

Division of Library Development
New York State Library
New York State Education Department

ANNUAL REPORT FOR PUBLIC AND ASSOCIATION LIBRARIES - 1997

Library ID Number	2400566010
Library Name	MYNDERSE LIBRARY
Fiscal Reporting Year (month/day/year)	01 / 01 / 1997 - 12 / 31 / 1997

Part 1. - GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 1997.

1. Library Name	MYNDERSE LIBRARY
2. Community	SENECA FALLS
3. Street Address	31 FALL STREET SENECA FALLS, NY 13148-1428
4. Mailing Address	31 FALL STREET SENECA FALLS, NY 13148-1428
5. Telephone Number	(315) 568-8265
6. Fax Number	(315) 568-1606
7. Internet E-Mail Address	<i>mcaraher@lakenet.org</i>

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ANNUAL REPORT FOR PUBLIC AND ASSOCIATION LIBRARIES - 1997

Library ID Number	2400566010
Library Name	MYNDERSE LIBRARY

8. Library Home Page URL	
9. Type of Library	ASSOCIATION
10. Population Chartered to Serve (1990)	7,370
11. Area Chartered to Serve	VILLAGE
12. Federal Employer Identification Number	166075457
13. County	SENECA CO.
14. School District	SENECA FALLS CENTRAL SCHOOLS
15. Library System	FINGER LAKES LIBRARY SYSTEM

16. Name of Library Director	MICHAEL CARAHER
17. NYS Public Librarian Certification Number	

REPORT OF UNUSUAL CIRCUMSTANCE(S)	Y/N
18. For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics and the impact on the library. (No more than 140 massive weeding of collection, etc.)? Indicate Y for Yes, characters, including spaces.)	

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Division of Library Development
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ANNUAL REPORT FOR PUBLIC AND ASSOCIATION LIBRARIES - 1997

Library ID Number	2400566010
Library Name	Mynderse Library
Beginning Fiscal Reporting Year (mm/dd/yyyy)	01/01/97
Ending Fiscal Reporting Year (mm/dd/yyyy)	12/31/97

Part 1. - GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 1997.

LINE NO.		
1.	Library Name	Mynderse Library
2.	Community	Seneca Falls
3.	Street Address	31 Fall Street
	City	Seneca Falls
	Zip Code	13148
	Zip + 4	1428
4.	Mailing Address	31 Fall Street
	City	Seneca Falls
	Zip Code	13148
	Zip + 4	1428
5.	Telephone Number (enter digits only)	(315) 568-8265
6.	Fax Number (enter digits only)	(315) 568-1606
7.	Internet E-Mail Address	mcaraher@lakenet.org
8.	Library Home Page URL	none
9.	Type of Library	Association
10.	Population Chartered to Serve (1990)	7,370
11.	Area Chartered to Serve	Village
12.	Federal Employer Identification Number	166075457

13.	County	Seneca County
14.	School District	Seneca Falls Central Schools
15.	Library System	Finger Lakes Library System

16.	Name of Library Director	Michael Caraher
17.	NYS Public Librarian Certification Number	

REPORT OF UNUSUAL CIRCUMSTANCE(S)	
18.	For the reporting year, has the library experienced any usual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No.
	Y
	If yes, please explain the circumstance(s) and the impact on the library. (No more than 140 characters, including spaces.)

A mistake on the 1996 report was corrected. Inadvertently the total uncataloged book holdings (pg. A3 ; line 8) was left blank. The number should have been 579. This number is included in this year's total (pg. B-1 ; line 8).

Part 2. - LIBRARY COLLECTION

Report all holdings, additions and subscriptions as of the end of the fiscal reporting year on Part 1.

LINE NO.	CATALOGED BOOK HOLDINGS	NUMBER OF VOLUMES
1.	Adult Fiction Books	7,695
2.	Adult Nonfiction Books	8,655
3.	TOTAL Adult Books (lines 1 & 2)	16,350
4.	Children's Fiction Books	2,312
5.	Children's Nonfiction Books	1,439
6.	TOTAL Children's Books (lines 4 & 5)	3,751
7.	TOTAL CATALOGED BOOKS (lines 3 & 6)	20,101

8.	TOTAL UNCATALOGED BOOK HOLDINGS	882
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	SERIAL HOLDINGS	NUMBER OF BIBLIOGRAPHIC VOLUMES
9.	Magazines	258
10.	Newspapers	15
11.	Other Serials	2
12.	TOTAL SERIALS (lines 9, 10, & 11)	275

