

2400566010
MICHAEL CARAHER, DIRECTOR
MYNDERSE LIBRARY
31 FALL STREET
SENECA FALLS, NY 13148
V SENECA FALLS

ANNUAL LIBRARY REPORT
FOR THE YEAR
ENDING DECEMBER 31, 1989

OFFICIAL COPY
TO BE SENT TO
DIVISION OF LIBRARY
DEVELOPMENT
STATE LIBRARY
ALBANY, N. Y. 12230

Community Seneca Falls
Name of Library Mynderse Library
Street Address 31 Fall Street
Mailing Address (If different from above) _____
County Seneca Zip Code 13148
Telephone # (315) 568-8265 Telefax # _____
Population Chartered to Serve (LC) 7466
Type of Library: Association (x) Public ()
Area Chartered to Serve: Town () Village (x) City ()
School District () County () Other ()

Name of Director Michael Caraher
Is Director certified? Yes __, No X. If Yes, Certification # _____
Name of President of Library Board Edward E. Chase
PUBLIC SERVICE OUTLETS: # of Branches (PO-2) 0
of Deposit Stations, Reading Centers, etc. (PO-3) 0
of Bookmobiles Operated (PO-4) 0, # of Stops: Public Service 0, School 0, Other (Specify) _____
Name of Library System Finger Lakes Library System
Federal Employer Identification Number 16-6075457
FOR LIBRARY DEVELOPMENT USE ONLY:
TAX VALUE (LF) _____

PUBLIC SERVICE HOURS**

MAIN LIBRARY	Winter (Dates: From Sept. To June)						Summer (Dates: From July To August)								
	A.M.		P.M.		Total Hours		A.M.		P.M.		Total Hours				
	From	To	From	To	Undup.	Dup.	From	To	From	To	Undup.	Dup.			
Sunday															
Monday			2 ; 7	5 ; 9	5	5			2 ; 7	5 ; 9	5	5			
Tuesday			2 ; 7	5 ; 9	5	5			2 ; 7	5 ; 9	5	5			
Wednesday	10	noon	2 ; 7	5 ; 9	7	7	10	noon	2 ; 7	5 ; 9	7	7			
Thursday			2 ; 7	5 ; 9	5	5			2 ; 7	5 ; 9	5	5			
Friday			2 ; 7	5 ; 9	5	5			2 ; 7	5 ; 9	5	5			
Saturday			2	5	3	3									
Total MAIN Library Hrs.						30	30	Total MAIN Library Hrs.						27	27
Total BRANCH Hrs.								Total BRANCH Hrs.							
Total BOOKMOBILE Hrs.								Total BOOKMOBILE Hrs.							
GRAND TOTAL						30	30	GRAND TOTAL						27	27
						(LG-1)	(LG-2)								

**Refer to page 5 of Instructions

INTERLIBRARY AND AGENCY COOPERATION						NOTE: Libraries serving population of 5000 or more, must fill in the following:	
NUMBER OF:	Materials Borrowed on Interlibrary Loan			Loaned on Interlibrary Loan			
		By Specific Request	Bulk Loans to Augment Collection				
Books	LH	1055	LO	475	mc	96	Number of Interlibrary Loan Requests Forwarded: To System <u>1356</u> To Other Libraries or Agencies <u>0</u> Total <u>1356</u> Number of Interlibrary Loan Requests Filled <u>1357</u> Number of Books Rented (do not include rental volumes later purchased by library) <u>0</u> Number of Audiovisual Materials Rented <u>0</u>
Serials	LI	25	lp		md		
Films, Filmstrips, Slides	LJ	259	LQ		me		
Recordings (discs and tapes)	LK	6	LR	436	mf		
Materials for the Blind	LL		ls	383	mg		
Other Nonbook Materials (see A-3)	LM	12	lt		mh		
TOTAL	ln	1357	lu	1294	MI	96	

LIBRARY HOLDINGS AND CIRCULATION

BOOK STOCK

	Holdings - 12/31/88		Additions By Purchases & Gifts		Withdrawals		Holdings - 12/31/89		Circulation Jan.1 - Dec. 31								
	Titles	Volumes	Titles	Volumes	Titles	Volumes	Titles	Volumes									
ADULT																	
Fiction	aa	6292	ah	6417	ao	432	av	460	bc	934	bj	1050	bq	5790	BX	5827	12315
Nonfiction	ab	8425	ai	8808	ap	231	aw	278	bd	601	bk	671	br	8055	BY	8415	4483
TOTAL	ac	14717	aj	15225	aq	663	ax	738	be	1535	bl	1721	bs	13845	bz	14242	16798
JUVENILE																	
Fiction	ad	1736	ak	1762	ar	71	ay	85	bf	14	bm	16	bt	1793	ca	1831	6845
Nonfiction	ae	1716	al	1734	as	87	az	88	bg	187	bn	195	bu	1616	cb	1627	2343
TOTAL	af	3452	am	3496	at	158	ba	173	bh	201	bo	211	bv	3409	cc	3458	9188
TOTAL BOOKS	ag	18169	an	18721	au	821	BB	911	bi	1736	bp	1932	bw	17254	cd	17700	ck125986

