

Seneca Falls Library

Annual Report For Public And Association Libraries - 2004

1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2004

- | | | |
|------|---------------------------------------------------------------------------|----------------------------|
| 1.1 | Library ID Number | 2400566010 |
| 1.2 | Library Name | Seneca Falls Library |
| 1.3 | Community | Seneca Falls |
| 1.4 | Beginning Fiscal Reporting Year | 1/1/2004 |
| 1.5 | Ending Fiscal Reporting Year | 12/31/2004 |
| 1.6 | Street Address | 47 Cayuga Street |
| 1.7 | City | Seneca Falls |
| 1.8 | Zip Code (5 Digits Only) | 13148 |
| 1.9 | Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown) | N/A |
| 1.10 | Mailing Address | 47 Cayuga Street |
| 1.11 | City | Seneca Falls |
| 1.12 | Zip Code (5 digits only) | 13148 |
| 1.13 | Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown) | N/A |
| 1.14 | Telephone Number (enter 10 digits only; enter N/A if no telephone number) | (315) 568-8265 |
| 1.15 | Fax Number (enter 10 digits only; enter N/A if no fax number) | (315) 568-1606 |
| 1.16 | E-Mail Address to Contact the Library (Enter N/A if no e-mail address) | myndersl@rochester.rr.com |
| 1.17 | Library Home Page URL (Enter N/A if no home page URL) | www.senecafallslibrary.org |
| 1.18 | Population Chartered to Serve (per 2000 Census) | 6861 |
| 1.19 | Indicate the type of library as stated in | ASSOCIATION |

the library's charter (select one):

- | | | |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| 1.20 | Indicate the area chartered to serve as stated in the library's charter (select one): | Village |
| 1.21 | Indicate the type of charter the library currently holds (select one): | ABSOLUTE |
| 1.22 | Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter | 12161898 |
| 1.23 | Date the library was last registered | 12311975 |
| 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 | Does the library charge fees for library cards to people residing outside the system's service area? | N |
| 1.35 | In the fiscal year that ended in 2004, was all or part of the library's budget subject to a public vote (see instructions)? Enter Y for Yes, N for No. If yes, please complete one record for each vote held. If no, go to question 1.36. | Y |
| 1. | Name of municipality or district | Seneca Falls Central Schools |

holding the vote

2. Indicate the type of municipality or district holding the vote School District
3. Was this a Chapter 414 vote? N
4. Dollar amount \$75,000
5. Was the vote successful? Y
6. Date the vote was held 05/18/2004
- 1.36 For the fiscal year that ended in 2004, indicate the total percentage of the library's local public funding that was either subject to public vote(s) or that came from a previous appropriation/vote that is still in effect. 33%
- 1.37 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? 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 0
4. Dollar amount of contract \$0
5. Enter the appropriate code for range of services provided (select one): N/A
- 1.38 During the reporting year, has there been any change to the library's legal service area boundaries? N
- 1.39 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.)? N

2. LIBRARY COLLECTION

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

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	8,808
2.2	Adult Non-fiction Books	6,963
2.3	Total Adult Books (2.1 + 2.2)	15,771
2.4	Children's Fiction Books	3,277
2.5	Children's Non-fiction Books	2,000
2.6	Total Children's Books (2.4 + 2.5)	5,277
2.7	Total Cataloged Books (2.3 + 2.6)	21,048

Other Print Materials

2.8	Total Uncataloged Books	1,420
2.9	Total Print Serials	270
2.10	All Other Print Materials	38
2.11	Total Other Print Materials (2.8 + 2.9 + 2.10)	1,728
2.12	Total Print Materials (2.7 + 2.11)	22,776

ELECTRONIC MATERIALS

2.13	Electronic Books	0
2.14	NOVEL Databases	12
2.15	Other Databases	6
2.16	Total Databases (2.14 + 2.15)	18
2.17	Other Electronic Materials (includes, films, slides, filmstrips, CD-ROMs, etc.)	0
2.18	Total Electronic Materials (2.13 + 2.16 + 2.17)	18