	AUDIO-VISUAL HOLDINGS	NUMBER OF PHYSICAL ITEMS
13.	Audio recordings (includes CDs, tapes, etc.)	784
14.	Video recordings	197
15.	Other Audio-Visual materials	0
16.	TOTAL AUDIO-VISUAL (lines 13, 14 & 15)	981

	OTHER MATERIAL HOLDINGS	NUMBER OF PHYSICAL ITEMS
17.	CD-ROMs	0
18.	Other Materials in Electronic Format	0
19.	All Other Materials	513
20.	TOTAL OTHER MATERIAL HOLDINGS (lines 17, 18 & 19)	513

21.	GRAND TOTAL HOLDINGS (lines 7, 8, 12, 16 & 20)	22,752
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	ADDITIONS TO HOLDINGS	NUMBER OF VOLUMES/ PHYSICAL ITEMS
22.	Cataloged Books	731
23.	Uncataloged Books	303
24.	Serials	74
25.	Audio-Visual	119
26.	Other Materials	5
27.	TOTAL ADDITIONS (lines 22 through 26)	1,232

	CURRENT SUBSCRIPTION TITLES	NUMBER OF TITLES
28.	Print and Microfilm	56
29.	Electronic	0
30.	TOTAL SUBSCRIPTION TITLES (lines 28 & 29)	56

Part 3. - LIBRARY PROGRAMS AND SERVICES

Report all information as of the end of the fiscal reporting year on Part 1.

LINE NO.	LIBRARY PROGRAMS	TOTAL NUMBER
1.	Adult Program Sessions	0
2.	Young Adult Program Sessions	0
3.	Children's Program Sessions	0
4.	All Other Program Sessions	0
5.	Adult Program Attendance	0
6.	Young Adult Program Attendance	0
7.	Children's Program Attendance	0
8.	All Other Program Attendance	0

	LIBRARY USE	TOTAL NUMBER
9.	Library visits (total annual attendance)	15,907
10.	Library materials used in the library	2,754
11.	Registered borrowers	4,561

	REGISTRATION FILES (Answer Y for Yes, N for No)	Y/N
12.	Does the library maintain registration files?	Y
13.	Have the registration files been purged in the past three years?	Y

	ACCESSIBILITY (Answer Y for Yes, N for No)	Y/N
14.	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y
15.	Does the library have a building entrance which is physically accessible to the person in a wheelchair?	Y

Part 4. - LIBRARY TRANSACTIONS

Report all transactions as of the end of the fiscal reporting year on Part 1.

LINE NO.	CATALOGED BOOK CIRCULATION	NUMBER OF TRANSACTIONS
1.	Adult Fiction Books	9,529
2.	Adult Nonfiction Books	4,758
3.	TOTAL Adult Books (lines 1 & 2)	14,287
4.	Children's Fiction Books	4,870
5.	Children's Nonfiction Books	1,910
6.	TOTAL Children's Books (lines 4 & 5)	6,780
7.	TOTAL CATALOGED BOOK CIRCULATION (lines 3 & 6)	21,067

	CIRCULATION OF OTHER MATERIALS	NUMBER OF TRANSACTIONS
8.	Uncataloged Books	630
9.	Serials	732
10.	Audio-Visual	5,408
11.	Other Materials	1
12.	TOTAL CIRCULATION OF OTHER MATERIALS (lines 8 through 11)	6,771

13.	GRAND TOTAL CIRCULATION TRANSACTIONS (lines 7 & 12)	27,838
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14.	GRAND TOTAL CIRCULATION OF CHILDREN'S MATERIALS (included in line 13)	6,780
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LINE NO.	REFERENCE TRANSACTIONS	NUMBER OF TRANSACTIONS
15.	Adult	1,076
16.	Children's	997
17.	TOTAL REFERENCE TRANSACTIONS (lines 15 & 16)	2,073

	INTERLIBRARY LOAN - MATERIALS BORROWED	NUMBER OF ITEMS
18.	Books	565
19.	Serials	1
20.	Audio-Visual	70
21.	Other Materials	0
22.	TOTAL MATERIALS BORROWED (lines 18 through 21)	636

	INTERLIBRARY LOAN - MATERIALS LOANED	NUMBER OF ITEMS
23.	Books	171
24.	Serials	1
25.	Audio-Visual	53
26.	Other Materials	0
27.	TOTAL MATERIALS LOANED (lines 23 through 26)	225

Part 5. - AUTOMATION AND TELECOMMUNICATIONS

Report all information for lines 1 through 15 as of December 31, 1997.
 Except for Lines 5, 7, and 8, answer Y for Yes, N for No.

