

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, 1990

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# (315) 568-8265

Population Chartered to Serve (LC) 7,466

Type of Library: Association ☒ Public ( )

Area Chartered to Serve: Town ( ) Village ☒ City ( )

School District ( ) County ( ) Other ( )

Names of School Districts in the library's chartered service area:

Seneca Falls Central School District

Name of Library System Finger Lakes Library

System

Name of Director Michael Caraher

Is Director Certified? No ☒ Yes \_\_\_\_\_ Cert.# \_\_\_\_\_

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. \_\_\_\_\_, School \_\_\_\_\_, Other(Specify) \_\_\_\_\_

Is the Library a Federal Documents Depository? No ☒ Yes \_\_\_\_\_ (FDP)

Year Established \_\_\_\_\_

Is the Library a State Documents Depository? No ☒ Yes \_\_\_\_\_ (SDP)

Year Established \_\_\_\_\_

Federal Employer Identification Number 16-6075457

FOR LIBRARY DEVELOPMENT USE ONLY:

TAX VALUE (LF) \_\_\_\_\_

# PUBLIC SERVICE HOURS

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

NUMBER OF:	INTERLIBRARY AND AGENCY COOPERATION					
	Materials Borrowed on Interlibrary Loan				Loaned on Interlibrary Loan	
	By Specific Request		Bulk Loans to Augment Collection			
Books	LH	1,078	LO	431	mc	159
Serials	LI	28	lp		md	
Films, Filmstrips, Slides <i>videos</i>	LJ	167	LQ	442	me	
Recordings (discs and tapes)	LK	2	LR	295	mf	
Materials for the Print Handicapped	LL		ls		mg	
Other Nonbook Materials	LM	5	lt		mh	
Total	ln	1,280	lu	1168	MI	159

Number of Interlibrary Loan Requests Forwarded:

To System 1,365

To Other Libraries and Agencies 0

Total 1,365

Number of Interlibrary Loan Requests Filled 1,280

Number of Books Rented (do not include rental volumes later purchased by library) 0

Number of Audiovisual Materials Rented 0

# HOLDINGS AND CIRCULATION

## BOOK STOCK

ADULT	Holdings - 12/31/89				Purchases and Gifts				Withdrawals				Holdings - 12/31/90				Circulation Jan 1 - Dec 31	
	Titles		Volumes		Titles		Volumes		Titles		Volumes		Titles		Volumes			
Fiction	aa	5790	ah	5827	ao	369	av	379	bc	0	bj	0	bq	6159	BX	6206	12,954	
Nonfiction	ab	8055	ai	8415	ap	227	aw	316	bd	0	bk	35	br	8282	BY	8696	4,538	
Total	ac	13845	aj	14242	aq	596	ax	695	be	0	bl	35	bs	14441	bz	14902	cg	17,492
JUVENILE Fiction	ad	1793	ak	1831	ar	170	ay	184	bf	0	bm	0	bt	1963	ca	2015	6,818	
Nonfiction	ae	1616	al	1627	as	103	az	105	bg	0	bn	0	bu	1719	cb	1732	2,419	
Total	af	3409	am	3458	at	273	ba	289	bh	0	bo	0	bv	3682	cc	3747	ci	9,237
Total Books	ag	17254	an	17700	au	869	BB	984	bi	0	bp	35	bw	18123	cd	18649	ck	26,729

## SERIALS COLLECTION

	Holdings - 12/31/89		Purchases & Gifts		Withdrawals		Holdings - 12/31/90				Circulation Jan 1-Dec 31	
	Bibliographic Volumes		Bibliographic Volumes		Bibliographic Volumes		Bibliographic Volumes		Current Subscription Titles			
Periodicals	cp	422	cx	65	df	64	dn	423	dj	65	1,546	
Newspapers	cq	7	cy	3	dg	2	do	8	dk	3		
Other Serials	cr		cz		dh		dp		dl			
Total Serials	cs	429	da	68	di	66	DQ	431	DM	68	du	1,546

