

# Mynderse Library

## Annual Report For Public And Association Libraries - 2001

### 1. General Library Information

Report all information in Part 1 as of December 31, 2001

1.1	Library ID Number: SYSTCD	24
1.2	SUBSYSTCD	00
1.3	C OCD	56
1.4	LIBCD	6010
1.5	CSS Number	N/A
1.6	Library Name	Mynderse Library
1.7	Community	Seneca Falls
1.8	Beginning Fiscal Reporting Year (mm/dd/yyyy)	1/1/2001
1.9	Ending Fiscal Reporting Year (mm/dd/yyyy)	12/31/2001
1.10	Street Address	31 Fall Street
1.11	City	Seneca Falls
1.12	Zip Code (5 Digits Only)	13148
1.13	Four-Digit Zip Code Extension (Enter N/A if unknown)	1428
1.14	Mailing Address	31 Fall Street
1.15	City	Seneca Falls
1.16	Zip Code (5 Digits Only)	13148
1.17	Four-Digit Zip Code Extension (Enter N/A if unknown)	1428
1.18	Telephone Number - enter 10 digits only (Enter N/A if no telephone number)	(315) 568-8265
1.19	Fax Number - enter 10 digits only (Enter N/A if no fax number)	(315) 568-1606
1.20	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	myndersl@rochester.rr.com
1.21	Library Home Page URL (Enter N/A if no home page URL)	www.flls.org
1.22	Indicate the type of library as stated in the library's charter:	Association
1.23	Population Chartered to Serve (per 2000 Census)	6861

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- 1.24 *Indicate the area chartered to serve as stated in the library's charter:* Village
- 1.25 *Federal Employer Identification Number* 166075457
- 1.26 *County* Seneca
- 1.27 *School District* Seneca Falls Central Schools
- 1.28 *Library System* Finger Lakes Library System
- 1.29 *Title of Library Director/ Manager (select one):* Mr.
- 1.30 *First Name of Library Director/Manager* Michael
- 1.31 *Last Name of Library Director/Manager* Caraher
- 1.32 *NYS Public Librarian Certification Number* N/A
- 1.33 *E-mail Address of the Director/Manager* myndersl@rochester.rr.com
- 1.34 *Fax Number of the Director/Manager* (315) 568-1606
- 1.35 *Indicate the type of charter the library currently holds (select one):* ABSOLUTE
- 1.36 *Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter (mm/dd/yyyy)* 12161898
- 1.37 *Date the library was last registered (mm/dd/yyyy)* 12311975
- 1.38 *Does the library charge fees for library cards to people residing outside the system's service area?* N
- 1.39 *Was all or part of the library's budget subject to a public vote for the fiscal year ending in 2001?* Y
- 1.40 *Enter the code that indicates the outcome of public vote(s) for the library's budget (select one):* ALL
- 1.41 *Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? If yes, please complete the following section. If no, please go to question 1.42* N
1. *Name of contracting municipality or district* N/A
2. *Is this a written contractual agreement?* N/A
3. *Population of the geographic area served by this contract* N/A
4. *Dollar amount of contract* N/A
5. *Enter the appropriate code for range of services provided (select one):* N/A

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**REPORT OF UNUSUAL CIRCUMSTANCE(S)**

For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? (If yes, please explain the circumstance(s) and the impact on the library using the state note; if no, please go to Part 2, Library Collection.)

1.42 Unusual circumstance(s) and the impact on the library Y

## 2 Library Collection

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1.

### CATALOGED BOOK HOLDINGS

2.1	Adult Fiction Books	7,929
2.2	Adult Non-fiction Books	6,976
2.3	<b>TOTAL Adult Books (Total questions 2.1 &amp; 2.2)</b>	14,905
2.4	Children's Fiction Books	2,822
2.5	Children's Non-fiction Books	2,238
2.6	<b>TOTAL Children's Books (Total questions 2.4 &amp; 2.5)</b>	5,060
2.7	<b>TOTAL CATALOGED BOOKS (Total questions 2.3 &amp; 2.6)</b>	19,965

### UNCATALOGED BOOK HOLDINGS

2.8	TOTAL UNCATALOGED BOOK HOLDINGS	830
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### SERIAL HOLDINGS

2.9	TOTAL SERIALS (Count print and microform only. Do <u>not</u> count electronic holdings).	335
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### AUDIO-VISUAL HOLDINGS

2.10	Audio recordings (includes CDs, tapes, etc.)	1,310
2.11	Video recordings	300
2.12	Other Audio-Visual materials	0
2.13	<b>TOTAL AUDIO-VISUAL (Total questions 2.10 - 2.12)</b>	1,610

### OTHER MATERIAL HOLDINGS

2.14	CD-ROMs	0
2.15	Other Materials in Electronic Format	0
2.16	All Other Materials	464
2.17	<b>TOTAL OTHER MATERIAL HOLDINGS (Total questions 2.14 - 2.16)</b>	464
2.18	<b>GRAND TOTAL HOLDINGS (Total questions 2.7, 2.8, 2.9, 2.13 and 2.17)</b>	23,204.00

### ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.19	Cataloged Books	1,082
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2.20	Serials	62
2.21	Audio-Visual	186
2.22	Other Materials	4
2.23	<b>TOTAL ADDITIONS (Total questions 2.19 - 2.22)</b>	1,334.00

#### **CURRENT SUBSCRIPTION TITLES**

2.24	TOTAL PRINT AND MICROFORM SUBSCRIPTION TITLES	62
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### **3. Programs, Policies and Services**

Report all information as of the end of the fiscal year reported in Part 1.

