

Galway Public Library

Annual Report For Public And Association Libraries - 2004

CURRENT YEAR

PREVIOUS YEAR

1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2004

1.1	Library ID Number	7600522500	7600522500
1.2	Library Name	Galway Public Library	<i>Galway Public Library</i>
1.3	Community	Galway	<i>Galway</i>
1.4	Beginning Fiscal Reporting Year	1/1/2004	<i>1/1/2003</i>
1.5	Ending Fiscal Reporting Year	12/31/2004	<i>12/31/2003</i>
1.6	Street Address	5264 North Street	<i>5264 North Street</i>
1.7	City	Galway	<i>Galway</i>
1.8	Zip Code (5 Digits Only)	12074	<i>12074</i>
1.9	Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown)	2431	<i>2431</i>
1.10	Mailing Address	P.O. Box 207	<i>P.O. Box 207</i>
1.11	City	Galway	<i>Galway</i>
1.12	Zip Code (5 digits only)	12074	<i>12074</i>
1.13	Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown)	0207	<i>0207</i>
1.14	Telephone Number (enter 10 digits only; enter N/A if no telephone number)	(518) 882-6385	<i>(518) 882-6385</i>
1.15	Fax Number (enter 10 digits only; enter N/A if no fax number)	(518) 882-6385	<i>(518) 882-6385</i>
1.16	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	spandori@sals.edu	<i>spandori@sals.edu</i>
1.17	Library Home Page URL (Enter N/A if no home page URL)	www.galwaypubliclibrary.org	<i>www.galwaypubliclibrary.org</i>
1.18	Population Chartered to Serve (per 2000 Census)	3589	<i>3589</i>
1.19	Indicate the type of library as stated in the library's charter (select one):	PUBLIC	<i>PUBLIC</i>
1.20	Indicate the area chartered to serve as stated in the library's charter (select one):	Town	<i>Town</i>
1.21	Indicate the type of charter the library currently holds (select one):	PROVISIONAL	<i>PROVISIONAL</i>
1.22	Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter	7/14/2000	<i>7/14/2000</i>
1.23	Date the library was last registered	N/A	<i>N/A</i>
1.24	Federal Employer Identification Number	161517296	<i>161517296</i>
1.25	County	Saratoga	<i>Saratoga</i>
1.26	School District	Galway	<i>Galway</i>
1.27	Library System	Southern Adirondack Library System	<i>Southern Adirondack Library System</i>

1.28	Title of Library Director/ Manager (select one):	Mrs.	<i>Mrs.</i>
1.29	First Name of Library Director/Manager	Sara	<i>Sara</i>
1.30	Last Name of Library Director/Manager	Pandori	<i>Pandori</i>
1.31	NYS Public Librarian Certification Number	N/A	<i>N/A</i>
1.32	E-mail Address of the Director/Manager	spandori@sals.edu	<i>spandori@sals.edu</i>
1.33	Fax Number of the Director/Manager	(518) 882-6385	<i>(518) 882-6385</i>
1.34	Does the library charge fees for library cards to people residing outside the system's service area?	N	<i>N</i>
1.35	In the fiscal year that ended in 2004, was all or part of the library's budget subject to a public vote (see instructions)? Enter Y for Yes, N for No. If yes, please complete one record for each vote held. If no, go to question 1.36.	N	<i>N</i>
1.	Name of municipality or district holding the vote	N/A	<i>n/a</i>
2.	Indicate the type of municipality or district holding the vote	N/A	
3.	Was this a Chapter 414 vote?	N/A	
4.	Dollar amount	N/A	<i>\$0</i>
5.	Was the vote successful?	N/A	<i>N/A</i>
6.	Date the vote was held	N/A	
1.36	For the fiscal year that ended in 2004, indicate the total percentage of the library's local public funding that was either subject to public vote(s) <u>or</u> that came from a previous appropriation/vote that is still in effect.	14%	<i>14%</i>
1.37	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?	Y	<i>Y</i>
1.	Name of contracting municipality or district	Town of Providence	<i>Town of Providence</i>
2.	Is this a written contractual agreement?	N	<i>N</i>
3.	Population of the geographic area served by this contract	1,841	<i>1,841</i>
4.	Dollar amount of contract	\$1,500	<i>\$1,250</i>
5.	Enter the appropriate code for range of services provided (select one):	FULL	<i>FULL</i>
1.	Name of contracting municipality or district	Town of Charlton	<i>Town of Charlton</i>
2.	Is this a written contractual agreement?	Y	<i>Y</i>
3.	Population of the geographic area served by this contract	3,984	<i>3,984</i>
4.	Dollar amount of contract	\$1,135	<i>\$1,090</i>
5.	Enter the appropriate code for range of services provided (select one):	FULL	<i>FULL</i>