SERIALS COLLECTION

	Holdings - 12/31/88		Purchases & Gifts		Withdrawals		Holdings - 12/31/89			Circulation Jan.1 - Dec. 31	
	Bibliographic Volumes		Bibliographic Volumes		Bibliographic Volumes		Bibliographic Volumes		Current Sub- scription Titles		
Periodicals	cp	388	cx	66	df	32	dn	422	dj	66	1456
Newspapers	cq	6	cy	3	dg	2	do	7	dk	3	
Other Serials	cr		cz		dh		dp		dl		
TOTAL	cs	394	da	69	di	34	dq	429	dm	69	du 1456

NONBOOK MATERIALS

AUDIO-VISUAL MATERIALS	Holdings - 12/31/ 88				Purchases & Gifts				Withdrawals				Holdings - 12/31/89				Circulation Jan. 1 - Dec. 31
	Physical Items		Titles		Physical Items		Titles		Physical Items		Titles		Physical Items		Titles		
Films	dv	0	ea		ek	0	ep		ez	0	fe		FO	0	ft		33
Filmstrips	dw	0	eb		el	0	eq		fa	0	ff		FP	0	fu		
Slides	dx	0	ec		em	0	er		fb	0	fg		Fq	0	fv		
Recordings	dy	1	ed	1	en	0	es		fc	0	fh		FR	1	fw	1	595
Video:																	
Cassettes	va	74	vc	71	vg	25	vi	24	vm	0	vo	0	VS	99	vu	95	3679
Discs	vb	0	vd	0	vh	0	fj	0	vn	0	vp	0	VT	0	vv	0	
TOTAL	dz	75	ee	72	EO	25	et	24	fd	0	fi	0	FS	100	fx	96	GH 4307
MATERIALS FOR THE PRINT HANDICAPPED																	
Talking Books	gi	364	gm	195	gu	137	gy	58	hg	4	hk	0	HS	497	hw	253	1040
Braille Material	gj	0	gn	0	gv	0	gz	0	hh	0	hl	0	ht	0	hx	0	
Other (Specify)	gk	0	go	0	gw	0	ha	0	hi	0	hm	0	hu	0	hy	0	
TOTAL	gl	364	gp	195	gx	137	hb	58	hj	4	hn	0	HV	497	hz	253	ih 1040

OTHER NONBOOK MATERIALS

	PHYSICAL ITEMS							
	Holdings 12/31/ 88		Additions		Withdrawals		Holdings 12/31/ 89	
Pamphlets	ij	58	it		jd		jn	58
Documents AV Equipment	ik		iu		je		jo	5
Catalogs Bi-Fokal Kits	il		iv		jf		jp	7
Manuscripts	im	3	iw		jg		jq	3
Sheet Music	in		ix		jh		jr	
Maps	io	91	iy	5	ji		js	96
Pictures & Photographs	ip		iz		jj		jt	
Framed Pictures	iq	9	ja		jk		ju	9
Microcomputer Software	ms	25	mt		mu		mv	25
Other (specify)Hearing	ir	6	jb		jl		jv	6
TOTAL Impaired devices	is	192	jc		jm		JW	197
TOTAL NONBOOK	ka	192	kb	5	kc	0	kd	197
GRAND TOTAL HOLDINGS (CD + DQ + FS + HV + JW)	ki	18923					GRAND TOTAL CIRCULATION (CK + DU + GH + IH + KG)	
							KJ	32812

TOTAL UNCATALOGED PAPERBOUND BOOKS WHICH CIRCULATE 1724

MICROFORMS - Number of Titles represented by books (included in Code bw) 0
 Number of Titles represented by periodicals (included in Code dj) 0
 Number of physical units represented by microforms from Codes dk, dl, jw 0

List Information for Calendar Year 1990
(If more sheets are needed, xerox this page; use as continuation page.)

Library Name Mynderse Library

Name of Director Michael Caraher

OFFICERS AND TRUSTEES ADDRESS LISTING

NAME	COMPLETE HOME ADDRESS	ZIP CODE	DATE TERM EXPIRES	OFFICE HELD
Mr. Edward E. Chase ✓	1 Leland Drive, Seneca Falls	13148	1991	President
Mrs. Janice Day ✓	2837 Old State Road, Seneca Falls	13148	1991	Vice-President
Mr. William Ottemiller ✓	137 Cayuga Street, Seneca Falls	13148	1991	Secretary
Mr. David Brophy ✓	286 Fall Street, Seneca Falls	13148	1992	Treasurer
Mr. Samuel Dickieson ✓	10 Daniels Street, Seneca Falls	13148	1990	Vice-Treasurer
Mr. Dennis Bender ✓	15 Daniels Street, Seneca Falls	13148	1992	
Mrs. Frances Hyatt ✓	91 Cayuga Street, Seneca Falls	13148	1990	
Mr. David Seidman ✓	146 Cayuga Street, Seneca Falls	13148	1990	
Mr. Duane Snyder ✓	5 Washington Street, Seneca Falls	13148	1992	

NUMBER OF TRUSTEES' MEETINGS HELD DURING THE 1989 CALENDAR YEAR six

Usual scheduled date and hour of meetings (for example:

Second Tuesday of the month at 8:00 p.m. or give specific dates) 1st Wednesday of every other month at 4:30 p.m.

