

# Seneca Falls Library

## Annual Report For Public And Association Libraries - 2008

	CURRENT YEAR	PREVIOUS YEAR
<b>1. GENERAL LIBRARY INFORMATION</b>		
Report all information in Part 1 as of December 31, 2008		
1.1 Library ID Number	2400566010	2400566010
1.2 Library Name	Seneca Falls Library	Seneca Falls Library
1.3 Name Status (State use only)	00 (for no change from previous year)	00 (for no change from previous year)
1.4 Structure Status (State use only)	00 (for no change from previous year)	00 (for no change from previous year)
1.5 Community	Seneca Falls	Seneca Falls
1.6 Beginning Fiscal Reporting Year	1/1/2008	1/1/2007
1.7 Ending Fiscal Reporting Year	12/31/2008	12/31/2007
1.8 Street Address	47 Cayuga Street	47 Cayuga Street
1.9 City	Seneca Falls	Seneca Falls
1.10 Zip Code (5 Digits Only)	13148	13148
1.11 Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown)	1480	1480
1.12 Address Status	00 (for no change from previous year)	00 (for no change from previous year)
1.13 Mailing Address	47 Cayuga Street	47 Cayuga Street
1.14 City	Seneca Falls	Seneca Falls
1.15 Zip Code (5 digits only)	13148	13148
1.16 Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown)	1480	1480
1.17 Telephone Number (enter 10 digits only; enter N/A if no telephone number)	(315) 568-8265	(315) 568-8265
1.18 Fax Number (enter 10 digits only; enter N/A if no fax number)	(315) 568-1606	(315) 568-1606
1.19 E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	myndersl@rochester.rr.com	myndersl@rochester.rr.com
1.20 Library Home Page URL (Enter N/A if www.senecafallslibrary.org no home page URL)		www.senecafallslibrary.org

1.21	Population Chartered to Serve (per 2000 Census)	6861	6861
1.22	Indicate the type of library as stated in the library's charter (select one):	ASSOCIATION	ASSOCIATION
1.23	Indicate the area chartered to serve as stated in the library's charter (select one):	Village	Village
1.24	During the reporting year, has there been any change to the library's legal service area boundaries? Changes may be the result of a Regents charter action or due to a new contract to provide library services to residents of an area not served by a public library or due to a change to an existing contract. Answer Y for Yes, N for No.	N	N
1.25	Indicate the type of charter the library currently holds (select one):	ABSOLUTE	ABSOLUTE
1.26	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	12161898	12161898
1.27	Date the library was last registered	12311975	12311975
1.28	Federal Employer Identification Number	166075457	166075457
1.29	County	Seneca	Seneca
1.30	School District	Seneca Falls Central Schools	Seneca Falls Central Schools
1.31	Library System	Finger Lakes Library System	Finger Lakes Library System
1.32	Title of Library Director/ Manager (select one):	Mr.	Mr.
1.33	First Name of Library Director/Manager	Michael	Michael
1.34	Last Name of Library Director/Manager	Caraher	Caraher
1.35	NYS Public Librarian Certification Number	N/A	N/A
1.36	E-mail Address of the Director/Manager	myndersl@rochester.rr.com	myndersl@rochester.rr.com
1.37	Fax Number of the Director/Manager	(315) 568-1606	(315) 568-1606

1.38	Does the library charge fees for library cards to people residing outside the system's service area?	N	N
1.39	Was all or part of the library's 2008 budget subject to a public vote (see instructions)? Enter Y for Yes, N for No. If yes, please complete one record for <i>each</i> vote held. If no, go to question 1.40.	Y	N
1.	Name of municipality or district holding the vote	Seneca Falls Central Schools	N/A
2.	Indicate the type of municipality or district holding the vote	School District	N/A
3.	Was this a Chapter 414 (Ed. Law §259.1.b)?	Y	N/A
4.	Dollar amount	\$127,000	N/A
5.	Was the vote successful?	Y	N/A
6.	Date the vote was held	07/22/2008	N/A
1.40	For the fiscal year that ended in 2008, indicate the total percentage of the library's local public funding that was either subject to public vote(s) <u>or</u> that came from a previous appropriation(s) approved by public vote(s) still in effect.	26%	30%
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? Enter Y for Yes, N for No. If yes, please complete one record for <i>each</i> contract. If no, go to question 1.42.	N	N
1.	Name of contracting municipality or district	N/A	N/A
2.	Is this a written contractual agreement?	N/A	N/A
3.	Population of the geographic area served by this contract	N/A	N/A
4.	Dollar amount of contract	N/A	N/A
5.	Enter the appropriate code for range of services provided (select one):	N/A	N/A