**NONBOOK MATERIALS**

AUDIO-VISUAL MATERIALS	Holdings - 12/31/89				Purchases & Gifts				Withdrawals				Holdings - 12/31/90				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			
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	481	
Video: Cassettes	va	99	vc	95	vg	25	vi	24	vm	0	vo	0	VS	124	vu	119	3,684	
Discs	vb	0	vd		vh	0	vj		vn	0	vp	0	VT	0	vv			
Other (Specify)	xa		xb		xc		xd		xe		xf		xg		xh			
Total	dz	100	ee	96	EO	25	et	24	fd	0	fi	0	FS	125	fx	120	GH 4,165	
MATERIALS FOR THE PRINT HANDICAPPED																		
Talking Books	gi	497	gm	253	gu	110	gv	33	hg	0	hk	0	HS	607	hw	286	919	
Braille Material	gj	0	gn		gv	0	gz		hh	0	hl		ht	0	hx			
Other (Specify)	gk		go		gw		ha		hi		hm		hu		hy			
Total	gl	497	gp	253	gx	110	hb	33	hj	0	hn	0	HV	607	hz	286	ih 919	

## OTHER NONBOOK MATERIALS

OTHER NONBOOK MATERIALS									
PHYSICAL ITEMS								Circulation Jan 1 - Dec 31	
	Holdings 12/31/89		Additions		Withdrawals		Holdings 12/31/90		
Pamphlets	ij	58	it	0	jd	0	jn	58	
Documents	ik		iu		je		jo		
Catalogs	il		iv		if		jp		
Manuscripts	im	3	iw	0	jg	0	iq	3	
Sheet Music	in		ix		jh		jr		
Maps	io	96	iy	6	ji	0	js	102	8
Pictures & Photographs	ip		iz		jj		jt		
Framed Pictures	iq	9	ja	0	jk	0	ju	9	
Microcomputer Software	ms	25	mt	0	mu	0	mv	25	
Hearing Impaired Other (Specify) Devices	ir	6	jb	0	jl	0	jv	6	9
AV Equipment									2
Bi-Fokal Kits									4
Total	is	197	ic	6	jm	0	JW	203	kg 23
TOTAL NONBOOK	ka	197	kb	6	kc	0	kd	203	kh 23
GRAND TOTAL HOLDINGS (CD+DQ+FS+HV+JW)	ki	20,015	GRAND TOTAL CIRCULATION (CK+DU+GH+IH+KG)					KJ	33,382

# OFFICERS AND TRUSTEES

List Information for Calendar Year 1991  
(If more sheets are needed, xerox this page; use as continuation page.)

Library Name Mynderse Library Name of Director Michael Caraher

## ADDRESS LISTING

NAME	COMPLETE HOME ADDRESS (Include Zip Code)	PHONE	OFFICE HELD	DATE TERM EXPIRES
Edward E. Chase	1 Leland Drive, Seneca Falls, 13148	568-5179	President	1991
Janice Day	2837 Old State Road, Seneca Falls 13148	568-2117	Vice- President	1991
Frances Hyatt	91 Cayuga Street, Seneca Falls, 13148	568-8558	Secretary	1993
David Brophy	286 Fall Street, Seneca Falls, 13148	568-2391	Treasurer	1992
David Seidman	146 Cayuga Street, Seneca Falls, 13148	568-4161	Vice- Treasurer	1993
Dennis Bender	15 Daniels Street, Seneca Falls, 13148	568-5359		1992
Samuel Dickieson	10 Daniels Street, Seneca Falls, 13148	568-6958		1993
William Ottemiller	137 Cayuga Street, Seneca Falls, 13148	568-8271		1991
Duane Snyder	5 Washington St., Seneca Falls, 13148	568-5423		1992

NUMBER OF TRUSTEES' MEETINGS HELD DURING THE 1990 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) First Wednesday of every other month at 4:30 p.m.

## RECORD OF TRUSTEE ACTIONS

Latest year of formal trustee action on:

- 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

YEAR

1983

0

1990

1983

0

If no action has ever been taken,  
record a zero (0) in the "year"  
column for that item.