#### **LIBRARY SPONSORED PROGRAMS**

3.1	Adult Program Sessions	0
3.2	Young Adult Program Sessions	0
3.3	Children's Program Sessions	78
3.4	All Other Program Sessions	0
3.5	Adult Program Attendance	0
3.6	Young Adult Program Attendance	0
3.7	Children's Program Attendance	1,444
3.8	All Other Program Attendance	0

#### **LIBRARY USE**

3.9	Library visits (total annual attendance)	15,261
3.10	Library materials used in the library	3,120
3.11	Registered borrowers	3,515
3.12	Registered non-resident borrowers	839

#### **WRITTEN POLICIES**

3.13	Does the library have an open meeting policy?	Y
3.14	Does the library have a policy which protects the confidentiality of library records?	Y
3.15	Does the library have an Internet use policy?	Y
3.16	Does the library have a disaster policy?	N

#### **ACCESSIBILITY**

3.17	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, person in jail, etc.)?	Y
3.18	Does the library have devices for the deaf and hearing impaired (TTY/TDD)?	N

## 4 Library Transactions

Report all transactions as of the end of the fiscal year reported in Part 1.

### CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	9,335
4.2	Adult Non-fiction Books	2,669
4.3	<b>TOTAL Adult Books (Total questions 4.1 &amp; 4.2)</b>	12,004
4.4	Children's Fiction Books	4,172
4.5	Children's Non-fiction Books	1,192
4.6	<b>TOTAL Children's Books (Total questions 4.4 &amp; 4.5)</b>	5,364
4.7	<b>TOTAL CATALOGED BOOK CIRCULATION (Total questions 4.3 &amp; 4.6)</b>	17,368

### CIRCULATION OF OTHER MATERIALS

4.8	TOTAL CIRCULATION OF OTHER MATERIALS	5,630
4.9	<b>GRAND TOTAL CIRCULATION TRANSACTIONS (Total questions 4.7 &amp; 4.8)</b>	22,998.00
4.10	<b>GRAND TOTAL CIRCULATION OF CHILDREN'S MATERIALS</b>	5,364

### REFERENCE TRANSACTIONS

4.11	Adult (Include Young Adult Transactions)	1,560
4.12	Children's	1,248
4.13	<b>TOTAL REFERENCE TRANSACTIONS (Total questions 4.11 &amp; 4.12)</b>	2,808

### INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.14	TOTAL MATERIALS RECEIVED	735
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### INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.15	TOTAL MATERIALS PROVIDED	652
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## 5. Automation and Telecom.

Report all information as of December 31, 2001.

### SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y
5.2	Online public access catalog (OPAC)	Y
5.3	Electronic access to your OPAC from outside the library?	Y
5.4	Microcomputer (IBM-compatible Pentium or greater) for staff use?	Y
5.5	Microcomputer (IBM-compatible Pentium or greater) for public use?	Y
5.6	Number of microcomputers (IBM-compatible Pentium or greater)	9
5.7	Does the library have Internet access?	Y
5.8	If the library has Internet access, is the Internet used by (select one):	PE
5.9	Does the library use Internet filtering software on any computer?	N
5.10	Number of Internet terminals used by library staff only	3
5.11	Number of Internet terminals used by the general public	4
5.12	Total number of Internet terminals (Total questions 5.10 & 5.11)	7
5.13	Number of in-library users (only) of electronic resources in a typical week	75
5.14	Instructions for library customers by library staff or others on use of Internet resources?	Y
5.15	Access to electronic services (e.g., bibliographic and full-text databases, multi-media products, indexes or reference tools, and full text serials)?	Y
5.16	Capacity to place ILL/document delivery request electronically?	Y



## 6- Staff Information

Report all staff information as of the end of the fiscal year reported in Part 1.

### FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1 The number of hours per workweek used to compute FTE for all paid library personnel in this section. 40

**BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS** - Report positions to two decimal places.

6.2	Female Library Director (certified)	N/A
6.3	Male Library Director (certified)	N/A
6.4	Vacant Library Director (certified)	N/A
6.5	Female Librarian (certified)	N/A
6.6	Male Librarian (certified)	N/A
6.7	Vacant Librarian (certified)	N/A
6.8	Female Library Manager (not certified)	N/A
6.9	Male Library Manager (not certified)	1
6.10	Vacant Library Manager (not certified)	N/A
6.11	Female Library Specialist/Paraprofessional (not certified)	N/A
6.12	Male Library Specialist/Paraprofessional (not certified)	N/A
6.13	Vacant Library Specialist/Paraprofessional (not certified)	N/A
6.14	Female Other Staff	2.5
6.15	Male Other Staff	N/A
6.16	Vacant Other Staff	N/A
6.17	Female Building Maintenance and Operation Staff	N/A
6.18	Male Building Maintenance and Operation Staff	.25
6.19	Vacant Building Maintenance and Operation Staff	N/A
6.20	<b>FEMALE TOTAL PAID STAFF (Total questions 6.2, 6.5, 6.8, 6.11, 6.14 &amp; 6.17)</b>	2.50
6.21	<b>MALE TOTAL PAID STAFF (Total questions 6.3, 6.6, 6.9, 6.12, 6.15 &amp; 6.18)</b>	1.25
6.22	<b>VACANT TOTAL PAID STAFF (Total questions 6.4, 6.7, 6.10, 6.13, 6.16 &amp; 6.19)</b>	0.00

### SALARY INFORMATION

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6.23	FTE - Entry Level Librarian (certified)	N/A
6.24	Salary - Entry Level Librarian (certified)	N/A
6.25	FTE - Library Director (certified)	N/A
6.26	Salary - Library Director (certified)	N/A
6.27	FTE - Library Manager (not certified)	1
6.28	Salary - Library Manager (not certified)	\$31,800

## **Min. Public Library Standards**

Report all information as of December 31, 2001.