1.42 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 annotate explaining the circumstance(s) and the impact on the library using the State note; if no, please go to Part 2, Library Collection.

*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	10,370	10,055
2.2	Adult Non-fiction Books	8,489	8,212
2.3	Total Adult Books (Total questions 2.1 & 2.2)	18,859	18,267
2.4	Children's Fiction Books	4,108	3,993
2.5	Children's Non-fiction Books	2,511	2,422
2.6	Total Children's Books (Total questions 2.4 & 2.5)	6,619	6,415
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	25,478	24,682

#### Other Print Materials

2.8	Total Uncataloged Books	1,489	1,763
2.9	Total Print Serials	283	258
2.10	All Other Print Materials	346	344
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	2,118	2,365
2.12	Total Print Materials (Total questions 2.7 and 2.11)	27,596	27,047

### ELECTRONIC MATERIALS

2.13	Electronic Books	1,851	1,851
2.14	Local Databases	0	0
2.15	NOVEL <sup>NY</sup> Databases	14	13
2.16	Other Databases	12	10
2.17	Total Databases (Total questions 2.14, 2.15 and 2.16)	26	23
2.18	Other Electronic Materials (includes all other materials in digital format such as e-serials, CD-ROMs, government documents, electronic files, reference tools, scores, maps, etc.)	0	0

2.19	Total Electronic Materials (Total questions 2.13, 2.17 and 2.18)	1,877	1,874
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#### ALL OTHER MATERIALS

2.20	Audio Recordings (includes audio CDs, tapes, etc.)	1,774	1,839
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2.21	Video Recordings (includes VHS, DVD, etc.)	552	524
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2.22	All Other Materials (includes microform, films, slides, filmstrips, etc.)	249	252
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2.23	Total Other Materials Holdings (Total questions 2.20, 2.21 and 2.22)	2,575	2,615
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2.24	<b>GRAND TOTAL HOLDINGS</b> (Total questions 2.12, 2.19 and 2.23)	32,048	31,536
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#### CURRENT SERIAL SUBSCRIPTIONS

2.25	Current Print Serial Subscriptions	48	44
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2.26	Current Electronic Serial Subscriptions	0	0
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2.27	Total Current Subscriptions (Total questions 2.25 and 2.26)	48	44
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#### ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.28	Cataloged Books	1,395	1,398
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2.29	All Other Print Materials	2	6
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2.30	Electronic Materials	3	358
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2.31	All Other Materials	205	200
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2.32	Total Additions (Total questions 2.28 through 2.31)	1,605	1,962
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### 3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Report all information on questions 3.1 through 3.10 and 3.51 through 3.59 as of the end of the fiscal year reported in Part 1; report information on questions 3.11 through 3.50 for the 2008 calendar year.

#### LIBRARY SPONSORED PROGRAMS

3.1	Adult Program Sessions	15	27
3.2	Young Adult Program Sessions	12	0
3.3	Children's Program Sessions	35	63
3.4	All Other Program Sessions	5	6
3.5	<b>Total Number of Program Sessions</b> <b>(Total questions 3.1 through 3.4)</b>	67	96
3.6	Adult Program Attendance	496	545
3.7	Young Adult Program Attendance	121	0
3.8	Children's Program Attendance	1,004	1,576
3.9	All Other Program Attendance	348	274
3.10	<b>Total Program Attendance (Total</b> <b>questions 3.6 through 3.9)</b>	1,969	2,395