RECORD OF TRUSTEE ACTIONS

Latest year of formal trustee action on:

YEAR

- a. written by-laws
- b. written long-range plan of service for the library
- c. written budget request to appropriate funding agency/source
- d. written policies for operation of the library
- e. report of library accomplishments and activities to the community

<u>1983</u>
<u>no</u>
<u>1989</u>
<u>1983</u>
<u>no</u>

LIBRARY SERVICES

Number of reference questions answered 1587 (N1)

Services for a typical week: Attendance in library 427 (N2)

In-library use of materials not available (N3)

Reference transactions not available (N4)

Does the library maintain registration files? Yes X No (N5)

Does the library distribute printed information to the public describing the library, its policies and its services? Yes X No (N6)

Does the library periodically measure the effectiveness of the collection in meeting community needs? Yes No X (N7)

Number of periodical titles retained in backfiles for the following periods: Indefinitely 11 (N8), over 5 years but not indefinitely 0 (N9), up to and including 5 years 55 (N10).

Does the library have a photocopier available for use by the public? Yes X No (N11)

Number of photocopies supplied at library's expense in lieu of circulation 0 (N12)

Does the library have a building entrance which is physically accessible to the handicapped person in a wheelchair? Yes No X (N13)

Does the library provide services to the physically handicapped person? Yes X No (N14)

Does the library have a restroom available for use by the public in the facility in which the library is located? Yes X No (N15)

Does the library have a microform/microfilm reader available for use by the public? Yes No X (N16)

Is the library a Federal documents depository? Yes (N17) Year established (N18) No X (N17)

Is the library a State documents depository? Yes (N19) Year established (N20) No X (N19)

(Codes N1-N20 are for Library Development use.)

LIBRARY PERSONNEL *
1989

TITLE LIBRARIAN SERIES (Librarians Only)	Number of Positions Filled 12-31-89								# of Staff with:				Salary Range	
	(1) 1989 Positions Budgeted	(2) Full-Time		(3) Part-Time		(4) FTE (4) Part-Time		(5) Total	Grad. Degree		Bach. Degree	Other	Begin- ning	Maxi- mum
		Female	Male	Female	Male	Female	Male		MLS (6)	Other than MLS (7)				
Lib. Dir. V														
Lib. Dir. IV														
Lib. Dir. III														
Lib. Dir. II														
Lib. Dir. I														
Ass't Lib. Dir. III														
Ass't Lib. Dir. II														
Ass't Lib. Dir. I														
Dept. Head) IV														
Specialized														
Services) IV														
Libn. IV														
Libn. (Dept. Head) III														
Libn. (Ass't Dept.														
Head) III														
Libn. (Specialized														
Services) III														
Libn. II														
Libn. (Specialized														
Services) II														
Libn. I														
Libn. Trainee														
Lib. Assistant														
Other Libn. (Specify)														
TOTAL													Report Salary in Code L7410.141	

LIBRARY TECHNICIAN SERIES

Library Director	1		1					1		1				
Other (Specify)														
TOTAL	1		1					1		1			Report Salary in Code L7410.142A	

*Column 5 = Tot. of Col. 2, plus Tot. of Col. 4.

Tot

LIBRARY PERSONNEL - 1989 - SUPPORT SERIES

TITLE	(1) 1989 Positions Budgeted	Number of Positions Filled 12-31-89						Salary Range		
		(2) Full-Time		(3) Part-Time		FTE (4) Part-Time		(5) φ Total	Be- ginning	Maximum
		Female	Male	Female	Male	Female	Male			
CLERICAL STAFF SERIES										
Chief Library Clerk _____										
Principal Library Clerk _____										
Senior Library Clerk _____										
Library Clerk _____	1			1		.6		.6		
Senior Library Typist _____										
Typist _____										
Page _____										
Other (Specify) _____										
Subtotal	1			1		.6		.6		Report salary in Code L7410.142B
OTHER SUPPORT STAFF										
Specify _____										

Subtotal										Report salary in Code L7410.143
BINDERY STAFF										
Specify _____										

Subtotal										Report salary in Code L7410.142C
BUILDING MAINTENANCE AND OPERATION STAFF										
Janitors _____	1				1	.5		.5		
Guards _____										
Others (Specify) _____										
Subtotal	1				1	.5		.5		Report salary in Code L7410.142D
TOTAL SUPPORT STAFF	2			1	1	.6	.5	1.1		
TOTAL VOLUNTEERS									0	

*See page 12 of Instructions.

φColumn 5 = Total of Col. 2 plus Tot. of Col. 4.

ADDITIONAL PERSONNEL DATA

HOURS AND SALARIES

1. Number of hours a full-time staff member will work per week in 1990? 30 (HS1)
2. What is the 1990 entry-level annual salary for a full time certified librarian with an MLS and no experience? \$ _____ (HS2)
3. How many hours will the library director work per week in 1990? 30 (HS3)
4. What is the 1990 current annual salary for the Library Director? \$ 19047 (HS4)

EDUCATION LEVEL OF DIRECTOR:

1. Circle the letter of the highest level of education the Library Director has attained.

- a. High School Diploma/GED
- b. Two Years College (Associates)
- c. Four Years College (Bachelors)

Graduate School - Master's Degree:

- d. Librarianship

- ☒ e. Other Field (Please Specify) Elementary Education

Graduate School - Doctorate:

- f. Librarianship

- g. Other Field (Please Specify) _____

- h. Other (Please explain) _____

The University of the State of New York
The State Education Department
Division of Library Development
Cultural Education Center - Room 10B41
Empire State Plaza
Albany, New York 12230

