

Mynderse Library

Annual Report For Public And Association Libraries - 2002

1. General Library Information

Report all information in Part 1 as of December 31, 2002

1.1	<i>Library ID Number: SYSTCD</i>	24
1.2	<i>SUBSYSTCD</i>	00
1.3	<i>C OCD</i>	56
1.4	<i>LIBCD</i>	6010
1.5	<i>Library Name</i>	Mynderse Library
1.6	<i>Community</i>	Seneca Falls
1.7	<i>Beginning Fiscal Reporting Year (mm/dd/yyyy)</i>	1/1/2002
1.8	<i>Ending Fiscal Reporting Year (mm/dd/yyyy)</i>	12/31/2002
1.9	<i>Street Address</i>	31 Fall Street
1.10	<i>City</i>	Seneca Falls
1.11	<i>Zip Code (5 Digits Only)</i>	13148
1.12	<i>Four-Digit Zip Code Extension (Enter N/A if unknown)</i>	1428
1.13	<i>Mailing Address</i>	31 Fall Street
1.14	<i>City</i>	Seneca Falls
1.15	<i>Zip Code (5 Digits Only)</i>	13148
1.16	<i>Four-Digit Zip Code Extension (Enter N/A if unknown)</i>	1428
1.17	<i>Telephone Number - enter 10 digits only (Enter N/A if no telephone number)</i>	(315) 568-8265
1.18	<i>Fax Number - enter 10 digits only (Enter N/A if no fax number)</i>	(315) 568-1606
1.19	<i>E-Mail Address to Contact the Library (Enter N/A if no e-mail address)</i>	myndersl@rochester.rr.com
1.20	<i>Library Home Page URL (Enter N/A if no home page URL)</i>	www.senecafallslibrary.org
1.21	<i>Indicate the type of library as stated in the library's charter:</i>	ASSOCIATION
1.22	<i>Population Chartered to Serve (per 2000 Census)</i>	6861
1.23	<i>Indicate the area chartered to serve as stated in the library's charter:</i>	Village

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1.24	Federal Employer Identification Number	166075457
1.25	County	Seneca
1.26	School District	Seneca Falls Central Schools
1.27	Library System	Finger Lakes Library System
1.28	Title of Library Director/ Manager (select one):	Mr.
1.29	First Name of Library Director/Manager	Michael
1.30	Last Name of Library Director/Manager	Caraher
1.31	NYS Public Librarian Certification Number	N/A
1.32	E-mail Address of the Director/Manager	myndersl@rochester.rr.com
1.33	Fax Number of the Director/Manager	(315) 568-1606
1.34	Indicate the type of charter the library currently holds (select one):	ABSOLUTE
1.35	Date the library was granted its absolute charter <u>or</u> the date of the provisional charter if the library does not have an absolute charter (mm/dd/yyyy)	12161898
1.36	Date the library was last registered (mm/dd/yyyy)	12311975
1.37	Does the library charge fees for library cards to people residing outside the system's service area?	N
1.38	Was all or part of the library's budget subject to a public vote for the fiscal year ending in 2002? Enter Y for Yes, N for No. If yes, please complete one record for each vote held. If no, must answer N/A in questions below.	Y
1.	Name of municipality or district holding the vote	Seneca Falls Central School
2.	Dollar amount	\$50,000
3.	Was the vote successful?	Y
1.39	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 one record for <u>each</u> record. If no, must answer N/A in questions below.	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	\$0

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5. Enter the appropriate code for range of services provided (select N/A one):

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.

1.40 Unusual circumstance(s) and the impact on the library N

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	8,261
2.2	Adult Non-fiction Books	7,258
2.3	TOTAL Adult Books (Total questions 2.1 & 2.2)	15,519
2.4	Children's Fiction Books	3,049
2.5	Children's Non-fiction Books	2,304
2.6	TOTAL Children's Books (Total questions 2.4 & 2.5)	5,353
2.7	TOTAL CATALOGED BOOKS (Total questions 2.3 & 2.6)	20,872