#### SUMMER READING PROGRAM

3.11- Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2008 (check all that apply):

a.	Program(s) for children	Yes	Yes
b.	Program(s) for young adults	Yes	No
c.	NYS Summer Reading Program theme for children used	Yes	Yes
d.	NYS Summer Reading Program theme for young adults used	Yes	No
e.	N/A	No	No
3.12	Library outlets offering the summer reading program	1	1
3.13	Children registered for the library's summer reading program	193	34
3.14	Young adults registered for the library's summer reading program	17	0
3.15	<b>Total number registered for the</b> <b>library's summer reading program</b> <b>(total 3.13 + 3.14)</b>	210	34

3.16	Children's program sessions – Summer 2008	23	3
3.17	Young adult program sessions – Summer 2008	4	0
3.18	<b>Total program sessions – Summer 2008 (total 3.16 + 3.17)</b>	27	3
3.19	Children's program attendance – Summer 2008	255	630
3.20	Young adult program attendance – Summer 2008	40	0
3.21	<b>Total program attendance – Summer 2008 (total 3.19 + 3.20)</b>	295	630

#### COLLABORATORS

3.22	Public school district(s) and/or BOCES	3	0
3.23	Non-public school(s)	1	0
3.24	Childcare center(s)	1	0
3.25	Summer camp(s)	0	0
3.26	Municipality/Municipalities	0	1
3.27	Literacy provider(s)	0	0
3.28	Other (describe using the State note)	0	1
3.29	<b>Total Collaborators (total 3.22 through 3.28)</b>	5	2

#### EARLY LITERACY PROGRAMS

3.30	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	Y	Y
3.31	Indicate age group(s) (check all that apply):		
a.	Birth - 3 years	Yes	Yes
b.	4 - 5 years	Yes	Yes
c.	Parents and Caregivers	No	No
d.	N/A	No	No
3.32	Ages birth to three years program sessions	11	5
3.33	Ages four to five years program sessions	11	10
3.34	Parent and/or caregiver program sessions	0	0



3.35	Total program sessions (total 3.32 + 3.33 + 3.34)	22	15
3.36	Ages birth to three years program attendance	113	59
3.37	Ages four to five years program attendance	148	109
3.38	Parent and/or caregiver program attendance	0	0
3.39	Total program attendance (total 3.36 + 3.37 + 3.38)	261	168
3.40	Collaborators (check all that apply):		
a.	Childcare center(s)	Yes	Yes
b.	Public School District(s) and/or BOCES	Yes	Yes
c.	Non-Public School(s)	Yes	Yes
d.	Other (describe using the State note)	No	No
e.	N/A	No	No

#### **PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)**

3.41	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	N	N
3.42	Children's program sessions	0	0
3.43	Young adult program sessions	0	0
3.44	Adult program sessions	0	0
3.45	Total program sessions (total 3.42 + 3.43 + 3.44)	0	0
3.46	Children's program attendance	0	0
3.47	Young adult program attendance	0	0
3.48	Adult program attendance	0	0
3.49	Total program attendance (total 3.46 + 3.47 + 3.48)	0	0
3.50	Collaborators (check all that apply):		
a.	Literacy NY (Literacy Volunteers of America)	No	No
b.	Public School District(s) and/or BOCES	No	No

c.	Non-Public School(s)	No	<i>No</i>
d.	Other (describe using the State note)	No	<i>No</i>
e.	N/A	Yes	<i>Yes</i>

#### **LIBRARY USE**

3.51	Library visits (total annual attendance)	38,183	<i>35,819</i>
3.52	Registered resident borrowers	2,379	<i>2,182</i>
3.53	Registered non-resident borrowers	4,070	<i>3,519</i>

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

3.54	Does the library have an open meeting policy?	Y	<i>Y</i>
3.55	Does the library have a policy protecting the confidentiality of library records?	Y	<i>Y</i>
3.56	Does the library have an Internet use policy?	Y	<i>Y</i>
3.57	Does the library have a disaster policy?	N	<i>N</i>