# LIBRARY SERVICES

1. Services for a typical week:
  - Attendance in library during a typical week ..... (N1) 435
  - In-library use of materials during a typical week ..... (N2) 36
  - Reference transactions during a typical week ..... (N3) 30
2. Total number of reference questions answered during the year ..... (N4) 936
3. Does the library distribute printed information to the public describing the library's policies and services? .... (N5) Yes X No
4. Does the library offer programs attended by the public? ..... (N6) Yes     No X
5. Does the library periodically measure the effectiveness of the collection in meeting community needs? ..... (N7) Yes     No X
6. Number of periodical titles retained in backfiles for the following periods:
  - Indefinitely ..... (N8) 11
  - Over 5 years but not indefinitely ..... (N9) 0
  - Up to and including 5 years ..... (N10) 54
7. Does the library maintain registration files? ..... (N11) Yes X No
8. Does the library provide services to persons who cannot visit the library  
(homebound persons, persons in nursing homes, etc)? ..... (N12) Yes X No
9. Does the library have a building entrance which is physically accessible to the  
handicapped person in a wheelchair? ..... (N13) Yes     No X
10. Does the library have a restroom available for use by the public in the facility in which the library is located? . (N14) Yes X No
11. Does the library have a photocopier available for use by the public? ..... (N15) Yes X No
12. Does the library have a microform/microfilm reader available for use by the public? ..... (N16) Yes X No
13. Does the library have one or more microcomputers? ..... (N17) Yes X No    
  - If yes, indicate total number of:
    - Microcomputers with 48K or more memory ..... (N18) 1
    - Modems ..... (N19) 1
    - Printers ..... (N20) 2
    - Microcomputers included in the above that are intended for public use ... (N21) 1
14. Does the library use a computerized circulation system? ..... (N22) Yes     No X
  - If yes, which one? ..... (N23)

LIBRARY PERSONNEL  
1990

TITLE	Number of Positions Filled as of 12-31-90								# of Staff in this title with:				Salary Range For this Title	
									Graduate Degree		Bachelors Degree	Other	Beginning	Maximum
	(1) 1990 FTE Positions Budgeted	(2) Full-Time		(3) Part-Time		FTE (4) Part-Time		(5) ø Total FTE	MLS  (6)	Other than MLS (7)	(8)	(9)		
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														
Libn. (Dept. Head) IV														
Libn. (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														
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 = Total of Column 2, Plus Total of Column 4



**LIBRARY PERSONNEL - 1990 SUPPORT SERIES**

TITLE	(1) 1990 FTE Positions Budgeted	Number of Positions Filled as of 12-31-90						(5) $\phi$ Total FTE	Salary Range	
		(2) Full-Time		(3) Part-Time		FTE (4) Part-Time			Beginning	Maximum
		Female	Male	Female	Male	Female	Male			
<b>CLERICAL STAFF SERIES</b>										
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	
<b>OTHER SUPPORT STAFF</b>										
Specify _____										
_____										
_____										
Subtotal									Report Salary in Code L7410.143	
<b>BINDERY STAFF</b>										
Specify _____										
_____										
_____										
Subtotal									Report Salary in Code L7410.142C	
<b>BUILDING MAINTENANCE AND OPERATION STAFF</b>										
Janitors _____	1				1		.5	.5		
Guards _____										
Others (Specify) _____										
Subtotal	1				1		.5	.5	Report Salary in Code L7410.142D	
<b>TOTAL SUPPORT STAFF</b>	<b>2</b>			<b>1</b>	<b>1</b>	<b>.6</b>	<b>.5</b>	<b>1.1</b>		
<b>TOTAL VOLUNTEERS</b>								<b>0</b>		

$\phi$  Col. 5 = Total of Col. 2 Plus Total of Col. 4

Please record the number of hours per work used to compute FTE (Full-time equivalent) for Library Personnel for Col. 1, Col. 4 and Col. 5: 30 Hour Work Week.

## ADDITIONAL PERSONNEL DATA

### HOURS AND SALARIES

1. Number of hours a full-time staff member worked per week in 1990 30 (HS1)
2. What will be the 1991 entry-level annual salary for a full-time certified librarian with an MLS and no experience? \$                      (HS2)
3. How many hours did the Library Director work per week in 1990? 30 (HS3)
4. What was the 1990 current annual salary for the Library Director? \$19,047 (HS4)
5. How many hours will the Library Director work per week in 1991? 30 (HS5)
6. What will be the 1991 annual salary for the Library Director? \$19,995 (HS6)

### EDUCATION LEVEL OF DIRECTOR

1. Does the Library Director hold a Master's Degree in Library and Information Science? Yes      No X
2. Enter X in the space which indicates 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)
  - d.      Graduate School - Master's Degree - Library and Information Science
  - e. X Graduate School - Master's Degree - Other Field (Specify) Elementary Education
  - f.      Graduate School - Doctorate - Library and Information Science
  - g.      Graduate School - Doctorate - Other Field (Specify)
  - h.      Other than any of the above (Please explain)