ALL OTHER MATERIALS

2.19	Audio Recordings (includes audio CDs, tapes, etc.)	1,582
2.20	Video Recordings (includes VHS, DVD, etc.)	352
2.21	All Other Materials (includes microform, films, slides, filmstrips, etc.)	409
2.22	Total Other Materials Holdings (2.19 + 2.20 + 2.21)	2,343

2.20 + 2.21)

2.23 **GRAND TOTAL HOLDINGS (2.12 + 2.18 + 2.22)** 25,137

CURRENT SERIAL SUBSCRIPTIONS

2.24 Current Print Serial Subscriptions 68

2.25 Current Electronic Serial Subscriptions 0

2.26 **Total Current Subscriptions (2.24 + 2.25)** 68

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.27 Cataloged Books 1,423

2.28 All Other Print Materials 367

2.29 Electronic Materials 0

2.30 All Other Materials 247

2.31 **Total Additions (2.27 + 2.28 + 2.29 + 2.30)** 2,037

3. LIBRARY 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 14

3.2 Young Adult Program Sessions 0

3.3 Children's Program Sessions 109

3.4 All Other Program Sessions 0

3.5 **Total Number of Program Sessions (3.1 + 3.2 + 3.3 + 3.4)** 123

3.6 Adult Program Attendance 383

3.7 Young Adult Program Attendance 0

3.8 Children's Program Attendance 2,111

3.9 All Other Program Attendance 0

3.10 **Total Program Attendance (3.6 + 3.7 + 3.8 + 3.9)** 2,494

LIBRARY USE

3.11	Library visits (total annual attendance)	39,229
3.12	Registered Resident Borrowers	5,085
3.13	Registered Non-Resident borrowers	1,218

WRITTEN POLICIES (Answer Y for Yes, N for No)

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

ACCESSIBILITY (Answer Y for Yes, N for No)

3.18	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y
3.19	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	13,522
4.2	Adult Non-fiction Books	5,134
4.3	Total Adult Books (4.1 + 4.2)	18,656
4.4	Children's Fiction Books	8,878
4.5	Children's Non-fiction Books	2,225
4.6	Total Children's Books (4.4 + 4.5)	11,103
4.7	Total Cataloged Book Circulation (4.3 + 4.6)	29,759

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	7,650
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4.9	Circulation of Children's Other Materials	1,544
4.10	Total Circulation of Other Materials (4.8 + 4.9)	9,194
4.11	Grand Total Circulation Transactions (4.7 + 4.10)	38,953
4.12	Grand Total Circulation of Children's Materials (4.6 + 4.9)	12,647

REFERENCE TRANSACTIONS

4.13	Total Reference Transactions	4,351
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INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.14	Total Materials Received	3,361
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.15	Total Materials Provided	976
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5. AUTOMATION AND TELECOMMUNICATIONS

Report all information as of December 31, 2004.

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	Does the library use Internet filtering software on any computer?	N
5.5	Total number of Internet terminals used by the general public.	10
5.6	Number of users (in-library only) of electronic resources per year	9,714

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

6.2	Library Director (certified)	N/A
6.3	Vacant Library Director (certified)	N/A
6.4	Librarian (certified)	N/A
6.5	Vacant Librarian (certified)	N/A
6.6	Library Manager (not certified)	1
6.7	Vacant Library Manager (not certified)	N/A
6.8	Library Specialist/Paraprofessional (not certified)	N/A
6.9	Vacant Library Specialist/Paraprofessional (not certified)	N/A
6.10	Other Staff	2.98
6.11	Vacant Other Staff	.5
6.12	TOTAL PAID STAFF (6.2 + 6.4 + 6.6 + 6.8 + 6.10)	3.98
6.13	VACANT TOTAL PAID STAFF (6.3 + 6.5 + 6.7 + 6.9 + 6.11)	0.50

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	N/A
6.15	Salary - Entry Level Librarian (certified)	N/A
6.16	FTE - Library Director (certified)	N/A
6.17	Salary - Library Director (certified)	N/A
6.18	FTE - Library Manager (not certified)	1
6.19	Salary - Library Manager (not certified)	\$39,338

7. MINIMUM PUBLIC LIBRARY STANDARDS

Report all information as of December 31, 2004.