#### **ACCESSIBILITY (Answer Y for Yes, N for No)/b>**

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

#### 4. LIBRARY TRANSACTIONS

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is not considered part of circulation)

##### CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	14,183	14,212
4.2	Adult Non-fiction Books	4,880	4,749
4.3	Total Adult Books (Total questions 4.1 & 4.2)	19,063	18,961
4.4	Children's Fiction Books	7,519	7,466
4.5	Children's Non-fiction Books	1,755	1,821
4.6	Total Children's Books (Total questions 4.4 & 4.5)	9,274	9,287
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	28,337	28,248

##### CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	9,415	9,136
4.9	Circulation of Children's Other Materials	1,395	1,486
4.10	Total Circulation of Other Materials (Total questions 4.8 & 4.9)	10,810	10,622
4.11	Grand Total Circulation Transactions (Total questions 4.7 & 4.10)	39,147	38,870
4.12	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	10,669	10,773

##### REFERENCE TRANSACTIONS

4.13	Total Reference Transactions	2,918	2,861
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##### INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.14	TOTAL MATERIALS RECEIVED	5,003	5,122
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##### INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.15	TOTAL MATERIALS PROVIDED	3,864	3,628
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## 5. AUTOMATION AND TELECOMMUNICATIONS

Report all information as of December 31, 2008.

### SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y	Y
5.2	Online public access catalog (OPAC)?	Y	Y
5.3	Electronic access to your OPAC from outside the library?	Y	Y
5.4	Does the library use Internet filtering software on any computer?	N	N
5.5	Total number of Internet terminals used by the general public.	12	12
5.6	Number of users (in-library only) of public Internet computers per year	9,710	10,423
5.7	Type of connection on public library Internet computers		
a.	Dial-Up	No	No
b.	DSL	No	No
c.	Cable	Yes	Yes
d.	Leased Line	No	No
e.	Municipal Networks (wireless or other)	No	No
f.	State Network	No	No
g.	Fiber	No	No
h.	Other (specify using the State note)	No	No
5.8	Maximum speed of connection on public library Internet computers		
a.	Less than 128 kilobits per second	No	No
b.	129 to 256 kilobits per second	No	No
c.	257 to 768 kilobits per second	No	No
d.	769 kilobits to 1.4 megabits per second	No	No
e.	1.5 megabits per second	No	No
f.	1.6 to 5.0 megabits per second	Yes	Yes
g.	6.0 to 10 megabits per second	No	No
h.	Greater than 10 megabits per second	No	No



## 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	40
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### BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS - Report positions to two decimal places.

6.2	Library Director (certified)	N/A	N/A
6.3	Vacant Library Director (certified)	N/A	N/A
6.4	Librarian (certified)	N/A	N/A
6.5	Vacant Librarian (certified)	N/A	N/A
6.6	Library Manager (not certified)	1	1
6.7	Vacant Library Manager (not certified)	N/A	N/A
6.8	Library Specialist/Paraprofessional (not certified)	N/A	N/A
6.9	Vacant Library Specialist/Paraprofessional (not certified)	N/A	N/A
6.10	Other Staff	4.5	4.5
6.11	Vacant Other Staff	N/A	N/A
6.12	<b>TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 &amp; 6.10)</b>	5.50	5.50
6.13	<b>VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 &amp; 6.11)</b>	0.00	0.00

### SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	N/A	N/A
6.15	Salary - Entry Level Librarian (certified)	N/A	N/A
6.16	FTE - Library Director (certified)	N/A	N/A
6.17	Salary - Library Director (certified)	N/A	N/A
6.18	FTE - Library Manager (not certified)	1	1
6.19	Salary - Library Manager (not certified)	\$44,703	\$43,191



## 7. MINIMUM PUBLIC LIBRARY STANDARDS

Report all information as of December 31, 2008.