LINE NO.	SYSTEMS AND SERVICES	Y/N
1.	Automated circulation system?	Y
2.	Online public access catalog (OPAC)?	Y
3.	Microcomputer (486K or greater) for staff use?	Y
4.	Microcomputer (486K or greater) for public use?	Y
5.	Number of microcomputers (486K or greater).	4
6.	Does the library have Internet access?	N
7.	Enter the appropriate Internet Access code (select one): ST - library staff only PI - patrons through a staff intermediary only PE - patrons either directly OR through a staff intermediary NA - library does not have Internet access	NA
8.	Number of workstations with Internet access.	0
9.	Access to electronic services (e.g., bibliographic and full-text databases, multi-media products)?	Y
10.	Electronic access to your OPAC from outside the library?	Y
11.	Electronic indexes or reference tools?	Y
12.	Electronic full text serials?	Y
13.	Capacity to place ILL/document delivery request electronically?	N
14.	Instruction for library customers by library staff or others on use of Internet resources?	N
15.	Telephone devices for the deaf and hearing impaired (TTY/TDD)?	N

Report all information for lines 16 and 17 as of the end of the fiscal reporting year on Part 1.

	SELECTED OPERATING EXPENDITURES (Please round to the nearest dollar)	TOTAL DOLLAR AMOUNT
16.	Operating expenditures for library materials in electronic format.	0
17.	Operating expenditures for electronic access.	0

Part 6. - STAFF INFORMATION

Please report all staff information as of the end of the fiscal reporting year on Part 1.

LINE NO.	FTE (FULL-TIME EQUIVALENT CALCULATION)	NUMBER OF HOURS PER WEEK
1.	The number of hours per work week used to compute FTE for all paid library personnel in lines	40

	BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS	FEMALE (FTE)	MALE (FTE)	VACANT (FTE)
2.	Library Director (certified and/or ALA/MLS)	0.00	0.00	0.00
3.	Librarian (certified and/or ALA/MLS)	0.00	0.00	0.00
4.	Library Manager (without ALA/MLS)	0.00	1.00	0.00
5.	Library Specialist (without ALA/MLS)	0.00	0.00	0.00
6.	Other Staff	0.75	0.00	0.00
7.	Building Maintenance and Operation Staff	0.00	0.25	0.00
8.	TOTAL PAID STAFF (lines 2-7)	0.75	1.25	0.00

	SALARY INFORMATION	FTE	CURRENT ANNUAL SALARY
9.	Entry-Level Librarian (certified and/or ALA/MLS)	0	0
10.	Library Director (certified and/or ALA/MLS)	0	0
11.	Library Manager (without ALA/MLS)	1	\$24,864

	VOLUNTEERS	TOTAL NUMBER
12.	Volunteers that work on a scheduled basis.	1
13.	Volunteer hours worked per typical week.	1

Part 7. - MINIMUM PUBLIC LIBRARY STANDARDS

Please report all information as of December 31, 1997.

LINE NO.	Library Development continues to track each library's progress in meeting the minimum standards. Indicate whether the library is able to meet each of the minimum public library standards outlined on lines 1 through 11 (regardless of official compliance date) by answering Y for Yes, N for No to each item.	Y/N
1.	is governed by board-approved written bylaws.	Y
2.	has a board-approved written long range plan of service.	Y
3.	presents an annual report to the community.	Y
4.	has board-approved written policies.	Y
5.	presents annually a written budget to appropriate funding agencies.	Y
6.	periodically evaluates the effectiveness of the collection and services in meeting community needs.	Y
7.	is open the minimum standard number of public service hours for population served. (see instructions)	N
8.	maintains a facility to meet community needs, including adequate:	Y
8a.	space	Y
8b.	lighting	Y
8c.	shelving	Y
8d.	seating	Y
8e.	restroom (see instructions)	Y
9.	has the equipment necessary to facilitate access to information:	Y
9a.	telephone	Y
9b.	photocopier (see instructions)	Y
9c.	microform reader	Y
9d.	microcomputer	Y
9e.	printer	Y
9f.	modem	Y
9g.	telefacsimile equipment (see instructions)	Y
10.	distributes printed information listing the library's hours open, borrowing rules, services, location and phone number.	Y
11.	employs a paid director in accordance with the provisions of section 90.8 of Commissioner's Regulations. (see instructions)	Y

Part 8. - PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal reporting year on Part 1.