UNCATALOGED BOOK HOLDINGS

2.8	TOTAL UNCATALOGED BOOK HOLDINGS	772
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SERIAL HOLDINGS

2.9	TOTAL SERIALS (Count print and microform only. Do <u>not</u> count electronic holdings).	303
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AUDIO-VISUAL HOLDINGS

2.10	Audio recordings (includes CDs, tapes, etc.)	1,441
2.11	Video recordings (includes VHS, DVD, etc.)	305
2.12	Other Audio-Visual materials (includes films, slides, filmstrips, etc.)	0
2.13	TOTAL AUDIO-VISUAL (Total questions 2.10 - 2.12)	1,746

OTHER MATERIAL HOLDINGS

2.14	CD-ROMs	0
2.15	Other Materials in Electronic Format	0
2.16	All Other Materials	409
2.17	TOTAL OTHER MATERIAL HOLDINGS (Total questions 2.14 - 2.16)	409
2.18	GRAND TOTAL HOLDINGS (Total questions 2.7, 2.8, 2.9, 2.13 and 2.17)	24,102

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

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2.19	Cataloged Books	1,034
2.20	Serials	62
2.21	Audio-Visual	178
2.22	Other Materials	7
2.23	TOTAL ADDITIONS (Total questions 2.19 - 2.22)	1,281

CURRENT SUBSCRIPTION TITLES

2.24	TOTAL PRINT AND MICROFORM SUBSCRIPTION TITLES	63
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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	70
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	1,142
3.8	All Other Program Attendance	0

LIBRARY USE

3.9	Library visits (total annual attendance)	16,629
3.10	Registered borrowers	2,862
3.11	Registered non-resident borrowers	1,051

WRITTEN POLICIES

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

ACCESSIBILITY

3.16	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, person in jail, etc.)?	Y
3.17	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	8,964
4.2	Adult Non-fiction Books	2,200
4.3	TOTAL Adult Books (Total questions 4.1 & 4.2)	11,164
4.4	Children's Fiction Books	4,331
4.5	Children's Non-fiction Books	1,133
4.6	TOTAL Children's Books (Total questions 4.4 & 4.5)	5,464
4.7	TOTAL CATALOGED BOOK CIRCULATION (Total questions 4.3 & 4.6)	16,628

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	5,252
4.9	Circulation of Children's Other Materials	819
4.10	TOTAL CIRCULATION OF OTHER MATERIALS (Total questions 4.8 & 4.9)	6,071
4.11	GRAND TOTAL CIRCULATION TRANSACTIONS (Total questions 4.7 & 4.10)	22,699
4.12	GRAND TOTAL CIRCULATION OF CHILDREN'S MATERIALS (Total questions 4.6 & 4.9)	6,283

REFERENCE TRANSACTIONS

4.13	Adult (Include Young Adult Transactions)	1,577
4.14	Children's	1,404
4.15	TOTAL REFERENCE TRANSACTIONS (Total questions 4.13 & 4.14)	2,981

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.16	TOTAL MATERIALS RECEIVED	1,028
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.17	TOTAL MATERIALS PROVIDED	974
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5. Automation and Telecom.

Report all information as of December 31, 2002.

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	Does the library use Internet filtering software on any computer?	N
5.9	Number of Internet terminals used by library staff only	3
5.10	Number of Internet terminals used by the general public	4
5.11	Total number of Internet terminals (Total questions 5.9 & 5.10)	7
5.12	Number of in-library users (only) of electronic resources in a typical week	73
5.13	Instructions for library patrons by library staff or others on use of Internet resources?	Y
5.14	Access to electronic services (e.g., bibliographic and full-text databases, multi-media products, indexes or reference tools, and full text serials)?	Y
5.15	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)	1.00
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	1.50
6.15	Male Other Staff	1.00
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	FEMALE TOTAL PAID STAFF (Total questions 6.2, 6.5, 6.8, 6.11, 6.14 & 6.17)	1.50
6.21	MALE TOTAL PAID STAFF (Total questions 6.3, 6.6, 6.9, 6.12, 6.15 & 6.18)	2.25
6.22	VACANT TOTAL PAID STAFF (Total questions 6.4, 6.7, 6.10, 6.13, 6.16 & 6.19)	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)	1.00
6.28	Salary - Library Manager (not certified)	\$37,080

7. Min. Public Library Standards

Report all information as of December 31, 2002.