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. fax 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. | 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 (8.1 + 8.2 + 8.3 + 8.4)	1

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

8.6	Minimum Weekly Total Hours - Main Library	57
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 (8.6 + 8.7 + 8.8)	57.00
8.10	Annual Total Hours - Main Library	3,016
8.11	Annual Total Hours - Branch Libraries	0
8.12	Annual Total Hours - Bookmobiles	0
8.13	Annual Hours Open - Total Hours Open (8.10 + 8.11 + 8.12)	3,016.00

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	Seneca Falls Library
2.	Street Address	47 CAYUGA STREET
3.	City or Town	SENECA FALLS
4.	Zip Code	13148
5.	Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown)	N/A
6.	Phone (enter 10 digits only; enter N/A if no telephone number)	3155688265
7.	Fax Number (enter 10 digits only; enter N/A if no fax number)	3155681606
8.	E-mail Address (enter N/A if no e-mail)	myndersl@rochester.rr.com

address)

- | | | |
|-----|-------------------------------------------------------------------------------------------------------|----------------------------|
| 9. | Outlet URL (enter N/A if no Outlet URL) | www.senecafallslibrary.org |
| 10. | County | Seneca |
| 11. | Outlet Type Code (select one): | CE |
| 12. | Enter the appropriate outlet code (select LO one): | |
| 13. | Indicate the year this outlet was initially constructed | 2002 |
| 14. | Indicate the year the outlet underwent a major renovation costing \$25,000 or more | N/A |
| 15. | Square footage of the outlet | 11,900 |
| 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? | Y |
| 18. | <i>LIBID</i> | 2400566010 |
| 19. | <i>FSCSID</i> | NY0150 |
| 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, 2004. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

- | | | |
|------|-------------------------------------------------------------------------------------------------|----|
| 10.1 | Total number of board meetings held during calendar year (January 1, 2004 to December 31, 2004) | 12 |
| 10.2 | Number of <u>voting</u> positions on library board. | 11 |

BOARD MEMBER SELECTION

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

List Officers and Board Members for the **2005 Calendar Year**. Complete one record for each

board member.

1. Title of Board Member (select one): Mrs.
2. First Name of Board Member Diana
3. Last Name of Board Member Becker
4. Mailing Address 76 Cayuga Street
5. City Seneca Falls
6. Zip Code (5 digits only) 13148
7. Phone for the Board President only N/A
(enter 10 digits only; for other trustees,
enter N/A)
8. E-mail address (enter N/A if unknown) dianabecker@prodigy.net
9. Enter Office Held or Trustee N/A
10. Term Expires - Month or N/A June
11. Term Expires - Year (yyyy) or N/A 2005
1. Title of Board Member (select one): Mr.
2. First Name of Board Member Dennis
3. Last Name of Board Member Bender
4. Mailing Address 2589 Rittmer Lane
5. City Seneca Falls
6. Zip Code (5 digits only) 13148
7. Phone for the Board President only N/A
(enter 10 digits only; for other trustees,
enter N/A)
8. E-mail address (enter N/A if unknown) dbender@courts.state.ny.us
9. Enter Office Held or Trustee Vice-President
10. Term Expires - Month or N/A June
11. Term Expires - Year (yyyy) or N/A 2006
1. Title of Board Member (select one): Dr.
2. First Name of Board Member Michael
3. Last Name of Board Member Zumpano
4. Mailing Address 12 Mackenzie Drive