1.38	During the reporting year, has there been any change to the library's legal service area boundaries?	N	N
1.39	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.)?	N	N

2. LIBRARY COLLECTION

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

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	7,501	7,649
2.2	Adult Non-fiction Books	5,967	5,688
2.3	Total Adult Books (2.1 + 2.2)	13,468	
2.4	Children's Fiction Books	6,020	6,024
2.5	Children's Non-fiction Books	2,151	1,826
2.6	Total Children's Books (2.4 + 2.5)	8,171	7,850
2.7	Total Cataloged Books (2.3 + 2.6)	21,639	21,187

Other Print Materials

2.8	Total Uncataloged Books	9	750
2.9	Total Print Serials	47	21
2.10	All Other Print Materials	0	0
2.11	Total Other Print Materials (2.8 + 2.9 + 2.10)	56	771
2.12	Total Print Materials (2.7 + 2.11)	21,695	21,958

ELECTRONIC MATERIALS

2.13	Electronic Books	0	0
2.14	NOVEL Databases	11	10
2.15	Other Databases	8	6
2.16	Total Databases (2.14 + 2.15)	19	16
2.17	Other Electronic Materials (includes, films, slides, filmstrips, CD-ROMs, etc.)	15	15
2.18	Total Electronic Materials (2.13 + 2.16 + 2.17)	34	1,289

ALL OTHER MATERIALS

2.19	Audio Recordings (includes audio CDs, tapes, etc.)	759	628
2.20	Video Recordings (includes VHS, DVD, etc.)	914	644
2.21	All Other Materials (includes microform, films, slides, filmstrips, etc.)	0	0
2.22	Total Other Materials Holdings (2.19 + 2.20 + 2.21)	1,673	
2.23	GRAND TOTAL HOLDINGS (2.12 + 2.18 + 2.22)	23,402	23,247

CURRENT SERIAL SUBSCRIPTIONS

2.24	Current Print Serial Subscriptions	15	15
2.25	Current Electronic Serial Subscriptions	0	0
2.26	Total Current Subscriptions (2.24 + 2.25)	15	15
ADDITIONS TO HOLDINGS - Do <u>not</u> subtract withdrawals or discards.			
2.27	Cataloged Books	3,274	3,212
2.28	All Other Print Materials	26	15
2.29	Electronic Materials	3	415
2.30	All Other Materials	450	0
2.31	Total Additions (2.27 + 2.28 + 2.29 + 2.30)	3,753	3,642

3. LIBRARY 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	16	18
3.2	Young Adult Program Sessions	0	0
3.3	Children's Program Sessions	62	57
3.4	All Other Program Sessions	0	1
3.5	Total Number of Program Sessions (3.1 + 3.2 + 3.3 + 3.4)	78	
3.6	Adult Program Attendance	78	88
3.7	Young Adult Program Attendance	0	0
3.8	Children's Program Attendance	905	885
3.9	All Other Program Attendance	0	22
3.10	Total Program Attendance (3.6 + 3.7 + 3.8 + 3.9)	983	

LIBRARY USE

3.11	Library visits (total annual attendance)	12,600	12,800
3.12	Registered Resident Borrowers	802	638
3.13	Registered Non-Resident borrowers	411	267

WRITTEN POLICIES (Answer Y for Yes, N for No)

3.14	Does the library have an open meeting policy?	Y	Y
3.15	Does the library have a policy protecting the confidentiality of library records?	Y	Y
3.16	Does the library have an Internet use policy?	Y	Y
3.17	Does the library have a disaster policy?	Y	Y

ACCESSIBILITY (Answer Y for Yes, N for No)/b>

3.18	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y	Y
3.19	Does the library have devices for the deaf and hearing impaired (TTY/TDD)?	N	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	6,074	5,557
4.2	Adult Non-fiction Books	2,076	1,833
4.3	Total Adult Books (4.1 + 4.2)	8,150	7,390
4.4	Children's Fiction Books	8,227	6,657
4.5	Children's Non-fiction Books	1,371	1,112
4.6	Total Children's Books (4.4 + 4.5)	9,598	7,769
4.7	Total Cataloged Book Circulation (4.3 + 4.6)	17,748	15,159

