

Please read "Instructions for the Annual Report of Public Libraries 1969" before filling out any of this form.

ANNUAL LIBRARY REPORT
FOR THE YEAR ENDING DECEMBER 31, 1969

Community (1a) <u>Seneca Falls, New York</u>	Name of Librarian (Mr., Mrs., Miss) <u>Ethel Bishop</u>
Name of Library <u>Mynderse Library</u>	Name of President of Library Board (Mr., Mrs., Miss) <u>George Banturanis</u>
Street Address <u>31 Fall St.</u>	
Mailing Address (if different from above) _____	No. of Registered Branches <u>none</u>
	No. of Unregistered Branches or Deposit Stations _____
County (1b) <u>Seneca</u> Zip Code <u>13148</u> Tel. No. <u>315-568-8265</u>	No. of Bookmobiles Operated <u>none</u>
	(include Area Code)
Population Chartered to Serve (1c) <u>7,646 (1967 Census)</u>	No. of Bookmobile Stops:
Area Chartered to Serve:	Public Service _____ School _____
Village ☒ Town ☐ City ☐ School District ☐ Other ☐	Other (specify) _____
Type of Library:	If the Library is part of a Library System, name of System:
Public ☐ Association ☒ School District ☐ Other ☐	(mi) <u>Finger Lakes Library System</u>
Population Actually Served <u>7,646</u>	Type & Area (1d) _____ Full Valuation (1f) _____
Area Actually Served <u>Village of Seneca Falls</u>	Population Base (1e) _____
	(Do not write in this space)

MAIN LIBRARY HOURS

	Winter (Dates: From <u>Sept 1</u> To <u>July 1</u>)					Summer (Dates: From <u>July 1</u> To <u>Sept 1</u>)				
	A.M.		P.M.		Total Hours	A.M.		P.M.		Total Hours
	From	To	From	To		From	To	From	To	
Sunday										
Monday	<u>2</u>	<u>5</u>	<u>7</u>	<u>9</u>	<u>5</u>			<u>7</u>	<u>9</u>	<u>2</u>
Tuesday	<u>2</u>	<u>5</u>	<u>7</u>	<u>9</u>	<u>5</u>	<u>2</u>	<u>5</u>			<u>3</u>
Wednesday	<u>2</u>	<u>5</u>	<u>7</u>	<u>9</u>	<u>5</u>			<u>7</u>	<u>9</u>	<u>2</u>
Thursday	<u>2</u>	<u>5</u>	<u>7</u>	<u>9</u>	<u>5</u>	<u>2</u>	<u>5</u>			<u>3</u>
Friday	<u>2</u>	<u>5</u>	<u>7</u>	<u>9</u>	<u>5</u>			<u>7</u>	<u>9</u>	<u>2</u>
Saturday	<u>2</u>	<u>5</u>			<u>3</u>	<u>2</u>	<u>5</u>			<u>3</u>
Total Main Hours					<u>28</u>	Total Main Hours				<u>15</u>
Total Branch Hours						Total Branch Hours				
GRAND TOTAL HOURS (1g)					<u>28</u>	GRAND TOTAL HOURS				<u>15</u>

INTERLIBRARY AND AGENCY COOPERATION

	Materials Borrowed on Interlibrary Loan				Lent On Interlibrary Loan	
	Specific Requests		Bulk Loans To Augment Collection			
Books	lh	216	lo	1140	mc	58
Serials	li	12	lp		md	
Films, Filmstrips, Slides	lj	37	lq		me	
Recordings (discs and tapes)	lk	12	lr	108	mf	
Materials for the Blind	ll		ls		mg	
Other Itemized Nonbook Materials (see p.2)	lm		lt		mh	
TOTAL	ln	277	lu	1248	mi	58

NOTE: Libraries serving less than 5,000 do not need to answer the questions below.