- | | | |
|-----|------------------------------------------------------------------------------------------------|--------------------------------------|
| 5. | City | Seneca Falls |
| 6. | Zip Code (5 digits only) | 13148 |
| 7. | Phone for the Board President only
(enter 10 digits only; for other trustees,
enter N/A) | N/A |
| 8. | E-mail address (enter N/A if unknown) | mzumpano@nycc.edu |
| 9. | Enter Office Held or Trustee | N/A |
| 10. | Term Expires - Month or N/A | June |
| 11. | Term Expires - Year (yyyy) or N/A | 2006 |
| 1. | Title of Board Member (select one): | Mr. |
| 2. | First Name of Board Member | Donald |
| 3. | Last Name of Board Member | Cramer |
| 4. | Mailing Address | 101 Cayuga Street |
| 5. | City | Seneca Falls |
| 6. | Zip Code (5 digits only) | 13148 |
| 7. | Phone for the Board President only
(enter 10 digits only; for other trustees,
enter N/A) | N/A |
| 8. | E-mail address (enter N/A if unknown) | acramer@lynnet.com |
| 9. | Enter Office Held or Trustee | N/A |
| 10. | Term Expires - Month or N/A | June |
| 11. | Term Expires - Year (yyyy) or N/A | 2006 |
| 1. | Title of Board Member (select one): | Mr. |
| 2. | First Name of Board Member | Robert |
| 3. | Last Name of Board Member | Kernan |
| 4. | Mailing Address | 16 Tall Oaks Drive |
| 5. | City | Seneca Falls |
| 6. | Zip Code (5 digits only) | 13148 |
| 7. | Phone for the Board President only
(enter 10 digits only; for other trustees,
enter N/A) | N/A |
| 8. | E-mail address (enter N/A if unknown) | robert.kernan@senecafallssavings.com |

- | | | |
|-----|------------------------------------------------------------------------------------------------|-----------------------|
| 9. | Enter Office Held or Trustee | N/A |
| 10. | Term Expires - Month or N/A | June |
| 11. | Term Expires - Year (yyyy) or N/A | 2005 |
| 1. | Title of Board Member (select one): | Mrs. |
| 2. | First Name of Board Member | Gretchen |
| 3. | Last Name of Board Member | Koch |
| 4. | Mailing Address | 64 Cayuga Street |
| 5. | City | Seneca Falls |
| 6. | Zip Code (5 digits only) | 13148 |
| 7. | Phone for the Board President only
(enter 10 digits only; for other trustees,
enter N/A) | N/A |
| 8. | E-mail address (enter N/A if unknown) | prowlergretch@aol.com |
| 9. | Enter Office Held or Trustee | N/A |
| 10. | Term Expires - Month or N/A | June |
| 11. | Term Expires - Year (yyyy) or N/A | 2006 |
| 1. | Title of Board Member (select one): | Mrs. |
| 2. | First Name of Board Member | Marie |
| 3. | Last Name of Board Member | Leo |
| 4. | Mailing Address | 90 West Bayard Street |
| 5. | City | Seneca Falls |
| 6. | Zip Code (5 digits only) | 13148 |
| 7. | Phone for the Board President only
(enter 10 digits only; for other trustees,
enter N/A) | N/A |
| 8. | E-mail address (enter N/A if unknown) | leos@rochester.rr.com |
| 9. | Enter Office Held or Trustee | Secretary |
| 10. | Term Expires - Month or N/A | June |
| 11. | Term Expires - Year (yyyy) or N/A | 2006 |
| 1. | Title of Board Member (select one): | Mrs. |
| 2. | First Name of Board Member | Debra |

3. Last Name of Board Member Swenson
4. Mailing Address 4535 Route 89
5. City Seneca Falls
6. Zip Code (5 digits only) 13148
7. Phone for the Board President only N/A
(enter 10 digits only; for other trustees,
enter N/A)
8. E-mail address (enter N/A if unknown) dswenson@rochester.rr.com
9. Enter Office Held or Trustee N/A
10. Term Expires - Month or N/A June
11. Term Expires - Year (yyyy) or N/A 2007
1. Title of Board Member (select one): Mrs.
2. First Name of Board Member Susan
3. Last Name of Board Member Porter
4. Mailing Address 78 Cayuga Street
5. City Seneca Falls
6. Zip Code (5 digits only) 13148
7. Phone for the Board President only (315) 568-5893
(enter 10 digits only; for other trustees,
enter N/A)
8. E-mail address (enter N/A if unknown) scporter1@verizon.net
9. Enter Office Held or Trustee President
10. Term Expires - Month or N/A June
11. Term Expires - Year (yyyy) or N/A 2007
1. Title of Board Member (select one): Mr.
2. First Name of Board Member Lawrence
3. Last Name of Board Member Driscoll
4. Mailing Address 5 Leland Drive
5. City Seneca Falls
6. Zip Code (5 digits only) 13148
7. Phone for the Board President only N/A