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



7.19 11. Employs a paid director in  
accordance with the provisions of  
section 90.8 of Commissioner's  
Regulations. (see instructions)

Y

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

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	57	57
8.7	Minimum Weekly Total Hours - Branch Libraries	0	0
8.8	Minimum Weekly Total Hours - Bookmobiles	0	0
8.9	<b>Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)</b>	57.00	57.00
8.10	Annual Total Hours - Main Library	3,016	3,016
8.11	Annual Total Hours - Branch Libraries	0	0
8.12	Annual Total Hours - Bookmobiles	0	0
8.13	<b>Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)</b>	3,016.00	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 outlet information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

1.	Outlet Name	Seneca Falls Library	<i>Seneca Falls Library</i>
2.	Outlet Name Status (State Use Only - Do <u>Not</u> Modify)	00 (for no change)	<i>00 (for no change)</i>
3.	Street Address	47 CAYUGA STREET	<i>47 CAYUGA STREET</i>
4.	Outlet Street Address Status	00 (for no change)	<i>00 (for no change)</i>
5.	City	SENECA FALLS	<i>SENECA FALLS</i>
6.	Zip Code	13148	<i>13148</i>
7.	Four-Digit Zip Code Extension	1480	<i>1480</i>
8.	Phone (enter 10 digits only)	(315) 568-8265	<i>(315) 568-8265</i>
9.	Fax Number (enter 10 digits only)	(315) 568-1606	<i>(315) 568-1606</i>
10.	E-mail Address	myndersl@rochester.rr.com	<i>myndersl@rochester.rr.com</i>
11.	Outlet URL	www.senecafallslibrary.org	<i>www.senecafallslibrary.org</i>
12.	County	Seneca	<i>Seneca</i>
13.	Outlet Type Code (select one):	CE	<i>CE</i>
14.	Enter the appropriate outlet code (select one):	LO	<i>LO</i>
15.	Indicate the year this outlet was initially constructed	2002	<i>2002</i>
16.	Indicate the year the outlet underwent a major renovation costing \$25,000 or more	N/A	<i>N/A</i>
17.	Square footage of the outlet	11,900	<i>11,900</i>
18.	Does the outlet have a building entrance that is physically accessible to the person in a wheelchair?	Y	<i>Y</i>
19.	Is every public part of the outlet accessible to the person in a wheelchair?	Y	<i>Y</i>
20.	<i>LIBID</i>	2400566010	<i>2400566010</i>
21.	<i>FSCSID</i>	NY0150	<i>NY0150</i>

- |     |                                                                  |                                       |                                       |
|-----|------------------------------------------------------------------|---------------------------------------|---------------------------------------|
| 22. | Metropolitan Status Code (State Use Only - Do <u>Not</u> Modify) | NO                                    | NO                                    |
| 23. | Number of Bookmobiles in the Bookmobile Outlet Record            | 0                                     | 0                                     |
| 24. | Structure Status (State Use Only - Do <u>Not</u> Modify)         | 00 (for no change from previous year) | 00 (for no change from previous year) |

## 10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2008. 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, 2008 to December 31, 2008) | 11 | 12 |
| 10.2 | Number of <u>voting</u> positions on library board.                                             | 11 | 12 |

### BOARD MEMBER SELECTION

- |      |                                    |                                                                      |                                                                             |
|------|------------------------------------|----------------------------------------------------------------------|-----------------------------------------------------------------------------|
| 10.3 | Enter Selection Code (select one): | EA - board members are elected by the library association membership | <i>EA - board members are elected by the library association membership</i> |
|------|------------------------------------|----------------------------------------------------------------------|-----------------------------------------------------------------------------|

List Officers and Board Members for the **2009 Calendar Year**. Complete one record for *each* board member.