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	3,983	2,747
4.9	Circulation of Children's Other Materials	2,507	1,635
4.10	Total Circulation of Other Materials (4.8 + 4.9)	6,490	4,382
4.11	Grand Total Circulation Transactions (4.7 + 4.10)	24,238	19,541
4.12	Grand Total Circulation of Children's Materials (4.6 + 4.9)	12,105	9,404

REFERENCE TRANSACTIONS

4.13	Total Reference Transactions	4,100	4,100
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INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.14	Total Materials Received	1,681	1,154
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.15	Total Materials Provided	1,466	1,059
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5. AUTOMATION AND TELECOMMUNICATIONS

Report all information as of December 31, 2004.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y	Y
5.2	Online public access catalog (OPAC)?	Y	Y
5.3	Electronic access to your OPAC from outside the library?	Y	Y
5.4	Does the library use Internet filtering software on any computer?	N	N
5.5	Total number of Internet terminals used by the general public.	3	3
5.6	Number of users (in-library only) of electronic resources per year	3,120	3,120

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	40
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BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS - Report positions to two decimal places.

6.2	Library Director (certified)	0	0
6.3	Vacant Library Director (certified)	0	0
6.4	Librarian (certified)	0	0
6.5	Vacant Librarian (certified)	0	0
6.6	Library Manager (not certified)	.83	.83
6.7	Vacant Library Manager (not certified)	0	0
6.8	Library Specialist/Paraprofessional (not certified)	0	0
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0	0
6.10	Other Staff	.75	.63
6.11	Vacant Other Staff	0	0
6.12	TOTAL PAID STAFF (6.2 + 6.4 + 6.6 + 6.8 + 6.10)	1.58	1.46
6.13	VACANT TOTAL PAID STAFF (6.3 + 6.5 + 6.7 + 6.9 + 6.11)	0.00	0.00

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	N/A	N/A
6.15	Salary - Entry Level Librarian (certified)	N/A	N/A
6.16	FTE - Library Director (certified)	N/A	N/A
6.17	Salary - Library Director (certified)	N/A	N/A
6.18	FTE - Library Manager (not certified)	.83	.83
6.19	Salary - Library Manager (not certified)	\$24,136	\$23,896

7. MINIMUM PUBLIC LIBRARY STANDARDS

Report all information as of December 31, 2004.

7.1	1. Is governed by board-approved written bylaws.	Y	Y
7.2	2. Has a board-approved written long range plan of service.	Y	Y
7.3	3. Presents an annual report to the community.	Y	Y
7.4	4. Has board-approved written policies.	Y	Y
7.5	5. Presents an annual written budget to appropriate funding agencies.	Y	Y
7.6	6. Periodically evaluates the effectiveness of the collection and services in meeting community needs.	Y	Y

7.7	7. Is open the minimum standard number of public service hours for population served. (see instructions)	Y	Y
8. Maintains a facility to meet community needs, including adequate:			
7.8	8a. space	Y	Y
7.9	8b. lighting	Y	Y
7.10	8c. shelving	Y	Y
7.11	8d. seating	Y	Y
7.12	8e. restroom (see instructions)	Y	Y
9. Has the equipment and connections necessary to facilitate access to information:			
7.13	9a. telephone	Y	Y
7.14	9b. photocopier (see instructions)	Y	Y
7.15	9c. microcomputer or terminal	Y	Y
7.16	9d. printer	Y	Y
7.17	9e. fax capability (see instructions)	Y	Y
7.18	10. Distributes printed information listing the library's hours open, borrowing rules, services, location and phone number.	Y	Y
7.19	11. Employs a paid director in accordance with the provisions of section 90.8 of Commissioner's Regulations.	Y	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	1
8.2	Branches	0	0
8.3	Bookmobiles	0	0
8.4	Other Outlets	0	0
8.5	Total Public Service Outlets (8.1 + 8.2 + 8.3 + 8.4)	1	1

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

8.6	Minimum Weekly Total Hours - Main Library	25	25
8.7	Minimum Weekly Total Hours - Branch Libraries	N/A	N/A
8.8	Minimum Weekly Total Hours - Bookmobiles	N/A	N/A
8.9	Minimum Weekly Total Hours - Total Hours Open (8.6 + 8.7 + 8.8)	25.00	25.00
8.10	Annual Total Hours - Main Library	1,300	1,300
8.11	Annual Total Hours - Branch Libraries	0	0
8.12	Annual Total Hours - Bookmobiles	0	0
8.13	Annual Hours Open - Total Hours Open (8.10 + 8.11 + 8.12)	1,300.00	1,300.00

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. Complete one record for *each* main library, branch or bookmobile.

