

Please read "Instructions for the Annual Report of Public Libraries 1970" before filling out any of this form.

ANNUAL LIBRARY REPORT  
FOR THE YEAR ENDING DECEMBER 31, 1970

Community (1a) Seneca Falls, New York Name of Librarian (Mr., Mrs., Miss) Ethel Bishop

Name of Library Mynderse Library Name of President of Library Board (Mr., Mrs., Miss) Mr. Edward Chase

Street Address 31 Fall Street

Mailing Address (if different from above) \_\_\_\_\_

County(1b) Seneca Zip Code 13148 Tel. No 315-568-8265 (include Area Code)

No. of Registered Branches none  
 No. of Unregistered Branches or Deposit Stations \_\_\_\_\_  
 No. of Bookmobiles Operated none  
 No. of Bookmobile Stops: Public Service \_\_\_\_\_ School \_\_\_\_\_  
 Other (specify) \_\_\_\_\_

Population Chartered to Serve(1c) 7,730 (7,794--Final 1970 Census)

Area Chartered to Serve: Village  Town  City  School District  Other

Type of Library: Public  Association  School District  Other

Population Actually Served 7,730 (7,794)

Area Actually Served Village of Seneca Falls

If the Library is part of a Library System, name of System: (mj) Finger Lakes Library System

Type & Area(1d) \_\_\_\_\_ Full Valuation(1f) \_\_\_\_\_

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	2	5	7	9	5			7	9	2	
Tuesday	2	5	7	9	5	2	5	7	9	3	
Wednesday	2	5	7	9	5	2	5	7	9	3	
Thursday	2	5	7	9	5	2	5	7	9	3	
Friday	2	5	7	9	5	2	5	7	9	3	
Saturday	2	5	7	9	3	2	5	7	9	3	
Total Main Hours					28	Total Main Hours					15
Total Branch Hours						Total Branch Hours					
GRAND TOTAL HOURS(1g)					28	GRAND TOTAL HOURS					15

Hotel Bishop

Mr. Edward Chase

Room

Room

London Library System

Geneva Hotel, New York

Handwritten address

31 Wall Street

315-208-8385

13118

Geneva

7,750 (Handwritten)

Office of Geneva Hotel

7,750 (Handwritten)

Sept. 1

July 1

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July 1

Sept. 1

0 0 0 0 0

1 1 1 1 1

2 2 2 2 2

3 3 3 3 3

4 4 4 4 4

INTERLIBRARY AND AGENCY COOPERATION

NUMBER OF:	Materials Borrowed on Interlibrary Loan				Lent On Interlibrary Loan	
	By Specific Request		Bulk Loans To Augment Collection			
Books	lh	276	lo	1599	mc	25
Serials	li	24	lp		md	
Films, Filmstrips, Slides	lj	20	lq		me	
Recordings (discs and tapes)	lk	4	lr	140	mf	
Materials for the Blind	ll	0	ls		mg	
Other Itemized Nonbook Materials (see p.2)	lm	2	lt		mh	
<b>TOTAL</b>	ln	<b>328</b>	lu	<b>1739</b>	mi	<b>25</b>

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

Number of Interlibrary Loan Requests Forwarded:  
 To System 222  
 To Other Libraries or Agencies \_\_\_\_\_  
 Total \_\_\_\_\_