NAME OF LIBRARY OR SYSTEM MYNDERSE LIBRARY
LOCATION SENECA FALLS NEW YORK

NAME OF DIRECTOR MICHAEL CARAHER
NAME OF TREASURER DAVID J. BROPHY

OPERATING FUND REPORT 1989

OPERATING FUND RECEIPTS - Jan.1 - Dec. 31 (Round to nearest whole dollar)

LOCAL PUBLIC FUNDS

	Code		
County(ies) _____	002A		
Town(s) <u>Seneca Falls</u>	002B	<u>5,000</u>	
Village(s) <u>Seneca Falls</u>	002C	<u>1,500</u>	
City of _____	002D		
School District of <u>Seneca Falls</u>	002E	<u>3,250</u>	
Other (Specify) _____	002F		
TOTAL LOCAL PUBLIC FUNDS _____	002		<u>9,750</u>

SYSTEM CASH GRANTS - MEMBER LIBRARY

Cash grants other than LLIA	L2760	<u>5,372</u>	
Cash derived from LLIA	L3840A1	<u>761</u>	
TOTAL SYSTEM CASH GRANTS _____			<u>6,133</u>

STATE AID

MEMBER LIBRARY ONLY

Other than LLIA (Specify) _____	L3840A2	_____
---------------------------------	---------	-------

SYSTEM HEADQUARTERS ONLY

Local Library Incentive Aid:		
Kept for headquarters	L3840B1	_____
Distributed to members _____	L3840B2	_____
Total LLIA _____	L3840B	_____
Annual Aid	L3840C	_____
Central Library Development Aid	L3840D	_____
Central Book Aid	L3840E	_____
NYPL - The Research Libraries	L3840F	_____
Special Grants	L3840G	_____
Institution Library Grant	L3840H	_____
Coordinated Outreach Grant	L3840J	_____
Regional Automation _____		
Pub. Lib. Sys. Automation _____		
Total Automation	L3840K	_____
Correctional Facilities Aid	L3840L	_____
Other (Specify) _____	L3840M	_____
TOTAL STATE AID	L3840	_____

OPERATING FUND RECEIPTS - Jan. 1 - Dec. 31 (cont'd)

FEDERAL AID - SYSTEM HEADQUARTERS ONLY

Library Operation

LSCA

Title I

L4840A

Title III

L4840B

Total LSCA

L4840C

ESEA

L4840D

Other (Specify Act and Title)

L4840E

TOTAL FEDERAL AID

L4840

-0-

CONTRACTS WITH PUBLIC LIBRARY AND/OR PUBLIC LIBRARY SYSTEMS

IN NEW YORK STATE

Free Association Libraries

L2080

Other Than Free Association Libraries

010

TOTAL CONTRACTS

012

-0-

OTHER RECEIPTS

Gifts and Endowments

L2705

3,777

Income from Investments

Interest and Earnings

L2401

3,887

Endowment and Trust Fund

L2755

12,309

Proceeds from Sale of Property

Real Property

L2660

Equipment

L2665

Refunds

L2701

Sale of Scrap and Excess Materials

L2650

Sale of Instructional Supplies -

Unneeded Books

L2670

540

Library Charges - Fines and Rentals

L2082

683

Rental of Real Property

L2410

408

Rental of Real Property - Other

Governments

L2412

Equipment Rental

L2414

1,293

Commissions

L2450

Insurance Recoveries

L2680

Other Compensation for Loss

L2690

Other (Specify) United Way

L2770

10,100

TOTAL OTHER RECEIPTS

009

32,997

TOTAL RECEIPTS

011

48,880

NAME : MYNDERSE LIBRARY

LOCATION SENECA FALLS, NEWYORK

OPERATING FUNDS RECEIPTS - Jan. 1 - Dec. 31 (cont'd)BUDGET LOANS

TOTAL

013

TRANSFERS

From Capital Fund

L2850

(Same as H9510.9, Pg. F-10)

From Other Funds (Specify)

017

TOTAL TRANSFERS

BALANCE - JANUARY 1, 1989

(Same as code 999 of previous year)

Cash

001A

61,005

Temporary Investments

001B

TOTAL BALANCE

001

TOTAL RECEIPTS, LOANS, TRANSFERS AND BALANCE 018..... 109,885

(Must agree with Code 998, Pg. F-8)

CERTIFICATION

I hereby certify that this is a true and accurate report and that this library system is operating under its approved plan of service in accordance with the provisions of the Education Law and the Regulations of the Commissioner of Education.

David J. Murphy Treasurer
Signature of Board President or Treasurer

Date 1/29/90

Michael Caraker
Signature of Director

Date 1/29/90

Fiscal Year January 1, 1989 to December 31, 1989

Date Last Audit Performed May 30, 1989, prior to Annual Meeting

Please check type of Audit: () City; () County; () State; (☒) Private

Name of firm, if private Audit Committee of Board of Trustees

PLEASE BE SURE THAT ORIGINAL SIGNATURES OF THE BOARD PRESIDENT OR TREASURER, AND DIRECTOR APPEAR ON ALL COPIES SUBMITTED TO LIBRARY DEVELOPMENT. PHOTOCOPIED SIGNATURES ARE NOT ACCEPTABLE.