1.	Outlet Name	Galway Public Library	<i>Galway Public Library</i>
2.	Street Address	5264 North St.	<i>5264 North St.</i>
3.	City or Town	Galway	<i>Galway</i>
4.	Zip Code	12074	<i>12074</i>
5.	Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown)	2431	<i>2431</i>
6.	Phone (enter 10 digits only; enter N/A if no telephone number)	(518) 882-6385	<i>(518) 882-6385</i>
7.	Fax Number (enter 10 digits only; enter N/A if no fax number)	(518) 882-6385	<i>(518) 882-6385</i>
8.	E-mail Address (enter N/A if no e-mail address)	spandori@sals.edu	<i>spandori@sals.edu</i>
9.	Outlet URL (enter N/A if no Outlet URL)	www.galwaypubliclibrary.org	<i>www.galwaypubliclibrary.org</i>
10.	County	Saratoga	<i>Saratoga</i>
11.	Outlet Type Code (select one):	CE	<i>CE</i>
12.	Enter the appropriate outlet code (select one):	LRF	<i>LRF</i>
13.	Indicate the year this outlet was initially constructed	1989	<i>1989</i>
14.	Indicate the year the outlet underwent a major renovation costing \$25,000 or more	N/A	<i>N/A</i>
15.	Square footage of the outlet	1,800	<i>1,800</i>
16.	Does the outlet have a building entrance that is physically accessible to the person in a wheelchair?	Y	<i>Y</i>
17.	Is every public part of the outlet accessible to the person in a wheelchair?	Y	<i>Y</i>
18.	<i>LIBID</i>	7600522500	<i>7600522500</i>
19.	<i>FSCSID</i>	NY9000	<i>NY9000</i>
20.	<i>Metropolitan Status Code</i>	NO	<i>NO</i>
21.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0	<i>0</i>

10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2004. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

10.1	Total number of board meetings held during calendar year (January 1, 2004 to December 31, 2004)	12	<i>14</i>
10.2	Number of <u>voting</u> positions on library board.	9	<i>9</i>

BOARD MEMBER SELECTION

10.3	Enter Selection Code (select one):	A	<i>A</i>
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List Officers and Board Members for the **2005 Calendar Year**. Complete one record for each board member.