**with**

**Below, list each contract**

**RECEIPTS**  
(for services rendered,  
Codes L2080 and 010  
Operating Fund)

**EXPENDITURES**  
(for services purchased,  
Code L7410.436  
Operating Fund)

**\$** \_\_\_\_\_

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**§** \_\_\_\_\_

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**TOTAL**

§ \_\_\_\_\_

§ ~~\_\_\_\_\_~~

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 NAME OF DIRECTOR Michael T. Caraher  
LOCATION 31 Fall Street NAME OF TREASURER David J. Brophy  
Seneca Falls, New York 13148

**OPERATING FUND REPORT 1990**

**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>2,300</u>	
City of _____	002D		
School District of <u>Seneca Falls</u>	002E	<u>5,000</u>	
Other (Specify) _____	002F		
TOTAL LOCAL PUBLIC FUNDS _____	002		<u>12,300</u>

**SYSTEM CASH GRANTS - MEMBER LIBRARY**

Cash grants other than LLIA	L2760	<u>5,795</u>	
Cash derived from LLIA	L3840A1	<u>1,037</u>	
TOTAL SYSTEM CASH GRANTS			<u>6,832</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

5,821

Income from Investments

Interest and Earnings

L2401

4,124

Endowment and Trust Fund

L2755

12,373

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

442

Library Charges - Fines and Rentals

L2082

937

Rental of Real Property

L2410

287

Rental of Real Property - Other

Governments

L2412

Equipment Rental

L2414

1,280

Commissions

L2450

Insurance Recoveries

L2680

Other Compensation for Loss

L2690

Other (Specify) United Way

L2770

13,184

TOTAL OTHER RECEIPTS )

009

38,448

TOTAL RECEIPTS

011

57,580

NAME Mynderse Library LOCATION Seneea Falls, New York

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, 1990

(Same as code 999 of previous year)

Cash 001A 64,618  
Temporary Investments 001B  
TOTAL BALANCE 001 64,618

TOTAL RECEIPTS, LOANS, TRANSFERS AND BALANCE 018..... 122,198  
(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.

Daniel J. Brophy Treasurer  
Signature of Board President or Treasurer

Date 1/20/91

Michael Caraker  
Signature of Director

Date 1/20/91

Fiscal Year January 1, 1990 to December 31, 1990

Date Last Audit Performed \_\_\_\_\_

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

Name of firm, if private \_\_\_\_\_

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 COSTS
SALARIES

Certified Librarians Series	L7410.141		
Support Series			
Library Technician	L7410.142A	19,600	
Clerical Staff	L7410.142B	4,307	
Bindery Staff	L7410.142C		
Building Staff	L7410.142D		
Total Support Series	L7410.142		
Other Support Staff	L7410.143		
TOTAL SALARIES	L7410.1		23,907

EMPLOYEE BENEFITS

State Retirement	L9010.0		
Private Retirement	L9022.8		
Social Security	L9030.8	1,950	
Workmen's Compensation	L9040.8	510	
Life Insurance	L9045.8		
Unemployment Insurance	L9050.8	59	
Disability Insurance	L9055.8	146	
Hospital & Medical Insurance	L9060.8		
TOTAL EMPLOYEE BENEFITS	L9199.0		2,665

TOTAL PERSONNEL COSTS	190		26,572
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LIBRARY MATERIALS AND BINDING
BOOKS

Microform	L7410.410A		
Nonmicroform	L7410.410B	8,816	
TOTAL BOOKS	L7410.410		8,816

SERIALS

Periodical			
Microform	L7410.413A		
Nonmicroform	L7410.413B	1,331	
Total Periodicals	L7410.413C		1,331
Other Serials			
Microform	L7410.413D		
Nonmicroform	L7410.413E		
Total Other Serials	L7410.413F	-0-	
TOTAL SERIALS	L7410.413		1,331



**AV MATERIALS**

Films, filmstrips, slides	L7410.411	_____	
Recordings (cassettes, tapes, discs; (also video tapes and discs)	L7410.412	_____	
AV Rental	L7410.417	_____	
TOTAL AV MATERIALS	205		<u>0</u>