- |     |                                                           |                            |                                   |
|-----|-----------------------------------------------------------|----------------------------|-----------------------------------|
| 1.  | Title of Board Member (select one):                       | Mr.                        | <i>Mr.</i>                        |
| 2.  | First Name of Board Member                                | Dennis                     | <i>Dennis</i>                     |
| 3.  | Last Name of Board Member                                 | Bender                     | <i>Bender</i>                     |
| 4.  | Mailing Address                                           | 2589 Rittmer Lane          | <i>2589 Rittmer Lane</i>          |
| 5.  | City                                                      | Seneca Falls               | <i>Seneca Falls</i>               |
| 6.  | Zip Code (5 digits only)                                  | 13148                      | <i>13148</i>                      |
| 7.  | Phone for the Board President only (enter 10 digits only) | N/A                        | <i>N/A</i>                        |
| 8.  | E-mail address                                            | dbender@courts.state.ny.us | <i>dbender@courts.state.ny.us</i> |
| 9.  | Office Held or Trustee                                    | Secretary                  | <i>Secretary</i>                  |
| 10. | Term Expires                                              | June                       | <i>June</i>                       |
| 11. | Term Expires - Year (yyyy)                                | 2009                       | <i>2009</i>                       |
| 1.  | Title of Board Member (select one):                       | Mr.                        | <i>Mr.</i>                        |
| 2.  | First Name of Board Member                                | Robert                     | <i>Donald</i>                     |
| 3.  | Last Name of Board Member                                 | Kernan                     | <i>Cramer</i>                     |
| 4.  | Mailing Address                                           | 25 Tall Oaks Drive         | <i>101 Cayuga Street</i>          |
| 5.  | City                                                      | Seneca Falls               | <i>Seneca Falls</i>               |
| 6.  | Zip Code (5 digits only)                                  | 13148                      | <i>13148</i>                      |
| 7.  | Phone for the Board President only (enter 10 digits only) | N/A                        | <i>N/A</i>                        |

8.	E-mail address	rkernan3@rochester.rr.com	<i>acramer@verizon.net</i>
9.	Office Held or Trustee	Trustee	<i>N/A</i>
10.	Term Expires	June	<i>June</i>
11.	Term Expires - Year (yyyy)	2011	<i>2009</i>
1.	Title of Board Member (select one):	Mrs.	<i>Mr.</i>
2.	First Name of Board Member	Susan	<i>Robert</i>
3.	Last Name of Board Member	Porter	<i>Kernan</i>
4.	Mailing Address	78 Cayuga Street	<i>25 Tall Oaks Drive</i>
5.	City	Seneca Falls	<i>Seneca Falls</i>
6.	Zip Code (5 digits only)	13148	<i>13148</i>
7.	Phone for the Board President only (enter 10 digits only)	N/A	<i>N/A</i>
8.	E-mail address	scporter1@verizon.net	<i>robert.kernan@senecafallssavings.com</i>
9.	Office Held or Trustee	Vice-President	<i>N/A</i>
10.	Term Expires	June	<i>June</i>
11.	Term Expires - Year (yyyy)	2010	<i>2008</i>
1.	Title of Board Member (select one):	Mr.	<i>Mrs.</i>
2.	First Name of Board Member	Lawrence	<i>Marie</i>
3.	Last Name of Board Member	Driscoll	<i>Leo</i>
4.	Mailing Address	5 Leland Drive	<i>90 West Bayard Street</i>
5.	City	Seneca Falls	<i>Seneca Falls</i>
6.	Zip Code (5 digits only)	13148	<i>13148</i>
7.	Phone for the Board President only (enter 10 digits only)	(315) 568-9698	<i>N/A</i>
8.	E-mail address	elaurens1@yahoo.com	<i>leos@rochester.rr.com</i>
9.	Office Held or Trustee	President	<i>N/A</i>
10.	Term Expires	June	<i>June</i>
11.	Term Expires - Year (yyyy)	2011	<i>2009</i>
1.	Title of Board Member (select one):	Mrs.	<i>Mrs.</i>
2.	First Name of Board Member	Mary Beth	<i>Susan</i>
3.	Last Name of Board Member	Wright	<i>Porter</i>