7.1	1. Is governed by board-approved written bylaws.	Y
7.2	2. Has a board-approved written long range plan of service	Y
7.3	3. Presents an annual report to the community	Y
7.4	4. Has board-approved written policies.	Y
7.5	5. Presents an annual written budget to appropriate funding agencies.	Y
7.6	6. Periodically evaluates the effectiveness of the collection and services in meeting community needs.	Y
7.7	7. Is open the minimum standard number of public service hours for population served. (see instructions)	Y
8. Maintains a facility to meet community needs, including adequate:		
7.8	8a. space	Y
7.9	8b. lighting	Y
7.10	8c. shelving	Y
7.11	8d. seating	Y
7.12	8e. restroom (see instructions)	Y
9. Has the equipment and connections necessary to facilitate access to information:		
7.13	9a. telephone	Y
7.14	9b. photocopier (see instructions)	Y
7.15	9c. microcomputer or terminal	Y
7.16	9d. printer	Y
7.17	9e. telefacsimile capability (see instructions)	Y
7.18	10. Distributes printed information listing the library's hours open, borrowing rules, services, location and phone number.	Y
7.19	11. Employs a paid director in accordance with the provisions of section 90.8 of Commissioner's Regulations (see instructions).	Y

## 8 Public Service Information

Report all information as of the end of the fiscal year reported in Part 1.

### PUBLIC SERVICE OUTLETS

(Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.)

8.1	Main Library	1
8.2	Branches	0
8.3	Bookmobiles	0
8.4	Other Outlets	0
8.5	<b>TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)</b>	<b>1</b>

PUBLIC SERVICE HOURS - Report public service hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	37
8.7	Minimum Weekly Total Hours - Branch Libraries	0
8.8	Minimum Weekly Total Hours - Bookmobiles	0
8.9	<b>Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)</b>	<b>37.0</b>
8.10	Weekly Total Hours for a Typical Week - Main Library	40
8.11	Weekly Total Hours for a Typical Week - Branch Libraries	0
8.12	Weekly Total Hours for a Typical Week - Bookmobiles	0
8.13	<b>Weekly Total Hours for a Typical Week - Total Hours Open (Total questions 8.10 - 8.12)</b>	<b>40.0</b>
8.14	Annual Total Hours - Main Library	1,965
8.15	Annual Total Hours - Branch Libraries	0
8.16	Annual Total Hours - Bookmobiles	0
8.17	<b>Annual Hours Open - Total Hours Open (Total questions 8.14 - 8.16)</b>	<b>1,965.0</b>

## **9. Service Outlet Information**

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter detailed outlet information on main libraries, branches or bookmobiles only.

- |   |                           |
|---|---------------------------|
| 1. Outlet Name  | Mynderse Library          |
| 2. Street Address   | 31 FALL STREET            |
| 3. City or Town   | SENECA FALLS              |
| 4. Zip Code   | 13148                     |
| 5. Four-Digit Zip Code Extension  | 1428                      |
| 6. Phone (enter 10 digits only)   | 3155688265                |
| 7. Telefacsimile Number (enter 10 digits only)  | 3155681606                |
| 8. Internet E-mail Address  | myndersl@rochester.rr.com |
| 9. Outlet URL   | www.flls.org              |
| 10. County  | Seneca                    |
| 11. Outlet Type Code (select one):  | CE                        |
| 12. Enter the appropriate outlet code (select one):   | LO                        |
| 13. Date of initial construction of the outlet  | 01/01/1916                |
| 14. Indicate the year this outlet underwent a major renovation costing \$25,000 or more                   | 1997                      |
| 15. Square footage of the outlet  | 4,000                     |
| 16. Does the outlet have a building entrance that is physically accessible to the person in a wheelchair? | Y                         |
| 17. Is every public part of the outlet accessible to the person in a wheelchair?                          | N                         |
| 18. <i>LIBID</i>  | NY0150                    |
| 19. <i>FSCSID</i>   | 2400566010                |
| 20. <i>Metropolitan Status Code</i>   | NO                        |
| 21. <i>Number of Bookmobiles in the Bookmobile Outlet Record</i>  | 0                         |

## Officers and Trustees

Report information about trustee meetings as of December 31, 2001. All public and association libraries are required by Education Law to hold at least four meetings a year.

### TRUSTEE MEETINGS

- |      |  |    |
|------|--|----|
| 10.1 | Total number of trustee meetings held during calendar year<br>(January 1, 2001 to December 31, 2001) | 7  |
| 10.2 | Number of <u>voting</u> trustee positions on library board.  | 11 |

### TRUSTEE SELECTION

- |      |  |    |
|------|--|----|
| 10.3 | Enter Trustee Selection Code (select one): | EA |
|------|--|----|