LINE NO.	PUBLIC SERVICE OUTLETS (Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.)	TOTAL NUMBER
1.	Main Library	1
2.	Branches	0
3.	Bookmobiles	0
4.	Other Outlets	0
5.	TOTAL PUBLIC SERVICE OUTLETS (line 1, 2, 3, and 4)	1

	PUBLIC SERVICE HOURS	MAIN LIBRARY	BRANCH LIBRARIES	BOOK-MOBILES	TOTAL HOURS OPEN
6.	Minimum Weekly Total Hours	27	0	0	27
7.	Weekly Total Hours for a Typical Week	30	0	0	30
8.	Annual Total Hours	1,528	0	0	1,528

9.	SCHEDULE OF PUBLIC SERVICE HOURS AT THE MAIN LIBRARY				
	Report the general opening and closing times for public service at the MAIN LIBRARY for a typical week.				
DAY	OPENING AND CLOSING TIMES (i.e., 9:00 AM)				
	OPEN	CLOSE	RE-OPEN	CLOSE	
SUNDAY	0	0	0	0	
MONDAY	2 PM	5 PM	7 PM	9 PM	
TUESDAY	2 PM	5 PM	7 PM	9 PM	
WEDNESDAY	12 PM	5 PM	7 PM	9 PM	
THURSDAY	2 PM	5 PM	7 PM	9 PM	
FRIDAY	2 PM	5 PM	7 PM	9 PM	
SATURDAY	2 PM	5 PM			

Part 9. - SERVICE OUTLET INFORMATION

PLEASE NOTE: Libraries reporting Public Service Outlets on lines 1, 2 and 3 in Part 8 are required to complete this part of the Annual Report. Use this form to enter outlet information on main libraries, branches or bookmobiles.

Outlet Name	
Street Address	
City or Town	
Zip Code	
Zip Code + 4	
Phone (no hyphen/parenthesis)	
Telefacsimile Number	
Internet E-Mail Address	
County	
Outlet Type Code	
Estimated Population Range Code	

Outlet Name	
Street Address	
City or Town	
Zip Code	
Zip Code + 4	
Phone	
Telefacsimile Number	
Internet E-Mail Address	
County	
Outlet Type Code	
Estimated Population Range Code	

Outlet Name	
Street Address	
City or Town	
Zip Code	
Zip Code + 4	
Phone	
Telefacsimile Number	
Internet E-Mail Address	
County	
Outlet Type Code	
Estimated Population Range Code	

Outlet Name	
Street Address	
City or Town	
Zip Code	
Zip Code + 4	
Phone	
Telefacsimile Number	
Internet E-Mail Address	
County	
Outlet Type Code	
Estimated Population Range Code	

Outlet Name	
Street Address	
City or Town	
Zip Code	
Zip Code + 4	
Phone	
Telefacsimile Number	
Internet E-Mail Address	
County	
Outlet Type Code	
Estimated Population Range Code	

Outlet Name	
Street Address	
City or Town	
Zip Code	
Zip Code + 4	
Phone	
Telefacsimile Number	
Internet E-Mail Address	
County	
Outlet Type Code	
Estimated Population Range Code	

Outlet Name	
Street Address	
City or Town	
Zip Code	
Zip Code + 4	
Phone	
Telefacsimile Number	
Internet E-Mail Address	
County	
Outlet Type Code	
Estimated Population Range Code	

Outlet Name	
Street Address	
City or Town	
Zip Code	
Zip Code + 4	
Phone	
Telefacsimile Number	
Internet E-Mail Address	
County	
Outlet Type Code	
Estimated Population Range Code	

Outlet Name	
Street Address	
City or Town	
Zip Code	
Zip Code + 4	
Phone	
Telefacsimile Number	
Internet E-Mail Address	
County	
Outlet Type Code	
Estimated Population Range Code	

Outlet Name	
Street Address	
City or Town	
Zip Code	
Zip Code + 4	
Phone	
Telefacsimile Number	
Internet E-Mail Address	
County	
Outlet Type Code	
Estimated Population Range Code	

Part 10. - OFFICERS AND TRUSTEES

Name of Library:	Mynderse Library
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Please report information about trustee meetings as of December 31. All public and association libraries are required by Education Law to hold at least four meetings a year.