OPERATING FUND DISBURSEMENTS - Jan. 1 - Dec. 31 (Round to the nearest whole dollar)PERSONNEL COSTSSALARIES

Certified Librarians Series	L7410.141	
Support Series		
Library Technician	L7410.142A	17,625
Clerical Staff	L7410.142B	3,848
Bindery Staff	L7410.142C	
Building Staff	L7410.142D	
Total Support Series	L7410.142	
Other Support Staff	L7410.143	
TOTAL SALARIES	L7410.1	21,473

EMPLOYEE BENEFITS

State Retirement	L9010.0	
Private Retirement	L9022.8	
Social Security	L9030.8	1,613
Workmen's Compensation	L9040.8	213
Life Insurance	L9045.8	
Unemployment Insurance	L9050.8	29 ✓
Disability Insurance	L9055.8	130
Hospital & Medical Insurance	L9060.8	
TOTAL EMPLOYEE BENEFITS	L9199.0	1,985

TOTAL PERSONNEL COSTS

190

23,458

LIBRARY MATERIALS AND BINDINGBOOKS

Microform	L7410.410A	
Nonmicroform	L7410.410B	8,231
TOTAL BOOKS	L7410.410	8,231

SERIALS

Periodical		
Microform	L7410.413A	
Nonmicroform	L7410.413B	1,202
Total Periodicals	L7410.413C	1,202
Other Serials		
Microform	L7410.413D	
Nonmicroform	L7410.413E	
Total Other Serials	L7410.413F	-0-
TOTAL SERIALS	L7410.413	1,202

OPERATING FUND DISBURSEMENTS - Jan. 1 - Dec. 31 (cont'd)

AV MATERIALS

Films, filmstrips, slides
 Recordings (cassettes, tapes, discs;
 (also video tapes and discs)
 AV Rental
 TOTAL AV MATERIALS

L7410.411 _____
 L7410.412 _____
 L7410.417 _____
 205 -0-

OTHER NONBOOK MATERIALS

Materials for the Print Handicapped
 Itemized nonbook
 Bookbinding
 Other Miscellaneous (Specify) _____

L7410.414 _____
 L7410.415 _____
 L7410.416 _____

L7410.429 _____
 415 -0-
 204 -0-

Total
 TOTAL OTHER NONBOOK
 TOTAL LIBRARY MATERIALS & BINDING

L7410.42 _____ 9,433

GRANTS TO MEMBER LIBRARIES -
 SYSTEM HEADQUARTERS ONLY

Cash Grants
 Total paid from LLIA _____
 Total paid from other System funds
 Total paid to central/cocentral libraries
 under Ed. Law 273.1.b
 Total Cash Grants - Other than
 LLIA (.490B = .490C)
 Book Grants
 Other Grants
 TOTAL GRANTS

L7410.490A _____
 L7410.490B _____
 L7410.490C _____
 L7410.490 _____
 L7410.495 _____
 L7410.496 _____
 L7410.49 _____

CAPITAL EXPENDITURES FROM OPERATING FUNDS

Bookmobile
 Other Vehicles
 All Other Equipment
 Audiovisual Equipment
 Other Equipment
 Total All Other Equipment
 TOTAL CAPITAL EXPENDITURES
 From Local Public Funds 71PF _____
 From Other Funds 710F _____
 Total (same as L7410.2) _____

L7410.201 _____
 L7410.202 _____
 L7410.203A _____
 L7410.203B _____
 L7410.203 _____
 L7410.2 _____

OPERATING FUND DISBURSEMENTS - Jan. 1 - Dec. 31 (cont'd)OPERATION MAINTENANCE OF BUILDINGS

Fuel and Utilities	L7410.450	3220	
Custodial Supplies	L7410.451	-0-	
Repairs to Buildings & Building Equipment			
From Local Public Funds	72PF		
From Other Funds	72OF	155	
Total	L7410.452	155	
Rental of Quarters	L7410.453		
Insurance	L7410.454	1413	
Building Service Contracts	L7410.469	1130	
TOTAL OPERATION & MAINTENANCE OF BUILDINGS	L7410.46		5,926

AUTOMOTIVE EXPENSES

Operation of Bookmobiles	L7410.470		
Operation of Other Vehicles	L7410.471		
Maintenance of Bookmobiles	L7410.472		
Maintenance of Other Vehicles	L7410.473		
TOTAL AUTOMOTIVE EXPENSES	L7410.47		-0-

MISCELLANEOUS EXPENSES

Office and Library Supplies	L7410.430	5003	
Telephone	L7410.431	1005	
TWX/Dataphone	L7410.432		
Postage and Freight	L7410.433	295	
Publicity and Printing	L7410.434		
Travel	L7410.435	146	
Membership Dues	L7410.438		
Rental, Repair, and Maintenance of Office Equipment	L7410.439		
Professional Fees	L7410.437		
Contracts with Private Concerns for Processing	L7410.440		
Other (Specify)	900		
TOTAL MISCELLANEOUS EXPENSES	906		6,449

CONTRACTS WITH PUBLIC LIBRARIES
AND/OR PUBLIC LIBRARY SYSTEMS
IN NEW YORK STATE

L7410.436

OPERATING FUND DISBURSEMENTS - Jan. 1 - Dec. 31 (cont'd)

DEBT SERVICE

PRINCIPAL

Loans - Capital Purposes		L9710.6	_____	
From Local Public Funds	73PF _____			
From Other Funds	73OF _____			
Loans - Budget		L9750.6	_____	
From Local Public Funds	74PF _____			
From Other Funds	74OF _____			
TOTAL PRINCIPAL		L9899.6		<u>-0-</u>