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	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)	1

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

8.6	Minimum Weekly Total Hours - Main Library	37.00
8.7	Minimum Weekly Total Hours - Branch Libraries	0
8.8	Minimum Weekly Total Hours - Bookmobiles	0
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	37.00
8.10	Weekly Total Hours for a Typical Week - Main Library	40.0
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	Weekly Total Hours for a Typical Week - Total Hours Open (Total questions 8.10 - 8.12)	40.00
8.14	Annual Total Hours - Main Library	1,986
8.15	Annual Total Hours - Branch Libraries	0
8.16	Annual Total Hours - Bookmobiles	0
8.17	Annual Hours Open - Total Hours Open (Total questions 8.14 - 8.16)	1,986.0

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. Complete one record for each main library, branch or bookmobile.

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.senecafallslibrary.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

10. Officers and Trustees

Report information about trustee meetings as of December 31, 2002. All public and association libraries are required by Education Law to hold at least four meetings a year. Complete one record for each trustee.

TRUSTEE MEETINGS

- | | | |
|------|--|----|
| 10.1 | Total number of trustee meetings held during calendar year
(January 1, 2002 to December 31, 2002) | 23 |
| 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 *2003 Calendar Year*

- | | | |
|-----|---|--------------------|
| 1. | First Name of Trustee | Donald |
| 2. | Last Name of Trustee | Cramer |
| 3. | Home Mailing Address | 101 Cayuga Street |
| 4. | City | Seneca Falls |
| 5. | Zip Code (5 digits only) | 13148 |
| 6. | Four-Digit Zip Code Extension | 1203 |
| 7. | Phone for the Board President only (enter 10 digits only) | N/A |
| 8. | E-mail address | acramer@lynnet.com |
| 9. | Office Held | |
| 10. | Term Expires - Month | June |
| 11. | Term Expires - Year (yyyy) | 2003 |

- | | | |
|-----|---|---------------------------|
| 1. | First Name of Trustee | G. Lansing |
| 2. | Last Name of Trustee | Blackshaw |
| 3. | Home Mailing Address | 3721 Parker Road |
| 4. | City | Seneca Falls |
| 5. | Zip Code (5 digits only) | 13148 |
| 6. | Four-Digit Zip Code Extension | 9302 |
| 7. | Phone for the Board President only (enter 10 digits only) | N/A |
| 8. | E-mail address | mollance@rochester.rr.com |
| 9. | Office Held | |
| 10. | Term Expires - Month | June |

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11.	Term Expires - Year (yyyy)	2003
1.	First Name of Trustee	James
2.	Last Name of Trustee	Monahan
3.	Home Mailing Address	19 Cayuga Street
4.	City	Seneca Falls
5.	Zip Code (5 digits only)	13148
6.	Four-Digit Zip Code Extension	1445
7.	Phone for the Board President only (enter 10 digits only)	N/A
8.	E-mail address	sfsb@seneca24.net
9.	Office Held	Treasurer
10.	Term Expires - Month	June
11.	Term Expires - Year (yyyy)	2004
1.	First Name of Trustee	Dennis
2.	Last Name of Trustee	Bender
3.	Home Mailing Address	2589 Rittmer Lane
4.	City	Seneca Falls
5.	Zip Code (5 digits only)	13148
6.	Four-Digit Zip Code Extension	9711
7.	Phone for the Board President only (enter 10 digits only)	N/A
8.	E-mail address	dbender@courts.state.ny.us
9.	Office Held	Vice-President
10.	Term Expires - Month	June
11.	Term Expires - Year (yyyy)	2003
1.	First Name of Trustee	Robert
2.	Last Name of Trustee	Kernan
3.	Home Mailing Address	16 Tall Oaks Drive
4.	City	Seneca Falls
5.	Zip Code (5 digits only)	13148
6.	Four-Digit Zip Code Extension	1133
7.	Phone for the Board President only (enter 10 digits only)	N/A