(enter 10 digits only; for other trustees,
enter N/A)

8. E-mail address (enter N/A if unknown) **elaurens1@yahoo.com**

9. Enter Office Held or Trustee **Treasurer**

10. Term Expires - Month or N/A **June**

11. Term Expires - Year (yyyy) or N/A **2005**

1. Title of Board Member (select one): **Mrs.**

2. First Name of Board Member **Gail**

3. Last Name of Board Member **Lohr**

4. Mailing Address **100 Troy Street**

5. City **Seneca Falls**

6. Zip Code (5 digits only) **13148**

7. Phone for the Board President only **N/A**
(enter 10 digits only; for other trustees,
enter N/A)

8. E-mail address (enter N/A if unknown) **N/A**

9. Enter Office Held or Trustee **N/A**

10. Term Expires - Month or N/A **June**

11. Term Expires - Year (yyyy) or N/A **2007**

11. OPERATING FUNDS RECEIPTS - Fiscal Year 2004

Report financial data based on the fiscal reporting year reported in Part 1. *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 any local public funds? If yes, complete one record for each funding source; if no, go to question 11.3. **Y**

1. Source of Funds **Town**

2. Name of funding County, Municipality or District **Seneca Falls**

3. Amount **\$75,000**

4. Subject to Public Vote **N**

5. Written Contractual Agreement **N**

1.	Source of Funds	Town
2.	Name of funding County, Municipality or District	Fayette
3.	Amount	\$500
4.	Subject to Public Vote	N
5.	Written Contractual Agreement	N
1.	Source of Funds	Town
2.	Name of funding County, Municipality or District	Tyre
3.	Amount	\$500
4.	Subject to Public Vote	N
5.	Written Contractual Agreement	N
1.	Source of Funds	Village
2.	Name of funding County, Municipality or District	Seneca Falls
3.	Amount	\$25,000
4.	Subject to Public Vote	N
5.	Written Contractual Agreement	N
1.	Source of Funds	School District
2.	Name of funding County, Municipality or District	Seneca Falls Central School
3.	Amount	\$75,000
4.	Subject to Public Vote	Y
5.	Written Contractual Agreement	N
11.2	TOTAL LOCAL PUBLIC FUNDS (#3)	\$176,000

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$2,171
11.4	Central Library Aid (CLDA and/or CBA)	\$0
11.5	Additional State Aid received from the System	\$0

11.6	Federal Aid received from the System	\$0
11.7	Other Cash Grants	\$1,100
11.8	TOTAL SYSTEM CASH GRANTS (11.3 + 11.4 + 11.5 + 11.6 + 11.7)	\$3,271

OTHER STATE AID

11.9	State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants	\$12,500
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FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	0
11.11	Other Federal Aid	0
11.12	TOTAL FEDERAL AID (11.10 + 11.11)	\$0
11.13	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	0

OTHER RECEIPTS

11.14	Gifts and Endowments	\$16,374
11.15	Fund Raising	\$12,246
11.16	Income from Investments	\$19,898
11.17	Library Charges	\$28,837
11.18	Other	\$7,000
11.19	Total Other Receipts (11.14 + 11.15 + 11.16 + 11.17 + 11.18)	\$84,355
11.20	TOTAL OPERATING FUND RECEIPTS (11.2 + 11.8 + 11.9 + 11.12 + 11.13 + 11.19)	\$276,126
11.21	BUDGET LOANS	\$0

TRANSFERS

11.22	From Capital Fund (Same as Question 14.8)	0
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11.23	From Other Funds	0
11.24	Total Transfers (11.22 + 11.23)	\$0
11.25	BALANCE - Beginning of Fiscal Year \$141,148 Ending 2004 (Same as Question 12.38 of previous year if fiscal year has not changed)	
11.26	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (11.20 + 11.21 + 11.24 + 11.25)	\$417,274

12. OPERATING FUND DISBURSEMENTS

Note: Federal Aid - Library Operation. Funds for operating purposes received from such Federal programs as Library Services Technology Act (LSTA) (reported as receipts in question 11.10) or Library Services and Construction Titles (LSCA) IV, V and VI, etc. (reported as receipts in question 11.11) must be shown as disbursements in the Operating Fund Disbursement report. For example, LSTA or LSCA Title V money used for library materials must be included in an appropriate section within Collection Expenditures (questions 12.6 through 12.8).