#### List Officers and Trustees for the *2002 Calendar Year*

- |     |   |                   |
|-----|---|-------------------|
| 1.  | Title of Trustee (select one):                            | Mr.               |
| 2.  | First Name of Trustee                                     | Donald            |
| 3.  | Last Name of Trustee                                      | Cramer            |
| 4.  | Home Mailing Address                                      | 101 Cayuga Street |
| 5.  | City  | Seneca Falls      |
| 6.  | Zip Code (5 digits only)                                  | 13148             |
| 7.  | Four-Digit Zip Code Extension                             | 1203              |
| 8.  | Phone for the Board President only (enter 10 digits only) | N/A               |
| 9.  | E-mail address  | N/A               |
| 10. | Office Held   | 0                 |
| 11. | Term Expires - Month                                      | June              |
| 12. | Term Expires - Year (yyyy)                                | 2003              |
| 1.  | Title of Trustee (select one):                            | Mr.               |
| 2.  | First Name of Trustee                                     | G. Lansing        |
| 3.  | Last Name of Trustee                                      | Blackshaw         |
| 4.  | Home Mailing Address                                      | 3721 Parker Road  |
| 5.  | City  | Seneca Falls      |
| 6.  | Zip Code (5 digits only)                                  | 13148             |
| 7.  | Four-Digit Zip Code Extension                             | 9302              |
| 8.  | Phone for the Board President only (enter 10 digits only) | N/A               |
| 9.  | E-mail address  | N/A               |

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10. Office Held	0
11. Term Expires - Month	June
12. Term Expires - Year (yyyy)	2003
1. Title of Trustee (select one):	Mr.
2. First Name of Trustee	James
3. Last Name of Trustee	Monahan
4. Home Mailing Address	19 Cayuga Street
5. City	Seneca Falls
6. Zip Code (5 digits only)	13148
7. Four-Digit Zip Code Extension	1445
8. Phone for the Board President only (enter 10 digits only)	N/A
9. E-mail address	N/A
10. Office Held	Treasurer
11. Term Expires - Month	June
12. Term Expires - Year (yyyy)	2004
1. Title of Trustee (select one):	Mr.
2. First Name of Trustee	Dennis
3. Last Name of Trustee	Bender
4. Home Mailing Address	2589 Rittmer Lane
5. City	Seneca Falls
6. Zip Code (5 digits only)	13148
7. Four-Digit Zip Code Extension	9711
8. Phone for the Board President only (enter 10 digits only)	N/A
9. E-mail address	N/A
10. Office Held	Vice-President
11. Term Expires - Month	June
12. Term Expires - Year (yyyy)	2003
1. Title of Trustee (select one):	Mr.
2. First Name of Trustee	Robert
3. Last Name of Trustee	Kernan

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4. Home Mailing Address	16 Tall Oaks Drive
5. City	Seneca Falls
6. Zip Code (5 digits only)	13148
7. Four-Digit Zip Code Extension	1133
8. Phone for the Board President only (enter 10 digits only)	N/A
9. E-mail address	N/A
10. Office Held	0
11. Term Expires - Month	June
12. Term Expires - Year (yyyy)	2002
1. Title of Trustee (select one):	Mr.
2. First Name of Trustee	Samuel
3. Last Name of Trustee	Dickieson
4. Home Mailing Address	10 Daniels Street
5. City	Seneca Falls
6. Zip Code (5 digits only)	13148
7. Four-Digit Zip Code Extension	1110
8. Phone for the Board President only (enter 10 digits only)	(315) 568-6958
9. E-mail address	dnsdickieson@seneca24.net
10. Office Held	President
11. Term Expires - Month	June
12. Term Expires - Year (yyyy)	2002
1. Title of Trustee (select one):	Mrs.
2. First Name of Trustee	Susan
3. Last Name of Trustee	Sinicropi
4. Home Mailing Address	117 Cayuga Street
5. City	Seneca Falls
6. Zip Code (5 digits only)	13148
7. Four-Digit Zip Code Extension	1117
8. Phone for the Board President only (enter 10 digits only)	N/A
9. E-mail address	N/A

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10.	Office Held	0
11.	Term Expires - Month	June
12.	Term Expires - Year (yyyy)	2003
1.	Title of Trustee (select one):	Mrs.
2.	First Name of Trustee	Marie
3.	Last Name of Trustee	Leo
4.	Home Mailing Address	90 West Bayard Street
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	Four-Digit Zip Code Extension	1816
8.	Phone for the Board President only (enter 10 digits only)	N/A
9.	E-mail address	N/A
10.	Office Held	Secretary
11.	Term Expires - Month	June
12.	Term Expires - Year (yyyy)	2003
1.	Title of Trustee (select one):	Mrs.
2.	First Name of Trustee	Debra
3.	Last Name of Trustee	Swenson
4.	Home Mailing Address	78 Cayuga Street
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	Four-Digit Zip Code Extension	1229
8.	Phone for the Board President only (enter 10 digits only)	N/A
9.	E-mail address	N/A
10.	Office Held	0
11.	Term Expires - Month	June
12.	Term Expires - Year (yyyy)	2004
1.	Title of Trustee (select one):	
2.	First Name of Trustee	Vacant
3.	Last Name of Trustee	Vacant
?		

4.	Home Mailing Address	N/A
5.	City	N/A
6.	Zip Code (5 digits only)	N/A
7.	Four-Digit Zip Code Extension	N/A
8.	Phone for the Board President only (enter 10 digits only)	N/A
9.	E-mail address	N/A
10.	Office Held	N/A
11.	Term Expires - Month	N/A
12.	Term Expires - Year (yyyy)	N/A
1.	Title of Trustee (select one):	Mrs.
2.	First Name of Trustee	Susan
3.	Last Name of Trustee	Porter
4.	Home Mailing Address	1 Elwell Street
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	Four-Digit Zip Code Extension	1260
8.	Phone for the Board President only (enter 10 digits only)	N/A
9.	E-mail address	N/A
10.	Office Held	0
11.	Term Expires - Month	June
12.	Term Expires - Year (yyyy)	2004

## 11 Operating Fund Receipts

Report financial data based on the Fiscal Reporting Year reported in Part 1.  
*PLEASE ROUND TO THE NEAREST DOLLAR.*

### LOCAL PUBLIC FUNDS

Specify by name the municipalities or districts which are the source of funds.