Mrs.	<i>Mrs.</i>
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1.	Title of Board Member (select one):		
2.	First Name of Board Member	Elizabeth	<i>Elizabeth</i>
3.	Last Name of Board Member	Feuerstein	<i>Feuerstein</i>
4.	Mailing Address	6036 Stanton Road	<i>6036 Stanton Road</i>
5.	City	Middle Grove	<i>Middle Grove</i>
6.	Zip Code (5 digits only)	12850	<i>12850</i>
7.	Phone for the Board President only (enter 10 digits only; for other trustees, enter N/A)	N/A	<i>N/A</i>
8.	E-mail address (enter N/A if unknown)	N/A	<i>N/A</i>
9.	Enter Office Held or Trustee	Trustee	<i>N/A</i>
10.	Term Expires - Month or N/A	December	<i>December</i>
11.	Term Expires - Year (yyyy) or N/A	2005	<i>2005</i>
1.	Title of Board Member (select one):	Mrs.	<i>Mrs.</i>
2.	First Name of Board Member	Derrith	<i>Derrith</i>
3.	Last Name of Board Member	Hurst	<i>Hurst</i>
4.	Mailing Address	2545 Old Mill Road	<i>2545 Old Mill Road</i>
5.	City	Galway	<i>Galway</i>
6.	Zip Code (5 digits only)	12074	<i>12074</i>
7.	Phone for the Board President only (enter 10 digits only; for other trustees, enter N/A)	N/A	<i>N/A</i>
8.	E-mail address (enter N/A if unknown)	N/A	<i>N/A</i>
9.	Enter Office Held or Trustee	Treasurer	<i>Treasurer</i>
10.	Term Expires - Month or N/A	December	<i>December</i>
11.	Term Expires - Year (yyyy) or N/A	2006	<i>2006</i>
1.	Title of Board Member (select one):	Ms.	<i>Ms.</i>
2.	First Name of Board Member	Janet	<i>Janet</i>
3.	Last Name of Board Member	Johnson	<i>Johnson</i>
4.	Mailing Address	6040 Stanton Road	<i>6040 Stanton Road</i>
5.	City	Middle Grove	<i>Middle Grove</i>
6.	Zip Code (5 digits only)	12850	<i>12850</i>
7.	Phone for the Board President only (enter 10 digits only; for other trustees, enter N/A)	(518) 882-9178	<i>(518) 882-9178</i>
8.	E-mail address (enter N/A if unknown)	N/A	<i>N/A</i>
9.	Enter Office Held or Trustee	President	<i>President</i>
10.	Term Expires - Month or N/A	December	<i>December</i>
11.	Term Expires - Year (yyyy) or N/A	2004	<i>2004</i>
1.	Title of Board Member (select one):	Ms.	
2.	First Name of Board Member	Sharyn	<i>Sharyn</i>
3.	Last Name of Board Member	Kalinkewicz	<i>Kalinkewicz</i>
4.	Mailing Address	2537 Old Mill Road	<i>2537 Old Mill Road</i>
5.	City	Galway	<i>Galway</i>
6.	Zip Code (5 digits only)	12074	<i>12074</i>
7.	Phone for the Board President only (enter 10 digits only; for other trustees, enter N/A)	N/A	<i>N/A</i>
8.	E-mail address (enter N/A if unknown)	n/a	<i>n/a</i>

9.	Enter Office Held or Trustee	Secretary	<i>Secretary</i>
10.	Term Expires - Month or N/A	December	<i>December</i>
11.	Term Expires - Year (yyyy) or N/A	2007	<i>2007</i>
1.	Title of Board Member (select one):	Mrs.	<i>Mrs.</i>
2.	First Name of Board Member	Cathy	<i>Cathy</i>
3.	Last Name of Board Member	Brown	<i>Brown</i>
4.	Mailing Address	6022 Stanton Rd.	<i>6022 Stanton Rd.</i>
5.	City	Middle Grove	<i>Middle Grove</i>
6.	Zip Code (5 digits only)	12850	<i>12850</i>
7.	Phone for the Board President only (enter 10 digits only; for other trustees, enter N/A)	N/A	
8.	E-mail address (enter N/A if unknown)	N/A	<i>N/A</i>
9.	Enter Office Held or Trustee	Vice President	
10.	Term Expires - Month or N/A	December	<i>December</i>
11.	Term Expires - Year (yyyy) or N/A	2007	<i>2007</i>
1.	Title of Board Member (select one):	Miss	<i>Miss</i>
2.	First Name of Board Member	Jeanne	<i>Jeanne</i>
3.	Last Name of Board Member	Frank	<i>Frank</i>
4.	Mailing Address	5469 Parkis Mills Rd.	<i>5469 Parkis Mills Rd.</i>
5.	City	Galway	<i>Galway</i>
6.	Zip Code (5 digits only)	12074	<i>12074</i>
7.	Phone for the Board President only (enter 10 digits only; for other trustees, enter N/A)	N/A	<i>N/A</i>
8.	E-mail address (enter N/A if unknown)	n/a	<i>n/a</i>
9.	Enter Office Held or Trustee	Trustee	<i>n/a</i>
10.	Term Expires - Month or N/A	December	<i>December</i>
11.	Term Expires - Year (yyyy) or N/A	2008	<i>2008</i>
1.	Title of Board Member (select one):	Mr.	<i>Mr.</i>
2.	First Name of Board Member	Harry	<i>Harry</i>
3.	Last Name of Board Member	Moran	<i>Moran</i>
4.	Mailing Address	P.O. Box 447	<i>P.O. Box 447</i>
5.	City	Galway	<i>Galway</i>
6.	Zip Code (5 digits only)	12074	<i>12074</i>
7.	Phone for the Board President only (enter 10 digits only; for other trustees, enter N/A)	N/A	<i>N/A</i>
8.	E-mail address (enter N/A if unknown)	n/a	<i>n/a</i>
9.	Enter Office Held or Trustee	Trustee	<i>na</i>
10.	Term Expires - Month or N/A	December	<i>December</i>
11.	Term Expires - Year (yyyy) or N/A	2008	<i>2008</i>
1.	Title of Board Member (select one):	Mrs.	
2.	First Name of Board Member	Arlene	<i>Arlene</i>
3.	Last Name of Board Member	Rhodes	<i>Rhodes</i>
4.	Mailing Address	P.O. Box 25	<i>P.O. Box 25</i>
5.	City	Galway	<i>Galway</i>
6.	Zip Code (5 digits only)	12074	<i>12074</i>