INTEREST

Loans - Capital Purposes		L9710.7	_____	
From Local Public Funds	75PF _____			
From Other Funds	75OF _____			
Loans - Budget		L9750.7	_____	
From Local Public Funds	76PF _____			
From Other Funds	76OF _____			
Loans - Short Term		L9770.7	_____	
From Local Public Funds	77PF _____			
From Other Funds	77OF _____			
TOTAL INTEREST		L9899.7		<u>-0-</u>
TOTAL DEBT SERVICE		L9899.0		<u>-0-</u>

TOTAL OPERATING FUND DISBURSEMENTS

911

TRANSFERS

TRANSFERS TO CAPITAL FUND CODE H2810

From Local Public Funds	78PF _____	
From Other Funds	78OF _____	
Total		L9550.9

TRANSFERS TO OTHER FUNDS - IDENTIFY

_____	L95	_____	
TOTAL TRANSFERS	956		_____
TOTAL DISBURSEMENTS AND TRANSFERS	915		_____
BALANCE IN OPERATING FUND - December 31, 1989			
Cash	999A	64,619	
Temporary Inv.	999B	_____	
Total	999		<u>64,619</u>

TOTAL DISBURSEMENTS, TRANSFERS, & BALANCE
CAPITAL FUNDS REPORT FOLLOWS: YES__ NO__

998 (Must agree with Code 018, Pg. F-3)..... 109,885

NAME _____ LOCATION _____

CAPITAL FUND REPORT - 1989
CAPITAL FUND RECEIPTS - Jan. 1 - Dec. 31 (Round to nearest whole dollar)

	<u>Code</u>		
<u>REVENUES FROM LOCAL SOURCES</u>			
Interest and Earnings	H2401	_____	
Gifts and Donations	H2705	_____	
Premium and Accrued Interest on Borrowings	H2710	_____	
Financing from Other Local Sources			
(Specify) _____	H2770	_____	
TOTAL REVENUE FROM LOCAL SOURCES	H2799	_____	
<u>INTERFUND REVENUE</u>			
Transfer from Operating Fund - Code L9550.9	H2810	_____	
<u>STATE AID FOR CAPITAL PROJECTS</u>			
State Aid Received for Construction	H3893	_____	
<u>FEDERAL AID FOR CAPITAL PROJECTS</u>			
LSCA Title II	H4893A	_____	
Other (Specify) _____	H4893B	_____	
TOTAL FEDERAL AID	H4893	_____	
TOTAL REVENUES	H5000	_____	
<u>NONREVENUE RECEIPTS</u>			
Advance from Other Funds	H5075	_____	
Sale of Investments	H5085	_____	
Other Nonrevenue Receipts (Specify) _____			
	H5095	_____	
Obligations Issued			
Serial Bonds	H5710	_____	
Installment Bonds	H5720	_____	
Other Obligations (Specify) _____			
	H5785	_____	
Bond Anticipation Notes	H5730	_____	
Capital Notes	H5740	_____	
Revenue Anticipation Notes	H5770	_____	
TOTAL NONREVENUE RECEIPTS	H5999	_____	
TOTAL CASH RECEIPTS	H6000	_____	
<u>CASH BALANCE - JANUARY 1, 1989</u>			
(Same as code H8067 of previous year)	H8061	_____	
<u>TOTAL CASH RECEIPTS AND BALANCE</u>	H8064 (Must agree with Code H8068, Pg. F-10)	_____	

CAPITAL FUND REPORT - 1989

CAPITAL FUND DISBURSEMENTS - Jan. 1 - Dec. 31 (Round to nearest whole dollar)

PROJECT EXPENDITURES

Construction

General Construction	H890.393	_____
Heating and Ventilating	H890.394	_____
Plumbing	H890.395	_____
Electrical	H890.396	_____
Other	H890.399	_____
Total Construction	741	_____

Incidental Construction

Architect's Commission & Expenses	H890.345	_____
Site Acquisition	H890.391	_____
Furniture and Equipment	H890.200	_____
Other Incidental Costs	H890.340	_____
Total Incidental Construction	742	_____

Other Disbursements

Purchase of Buildings	H890.392	_____
Interest	H890.370	_____
Books and Library Materials	H890.349	_____
Total Other Disbursements	743	_____
TOTAL PROJECT EXPENDITURES	744	_____

TRANSFER TO OPERATING FUND -

(Same as Code L2850, Pg. F-3)

H9510.9

NONPROJECT EXPENDITURES

Redemption of Bond Anticipation Notes	H9930.5	_____
Redemption of Revenue Anticipation Notes	H9970.5	_____
Repayment of Advances from Other Funds	H9975.5	_____
Purchase of Investments	H9985.5	_____
Other (Specify) _____	H9995.5	_____
TOTAL NONPROJECT EXPENDITURES	H9998.0	_____

TOTAL DISBURSEMENTS AND TRANSFER

745

CASH BALANCE - DECEMBER 31, 1989

H8067

TOTAL CASH DISBURSEMENTS AND BALANCE

H8068 (Must agree with Code H8064, Pg. F-9).....

YEAR - 1989
THE USE OF LIBRARY TECHNOLOGY
IN NEW YORK STATE PUBLIC LIBRARIES

NAME OF LIBRARY Mynderse Library LIBRARY SYSTEM Finger Lakes Library System
PERSON COMPLETING FORM Michael Caraher PHONE (315) 568-8265
AREA CODE NUMBER

INSTRUCTIONS: This survey requests information on the use of computers in public libraries and library systems in the state. For the purpose of this survey, a computer is defined as any central processing unit, with either online or offline operations, and its related peripheral equipment. Contracted computer services are those which the library purchases from library networks, cooperative library organizations, commercial organizations, etc. A separate survey form should be completed for each library facility (i.e., each branch should complete a form).