Number of Interlibrary Loan Requests Filled 216

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

Number of Audiovisual Materials Rented \_\_\_\_\_

LIBRARY HOLDINGS AND CIRCULATION

BOOK STOCK

	Holdings - 12/31/69		Additions By Purchases & Gifts - 1970				Withdrawals - 1970				Holdings - 12/31/70		Circulation (Jan.1-Dec.31)					
	Titles	* Volumes	Titles	Volumes	Titles	Volumes	Titles	Volumes	Titles	Volumes								
ADULT																		
Fiction	aa	4822	ah	4854	ao	151	av	154	bc	53	bj	53	bq	4920	bx	4955	7,453 5,906 <u>13,359</u>	
Nonfiction	ab	5871	ai	5889	ap	107	aw	109	bd	90	bk	90	br	5888	by	5908		
TOTAL	ac	10693	aj	10743	aq	258	ax	263	be	143	bl	143	bs	10808	bz	10863		
JUVENILE																		
Fiction	ad	1185	ak	1206	ar	29	ay	29	bf	75	bm	75	bt	1139	ca	1160	5,641 3,759 <u>9,400</u>	
Nonfiction	ae	876	al	898	as	57	az	57	bg	46	bn	46	bu	887	cb	909		
TOTAL	af	2061	am	2104	at	86	ba	86	bh	121	bo	121	bv	2026	cc	2069		
TOTAL BOOKS	ag	12754	an	12847	au	344	bb	349	bi	264	bp	264	bw	12834	CD	12032	CK	22,759

SERIALS COLLECTION

	Holdings - 12/31/69*		Purchases & Gifts - 1970		Withdrawals - 1970		Holdings - 12/31/70		Circulation (Jan.1-Dec.31)		
	Bibliographic Volumes		Bibliographic Volumes		Bibliographic Volumes		Bibliographic Vols*	Current Sub. Titles			
Periodicals	cp	305	cx	1	df	0	dn	306	dj	30	1,918 43
Newspapers	cq	11	cy	1	dg	5	do	7	dk	7	
Other											
Serials	cr	23	cz	0	dh	0	dp	23	db	23	1,961
TOTAL	cs	339	da	2	di	5	DQ	336	dm	60	

\* Physical count made since 1969 report was submitted.

330		330		330		330		330	
53		53		53		53		53	
IT		IT		IT		IT		IT	
500		500		500		500		500	

TS/DP	TS/DP	TS/DP	TS/DP	TS/DP	TS/DP	TS/DP	TS/DP	TS/DP	TS/DP
10	10	10	10	10	10	10	10	10	10
100	100	100	100	100	100	100	100	100	100
1000	1000	1000	1000	1000	1000	1000	1000	1000	1000

TS/DP	TS/DP	TS/DP	TS/DP	TS/DP	TS/DP	TS/DP	TS/DP	TS/DP	TS/DP
10	10	10	10	10	10	10	10	10	10
100	100	100	100	100	100	100	100	100	100
1000	1000	1000	1000	1000	1000	1000	1000	1000	1000

TS/DP

TS/DP

TS/DP

TS/DP

TS/DP

TS/DP



TS/DP

TS/DP

NONBOOK MATERIALS

AUDIOVISUAL MATERIALS	Holdings - 12/31/69			Purchases & Gifts-1970			Withdrawals - 1970			Holdings - 12/31/70			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					
Recordings	dy	ed	ei	en	es	ex	fc	fh	fm	fn	fr	gb	150				
TOTAL	dz	ee	ej	eo	et	ey	fd	fi	fn	FS	150	fx	150	gc	150	GH	546

MATERIALS FOR BLIND	Holdings - 12/31/69			Purchases & Gifts-1970			Withdrawals - 1970			Holdings - 12/31/70			Circulation (Jan.1-Dec.31)		
	Physical Items	Titles	Prints	Physical Items	Titles	Prints	Physical Items	Titles	Prints	Physical Items	Titles	Prints			
Talking Books	gi	gm	ga	gu	gy	hc	ha	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	gp	qt	qx	hb	hf	hj	hn	hr	HV	-	hz	id	IH	

OTHER ITEMIZED NONBOOK	Holdings 12/31/69		Additions		Withdrawals		Holdings 12/31/70		Circulation (Jan.1-Dec.31)	
	Physical	Items	Physical	Items	Physical	Items	Physical	Items		
Pamphlets	ij	1452	it	58	jd	9	jn	1501	81	
Documents	ik		iu		je		jo			
Catalogs	il	45	iv	15	jf	8	jp	52		
Manuscripts (Eliminated since 1969 report)	im		iw		jj		jq		49	
Sheet Music	in		ix		jh		jr			
Maps	io	16	iy	3	ji	5	js	14	18	
Pictures and Photographs	ip		iz		jj		jt			
Framed Pictures	iq	38	ja		jk	12	ju	26		
Other (specify) kits	ir	2	jb		jl		jv	2		
TOTAL	is	1553	jc	76	jm	34	JW	1595	KG	148
TOTAL NONBOOK	it	1703	jd	76	jn	34	jx	1745	kh	694