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	0
12.2	Other Staff	\$104,182
12.3	Total Salaries & Wages Expenditures(12.1 + 12.2)	\$104,182
12.4	Employee Benefits Expenditures	\$20,869
12.5	Total Staff Expenditures (12.3 + 12.4)	\$125,051

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$26,357
12.7	Electronic Materials Expenditures	\$837
12.8	Other Materials Expenditures	\$5,284
12.9	Total Collection Expenditures (12.6 + \$32,478 12.7 + 12.8)	

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$0
12.11	From Other Funds (71OF)	\$0

12.12 **Total Capital Expenditures (12.10 + 12.11)** \$0

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13 From Local Public Funds (72PF) \$0

12.14 From Other Funds (72OF) \$0

12.15 **Total Repairs (12.13 + 12.14)** \$0

12.16 Other Disbursements for Operation & Maintenance of Buildings \$44,942

12.17 **Total Operation & Maintenance of Buildings (12.15 + 12.16)** \$44,942

MISCELLANEOUS EXPENSES

12.18 Office and Library Supplies \$9,978

12.19 Telecommunications \$4,393

12.20 Binding Expenses \$0

12.21 Postage and Freight \$4,304

12.22 Other Miscellaneous \$16,378

12.23 **Total Miscellaneous Expenses(12.18 + 12.22)** \$35,053

12.24 **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** 0

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.25 From Local Public Funds (73PF) 0

12.26 From Other Funds (73OF) 0

12.27 **Total (12.25 + 12.26)** \$0

12.28 Budget Loans (Principal and Interest) 0

12.29 Short-Term Loans 0

12.30 **Total Debt Service (12.27 + 12.28 + 12.29)** \$0

12.31 **TOTAL OPERATING FUND** \$237,524

DISBURSEMENTS (12.5A + 12.9 +
12.12 + 12.17 + 12.23 + 12.24 + 12.30)

TRANSFERS

Transfers to Capital Fund

12.32	From Local Public Funds (76PF)	0
12.33	From Other Funds (76OF)	\$12,376
12.34	Total Transfers to Capital fund (12.32 + 12.33)	\$12,376
12.35	Transfer to Other Funds	\$0
12.36	TOTAL TRANSFERS (12.34 + 12.35)	\$12,376
12.37	TOTAL DISBURSEMENTS AND TRANSFERS (12.31 + 12.36)	\$249,900
12.38	BALANCE IN OPERATING FUND- at the End of Fiscal Year Ending 2004	\$167,374
12.39	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (12.37 + 12.38)	\$417,274

ASSURANCE

12.40	The Library operated under its plan of service in accordance with the provisions of Education law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).	02/09/2005
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FISCAL AUDIT

12.41	Last audit performed (mm/dd/yyyy)	06/07/1999
12.42	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	01/01/1998 - 12/31/1998
12.43	Indicate type of audit (select one):	Other (specify using the State note)

CAPITAL FUND

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

REVENUES FROM LOCAL SOURCES

13.1	Revenues from Local Government Sources	0
13.2	All Other Revenues from Local Sources	\$387,482
13.3	Total Revenues from Local Sources (13.1 + 13.2)	\$387,482