Number of Interlibrary Loan Requests Forwarded:
To System 250
To Other Libraries or Agencies _____
Total _____

Number of Interlibrary Loan Requests Filled 241

Number of Books Rented (do not include rental volumes later purchased by library) _____

Number of Audiovisual Materials Rented _____

LIBRARY HOLDINGS AND CIRCULATION

BOOK STOCK

ADULT	Holdings - 12/31/68		Additions By Purchases & Gifts - 1969		Withdrawals - 1969		Holdings - 12/31/69		Circulation (Jan.1-Dec.31)									
	Titles	Volumes	Titles	Volumes	Titles	Volumes	Titles	Volumes										
Fiction	aa	4731	ah	4731	ao	193	av	193	bc	102	bj	102	bq	4822	bx	4822	7438 5306 12744	
Nonfiction	ab	5906	ai	5906	ap	154	aw	154	bd	189	bk	189	br	5871	by	5871		
TOTAL	ac	10637	aj	10637	aq	347	ax	347	be	291	bl	291	bs	10693	bz	10693		
JUVENILE																	5608 3722 9330	
Fiction	ad	1300	ak	1300	ar	71	ay	71	bf	186	bm	186	bt	1185	ca	1185		
Nonfiction	ae	843	al	843	as	73	az	73	bg	40	bn	40	bu	876	cb	876		
TOTAL	af	2143	am	2143	at	144	ba	144	bh	226	bo	226	bv	2061	cc	2061		
TOTAL BOOKS	ag	12780	an	12780	au	491	bb	491	bi	517	bp	517	bw	12754	cd	12754	CK	22074

SERIALS COLLECTION

SERIALS COLLECTION											
*To be counted	Holdings - 12/31/68		Purchases & Gifts - 1969		Withdrawals - 1969		Holdings - 12/31/69		Circulation (Jan.1-Dec.31)		
	Bibliographic Volumes *		Bibliographic Volumes		Bibliographic Volumes		Bibliographic Vols.	Current Sub. Titles			
Periodicals	cp		cx		df		dn		dj	52	1473
Newspapers	cq		cy		dg		do		dk	11	28
Other											
Serials	cr		cz		dh	x	dp		dl		12
TOTAL	cs		da		di		DQ	0	dm	63	DU 1513

*To be counted

NONBOOK MATERIALS

AUDIOVISUAL MATERIALS	Holdings - 12/31/68						Purchases & Gifts-1969						Withdrawals - 1969						Holdings - 12/31/69						Circulation (Jan.1-Dec.31)	
	Physical Items		Titles		Prints		Physical Items		Titles		Prints		Physical Items		Titles		Prints		Physical Items		Titles		Prints			
Films	dv		ea		ef		ek		ep		eu		ez		fe		fj		fo		ft		fy			
Film- strips	dw		eb		eg		el		eq		ev		fa		ff		fk		fp		fu		fz			
Slides	dx		ec		eh		em		er		ew		fb		fg		fl		fq		fv		ga			
Record- ings	dy	85	ed	85	ei	85	en	65	es	65	ex	65	fc		fh		fm		fr	150	fw	150	gb	150	458	
TOTAL	dz	85	ee	85	ej	85	eo	65	et	65	ey	65	fd		fi		fn		FS	150	fx	150	gc	150	GH	458

MATERIALS FOR BLIND	Holdings - 12/31/68			Purchases & Gifts-1969			Withdrawals - 1969			Holdings - 12/31/69						
	Physical Items	Titles	Prints	Physical Items	Titles	Prints	Physical Items	Titles	Prints	Physical Items	Titles	Prints				
Talking Books	gi	gm	gn	gu	gy	hc	hq	hk	ho	hs	hw	ia				
Braille Material	gj	gn	gr	gv	gz	hd	hh	hl	hp	ht	hx	ib				
Other (specify)	gk	go	gs	gw	ha	he	hi	hm	hq	hu	hy	ic				
TOTAL	gl	0	gp	qt	gx	hb	hf	hj	hn	hr	HV	0	hz	id	IH	0