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8.	E-mail address	sfsb@seneca24.net
9.	Office Held	
10.	Term Expires - Month	June
11.	Term Expires - Year (yyyy)	2005
1.	First Name of Trustee	Samuel
2.	Last Name of Trustee	Dickieson
3.	Home Mailing Address	10 Daniels Street
4.	City	Seneca Falls
5.	Zip Code (5 digits only)	13148
6.	Four-Digit Zip Code Extension	1110
7.	Phone for the Board President only (enter 10 digits only)	(315) 568-6958
8.	E-mail address	dnsdickieson@seneca24.net
9.	Office Held	President
10.	Term Expires - Month	June
11.	Term Expires - Year (yyyy)	2005
1.	First Name of Trustee	Marie
2.	Last Name of Trustee	Leo
3.	Home Mailing Address	90 West Bayard Street
4.	City	Seneca Falls
5.	Zip Code (5 digits only)	13148
6.	Four-Digit Zip Code Extension	1816
7.	Phone for the Board President only (enter 10 digits only)	N/A
8.	E-mail address	leo1@seneca24.net
9.	Office Held	Secretary
10.	Term Expires - Month	June
11.	Term Expires - Year (yyyy)	2003
1.	First Name of Trustee	Debra
2.	Last Name of Trustee	Swenson
3.	Home Mailing Address	78 Cayuga Street
4.	City	Seneca Falls

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5.	Zip Code (5 digits only)	13148
6.	Four-Digit Zip Code Extension	1229
7.	Phone for the Board President only (enter 10 digits only)	N/A
8.	E-mail address	dswenson@rochester.rr.com
9.	Office Held	
10.	Term Expires - Month	June
11.	Term Expires - Year (yyyy)	2004
1.	First Name of Trustee	Diana
2.	Last Name of Trustee	Becker
3.	Home Mailing Address	76 Cayuga Street
4.	City	Seneca Falls
5.	Zip Code (5 digits only)	13148
6.	Four-Digit Zip Code Extension	1229
7.	Phone for the Board President only (enter 10 digits only)	N/A
8.	E-mail address	dianabecker@prodigy.net
9.	Office Held	
10.	Term Expires - Month	June
11.	Term Expires - Year (yyyy)	2005
1.	First Name of Trustee	Susan
2.	Last Name of Trustee	Porter
3.	Home Mailing Address	1 Elwell Street
4.	City	Seneca Falls
5.	Zip Code (5 digits only)	13148
6.	Four-Digit Zip Code Extension	1260
7.	Phone for the Board President only (enter 10 digits only)	N/A
8.	E-mail address	ssporter@flare.net
9.	Office Held	
10.	Term Expires - Month	June
11.	Term Expires - Year (yyyy)	2004
1.	First Name of Trustee	Gretchen

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2.	Last Name of Trustee	Koch
3.	Home Mailing Address	64 Cayuga Street
4.	City	Seneca Falls
5.	Zip Code (5 digits only)	13148
6.	Four-Digit Zip Code Extension	1227
7.	Phone for the Board President only (enter 10 digits only)	
8.	E-mail address	prowlergretch@aol.com
9.	Office Held	
10.	Term Expires - Month	June
11.	Term Expires - Year (yyyy)	2003

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

2. Amount

3. Subject to Public Vote

4. Written Contractual Agreement

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 \$7,900

3. Subject to Public Vote N

4. Written Contractual Agreement N

1. Town Tyre

2. Amount \$500

3. Subject to Public Vote N

4. Written Contractual Agreement N

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

1. Village Seneca Falls

2. Amount \$2,000

3. Subject to Public Vote N

4. Written Contractual Agreement N

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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	\$0
3.	Subject to Public Vote	N
4.	Written Contractual Agreement	N
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	\$42,500
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	\$0
3.	Subject to Public Vote	N
4.	Written Contractual Agreement	N
11.7	TOTAL LOCAL PUBLIC FUNDS	\$53,250

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.8	Local Library Services Aid (LLSA)	\$7,517
11.9	Central Library Aid (CLDA and/or CBA)	\$0
11.10	Additional State Aid received from the System	\$0
11.11	Federal Aid received from the System	\$0
11.12	Other Cash Grants	\$25,515
11.13	TOTAL SYSTEM CASH GRANTS (Total questions 11.8 - 11.12)	\$33,032