**OTHER NONBOOK MATERIALS**

Materials for the Print Handicapped	L7410.414		<u>-0-</u>	
Itemized nonbook	L7410.415	_____		
Bookbinding	L7410.416	<u>117</u>		
Other Miscellaneous (Specify) _____	L7410.429	_____		
Total	415		<u>117</u>	
TOTAL OTHER NONBOOK	204			<u>117</u>
TOTAL LIBRARY MATERIALS & BINDING	L7410.42			<u>10,264</u>

**GRANTS TO MEMBER LIBRARIES -  
SYSTEM HEADQUARTERS ONLY**

**Cash Grants**

Total paid from LLIA _____	L7410.490A	_____
Total paid from other System funds	L7410.490B	_____
Total paid to central/cocentral libraries under Ed. Law 273.1.b	L7410.490C	_____
Total Cash Grants - Other than LLIA (.490B + .490C)	L7410.490	_____

Book Grants	L7410.495	_____
Other Grants	L7410.496	_____
TOTAL GRANTS	L7410.49	_____

**CAPITAL EXPENDITURES FROM OPERATING FUNDS**

Bookmobile	L7410.201	_____
Other Vehicles	L7410.202	_____
All Other Equipment		
Audiovisual Equipment	L7410.203A	_____
Other Equipment	L7410.203B	_____
Total All Other Equipment	L7410.203	_____
TOTAL CAPITAL EXPENDITURES	L7410.2	<u>-0-</u>
From Local Public Funds 71PF _____		
From Other Funds 710F _____		
Total (same as L7410.2) _____		

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

Fuel and Utilities	L7410.450	3,651	
Custodial Supplies	L7410.451	106	
Repairs to Buildings & Building Equipment			
From Local Public Funds 72PF			
From Other Funds 72OF		1,620	
Total	L7410.452	1,620	
Rental of Quarters	L7410.453		
Insurance	L7410.454	1,476	
Building Service Contracts	L7410.469	1,210	
TOTAL OPERATION & MAINTENANCE OF BUILDINGS	L7410.46		8,063

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	1,781	
Telephone	L7410.431	896	
TWX/Dataphone	L7410.432		
Postage and Freight	L7410.433	291	
Publicity and Printing	L7410.434		
Travel	L7410.435	187	
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	176	
TOTAL MISCELLANEOUS EXPENSES	906		3,331

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

	L7410.436		-0-
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**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	_____

**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	_____
TOTAL DEBT SERVICE		L9899.0	_____

-0-

**TOTAL OPERATING FUND DISBURSEMENTS**

911

48,230

**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	_____

-0-

-0-

**BALANCE IN OPERATING FUND - December 31, 1990**

Cash	999A <u>73,968</u>
Temporary Inv.	999B _____
Total	

999

73,968

**TOTAL DISBURSEMENTS, TRANSFERS, & BALANCE**  
**CAPITAL FUNDS REPORT FOLLOWS: YES\_\_ NO ☒**

998 (Must agree with Code 018, Pg. F-3)..... 122,198

**CAPITAL FUND REPORT - 1990**

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

Code

**REVENUES FROM LOCAL SOURCES**

Interest and Earnings	H2401	_____
Gifts and Donations	H2705	_____
Premium and Accrued Interest on Borrowings	H2710	_____
Financing from Other Local Sources		
(Specify) _____	H2770	_____
<b>TOTAL REVENUE FROM LOCAL SOURCES</b>	H2799	_____

**INTERFUND REVENUE**

Transfer from Operating Fund - Code L9550.9	H2810	_____
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**STATE AID FOR CAPITAL PROJECTS**

State Aid Received for Construction	H3893	_____
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**FEDERAL AID FOR CAPITAL PROJECTS**

LSCA Title II	H4893A	_____
Other (Specify) _____	H4893B	_____
<b>TOTAL FEDERAL AID</b>	H4893	_____
<b>TOTAL REVENUES</b>	H5000	_____

**NONREVENUE RECEIPTS**

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	_____

<b>TOTAL NONREVENUE RECEIPTS</b>	H5999	_____
<b>TOTAL CASH RECEIPTS</b>	H6000	_____

**CASH BALANCE - JANUARY 1, 1990**

	H8061	_____
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(Same as code H8067 of previous year)