GRAND TOTAL HOLDINGS (CD + DQ + FS + HV + JW)	KI	15,013	GRAND TOTAL CIRCULATION (CK + DU + GH + IH + KG)	KJ	25,414
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TOTAL UNCATALOGED PAPERBACK BOOKS WHICH CIRCULATE 501

11

201

TOT

1003

1003

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1003

(Dimensions of plate 1003 board)

1003

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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 1; over 5 years but not indefinitely \_\_\_\_\_; up to and including 5 years 52  
 Number of photocopies supplied at library's expense in lieu of circulation (kj) \_\_\_\_\_  
 Number of reference questions answered 43  
 Is the library a Federal documents depository? Yes [ ] No [X] Year established \_\_\_\_\_  
 Is the library a State documents depository? Yes [ ] No [X] Year established \_\_\_\_\_  
 Do you maintain registration files? Yes [ ] No [ ]

LIBRARY TRUSTEES

List trustees for the calendar year 1971 below. Designate whether Mr., Mrs., or Miss.  
 Please designate officers for 1971, if known.

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

NUMBER OF TRUSTEES' MEETINGS HELD DURING THE 1970 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.

54

1941 ...

1942 ...

1943 ...

1944 ...

1945 ...

1946 ...

1947 ...

1948 ...

1949 ...



PERSONNEL

1. PROFESSIONAL PERSONNEL	2. POSITIONS		3. TIME ALLOCATED TO POSITIONS - 1970				4. SALARY RANGE - 1970		
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 - 1970				8. CURRENT ANNUAL SALARY (1971)		
	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 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	350	9f.....		10f.....			
Grand Total .....			3350	9g.....		10g.....			
Volunteer help .....	1	1	100	9h.....		10h.....			

Library Director \$.....

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

OPERATING FUND REPORT - 1970

OPERATING FUND RECEIPTS		DLD Code
	Code	
LOCAL PUBLIC FUNDS		
County of <u>Seneca</u>	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	<u>4,584.63</u>
Income from Trust Funds	1452	--
Gifts and Endowments	1485	<u>6,741.89</u>
Fines	1487	<u>277.73</u>
Income from Rental Collection	1416	<u>32.95</u>
Miscellaneous Revenues		
Proceeds from Sale of Investments		--
Proceeds from Sale of Property		--
Refunds		--
Other Miscellaneous [Specify] _____		--
Total Miscellaneous	1490	<u>667.49</u>
TOTAL OTHER RECEIPTS		<u>12,304.69</u> (16)
TOTAL RECEIPTS		<u>12,304.69</u> (09)
ADJUSTED TOTAL RECEIPTS [Code(09) minus Code 1380]	0202	<u>12,304.69</u> (18)
TRANSFER FROM OTHER FUNDS [Specify] _____	1970	--
BALANCE ON JANUARY 1, 1970		
Cash <i>(Adjusted Balance shown at 12/31/69 was incorrect)</i>	0273	<u>1,940.07</u> (08)
Investments	0274	--
TOTAL BALANCE [Same as DLD Code(77) in 1969 Report]	0275	<u>1,940.07</u> (07)
TOTAL RECEIPTS, TRANSFER, AND BALANCE [Code(09) plus Codes 1970 and 0275]	0019	<u>14,244.76</u>
TOTAL OPERATING RECEIPTS, BALANCE, AND TRANSFER [Code 0019 minus Code 4146]		<u>14,244.76</u> (19)

STATE OF CALIFORNIA

Department of Public Safety  
Sacramento

License No. 123456789  
Issued to: [Name]  
Class: [Type]

Expiry Date: [Date]  
Issued at: [Location]

Remarks: [Notes]  
Signature: [Signature]

Fee: \$12.50  
Total: \$12.50

State Seal  
Department of Public Safety

Printed Name: [Name]  
Address: [Address]

12.30.50

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7

SYSTEM Finger Lakes Library System  
 NAME OF LIBRARY Mynderse Library  
 LOCATION OF LIBRARY Seneca Falls, N. Y.