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
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FEDERAL AID FOR LIBRARY OPERATION

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11.15 LSTA	\$0
11.16 Other Federal Aid	\$0
11.17 TOTAL FEDERAL AID (Total questions 11.15 & 11.16)	\$0
11.18 <u>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</u>	\$0
<u>OTHER RECEIPTS</u>	
11.19 Gifts and Endowments	\$11,394
11.20 Fund Raising	\$401,566
11.21 Income from Investments	\$28,889
11.22 Library Charges	\$15,557
11.23 Other	\$7,760
11.24 TOTAL OTHER RECEIPTS (Total questions 11.19-11.23)	\$465,166
11.25 TOTAL OPERATING FUND RECEIPTS (Total questions 11.7, 11.13, 11.14, 11.17, 11.18, 11.24)	\$551,448
11.26 <u>BUDGET LOANS</u>	\$0
<u>TRANSFERS</u>	
11.27 From Capital Fund	\$0
11.28 From Other Funds	\$0
11.29 TOTAL TRANSFERS (Total questions 11.27 & 11.28)	\$0
11.30 <u>BALANCE - Beginning of Fiscal Year Ending 2002</u> (Same as 12.43 of previous year if fiscal year has not changed)	\$62,344
11.31 <u>GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE</u> (Same as 12.44) (Total questions 11.25, 11.26, 11.29, 11.30)	\$613,792

12. Operating Fund Disbursements

PERSONNEL COSTS

Salaries

12.1	Certified Librarians	\$0
12.2	Other Staff	\$79,000
12.3	TOTAL SALARIES (Total questions 12.1 & 12.2)	\$79,000
12.4	Employee Benefits	\$9,747
12.5	TOTAL PERSONNEL COSTS (Total questions 12.3 & 12.4)	\$88,747

LIBRARY MATERIALS AND BINDING

12.6	Books	\$14,640
12.7	Serials	\$2,287
12.8	AV Materials	\$3,967
12.9	Other Materials and Binding	\$352
12.10	Operating Expenditures for Library Materials in Electronic Format	\$0
12.11	TOTAL LIBRARY MATERIALS & BINDING (Total questions 12.6 - 12.10)	\$21,246

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.12	From Local Public Funds	\$0
12.13	From Other Funds	\$0
12.14	TOTAL CAPITAL EXPENDITURES (Total questions 12.12 & 12.13)	\$0

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.15	From Local Public Funds	\$0
12.16	From Other Funds	\$270
12.17	TOTAL REPAIRS (Total questions 12.15 & 12.16)	\$270
12.18	Fuel And Utilities	\$6,892
12.19	Insurance	\$1,299
12.20	Other Disbursements For Operation & Maintenance of Buildings	\$167

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12.21	TOTAL OPERATION & MAINTENANCE OF BUILDINGS (Total questions 12.17 - 12.20)	\$8,628
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MISCELLANEOUS EXPENSES

12.22	Office and Library Supplies	\$8,179
12.23	Telecommunication	\$2,416
12.24	Operating Expenditures for Electronic Access	\$0
12.25	Postage and Freight	\$3,002
12.26	Other Miscellaneous	\$10,078
12.27	TOTAL MISCELLANEOUS EXPENSES (Total questions 12.22 - 12.26)	\$23,675

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

Capital Purposes Loans (Principal and Interest)

12.29	From Local Public Funds	\$0
12.30	From Other Funds	\$0
12.31	TOTAL (Total questions 12.29 & 12.30)	\$0
12.32	Budget Loans (Principal and Interest)	\$0
12.33	Short-Term Loans	\$0
12.34	TOTAL DEBT SERVICE (Total questions 12.31 - 12.33)	\$0
12.35	TOTAL OPERATING FUND DISBURSEMENTS (Total questions 12.5, 12.11, 12.14, 12.21, 12.27, 12.28, 12.34)	\$142,296