OTHER

ITEMIZED

NONBOOK

	Holdings 12/31/68		Additions		Withdrawals		Holdings 12/31/69		
	Physical	Items	Physical	Items	Physical	Items	Physical	Items	
Pamphlets	ij	1438	it	32	jd	18	jn	1452	54
Documents	ik		iu		je		jo		
Catalogs	il	41	iv	4	jf		jp	45	26
Manuscripts	im	5	iw	2	jj		jq	7	29
Sheet Music	in		ix		jh		jr		
Maps	io	13	iy	12	ji	9	js	16	34
Pictures and Photographs	ip	48	iz		jj	10	jt	38	
Framed Pictures	iq		ja		jk		ju		
Other (specify)	ir	7	jb		jl	5	jv	2	
TOTAL	is	1552	jc	50	jm	42	JW	1560	KG 143
TOTAL NONBOOK	it	1637	jd	115	jn	42	jx	1710	kh 601

GRAND TOTAL HOLDINGS (CD + DQ + FS + HV + JW) KI 14,464 GRAND TOTAL CIRCULATION (CK + DU + GH + IH + KG) KJ 24,188

TOTAL UNCATALOGED PAPERBACK BOOKS WHICH CIRCULATE 412

Number of books loaned to institutions for circulation by the institution: Schools _____ Other _____
 Number of books purchased exclusively for institutional use: Schools _____ Other _____
 Number of periodical titles retained in backfiles for the following periods:
 indefinitely 2; over 5 years but not indefinitely _____; up to and including 5 years 50
 Number of photocopies supplied at library's expense in lieu of circulation (kj) _____
 Number of reference questions answered 58
 Is the library a Federal documents depository? Yes [] Year established _____ No [X]
 Is the library a State documents depository? Yes [] Year established _____ No [X]
 Do you maintain registration files? Yes [X] No []

LIBRARY TRUSTEES

List trustees for the calendar year 1970 below. Designate whether Mr., Mrs., or Miss.
 Please designate officers for 1970, if known.

NAME	HOME ADDRESS	OFFICE HELD	DATE OF EXPIRATION OF TERM
Mr. George Bantuvanis	Gould Hotel		
Mr. Edward Chase <i>Pres.</i>	1 Leland Drive	President	1971
		Vice-President	1970-1-17-3
Mr. Warren Jones	54 Chapel St.	Secretary	1971
Mr. Walter Sly <i>Treas.</i>	7 Oxford Place	Treasurer	1971
Mr. Henry Koch	33 Cayuga St.		1972
Mr. James McComb	R. D. #2. Romulus 13065		1972
Mr. Robert Howland	15 Leland Drive		1970 1972
Mr. Raymond Winthrop <i>Sec.</i>	17 Leland Drive		1970 1973
Mr. Franklin Burroughs <i>VP</i>	120 Cayuga St.		1972

NUMBER OF TRUSTEES' MEETINGS HELD DURING THE 1969 CALENDAR YEAR 6

Usual scheduled date and hour of meetings (for example: Second Tuesday of the month at 8:00 p.m., or give specific dates).

Second Wednesday of the month. 5:15 p.m.

PERSONNEL

1. PROFESSIONAL PERSONNEL	2. POSITIONS		3. TIME ALLOCATED TO POSITIONS - 1969				4. SALARY RANGE - 1969		
Based upon the classification system of the NYLA Personnel Committee	No. of Positions	No. of Positions Filled	Hours Filled per year	Do not write in this space	Hours Vacant per year	Do not write in this space	Entering Salary per Year	Maximum Salary per Year	No. of Annual Increments
Junior librarian				7a.....		8a.....			
Senior librarian I									
Senior librarian I (spec. service)									
Senior librarian II									
Senior librarian II (spec. services)									
Senior librarian III				7b.....		8b.....			
Senior librarian III (spec. services)				7c.....		8c.....			
Asst. library director I									
Asst. library director II									
Asst. library director III				7d.....		8d.....			
Library director I									
Library director II									
Library director III									
Library director IV									
Library director V				7e.....		8e.....			
Grand Total Professional				7f.....		8f.....			