11.1 Does the library receive funds from any county(ies)? If yes, N  
complete one record for each county.

- |    |                               |     |
|----|-------------------------------|-----|
| 1. | County                        | N/A |
| 2. | Amount                        | N/A |
| 3. | Subject to Public Vote        | N/A |
| 4. | Written Contractual Agreement | N/A |

11.2 Does the library receive funds from any town(s)? If yes, Y  
complete one record for each town.

- |    |                               |         |
|----|-------------------------------|---------|
| 1. | Town                          | Fayette |
| 2. | Amount                        | \$350   |
| 3. | Subject to Public Vote        | N       |
| 4. | Written Contractual Agreement | N       |

- |    |                               |              |
|----|-------------------------------|--------------|
| 1. | Town                          | Seneca Falls |
| 2. | Amount                        | \$5,400      |
| 3. | Subject to Public Vote        | N            |
| 4. | Written Contractual Agreement | N            |

- |    |                               |       |
|----|-------------------------------|-------|
| 1. | Town                          | Tyre  |
| 2. | Amount                        | \$400 |
| 3. | Subject to Public Vote        | N     |
| 4. | Written Contractual Agreement | N     |

11.3 Does the library receive funds from any village(s)? If yes, N  
complete one record for each village.

- |    |                               |     |
|----|-------------------------------|-----|
| 1. | Village                       | N/A |
| 2. | Amount                        | N/A |
| 3. | Subject to Public Vote        | N/A |
| 4. | Written Contractual Agreement | N/A |

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11.4 Does the library receive funds from any city(ies)? If yes, complete one record for each city. N

1. City N/A
2. Amount N/A
3. Subject to Public Vote N/A
4. Written Contractual Agreement N/A

11.5 Does the library receive funds from any school district(s)? If yes, complete one record for each school district. Y

1. School District Seneca Falls Central Schools
2. Amount \$30,000
3. Subject to Public Vote Y
4. Written Contractual Agreement N

11.6 Does the library receive any tax or non-tax receipts designated by a community or district not reported above? If yes, complete one record for each community or district not reported above. N

1. Funding Source N/A
2. Amount N/A
3. Subject to Public Vote N/A
4. Written Contractual Agreement N/A

11.7 **TOTAL LOCAL PUBLIC FUNDS** \$36,150

**SYSTEM CASH GRANTS TO MEMBER LIBRARY**

- 11.8 Local Library Services Aid (LLSA) \$7,217
- 11.9 Central Library Aid \$0
- 11.10 Other State Aid \$0
- 11.11 Federal Aid \$0
- 11.12 Other Cash Grants \$700

11.13 **TOTAL SYSTEM CASH GRANTS (Total questions 11.8 - 11.12)** \$7,917

**OTHER STATE AID**

11.14 State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants \$0

**FEDERAL AID FOR LIBRARY OPERATION**

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11.15 LSTA	\$0
11.16 Other Federal Aid	\$0
11.17 <b>TOTAL FEDERAL AID (Total questions 11.15 &amp; 11.16)</b>	\$0
11.18 <b><u>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</u></b>	\$0
<b><u>OTHER RECEIPTS</u></b>	
11.19 Gifts and Endowments	\$20,905
11.20 Fund Raising	\$402,853
11.21 Income from Investments	\$21,263
11.22 Library Charges	\$20,062
11.23 Other	\$8,000
11.24 <b>TOTAL OTHER RECEIPTS (Total questions 11.19-11.23)</b>	\$473,083
11.25 <b>TOTAL OPERATING FUND RECEIPTS (Total questions 11.7, 11.13, 11.14, 11.17, 11.18, 11.24)</b>	\$517,150
11.26 <b><u>BUDGET LOANS</u></b>	\$0
<b><u>TRANSFERS</u></b>	
11.27 From Capital Fund	\$0
11.28 From Other Funds	\$0
11.29 <b>TOTAL TRANSFERS (Total questions 11.27 &amp; 11.28)</b>	\$0
11.30 <b><u>BALANCE - Beginning of Fiscal Year Ending 2001</u></b> (Same as 12.43 of previous year if fiscal year has not changed)	\$70,827
11.31 <b><u>GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE</u></b> ( Same as 12.44) (Total questions 11.25, 11.26, 11.29, 11.30)	\$587,977

## 12. Operating Fund Disbursements

### PERSONNEL COSTS

#### Salaries

12.1	Certified Librarians	\$0
12.2	Other Staff	\$48,213
12.3	<b>TOTAL SALARIES</b> (Total questions 12.1 & 12.2)	\$48,213
12.4	Employee Benefits	\$6,025
12.5	<b>TOTAL PERSONNEL COSTS</b> (Total questions 12.3 & 12.4)	\$54,238

### LIBRARY MATERIALS AND BINDING

12.6	Books	\$13,000
12.7	Serials	\$1,952
12.8	AV Materials	\$2,372
12.9	Other Materials and Binding	\$61
12.10	Operating Expenditures for Library Materials in Electronic Format	\$0
12.11	Search Services (question deleted)	N/A
12.12	<b>TOTAL LIBRARY MATERIALS &amp; BINDING</b> (Total questions 12.6 - 12.10)	\$17,385

### CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.13	From Local Public Funds	\$0
12.14	From Other Funds	\$0
12.15	<b>TOTAL CAPITAL EXPENDITURES</b> (Total questions 12.13 & 12.14)	\$0

### OPERATION AND MAINTENANCE OF BUILDINGS

#### Repairs to Building & Building Equipment

12.16	From Local Public Funds	\$0
12.17	From Other Funds	\$105
12.18	<b>TOTAL REPAIRS</b> (Total questions 12.16 & 12.17)	\$105
12.19	Fuel And Utilities	\$9,041
12.20	Insurance	\$1,875
12.21	Other Disbursements For Operation & Maintenance of Buildings	\$590

?