TRANSFERS

Transfers to Capital Fund

12.36	From Local Public Funds	\$0
12.37	From Other Funds	\$431,602
12.38	TOTAL (Total questions 12.36 & 12.37)	\$431,602
12.39	Transfer to Other Funds	\$0
12.40	TOTAL TRANSFERS (Total questions 12.38 & 12.39)	\$431,602
12.41	<u>TOTAL DISBURSEMENTS AND TRANSFERS</u> (Total questions 12.35 & 12.40)	\$573,898
12.42	<u>BALANCE IN OPERATING FUND</u> -at the End of Fiscal Year Ending 2002	\$39,894

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12.43 **GRAND TOTAL DISBURSEMENTS, TRANSFERS &** \$613,792
BALANCE (Total questions 12.41 & 12.42)

FISCAL AUDIT

12.44 Last audit performed (mm/dd/yyyy) 6/7/1999

12.45 Time period covered by this audit (mm/dd/yyyy) - 01/0198-12/31-98
(mm/dd/yyyy)

12.46 Indicate type of audit (select one): Other

CAPITAL FUND

12.47 Does the library have a Capital Fund? Enter Y for Yes, N for Y
No. If No, stop here. If Yes, complete the Capital Fund Report.

13. 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	<u>REVENUES FROM LOCAL SOURCES</u>	\$300,000
	<u>INTERFUND REVENUE</u>	
13.2	Transfer from Operating Fund (Same as 12.38)	\$431,602
	<u>STATE AID FOR CAPITAL PROJECTS</u>	
13.3	State Aid Received for Construction	\$585,520
	<u>FEDERAL AID FOR CAPITAL PROJECTS</u>	
13.4	LSCA Title II	\$0
13.5	Other	\$0
13.6	TOTAL FEDERAL AID (Total questions 13.4 & 13.5)	\$0
13.7	TOTAL REVENUES (Total questions 13.1, 13.2, 13.3, 13.6)	\$1,317,122
13.8	<u>NON REVENUE RECEIPTS</u>	\$0
13.9	TOTAL CASH RECEIPTS (Total questions 13.7 & 13.8)	\$1,317,122
13.10	CASH BALANCE - <u>Beginning of Fiscal Year Ending 2002</u> (Same as code H8067 of previous year, if fiscal year has not changed)	\$299,959
13.11	<u>TOTAL CASH RECEIPTS AND BALANCE</u> (Total questions 13.9 & 13.10)	\$1,617,081

14. Capital Fund Disbursements

PROJECT EXPENDITURES

14.1 Construction	\$0
14.2 Incidental Construction	\$993,258

Other Disbursements

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 TOTAL PROJECT EXPENDITURES (Total questions 14.1, 14.2, 14.6)	\$993,258
14.8 <u>TRANSFER TO OPERATING FUND</u> (Same as 11.27)	\$0
14.9 <u>NON-PROJECT EXPENDITURES</u>	\$0
14.10 <u>TOTAL DISBURSEMENTS AND TRANSFERS</u> (Total questions 14.7 - 14.9)	\$993,258
14.11 CASH BALANCE - End Of Fiscal Year ending 2002	\$623,823
14.12 <u>TOTAL CASH DISBURSEMENTS AND BALANCE</u> (same as Code H8064) (Total questions 14.10 & 14.11)	\$1,617,081

15. 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)	0.00
15.2	Total Librarians (Total questions 15.1, 6.8 - 6.13)	1.00
15.3	All Other Paid Staff (Total questions 6.14 - 6.19)	2.75
15.4	Total Paid Employees (Total questions 6.20 - 6.22)	3.75
15.5	State Government Aid (Total questions 11.8-11.10, 11.14)	\$7,517
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)	\$490,681
15.8	Total Income (Total questions 11.7, 11.13, 11.14, 11.17, 11.18, 11.24, 11.26, 11.29)	\$551,448
15.9	Other Operating Expenditures (Total questions 12.21, 12.27, 12.28, 12.32, 12.33)	\$32,303
15.10	Total Operating Expenditures (Total questions 12.5, 12.11, 12.21, 12.21, 12.27, 12.28, 12.32, 12.33, 12.40)	\$573,898
15.11	Book/Serial Volumes (Total questions 2.7-2.9)	21,947
15.12	Materials in Electronic Format (Total questions 2.14 & 2.15)	0
15.13	Capital Outlay (Total questions 12.14, 12.38, 14.10)	\$1,424,860