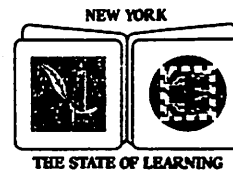
**TOTAL CASH RECEIPTS AND BALANCE**

	H8064 (Must agree with Code H8068, Pg. F-10).....	_____
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# CAPITAL FUND REPORT - 1990

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

	<u>Code</u>		
<b><u>PROJECT EXPENDITURES</u></b>			
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	_____	_____
<b><u>TRANSFER TO OPERATING FUND -</u></b>	H9510.9	_____	_____
(Same as Code L2850, Pg. F-3)			
<b><u>NONPROJECT EXPENDITURES</u></b>			
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	_____	_____
<b><u>TOTAL DISBURSEMENTS AND TRANSFER</u></b>	745	_____	_____
<b><u>CASH BALANCE - DECEMBER 31, 1990</u></b>	H8067	_____	_____
<b><u>TOTAL CASH DISBURSEMENTS AND BALANCE</u></b>	H8068 (Must agree with Code H8064, Pg. F-9).....	_____	_____



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK / ALBANY, N.Y. 12230

THE NEW YORK STATE LIBRARY  
DIRECTOR, DIVISION OF LIBRARY DEVELOPMENT

November 1990

To: Directors of Public Libraries

From: Roberta G. Cade, Director

Subject: Youth Services Survey -- 1990

Your cooperation in filling out this brief questionnaire would be greatly appreciated. This information on circulation of juvenile books and juvenile and young adult programs will be used by the Division of Library Development to begin to establish the scope of youth services in relation to overall public library activities. We are frequently asked for this information by the Regents and by others interested in cooperative activities between public libraries and other institutions serving young people.

Data from this survey will be compared with related areas of the public library surveys done by the National Center for Education Statistics.<sup>1</sup> Public libraries can use the information to evaluate the level of service in relation to population, budgets, demographics, etc. Over a period of years, this information can be used to look at program growth, and cycles of usage by the community.

Please fill in the requested information from the data you have available for 1990. If you cannot supply this information because it is not available we will understand. These questions will be incorporated into the 1991 Public Library Annual Report. Please plan to collect this information in 1991, if you are not already doing so.

Thank you for your assistance with this. This form should be returned with your 1990 Annual Report.

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<sup>1</sup>*Services and Resources for Children in Public Libraries, 1988-89 and Services and Resources for Young Adults in Public Libraries*, U.S. Department of Education, Office of Educational Research and Improvement.

Library Name Mynderse Library

Name of Person Filling Out This Form Michael Caraher

1. CIRCULATION OF JUVENILE BOOKS:

Juvenile Fiction	<u>6,818</u>
Juvenile Non-fiction	<u>2,419</u>
TOTAL:	<u>9,237</u>

("Juvenile" books are defined as those books in the library's collection that are not considered Young Adult or Adult. This includes materials such as picture books, easy readers, board books, etc.)

2. AGE DEFINITIONS:

CHILDREN: check one category

ages 14 and under	<u>          </u>
ages 13 and under	<u>          </u>
ages 12 and under	<u>  X  </u>
other (specify) _____	<u>          </u>

YOUNG ADULTS: check one category

ages 12 to 18	<u>  X  </u>
ages 13 to 18	<u>          </u>
ages 14 to 18	<u>          </u>
other (specify) _____	<u>          </u>

(Indicate the library's age definitions of Children and Young Adults by checking the most appropriate category)

3. PROGRAM SESSIONS FOR CHILDREN AND YOUNG ADULTS:

Number of program sessions for Children	<u>          1          </u>
Number of program sessions for Young Adults	<u>          0          </u>
TOTAL:	<u>          1          </u>

(Use the library's definition of Children and Young Adults. Count each session in a series of programs; e.g., a 6-week storytime series would be 6 sessions. Count each program session held as part of a summer reading program. If a summer reading club is sponsored but no individual programs are held, count it as 1 session.)

4. PROGRAM ATTENDANCE FOR CHILDREN AND YOUNG ADULTS:

Attendance at programs for Children	<u>          520          </u>
Attendance at programs for Young Adults	<u>          0          </u>
TOTAL:	<u>          520          </u>

(Count attendance at each session in a series of programs, even if it is the same group. If a summer reading club is sponsored but no individual programs are held, count the total number of children and young adults signed up. Count adults who attend children's and young adult programs.)