1	2	<b>TOTAL OPERATION &amp; MAINTENANCE OF BUILDINGS (Total questions 12.18 - 12.21)</b>	\$11,611
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**MISCELLANEOUS EXPENSES**

12.23	Office and Library Supplies	\$25,072
12.24	Telecommunication	\$1,896
12.25	Operating Expenditures for Electronic Access	\$0
12.26	Postage and Freight	\$813
12.27	Other Miscellaneous	\$11,765
12.28	<b>TOTAL MISCELLANEOUS EXPENSES (Total questions 12.23 - 12.27)</b>	\$39,546

12.29	<b><u>CONTRACT WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</u></b>	\$0
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**DEBT SERVICE**

**Capital Purposes Loans (Principal and Interest)**

12.30	From Local Public Funds	\$0
12.31	From Other Funds	\$0
12.32	<b>TOTAL (Total questions 12.30 &amp; 12.31)</b>	\$0
12.33	Budget Loans (Principal and Interest)	\$0
12.34	Short-Term Loans	\$0
12.35	<b>TOTAL DEBT SERVICE (Total questions 12.32 - 12.34)</b>	\$0
12.36	<b>TOTAL OPERATING FUND DISBURSEMENTS (Total questions 12.6, 12.12, 12.15, 12.22, 12.28, 12.29, 12.35)</b>	\$122,780

**TRANSFERS**

**Transfers to Capital Fund**

12.37	From Local Public Funds	\$0
12.38	From Other Funds	\$402,853
12.39	<b>TOTAL (Total questions 12.37 &amp; 12.38)</b>	\$402,853
12.40	Transfer to Other Funds	\$0
12.41	<b>TOTAL TRANSFERS (Total questions 12.39 &amp; 12.40)</b>	\$402,853
12.42	<b><u>TOTAL DISBURSEMENTS AND TRANSFERS (Total questions 12.36 &amp; 12.41)</u></b>	\$525,633
12.43	<b><u>BALANCE IN OPERATING FUND-at the End of Fiscal Year Ending 2001</u></b>	\$62,344

?



**GRAND TOTAL DISBURSEMENTS, TRANSFERS &  
BALANCE** (Total questions 12.42 & 12.43)

\$587,977

**FISCAL AUDIT**

- 12.45 Last audit performed (mm/dd/yyyy) 6/7/1999
- 12.46 Time period covered by this audit (mm/dd/yyyy) - 01/01/98-12/31/98  
(mm/dd/yyyy)
- 12.47 Indicate type of audit (select one): OTHER

**CAPITAL FUND**

- 12.48 Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, skip to part 15. If Yes, complete the Capital Fund Report. Y



## 12 Capital Fund Receipts

Report financial data based on the fiscal year reported in Part 1 of this report  
*PLEASE ROUND TO THE NEAREST DOLLAR.*

13.1	<b><u>REVENUES FROM LOCAL SOURCES</u></b>	\$0
	<b><u>INTERFUND REVENUE</u></b>	
13.2	Transfer from Operating Fund (Same as 12.39)	\$402,853
	<b><u>STATE AID FOR CAPITAL PROJECTS</u></b>	
13.3	State Aid Received for Construction	\$0
	<b><u>FEDERAL AID FOR CAPITAL PROJECTS</u></b>	
13.4	LSCA Title II	\$0
13.5	Other	\$0
13.6	<b>TOTAL FEDERAL AID (Total questions 13.4 &amp; 13.5)</b>	\$0
13.7	<b>TOTAL REVENUES (Total questions 13.1, 13.2, 13.3, 13.6)</b>	\$402,853
13.8	<b><u>NON REVENUE RECEIPTS</u></b>	\$0
13.9	<b>TOTAL CASH RECEIPTS (Total questions 13.7 &amp; 13.8)</b>	\$402,853
13.10	<b>CASH BALANCE - <u>Beginning of Fiscal Year Ending 2001</u></b> (Same as code H8067 of previous year, if fiscal year has not changed)	\$68,019
13.11	<b><u>TOTAL CASH RECEIPTS AND BALANCE</u> (Total questions 13.9 &amp; 13.10)</b>	\$470,872

## 10 Capital Fund Disbursements

### PROJECT EXPENDITURES

14.1	Construction	\$0
14.2	Incidental Construction	\$170,913
<b>Other Disbursements</b>		
14.3	Purchase of Buildings	\$0
14.4	Interest	\$0
14.5	Books and Library Materials	\$0
14.6	Total Other Disbursements (Total questions 14.3 - 14.5)	\$0
14.7	<b>TOTAL PROJECT EXPENDITURES</b> (Total questions 14.1, 14.2, 14.6)	\$170,913
14.8	<b><u>TRANSFER TO OPERATING FUND</u></b> (Same as 11.27)	\$0
14.9	<b><u>NON-PROJECT EXPENDITURES</u></b>	\$0
14.10	<b><u>TOTAL DISBURSEMENTS AND TRANSFERS</u></b> (Total questions 14.7 - 14.9)	\$170,913
14.11	<b>CASH BALANCE</b> - End Of Fiscal Year ending 2001	\$299,959
14.12	<b><u>TOTAL CASH DISBURSEMENTS AND BALANCE</u></b> ( same as Code H8064) (Total questions 14.10 & 14.11)	\$470,872

## 1 Federal Totals

*Note:* See instructions for definitions and calculations of each of these Federal Totals.