16. Miscellaneous State Calculations

16.1	Local Public Funds from Counties	\$0
16.2	Local Public Funds from Towns	\$8,750
16.3	Local Public Funds from Villages	\$2,000
16.4	Local Public Funds from Cities	\$0
16.5	Local Public Funds from School Districts	\$42,500
16.6	Local Public Funds from Other Municipalities or Districts	\$0
16.7	Direct State Aid (Total questions 11.8 & 11.14)	\$7,517
16.8	Other Operating Fund Receipts (Total questions 11.24, 11.26, 11.29, 11.18, 11.12, 11.9, 11.10, 11.11)	\$490,681
16.9	Total Operating Fund Receipts (Total questions 11.25, 11.26, 11.29)	\$551,448
16.10	Adjusted Total Operating Fund Receipts (Total questions 11.25, 11.26, 11.29 minus 11.18)	\$551,448
16.11	Adjusted Total Operating Fund and Balance (11.31 minus 11.18)	\$613,792
16.12	Non-Book and Binding Disbursements (Total questions 12.9 + 12.10)	\$352
16.13	Other Operating Fund Disbursements (Total questions 12.21, 12.28, 12.34, 12.27)	\$32,303
16.14	Total Operating Fund Disbursements Excluding Capital (12.35 minus 12.14)	\$142,296
16.15	Adjusted Total Operating Fund Disbursements Excluding Capital (Total questions 12.35 minus 12.14 + 12.28)	\$142,296
16.16	Capital Disbursements from Operating Fund and Capital Fund (Total questions 12.14, 14.10)	\$993,258
16.17	Adjusted Total Operating Fund and Capital Fund Disbursements (Total questions 12.35, 14.10 minus 12.28)	\$1,135,554

17. 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.

18. 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

Mynderse Library

Annual Report For Public And Association Libraries - 2002

1. General Library Information

No Notes

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?	State Note:	We connect to the internet using Road Runner and Time Warner provides Road Runner to libraries free of charge.
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6. Staff Information

No Notes

7. Min. Public Library Standards

No Notes

8. Public Service Information

No Notes

9. Service Outlet Information

No Notes

10. Officers and Trustees

No Notes

11. Operating Fund Receipts

11.7	TOTAL LOCAL PUBLIC FUNDS	FSCS Note:	With the 2002 School Budget vote, our yearly amount was increased from \$35,000 to \$50,000.
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12. Operating Fund Disbursements

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12.3	TOTAL SALARIES (Total questions 12.1 & 12.2)	FSCS Note:	In 2002, the position of Director of Development was created and the salary for the position caused us to be outside the normal range.
12.4	Employee Benefits	FSCS Note:	With the creation of the position of Director of Development, our expenditures for Employee Benefits increased.
12.5	TOTAL PERSONNEL COSTS (Total questions 12.3 & 12.4)	FSCS Note:	With the creation of the position of Director of Development, our Personnel Cost increased.

13. Capital Fund Receipts

No Notes

14. Capital Fund Disbursements

No Notes

15. Federal Totals

15.9	Other Operating Expenditures (Total questions 12.21, 12.27, 12.28, 12.32, 12.33)	FSCS Note:	Last year, capital funds were mistakenly reported under operating funds causing the expenditures to be high.
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16. Miscellaneous State Calculations

No Notes

17. Certification

No Notes

18. For State Use Only

No Notes

Division of Library Development
New York State Library
New York State Education Department
Annual Report for Public and Association Libraries - 2002

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 December 31, 2002.

(Signed) James P. Monahan

(Date) 2/18/2003

Title: Treasurer

The Library's Local Fiscal Year is: 01/01/2002 to 12/31/2002
(month/day/year) (month/day/year)

This Annual Report is submitted for Fiscal Year: 01/01/2002 to 12/31/2002 *
(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: 06/07/1999
(month/day/year)

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

Time period covered by the audit: 01/01/1998 to 12/31/1998
(month/day/year) (month/day/year)

The audit was performed by John Gadziala (name) at
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

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