- I. Does your library use computers in providing library services? ☒ YES ☐ NO
- II. Does your library use computers indirectly by contracting for computer services? ☐ YES ☒ NO

IF THE ANSWERS TO QUESTIONS I AND II ARE NO, YOU ARE NOT REQUIRED TO COMPLETE THE REMAINDER OF THIS SURVEY

- III. Does your library use an online bibliographic data base? ☐ YES ☒ NO

Please enter an "X" to indicate which one(s):

OCLC ☐ MILC ☐ RLIN ☐ UTLAS ☐ OTHER ☐ Please describe: _____

- IV. How many of the library's bibliographic records for monographs are in machine readable form?
- A. How many holdings do these machine readable bibliographic records for monographs represent?
- B. How many of the library's machine readable bibliographic records for monographs are in MARC format?
- C. How many of the library's bibliographic records for monographs are NOT in machine readable form?

- V. How many of the library's bibliographic records for serials are in machine readable form?
- A. How many holdings do these machine readable bibliographic records for serials represent?
- B. How many of the library's bibliographic records for serials are NOT in machine readable form?

VI. For each computerized service or activity performed ONLINE enter "x" in column a,b or c depending on the type of computer used. For each computerized service or activity performed OFFLINE enter "x" in column d,e or f. For contracted services for any of the computerized services or activities performed enter "x" in column g.

Computerized Service	COMPUTER						Contracted Services (g)
	ONLINE			OFFLINE			
	Micro (a)	Mini (b)	Main Frame (c)	Micro (d)	Mini (e)	Main Frame (f)	
ACQUISITIONS							
PUBLIC ACCESS CATALOG				X			
COMPUTER OUTPUT MICROFILM (COM) CATALOG							
REFERENCE							
CIRCULATION							
INTERLIBRARY LOAN							
SERIALS CONTROL							
ADMINISTRATIVE USES							
CATALOGING				X			
OTHER: (please specify)							

DEFINITIONS:

Online	Equipment or devices under the control of the central processing unit. The input data enters the computer directly from the point of origin or the output data is transmitted directly to where it is used.
Offline	Equipment or devices not under the control of the central processing unit.
Bibliographic Record	A descriptive entry for a single title. Title is a term used to designate a publication which forms a separate whole, whether issued in one or several parts.
Holdings Record	An identifying entry for each copy, volume or item owned by the library which is attached to one bibliographic record. For the purpose of this survey, synonymous with a "local data record".
Machine Readable	Records entered in a format (usually on magnetic tape) which a computer can recognize directly.
Monograph	For the purposes of this survey, synonymous with a book. Bound volumes of periodicals and newspapers are not considered monographs.
Acquisitions	Ordering or purchasing books, periodicals and other library materials and equipment.
Public Access Catalog	A catalog of bibliographic records in machine readable form, permitting interactive access through terminals in direct, continuing communication with the computer. Access is typically through author, title, subject, book number or a combination of these.
CON Catalog	A library catalog generated by a microfilm printer that will take output directly from the computer.
Reference	Locating, researching, and supplying specific information for library patrons (includes data base services, information and referral files, special inquiries, etc.)
Serials Control	All functions of acquiring, maintaining and recordkeeping on all serials.
Administrative Uses	Includes bookkeeping, billing, payable, personnel, financial records (i.e., budgets, inventory control, etc.)

THE USE OF LIBRARY TECHNOLOGY
IN NEW YORK STATE PUBLIC LIBRARIES

NAME OF LIBRARY: Mynderse Library

VII. AUTOMATION COSTS (Please use estimates if specific data is unavailable)

A. EXPENDITURES

Please indicate how much your library spent on automation related activities this year in each category.

1. Personnel and Benefits _____
2. Equipment purchase _____
3. Software purchase _____
4. Equipment maintenance/repair _____
 - a. maintenance agreement _____
 - b. repairs _____
 - c. other (specify): _____
5. Telecommunications (phone, data lines, electronic mail, etc.) _____
6. Contracted services _____
 - a. bibliographic utility costs _____
 - b. database searches _____
 - c. other (specify): _____
7. Supplies _____
8. Other (specify): _____

(A)* TOTAL of 1-8 0

B. RECEIPTS

Please indicate the source of the monies your library used to fund automation related activities this year.

1. Local Public Funds
 2. State Aid
 - Local Library Incentive Aid _____
 - Annual Aid _____
 - Central Library Development Aid _____
- (1) TOTAL 0

Special Grants
Coordinated Outreach
Regional Bibliographic Databases & Interlibrary
Resource Sharing
Aid for State Operated Correctional Facilities
Other (specify):

3. Federal Aid

LSCA

Title I

Title III

Other (specify):

4. Gifts and Endowments

5. Other (specify):

(2) TOTAL 0

(3) TOTAL 0

(4) TOTAL 0

(5) TOTAL 0

(B)* TOTAL of 1-5 0

*The total of A should equal the total of B.