15.1	Total ALA-MLS (Total questions 6.2 - 6.7)	\$0
15.2	Total Librarians (Total questions 15.1, 6.8 - 6.13)	\$1
15.3	All Other Paid Staff (Total questions 6.14 - 6.19)	\$2
15.4	Total Paid Employees (Total questions 6.20 - 6.22)	\$3
15.5	State Government Aid (Total questions 11.8-11.10, 11.14)	\$7,217
15.6	Federal Aid (Total questions 11.11 & 11.17)	\$0
15.7	Other Income (Total questions 11.12, 11.18, 11.24, 11.26, 11.29)	\$473,783
15.8	Total Income (Total questions 11.7, 11.13, 11.14, 11.17, 11.18, 11.24, 11.26, 11.29)	\$517,150
15.9	Other Operating Expenditures (Total questions 12.22, 12.28, 12.29, 12.33, 12.34, 12.41)	\$454,010
15.10	Total Operating Expenditures (Total questions 12.5, 12.12, 15.9)	\$525,633
15.11	Book/Serial Volumes (Total questions 2.7-2.9)	\$21,130
15.12	Materials in Electronic Format (Total questions 2.14 & 2.15)	\$0

## 1 Miscellaneous State Calculations

16.1	Local Public Funds from Counties	\$0
16.2	Local Public Funds from Towns	\$6,150
16.3	Local Public Funds from Villages	\$0
16.4	Local Public Funds from Cities	\$0
16.5	Local Public Funds from School Districts	\$30,000
16.6	Local Public Funds from Other Municipalities or Districts	\$0
16.7	Direct State Aid (Total questions 11.8 & 11.14)	\$7,217
16.8	Other Operating Fund Receipts (Total questions 11.24, 11.26, 11.29, 11.18, 11.12, 11.9, 11.10, 11.11)	\$473,783
16.9	Total Operating Fund Receipts (Total questions 11.25, 11.26, 11.29)	\$517,150
16.10	Adjusted Total Operating Fund Receipts (Total questions 11.25, 11.26, 11.29 minus 11.18)	\$517,150
16.11	Adjusted Total Operating Fund and Balance (11.31 minus 11.18)	\$587,977
16.12	Non-Book and Binding Disbursements (Total questions 12.9 - 12.11)	\$61
16.13	Other Operating Fund Disbursements (Total questions 12.22, 12.29, 12.35, 12.28)	\$51,157
16.14	Total Operating Fund Disbursements Excluding Capital (12.36 minus 12.15)	\$122,780
16.15	Adjusted Total Operating Fund Disbursements Excluding Capital (Total questions 12.36 minus 12.15 + 12.29)	\$122,780
16.16	Capital Disbursements from Operating Fund and Capital Fund (Total questions 12.15, 14.10)	\$170,913
16.17	Adjusted Total Operating Fund and Capital Fund Disbursements (Total questions 12.36, 14.10 minus 12.29)	\$293,693

## 1/ Certification

Click [here](#) to print a copy of the Board Fiscal Officer certification.

Click [here](#) to print a copy of the Library Board President and Library Director certification.

Click [here](#) to print a copy of the Comment Sheet.

**1. For State Use Only**

1. <i>LIB ID</i>	2400566010
2. <i>Interlibrary Relationship Code</i>	ME
3. <i>Legal Basis Code</i>	NP
4. <i>Administrative Structure Code</i>	SO
5. <i>FSCS Public Library Definition</i>	Y
6. <i>Geographic Code</i>	OTH

Division of Library Development  
New York State Library  
New York State Education Department  
Annual Report for Public and Association Libraries - 2001

Certification of Board Appointed Fiscal Officer

I, JAMES P. MONAHAN certify that I am the board appointed fiscal officer of the MYNDERSE LIBRARY and that this report, to the best of my knowledge, information and belief, is a true and correct statement of the financial transactions and fiscal condition for the fiscal year ended 12/31, 2001.

(Signed) James P. Monahan  
Title: TREASURER

(Date) 1/31/2002

The Library's Local Fiscal Year is: 1/1/2001 to 12/31/2001  
(month/day/year) (month/day/year)

This Annual Report is submitted for Fiscal Year: 1/1/2001 to 12/31/2001 \*  
(month/day/year) (month/day/year)

\*(The fiscal year on which the library is reporting data for this annual report should agree with the dates supplied on Part 1 of the Annual Report)

Date Last Audit Performed: 6/7/1999  
(month/day/year)

Please check type of Audit: ( ) City; ( ) County; ( ) State; ( ) Private Accounting Firm;  
(☒) Other; ( ) N/A

Time period covered by the audit: 1/1/1998 to 12/31/1998  
(month/day/year) (month/day/year)

The audit was performed by JOHN GADZAKA (name) at  
SR. VICE PRESIDENT, SENECA FALLS SAVINGS BANK (firm or organization).

PLEASE BE SURE THAT THE ORIGINAL SIGNATURE OF THE FISCAL OFFICER APPEARS ON THE COPY SUBMITTED TO LIBRARY DEVELOPMENT. PHOTOCOPIED SIGNATURES ARE NOT ACCEPTABLE.