4.	Mailing Address	3130 Bradley Avenue	78 Cayuga Street
5.	City	Seneca Falls	Seneca Falls
6.	Zip Code (5 digits only)	13148	13148
7.	Phone for the Board President only (enter 10 digits only)	N/A	N/A
8.	E-mail address	marybethwright@hotmail.com	scporter1@verizon.net
9.	Office Held or Trustee	Trustee	Vice-President
10.	Term Expires	June	June
11.	Term Expires - Year (yyyy)	2010	2010
1.	Title of Board Member (select one):	Mrs.	Mr.
2.	First Name of Board Member	Karen	Lawrence
3.	Last Name of Board Member	McNamara	Driscoll
4.	Mailing Address	3344 Route 89	5 Leland Drive
5.	City	Seneca Falls	Seneca Falls
6.	Zip Code (5 digits only)	13148	13148
7.	Phone for the Board President only (enter 10 digits only)	N/A	(315) 568-9698
8.	E-mail address	mjoekar4@aol.com	elaurens1@yahoo.com
9.	Office Held or Trustee	Trustee	President
10.	Term Expires	June	June
11.	Term Expires - Year (yyyy)	2010	2008
1.	Title of Board Member (select one):	Mrs.	Mrs.
2.	First Name of Board Member	Susan	Mary Beth
3.	Last Name of Board Member	Sinicropi	Wright
4.	Mailing Address	117 Cayuga Street	3130 Bradley Avenue
5.	City	Seneca Falls	Seneca Falls
6.	Zip Code (5 digits only)	13148	13148
7.	Phone for the Board President only (enter 10 digits only)	N/A	N/A
8.	E-mail address	susan117@rochester.rr.com	marybethwright@hotmail.com
9.	Office Held or Trustee	Trustee	N/A

10.	Term Expires	June	<i>June</i>
11.	Term Expires - Year (yyyy)	2010	<i>2010</i>
1.	Title of Board Member (select one):	Mr.	<i>Mrs.</i>
2.	First Name of Board Member	Bill	<i>Sandra</i>
3.	Last Name of Board Member	Wayne	<i>Ferrara</i>
4.	Mailing Address	3091 East Bayard Street Ext.	<i>17 Swaby Street</i>
5.	City	Seneca Falls	<i>Seneca Falls</i>
6.	Zip Code (5 digits only)	13148	<i>13148</i>
7.	Phone for the Board President only (enter 10 digits only)	N/A	<i>N/A</i>
8.	E-mail address	bwayne@nycc.edu	<i>sandra.ferrara@senecafallssavings.com</i>
9.	Office Held or Trustee	Trustee	<i>N/A</i>
10.	Term Expires	June	<i>June</i>
11.	Term Expires - Year (yyyy)	2011	<i>2010</i>
1.	Title of Board Member (select one):	Vacant	<i>Mrs.</i>
2.	First Name of Board Member	N/A	<i>Karen</i>
3.	Last Name of Board Member	N/A	<i>McNamara</i>
4.	Mailing Address	N/A	<i>3344 Route 89</i>
5.	City	N/A	<i>Seneca Falls</i>
6.	Zip Code (5 digits only)	N/A	<i>13148</i>
7.	Phone for the Board President only (enter 10 digits only)	N/A	<i>N/A</i>
8.	E-mail address	N/A	<i>mjoekar4@aol.com</i>
9.	Office Held or Trustee	N/A	<i>N/A</i>
10.	Term Expires	N/A	<i>June</i>
11.	Term Expires - Year (yyyy)	N/A	<i>2010</i>
1.	Title of Board Member (select one):	Mrs.	<i>Mrs.</i>
2.	First Name of Board Member	Deborah	<i>Susan</i>
3.	Last Name of Board Member	Jones	<i>Sinicropi</i>
4.	Mailing Address	11 Courtney Drive	<i>117 Cayuga Street</i>
5.	City	Seneca Falls	<i>Seneca Falls</i>