YEAR - 1989

LIBRARY SYSTEM:

Finger Lakes Library System

PHONE: (315) 568-8265

AREA CODE

NUMBER

I. MICROCOMPUTER HARDWARE CURRENTLY IN USE

If ZERO, you are not required to complete the remainder of this survey

:

B. Enter the NUMBER of microcomputers of each type currently in use.

MODEL	NUMBER IN USE	MODEL	NUMBER IN USE	MODEL	NUMBER IN USE
1. Adam	<input type="text"/>	13. Commodore PET	<input type="text"/>	25. OCLC M300	<input type="text"/>
2. Apple, Bell and Howell	<input type="text"/>	14. Other Commodore Micros	<input type="text"/>	26. TANDY 1000	<input type="text"/>
3. Apple IIc	<input type="text"/>			27. TANDY 2000	<input type="text"/>
4. Apple IIe	<input type="text" value="1"/>	15. COMPAQ Portable	<input type="text"/>	28. Televideo 806	<input type="text"/>
5. Apple II Plus	<input type="text"/>	16. DECMATE II	<input type="text"/>	29. TRS-80 Color Computer	<input type="text"/>
6. Apple III	<input type="text"/>	17. DEC RAINBOW 100	<input type="text"/>	30. TRS-80 Model II	<input type="text"/>
7. Macintosh	<input type="text"/>	18. Other DEC Micros	<input type="text"/>	31. TRS-80 Model III	<input type="text"/>
8. Other Apple Micros	<input type="text"/>			32. TRS-80 Model IV	<input type="text"/>
		19. IBM PC(laser disc public access cat)	<input type="text" value="2"/>	33. Other Micros (Please specify model)	
9. AT&T	<input type="text"/>	20. IBM PC jr.	<input type="text"/>		
10. Atari	<input type="text"/>	21. IBM PC AT	<input type="text"/>		<input type="text"/>
11. Commodore VIC 20	<input type="text"/>	22. IBM PC XT	<input type="text"/>		<input type="text"/>
12. Commodore 64	<input type="text"/>	23. Other IBM Micros	<input type="text"/>		<input type="text"/>
					<input type="text"/>
		24. Kaypro II	<input type="text"/>		

100

D. Enter the TOTAL NUMBER OF PRINTERS in use with microcomputers.

1

A. Enter the TOTAL NUMBER of software programs in use.

28

B. Check those applications listed below for which microcomputer software has been acquired* or developed locally.

SOFTWARE	ACQUIRED*	LOCALLY DEVELOPED	SOFTWARE	ACQUIRED*	LOCALLY DEVELOPED
1. Library Applications			g) Information and Referral		
a) Circulation Control	<input type="checkbox"/>	<input type="checkbox"/>	h) Indexes	<input type="checkbox"/>	<input type="checkbox"/>
b) Acquisitions	<input type="checkbox"/>	<input type="checkbox"/>	i) Interlibrary Loan	<input type="checkbox"/>	<input type="checkbox"/>
c) Public Access Catalog	<input type="checkbox"/>	<input type="checkbox"/>	j) Serials Control	<input type="checkbox"/>	<input type="checkbox"/>
d) Cataloging	<input checked="" type="checkbox"/>	<input type="checkbox"/>	k) Administrative Uses	<input type="checkbox"/>	<input type="checkbox"/>
e) Union Lists	<input type="checkbox"/>	<input type="checkbox"/>	1. Accounting/Bookkeeping	<input type="checkbox"/>	<input type="checkbox"/>
1. Monographs	<input type="checkbox"/>	<input type="checkbox"/>	2. Equipment Inventory	<input type="checkbox"/>	<input type="checkbox"/>
2. Newspapers	<input type="checkbox"/>	<input type="checkbox"/>	3. Word Processing	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Serials	<input type="checkbox"/>	<input type="checkbox"/>	4. Mailing Lists	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Films	<input type="checkbox"/>	<input type="checkbox"/>	5. Electronic Mail	<input type="checkbox"/>	<input type="checkbox"/>
5. Videocassettes	<input type="checkbox"/>	<input type="checkbox"/>	l) Other (please describe):	<input type="checkbox"/>	<input type="checkbox"/>
6. Other (please describe)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
f) Data Base Access (eg. BRS, Source, etc.)	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>
2. Public Service and/or Patron Use			i) Spreadsheets		
a) Computer Assisted Instruction	<input checked="" type="checkbox"/>	<input type="checkbox"/>	g) Database Management	<input type="checkbox"/>	<input type="checkbox"/>
b) Computer Literacy	<input checked="" type="checkbox"/>	<input type="checkbox"/>	h) Utility Programs	<input type="checkbox"/>	<input type="checkbox"/>
c) Skills Improvement (remedial, drill practice, etc.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	i) Networking Programs	<input type="checkbox"/>	<input type="checkbox"/>
d) Fun and Games	<input checked="" type="checkbox"/>	<input type="checkbox"/>	j) Other (please describe):	<input type="checkbox"/>	<input type="checkbox"/>
e) Word Processing	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>

*ACQUIRED = any software purchased and/or donated from commercial vendors or other sources external to the library or library system.

III. PATRON ACCESS

A. Enter the total number of microcomputers available for public use

3

1. How many may be borrowed for home use?

0

2. How many patrons per month access microcomputer equipment?

50

3. Enter an X if there is a fee charged to the patron for equipment usage.
What is the amount of the fee, and what is it for? _____

D. Enter the total number of software programs available for public use

27

C. Enter an X if the library provides computer literacy training sessions for the public

1. How many patrons per month receive computer literacy training?