, 14.10)	\$3,428
16.17	Adjusted Total Operating Fund and Capital Fund Disbursements (Total questions 12.36, 14.10 minus 12.29)	\$46,700

17. Certification

Click [here](#) to print a copy of the Board Fiscal Officer certification.

Click [here](#) to print a copy of the Library Board President and Library Director certification.

Click [here](#) to print a copy of the Comment Sheet.

18. For State Use Only

1. *LIB ID*
2. *Interlibrary Relationship Code*
3. *Legal Basis Code*
4. *Administrative Structure Code*
5. *FSCS Public Library Definition*
6. *Geographic Code*