LINE NO.	TRUSTEE MEETINGS	TOTAL NUMBER
1.	Total number of trustee meetings held during calendar year (January 1 to December 31)	6
2.	Number of trustee positions on library board.	9

USUAL SCHEDULED TRUSTEE MEETINGS		
WEEK (i.e., 3rd)	DAY (i.e., Monday)	HOUR (hh:mm AM/PM)
1st	Wednesday	7 PM

List Officers and Trustees for the next Calendar Year. Please list the President and other officers first. The number of trustees listed below should be the same as the number of trustee positions reported on Line 2. If a position is vacant, please indicate by writing "Vacant" for Name of Trustee for each vacant trustee position. If there is no term expiration date, please indicate. Keep the same form for month/year for all trustee listings.

NAME OF TRUSTEE	Samuel Dickieson
HOME ADDRESS	10 Daniels Street
CITY	Seneca Falls
ZIP CODE	13148
ZIP CODE + 4	1110
PHONE (no hyphen/parenthesis)	3155686958
OFFICE HELD	President
TERM EXPIRES - MONTH (mm)	06
TERM EXPIRES - YEAR (yyyy)	1999

NAME OF TRUSTEE	Judge Dennis Bender
HOME ADDRESS	2589 Rittmer Lane
CITY	Seneca Falls
ZIP CODE	13148
ZIP CODE + 4	9711
PHONE	3155685359
OFFICE HELD	Vice-President
TERM EXPIRES - MONTH	06
TERM EXPIRES - YEAR	1998

NAME OF TRUSTEE	Frances Hyatt
HOME ADDRESS	91 Cayuga Street
CITY	Seneca Falls
ZIP CODE	13148
ZIP CODE + 4	1225
PHONE	3155688558
OFFICE HELD	Secretary
TERM EXPIRES - MONTH	06
TERM EXPIRES - YEAR	1999

NAME OF TRUSTEE	David Brophy
HOME ADDRESS	16 East Bayard Street
CITY	Seneca Falls
ZIP CODE	13148
ZIP CODE + 4	1603
PHONE	3155682391
OFFICE HELD	Treasurer
TERM EXPIRES - MONTH	06
TERM EXPIRES - YEAR	1998

NAME OF TRUSTEE	G. Lansing Blackshaw
HOME ADDRESS	3721 Parker Road
CITY	Seneca Falls
ZIP CODE	13148
ZIP CODE + 4	9302
PHONE	3155490059
OFFICE HELD	
TERM EXPIRES - MONTH	06
TERM EXPIRES - YEAR	2000

NAME OF TRUSTEE	Donald Cramer
HOME ADDRESS	101 Cayuga Street
CITY	Seneca Falls
ZIP CODE	13148
ZIP CODE + 4	1203
PHONE	3155686427
OFFICE HELD	
TERM EXPIRES - MONTH	06
TERM EXPIRES - YEAR	2000

NAME OF TRUSTEE	Robert Kernan
HOME ADDRESS	25 Tall Oakes Drive
CITY	Seneca Falls
ZIP CODE	13148
ZIP CODE + 4	1133
PHONE	3155682204
OFFICE HELD	
TERM EXPIRES - MONTH	06
TERM EXPIRES - YEAR	1999

NAME OF TRUSTEE	Susan Sinicropi
HOME ADDRESS	117 Cayuga Street
CITY	Seneca Falls
ZIP CODE	13148
ZIP CODE + 4	1117
PHONE	3155688926
OFFICE HELD	
TERM EXPIRES - MONTH	06
TERM EXPIRES - YEAR	2000

NAME OF TRUSTEE	Duane Snyder
HOME ADDRESS	5 Washington Street
CITY	Seneca Falls
ZIP CODE	13148
ZIP CODE + 4	1616
PHONE	3155685423
OFFICE HELD	
TERM EXPIRES - MONTH	06
TERM EXPIRES - YEAR	1998

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

NAME OF TRUSTEE	
HOME ADDRESS	
CITY	
ZIP CODE	
ZIP CODE + 4	
PHONE	
OFFICE HELD	
TERM EXPIRES - MONTH	
TERM EXPIRES - YEAR	

1997 Annual Report for Public Libraries

Comment Sheet

Library Name: _____

Name of Person Completing Form: _____

Phone Number: _____

Please share with us your suggestions for improving the *Annual Report*. Return this form with your 1997 Annual Report. Thank you!