5. NONPROFESSIONAL PERSONNEL	6. POSITIONS		7. TIME ALLOCATED TO POSITIONS - 1969				8. CURRENT ANNUAL SALARY
	No. of Positions	No. of Positions Filled	Hours Filled per year	Do not write in this space	Hours Vacant per year	Do not write in this space	
Library trainee				9a.....		10a.....	Library Director \$.....
Library technician	1	1	1500	9b.....		10b.....	
Clerical	1	1	1500	9c.....		10c.....	
Pages				9d.....		10d.....	
Total nonprofessional	2	2	3000	9e.....		10e.....	
Building maintenance and operation	1	1	300	9f.....		10f.....	
Grand Total	3	3	3300	9g.....		10g.....	
Volunteer help	3	3	432	9h.....		10h.....	

9. Number of regularly scheduled working hours per week for full-time staff members 30

OPERATING FUND REPORT - 1969

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OPERATING FUND RECEIPTS		DLD
	Code	Code
LOCAL PUBLIC FUNDS		
County of _____	0091 \$	—
Town of _____	0092	—
Village of _____	0093	—
City of _____	0094	—
School District of _____	0098	—
TOTAL LOCAL PUBLIC FUNDS	1110	\$ — (10)
LIBRARY SYSTEM GRANT [Cash Only]	1484	— (11)
STATE AID - LIBRARY GRANT TO NONSYSTEM LIBRARIES	3420	— (12)
FEDERAL AID - LIBRARY OPERATION		
LSCA [Specify Title] _____	A	— (13)
ESEA and Other [Specify Act and Title] _____	B	— (14)
TOTAL FEDERAL AID - OPERATION	4145	—
FEDERAL AID - CONSTRUCTION	4146	—
CONTRACTS WITH OTHER LIBRARIES	1380	— (15)
LOANS	5620	—
OTHER RECEIPTS		
Income from Deposits and Investments	1450	4,514.17
Income from Trust Funds	1452	—
Gifts and Endowments (United Fund \$5,338.11)	1485	5,778.71
Fines	1487	334.20
Income from Rental Collection	1416	46.37
Miscellaneous Revenues		
Proceeds from Sale of Investments		—
Proceeds from Sale of Property		—
Refunds		—
Other Miscellaneous [Specify] _____		—
Total Miscellaneous (Memberships Fee \$705.50)	1490	705.50
TOTAL OTHER RECEIPTS		11,378.95 (16)
TOTAL RECEIPTS		11,378.95 (09)
ADJUSTED TOTAL RECEIPTS [Code(09) minus Code 1380]	0202	11,378.95 (18)
TRANSFER FROM OTHER FUNDS [Specify] _____	1970	—
BALANCE ON JANUARY 1, 1969		
Cash	0273	1,043.36 (08)
Investments	0274	—
TOTAL BALANCE [Same as DLD Code(77) in 1968 Report]	0275	1,043.36 (07)
TOTAL RECEIPTS, TRANSFER, AND BALANCE [Code(09) plus Codes 1970 and 0275]	0019	12,422.31
TOTAL OPERATING RECEIPTS, BALANCE, AND TRANSFER [Code 0019 minus Code 4146]		12,422.31 (19)

SYSTEM FINGER LAKES LIBRARY SYSTEMNAME OF LIBRARY MYNDERSE LIBRARYLOCATION OF LIBRARY SENECA FALLS, N.Y.