7.	Phone for the Board President only (enter 10 digits only; for other trustees, enter N/A)	N/A	N/A
8.	E-mail address (enter N/A if unknown)	n/a	n/a
9.	Enter Office Held or Trustee	Trustee	n/a
10.	Term Expires - Month or N/A	December	December
11.	Term Expires - Year (yyyy) or N/A	2006	2006
1.	Title of Board Member (select one):	Ms.	
2.	First Name of Board Member	Mary	vacant
3.	Last Name of Board Member	Cuffe-Perez	
4.	Mailing Address	PO Box 433	
5.	City	Galway	
6.	Zip Code (5 digits only)	12074	
7.	Phone for the Board President only (enter 10 digits only; for other trustees, enter N/A)	N/A	
8.	E-mail address (enter N/A if unknown)	N/A	
9.	Enter Office Held or Trustee	Trustee	
10.	Term Expires - Month or N/A	December	December
11.	Term Expires - Year (yyyy) or N/A	2007	2007

11. OPERATING FUNDS RECEIPTS - Fiscal Year 2004

Report financial data based on the fiscal reporting year reported in Part 1. *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 any local public funds? If yes, complete one record for each funding source; if no, go to question 11.3.	Y	Y
1.	Source of Funds	County	County
2.	Name of funding County, Municipality or District	Saratoga County	Saratoga
3.	Amount	\$1,097	\$922
4.	Subject to Public Vote	N	N
5.	Written Contractual Agreement	N	N
1.	Source of Funds	Town	Town
2.	Name of funding County, Municipality or District	Town of Galway	Galway
3.	Amount	\$37,100	\$36,000
4.	Subject to Public Vote	N	N
5.	Written Contractual Agreement	Y	Y
1.	Source of Funds	Town	Town
2.	Name of funding County, Municipality or District	Town of Charlton	Providence
3.	Amount	\$1,135	\$1,250
4.	Subject to Public Vote	N	N
5.	Written Contractual Agreement	Y	N
1.	Source of Funds	Town	Town

2.	Name of funding County, Municipality or District	Town of Providence	<i>Charlton</i>
3.	Amount	\$1,500	<i>\$1,090</i>
4.	Subject to Public Vote	N	<i>N</i>
5.	Written Contractual Agreement	N	<i>Y</i>
1.	Source of Funds	School District	<i>School District</i>
2.	Name of funding County, Municipality or District	Galway Central School District	<i>Galway</i>
3.	Amount	\$8,000	<i>\$8,000</i>
4.	Subject to Public Vote	N	<i>N</i>
5.	Written Contractual Agreement	Y	<i>Y</i>
11.2	TOTAL LOCAL PUBLIC FUNDS(#3)	\$48,832	<i>\$47,262</i>

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$1,428	<i>\$1,500</i>
11.4	Central Library Aid (CLDA and/or CBA)	\$0	<i>\$0</i>
11.5	Additional State Aid received from the System	\$20,000	<i>\$12,000</i>
11.6	Federal Aid received from the System	\$0	<i>\$0</i>
11.7	Other Cash Grants	\$745	<i>\$0</i>
11.8	TOTAL SYSTEM CASH GRANTS (11.3 + 11.4 + 11.5 + 11.6 + 11.7)	\$22,173	<i>\$13,500</i>

OTHER STATE AID

11.9	State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants	\$1,750	<i>\$0</i>
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FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	0	<i>\$0</i>
11.11	Other Federal Aid	0	<i>\$0</i>
11.12	TOTAL FEDERAL AID (11.10 + 11.11)	\$0	<i>\$0</i>