**Division of Library Development  
New York State Library  
New York State Education Department  
Annual Report for Public and Association Libraries - 2001**

**Certification of Library Board President  
and Library Director**

Having assured that the Mynderse Library (name  
of library) is operating under its approved charter and registration in accordance with the provisions  
of Education Law and the Regulations of the Commissioner for the fiscal year commencing  
Jan. 1, 2001 and ending Dec. 31, , 2001, and having  
(month/day/year) (month/day)  
duly assured that the "Annual Report" and the "Certification of Board Appointed Fiscal Officer"  
were reviewed and accepted by the Library Board President, this annual report is filed on the  
11 day of February , 2002.

(Signed)   
Library Board President

(Date) 2/11/02

(Signed)   
Library Director

(Date) 2/11/02

PLEASE BE SURE THAT THE ORIGINAL SIGNATURE OF THE BOARD PRESIDENT  
AND LIBRARY DIRECTOR APPEAR ON THE COPY SUBMITTED TO LIBRARY  
DEVELOPMENT. PHOTOCOPIED SIGNATURES ARE NOT ACCEPTABLE.



# Mynderse Library

## Annual Report For Public And Association Libraries - 2001

Local Notes

State Notes

FSCS Notes

### 1. General Library Information

- |   |                    |  |
|---|--------------------|--|
| 1.23 <i>Population Chartered to Serve (per 2000 Census)</i> | <b>State Note:</b> | We were told to use the 2000 census figures and last year we used the 1990 census figures. The current figure was already in the report as the figure to use and can not be changed.   |
| 1.42 Unusual circumstance(s) and the impact on the library  | <b>FSCS Note:</b>  | In May 2001, we switched from a stand-alone circulation system to a on-line circulation system through the Finger Lakes Library System. The new circulation systems has our holdings at 2,739 volumes less than the stand-alone system. We have talked with Finger Lakes and are working to find the difference. |

### 2. Library Collection

No Notes

### 3. Programs, Policies and Services

No Notes

### 4. Library Transactions

No Notes

### 5. Automation and Telecom.

- |  |                    |   |
|--|--------------------|---|
| 5.7 Does the library have Internet access? | <b>State Note:</b> | We do have Internet access and do not report any expenditure because Time Warner provides Road Runner free of charge to libraries and that is how we connect to the internet. |
|--|--------------------|---|

### 6. Staff Information

No Notes

### 7. Min. Public Library Standards

<http://216.52.69.26/webcollect/report2.asp>

2/11/02



No Notes

## 8. Public Service Information

No Notes

## 9. Service Outlet Information

No Notes

## 10. Officers and Trustees

No Notes

## 11. Operating Fund Receipts

No Notes

## 12. Operating Fund Disbursements

No Notes

## 13. Capital Fund Receipts

No Notes

## 14. Capital Fund Disbursements

No Notes

## 15. Federal Totals

15.8	Total Income (Total questions 11.7, 11.13, 11.14, 11.17, 11.18, 11.24, 11.26, 11.29)	FSCS Note:	Our data is out of the range because monies were raised for our Building Vision Fund and the monies were transferred to our Capital Fund.
15.9	Other Operating Expenditures (Total questions 12.22, 12.28, 12.29, 12.33, 12.34, 12.41)	FSCS Note:	Our data was out of the normal range because monies were raised for our Building Vision Fund and were transferred to our Capital Fund.
15.10	Total Operating Expenditures (Total questions 12.5, 12.12, 15.9)	FSCS Note:	Our data is outside the normal range because monies were transferred to the Capital Fund for the new building.
15.11	Book/Serial Volumes (Total questions 2.7-2.9)	FSCS Note:	In May of 2001, we switched from a stand-alone circulation system to an on-line system through the Finger Lakes Library System. The on-line circulation system has our holdings at over 7,300 volumes less than our old stand-alone system. I have talked to Finger Lakes and we are trying to find the problem.

No Notes

2. Service Center Information

No Notes

3. Service Center Information

No Notes

10. Officers and Trustees

No Notes

11. Operating Fund Receipts

No Notes

12. Operating Fund Disbursements

No Notes

13. Capital Fund Receipts

No Notes

14. Capital Fund Disbursements

No Notes

15. Fund Totals

15.8 Total Income (Fund)  
Question 15.1 15.1 15.1  
15.1 15.1 15.1 15.1  
15.1

Our share is one of the range because monies were  
placed for our Building Vision Fund and the monies  
were transferred to our Capital Fund

15.9 Other Operating  
Income (Fund)  
Question 15.2 15.2 15.2  
15.2 15.2 15.2 15.2  
15.2

Our share was one of the range because monies  
were raised for our Building Vision Fund and were  
transferred to our Capital Fund

15.10 Total Operating  
Expenses (Fund)  
Question 15.3 15.3 15.3  
15.3 15.3 15.3 15.3  
15.3

Our share is outside the normal range because monies  
were transferred to the Capital Fund for the new  
building

15.11 Bookended Volume (Fund)  
Question 15.4 15.4 15.4  
15.4 15.4 15.4 15.4  
15.4

In May of 2001, we switched from a stand-alone  
circulation system to an on-line system through the  
Hager Library System. The on-line circulation  
system has our holdings at over 7,300 volumes less  
than our old stand-alone system. I have talked to  
Hager about and we are going to find the best

15.12 **Materials in Electronic** FSCS  
**Format (Total questions 2.14 Note:**  
**& 2.15)**

We spent \$0 in 2001 and all previous year for materials in electronic format.

**16. Miscellaneous State Calculations**

No Notes

**17. Certification**

No Notes

**18. For State Use Only**

No Notes