OPERATING FUND DISBURSEMENTS

<u>OPERATING DISBURSEMENTS</u>	Code <u>L460</u>	DLD Code
<b>PERSONAL SERVICES</b>		
Library Staff	-141	
Custodial Staff	-142	
Employee Benefits	-610	
<b>TOTAL PERSONAL SERVICES</b>		(38)
		\$ 6,627.68
<b>LIBRARY MATERIALS - AIDABLE EXPENSES</b>		
Books	-321	
Serials	-324	
Nonbook		
Audiovisual Materials		
Films, Filmstrips, Slides	-322	
Recordings [Discs and Tapes]	-323	
Audiovisual Aid Rental	-434	
Total Audiovisual		
Other Nonbook		
Materials for the Blind		
Itemized Nonbook		
Total Other Nonbook	-325	
Bookbinding	-471	
<b>TOTAL LIBRARY MATERIALS</b>		(28)
		1,307.91
<b>OTHER OPERATING DISBURSEMENTS</b>		
Library Supplies	-334	
Insurance	-410	
Fuels and Utilities	-420	
Rental of Quarters	-430	
Miscellaneous		
Rental, Repair, and Maintenance of Office Machines	A	
Automotive Expenses	B	
Travel	C	
Membership Dues	D	
Total A through D	-460	
Contracts with Libraries and Firms	-510	
Other Miscellaneous	-480	
<b>TOTAL OTHER OPERATING</b>		(48)
		1,799.02
<b>TOTAL OPERATING DISBURSEMENTS</b>		(52)
		9,734.61
<b>CAPITAL DISBURSEMENTS</b> (Paid Directly from Operating Funds)		
EQUIPMENT	-200A	
LAND	-910A	
BUILDING	-920A	
<b>TOTAL CAPITAL DISBURSEMENTS</b>		(58)
		1,823.08
<b>TOTAL OPERATING AND CAPITAL DISBURSEMENTS</b> [Code(52) plus Code(58)]		(61)
		11,557.69

(Continued) ↘

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SYSTEM Finger Lakes Library System 8  
 NAME OF LIBRARY Mynderse Library  
 LOCATION OF LIBRARY Seneca Falls, N. Y.

OPERATING FUND DISBURSEMENTS (continued)

OTHER DISBURSEMENTS	Code L460	DLD Code
TRANSFER TO CAPITAL FUND	-810	
TRANSFER TO OTHER [Specify] _____	\$ 180.93	
DEBT SERVICE - Principal	-064	-
" " - Interest	-717	-
	-727	-
TOTAL OTHER DISBURSEMENTS		\$ 180.93 (63)
TOTAL DISBURSEMENTS AND TRANSFER [Code(52) plus Codes(58) and (63)]		11,738.62 (62)
BALANCE ON DECEMBER 31, 1970 [Describe Below]		
CASH	2,506.14	(75)
INVESTMENTS	-	(76)
TOTAL BALANCE		14,244.76 (77)
TOTAL DISBURSEMENTS, TRANSFER, AND BALANCE		\$ 14,244.76 (88)

INVESTMENTS OF OPERATING FUND MONIES - Code(76)  
 December 31, 1970

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 1970.

Date February 1, 1971

Mrs. Ethel Bishop, Librarian  
 SIGNATURE OF LIBRARIAN, BOARD TREASURER  
 (OR OTHER AUTHORIZED REPRESENTATIVE)

Printer Name: [Illegible]

Printer Address: [Illegible]

Printer Phone: [Illegible]

180.03

100.03

11,380.03

5,500.11

11,380.03

100  
100  
100