11.13	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	0	<i>\$0</i>
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OTHER RECEIPTS

11.14	Gifts and Endowments	\$6,447	<i>\$5,881</i>
11.15	Fund Raising	\$6,320	<i>\$7,665</i>
11.16	Income from Investments	\$43	<i>\$69</i>
11.17	Library Charges	\$1,008	<i>\$1,397</i>
11.18	Other	\$1,000	<i>\$50</i>
11.19	Total Other Receipts (11.14 + 11.15 + 11.16 + 11.17 + 11.18)	\$14,818	<i>\$15,062</i>
11.20	TOTAL OPERATING FUND RECEIPTS (11.2 + 11.8 + 11.9 + 11.12 + 11.13 + 11.19)	\$87,573	<i>\$75,824</i>

11.21	BUDGET LOANS	0	<i>\$0</i>
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TRANSFERS

11.22	From Capital Fund (Same as Question 14.8)	0	\$0
11.23	From Other Funds	0	\$0
11.24	Total Transfers (11.22 + 11.23)	\$0	\$0
11.25	BALANCE - Beginning of Fiscal Year Ending 2004 (Same as Question 12.38 of previous year if fiscal year has not changed)	\$31,623	\$31,623
11.26	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (11.20 + 11.21 + 11.24 + 11.25)	\$119,196	\$91,789

12. OPERATING FUND DISBURSEMENTS

Note: Federal Aid - Library Operation. Funds for operating purposes received from such Federal programs as Library Services Technology Act (LSTA) (reported as receipts in question 11.10) or Library Services and Construction Titles (LSCA) IV, V and VI, etc. (reported as receipts in question 11.11) must be shown as disbursements in the Operating Fund Disbursement report. For example, LSTA or LSCA Title V money used for library materials must be included in an appropriate section within Collection Expenditures (questions 12.6 through 12.8).

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	0	\$0
12.2	Other Staff	\$32,458	\$31,677
12.3	Total Salaries & Wages Expenditures (12.1 + 12.2)	\$32,458	\$31,677
12.4	Employee Benefits Expenditures	\$3,547	\$3,671
12.5	Total Staff Expenditures (12.3 + 12.4)	\$36,005	\$35,348

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$4,880	\$5,402
12.7	Electronic Materials Expenditures	0	\$0
12.8	Other Materials Expenditures	\$1,711	\$1,483
12.9	Total Collection Expenditures (12.6 + 12.7 + 12.8)	\$6,591	\$6,885

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	0	\$0
12.11	From Other Funds (71OF)	\$655	\$1,585
12.12	Total Capital Expenditures (12.10 + 12.11)	\$655	\$1,585

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	0	\$0
12.14	From Other Funds (72OF)	0	\$0
12.15	Total Repairs (12.13 + 12.14)	\$0	\$0

12.16	Other Disbursements for Operation & Maintenance of Buildings	\$6,622	\$4,927
12.17	Total Operation & Maintenance of Buildings (12.15 + 12.16)	\$6,622	\$4,927
MISCELLANEOUS EXPENSES			
12.18	Office and Library Supplies	\$2,413	\$1,657
12.19	Telecommunications	\$601	\$532
12.20	Binding Expenses	0	\$0
12.21	Postage and Freight	\$992	\$1,277
12.22	Other Miscellaneous	\$3,270	\$5,844
12.23	Total Miscellaneous Expenses(12.18 through 12.22)	\$7,276	\$9,310
12.24	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$2,827	\$2,111
DEBT SERVICE			
Capital Purposes Loans (Principal and Interest)			
12.25	From Local Public Funds (73PF)	0	\$0
12.26	From Other Funds (73OF)	0	\$0
12.27	Total (12.25 + 12.26)	\$0	\$0
12.28	Budget Loans (Principal and Interest)	0	\$0
12.29	Short-Term Loans	0	\$0
12.30	Total Debt Service (12.27 + 12.28 + 12.29)	\$0	\$0
12.31	TOTAL OPERATING FUND DISBURSEMENTS (12.5A + 12.9 + 12.12 + 12.17 + 12.23 + 12.24 + 12.30)	\$59,976	\$60,166
TRANSFERS			
Transfers to Capital Fund			
12.32	From Local Public Funds (76PF)	0	\$0
12.33	From Other Funds (76OF)	0	\$0
12.34	Total Transfers to Capital fund (12.32 + 12.33)	\$0	\$0
12.35	Transfer to Other Funds	0	\$0
12.36	TOTAL TRANSFERS (12.34 + 12.35)	\$0	\$0
12.37	TOTAL DISBURSEMENTS AND TRANSFERS (12.31 + 12.36)	\$59,976	\$60,166
12.38	BALANCE IN OPERATING FUND -at the End of Fiscal Year Ending 2004	\$59,220	\$31,623
12.39	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (12.37 + 12.38)	\$119,196	\$91,789
ASSURANCE			