STATE AID FOR CAPITAL PROJECTS

13.4	State Aid Received for Construction	\$0
13.5	Other State Aid	\$30,720
13.6	Total State Aid (13.4 + 13.5)	\$30,720

FEDERAL AID FOR CAPITAL PROJECTS

13.7	Total Federal Aid	\$0
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INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.34)	\$12,376
13.9	TOTAL REVENUES (13.3 + 13.6 + 13.7 + 13.8)	\$430,578
13.10	NON-REVENUE RECEIPTS	\$0
13.11	TOTAL RECEIPTS(13.9 + 13.10)	\$430,578
13.12	CASH BALANCE - Beginning of Fiscal Year Ending 2004 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$87,028
13.13	TOTAL RECEIPTS AND BALANCE(13.11 + 13.12)	\$517,606

14. CAPITAL FUNDS DISBURSEMENTS**PROJECT EXPENDITURES**

14.1	Construction	\$306,566
14.2	Incidental Construction	\$10,800

Other Disbursements

14.3	Purchase of Buildings	\$0
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14.4	Interest	\$1,133
14.5	Collection Expenditures	\$0
14.6	Total Other Disbursements (14.3 + 14.5)	\$1,133
14.7	Total Project Expenditures (14.1 + 14.2 + 14.6)	\$318,499
14.8	TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0
14.9	NON-PROJECT EXPENDITURES	\$0
14.10	TOTAL DISBURSEMENTS AND TRANSFERS (14.7 + 14.8 + 14.9)	\$318,499
14.11	CASH BALANCE - End Of Fiscal Year ending 2004	\$199,107
14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (14.10 + 14.11)	\$517,606

15. FEDERAL TOTALS

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

15.1	Total ALA-MLS	0.00
15.2	Total Librarians	1.00
15.3	All Other Paid Staff	3.48
15.4	Total Paid Employees	4.48
15.5	State Government Revenue	\$14,671
15.6	Federal Aid Revenue	\$0
15.7	Other Operating Revenue	\$85,455
15.8	Total Operating Revenue	\$276,126
15.9	Other Operating Expenditures	\$79,995
15.10	Total Operating Expenditures	\$237,524
15.11	Capital Revenue	\$430,578
15.12	Capital Expenditures	\$318,499
15.13	Print Materials	22,738

16. FOR NEW YORK STATE LIBRARY USE ONLY

16.1	LIB ID	2400566010
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16.2	<i>Interlibrary Relationship Code</i>	ME
16.3	<i>Legal Basis Code</i>	NP
16.4	<i>Administrative Structure Code</i>	SO
16.5	<i>FSCS Public Library Definition</i>	Y
16.6	<i>Geographic Code</i>	OTH

Comment Sheet

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

Seneca Falls Library

Annual Report For Public And Association Libraries - 2004

State Notes
FSCS Notes

1. GENERAL LIBRARY INFORMATION

No Notes

2. LIBRARY COLLECTION

No Notes

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

3.11 Library visits (total annual attendance)	FSCS Note:	In Nov. of 2003, we moved into a new building. We went from a 4,000 square foot building to a 11,900 square foot building. The new building has given us much needed additional space and has attracted many more people. As a result, all our figures are up.
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4. LIBRARY TRANSACTIONS

4.12 Grand Total Circulation of Children's Materials (4.6 + 4.9)	FSCS Note:	In Nov. of 2003, we moved from a 4,000 square foot building into a new 11,900 square foot building. The new building has given much needed additional space and a dedicated Children's area. The new building has attracted many more children and adults.
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5. AUTOMATION AND TELECOMUNICATIONS

No Notes

6. STAFF INFORMATION

No Notes

7. MINIMUM 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 FUNDS RECEIPTS - Fiscal Year 2004

No Notes

12. OPERATING FUND DISBURSEMENTS

No Notes

13. CAPITAL FUND RECEIPTS

No Notes

14. CAPITAL FUNDS DISBURSEMENTS

No Notes

15. FEDERAL TOTALS

15.5	State Government Revenue	FSCS Note:	In Nov. 2003, we moved into a new building. We received grants from the state that were completed in 2004.
15.10	Total Operating Expenditures	FSCS Note:	In Nov. 2003 we moved from a 4,000 square foot building into a new 11,900 square building. With the move, all our expenses increased. The large increase in expenditures represents the additional costs of being in the new building.

16. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

Comment Sheet

No Notes