OPERATING FUND DISBURSEMENTS

OPERATING DISBURSEMENTS	Code L460	DLD Code
PERSONAL SERVICES		
Library Staff	-141 \$ <u>5,136.95</u>	
Custodial Staff	-142 <u>832.00</u>	
Employee Benefits	-610 <u>276.65</u>	
TOTAL PERSONAL SERVICES		\$ <u>6,245.60</u> (38)
LIBRARY MATERIALS - AIDABLE EXPENSES		
Books	-321 <u>1,491.19</u>	
Serials	-324 <u>76.80</u>	
Nonbook		
Audiovisual Materials		
Films, Filmstrips, Slides	-322 <u>—</u>	
Recordings [Discs and Tapes]	-323 <u>—</u>	
Audiovisual Aid Rental	-434 <u>—</u>	
Total Audiovisual		
Other Nonbook		
Materials for the Blind		
Itemized Nonbook		
Total Other Nonbook	-325 <u>—</u>	
Bookbinding	-471 <u>—</u>	
TOTAL LIBRARY MATERIALS		<u>1,567.99</u> (28)
OTHER OPERATING DISBURSEMENTS		
Library Supplies	-334 <u>260.26</u>	
Insurance	-410 <u>603.00</u>	
Fuels and Utilities	-420 <u>905.11</u>	
Rental of Quarters	-430 <u>—</u>	
Miscellaneous		
Rental, Repair, and Maintenance of		
Office Machines	A <u>—</u>	
Automotive Expenses	B <u>—</u>	
Travel	C <u>—</u>	
Membership Dues	D <u>—</u>	
Total A through D	-460 <u>—</u>	
Contracts with Libraries and Firms	-510 <u>—</u>	
Other Miscellaneous	-480 <u>353.89</u>	
TOTAL OTHER OPERATING		<u>2,122.26</u> (48)
TOTAL OPERATING DISBURSEMENTS		<u>9,935.85</u> (52)
CAPITAL DISBURSEMENTS		
(Paid Directly from Operating Funds)		
EQUIPMENT	-200A <u>369.38</u>	
LAND	-910A <u>—</u>	
BUILDING	-920A <u>—</u>	
TOTAL CAPITAL DISBURSEMENTS		<u>369.38</u> (58)
TOTAL OPERATING AND CAPITAL DISBURSEMENTS		<u>10,305.23</u> (61)
[Code(52) plus Code(58)]		

(Continued) ~

SYSTEM FINGER LAKES LIBRARY SYSTEM
NAME OF LIBRARY MYNDERSE LIBRARY
LOCATION OF LIBRARY SENECA FALLS, N.Y.

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OPERATING FUND DISBURSEMENTS (continued)

	Code L460	DLD Code
OTHER DISBURSEMENTS		
TRANSFER TO CAPITAL FUND	-810 \$	
TRANSFER TO OTHER [Specify] _____		
	-064 _____	
DEBT SERVICE - Principal	-717 _____	
" " - Interest	-727 _____	
TOTAL OTHER DISBURSEMENTS		\$ <u>0</u> (63)
TOTAL DISBURSEMENTS AND TRANSFER [Code(52) plus Codes(58) and (63)]		<u>10,305.23</u> (62)
BALANCE ON DECEMBER 31, 1969 [Describe Below]		
CASH	<u>2,117.08</u>	(75)
INVESTMENTS		(76)
TOTAL BALANCE		<u>2,117.08</u> (77)
TOTAL DISBURSEMENTS, TRANSFER, AND BALANCE		\$ <u>12,422.31</u> (88)

INVESTMENTS OF OPERATING FUND MONIES - Code(76)
December 31, 1969

DESCRIPTION

COST

\$

TOTAL \$ _____

Library owns building ----- yes ☒ no ☐
Library receives quarters rent free --- yes ☐ no ☐
Library receives utilities free ----- yes ☐ no ☒

I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS IS A TRUE AND ACCURATE
REPORT BASED ON THE CALENDAR YEAR 1969.

Date February 9, 1970

(Mrs) Ethel Bishop Librarian

SIGNATURE OF LIBRARIAN, BOARD TREASURER
(OR OTHER AUTHORIZED REPRESENTATIVE)