12.40	The Library operated under its plan of service in accordance with the provisions of Education law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).	02/01/2005	02/10/2004
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FISCAL AUDIT

12.41	Last audit performed (mm/dd/yyyy)	2/1/2004	02/14/2003
12.42	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	1/1/2003-12/31/2003	01/01/2002-12/31/2002
12.43	Indicate type of audit (select one):	Private Accounting Firm	<i>Private Accounting Firm</i>

CAPITAL FUND

12.44	Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report.	Y	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.

REVENUES FROM LOCAL SOURCES

13.1	Revenues from Local Government Sources	0	
13.2	All Other Revenues from Local Sources	0	
13.3	Total Revenues from Local Sources (13.1 + 13.2)	\$0	\$214

STATE AID FOR CAPITAL PROJECTS

13.4	State Aid Received for Construction	0	\$0
13.5	Other State Aid	0	
13.6	Total State Aid (13.4 + 13.5)	\$0	

FEDERAL AID FOR CAPITAL PROJECTS

13.7	Total Federal Aid	0	\$0
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INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.34)	\$0	\$0
13.9	TOTAL REVENUES (13.3 + 13.6 + 13.7 + 13.8)	\$0	\$214
13.10	NON-REVENUE RECEIPTS	0	\$0
13.11	TOTAL RECEIPTS(13.9 + 13.10)	\$0	\$214
13.12	CASH BALANCE - Beginning of Fiscal Year Ending 2004 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$21,617	\$21,617
13.13	TOTAL RECEIPTS AND BALANCE (13.11 + 13.12)	\$21,617	\$21,617

14. CAPITAL FUNDS DISBURSEMENTS

PROJECT EXPENDITURES

14.1	Construction	0	\$0
14.2	Incidental Construction	0	\$0
Other Disbursements			
14.3	Purchase of Buildings	0	\$0
14.4	Interest	0	\$0
14.5	Collection Expenditures	0	\$0
14.6	Total Other Disbursements (14.3 + 14.5)	\$0	\$0
14.7	Total Project Expenditures (14.1 + 14.2 + 14.6)	\$0	\$0
14.8	TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0	\$0
14.9	NON-PROJECT EXPENDITURES	0	\$0
14.10	TOTAL DISBURSEMENTS AND TRANSFERS (14.7 + 14.8 + 14.9)	\$0	\$0
14.11	CASH BALANCE - End Of Fiscal Year ending 2004	\$21,617	\$21,617
14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (14.10 + 14.11)	\$21,617	\$21,617

15. FEDERAL TOTALS

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

15.1	Total ALA-MLS	0.00	0.00
15.2	Total Librarians	0.83	0.83
15.3	All Other Paid Staff	0.75	0.63
15.4	Total Paid Employees	1.58	1.46
15.5	State Government Revenue	\$23,178	\$13,500
15.6	Federal Aid Revenue	\$0	\$0
15.7	Other Operating Revenue	\$15,563	\$15,062
15.8	Total Operating Revenue	\$87,573	\$75,824
15.9	Other Operating Expenditures	\$16,725	\$16,348
15.10	Total Operating Expenditures	\$59,321	\$58,581
15.11	Capital Revenue	\$0	\$214
15.12	Capital Expenditures	\$655	\$1,585
15.13	Print Materials	21,695	21,958

16. FOR NEW YORK STATE LIBRARY USE ONLY

16.1	LIB ID	7600522500	7600522500
16.2	Interlibrary Relationship Code	ME	ME
16.3	Legal Basis Code	CI	CI
16.4	Administrative Structure Code	SO	SO
16.5	FSCS Public Library Definition	Y	Y
16.6	Geographic Code	OTH	OTH

Comment Sheet

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