6.	Zip Code (5 digits only)	13148	<i>13148</i>
7.	Phone for the Board President only (enter 10 digits only)	N/A	<i>N/A</i>
8.	E-mail address	djones33@rochester.rr.com	<i>susan117@rochester.rr.com</i>
9.	Office Held or Trustee	Trustee	<i>N/A</i>
10.	Term Expires	June	<i>June</i>
11.	Term Expires - Year (yyyy)	2009	<i>2010</i>
1.	Title of Board Member (select one):	Mrs.	<i>Mr.</i>
2.	First Name of Board Member	Nancy	<i>Bill</i>
3.	Last Name of Board Member	Sinha	<i>Wayne</i>
4.	Mailing Address	201 Ovid Street	<i>3091 East Bayard Street Ext.</i>
5.	City	Seneca Falls	<i>Seneca Falls</i>
6.	Zip Code (5 digits only)	13148	<i>13148</i>
7.	Phone for the Board President only (enter 10 digits only)	N/A	<i>N/A</i>
8.	E-mail address	msinha@rochester.rr.com	<i>bwayne@nycc.edu</i>
9.	Office Held or Trustee	Trustee	<i>N/A</i>
10.	Term Expires	June	<i>June</i>
11.	Term Expires - Year (yyyy)	2009	<i>2008</i>

## 11. OPERATING FUNDS RECEIPTS

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	Y
1.	Source of Funds	Town	<i>Town</i>
2.	Name of funding County, Municipality or District	Town of Seneca Falls	<i>Seneca Falls</i>
3.	Amount	\$62,500	<i>\$62,500</i>
4.	Subject to Public Vote	N	<i>N</i>
5.	Written Contractual Agreement	N	<i>N</i>
1.	Source of Funds	School District	<i>School District</i>
2.	Name of funding County, Municipality or District	Seneca Falls Central School	<i>Seneca Falls Central School</i>
3.	Amount	\$63,500	<i>\$75,000</i>
4.	Subject to Public Vote	Y	<i>N</i>
5.	Written Contractual Agreement	N	<i>N</i>
11.2	<b>TOTAL LOCAL PUBLIC FUNDS</b>	\$126,000	<i>\$137,500</i>
<b>SYSTEM CASH GRANTS TO MEMBER LIBRARY</b>			
11.3	Local Library Services Aid (LLSA)	\$10,005	<i>\$12,465</i>
11.4	Central Library Aid (CLDA and/or CBA)	\$0	<i>\$0</i>
11.5	Additional State Aid received from the System	\$0	<i>\$0</i>
11.6	Federal Aid received from the System	\$0	<i>\$0</i>
11.7	Other Cash Grants	\$7,000	<i>\$5,777</i>
11.8	<b>TOTAL SYSTEM CASH GRANTS</b> (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$17,005	<i>\$18,242</i>

### 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	\$0	\$0
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#### FEDERAL AID FOR LIBRARY OPERATION

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

#### OTHER RECEIPTS

11.14 Gifts and Endowments	\$60,578	\$77,824
11.15 Fund Raising	\$1,745	\$4,229
11.16 Income from Investments	\$35,060	\$35,974
11.17 Library Charges	\$29,344	\$29,860
11.18 Other	\$10,260	\$10,949
11.19 <b>TOTAL OTHER RECEIPTS</b> (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$136,987	\$158,836
11.20 <b>TOTAL OPERATING FUND RECEIPTS</b> (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$279,992	\$314,578
11.21 <b>BUDGET LOANS</b>	\$0	\$0

#### TRANSFERS

11.22 From Capital Fund (Same as Question 14.8)	\$0	\$0
11.23 From Other Funds	\$0	\$0
11.24 <b>TOTAL TRANSFERS</b> (Add Questions 11.22 and 11.23)	\$0	\$0
11.25 <b>BALANCE</b> - Beginning of Fiscal Year Ending 2008 (Same as Question 12.38 of previous year if fiscal year has not changed)	\$294,479	\$255,111

11.26	<b>GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE</b> (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.39)	\$574,471	\$569,689
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## 12. OPERATING FUND DISBURSEMENTS

### STAFF EXPENDITURES

#### Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$0	\$0
12.2	Other Staff	\$128,410	\$126,758
12.3	<b>Total Salaries &amp; Wages Expenditures</b> (Add Questions 12.1 and 12.2)	\$128,410	\$126,758
12.4	<b>Employee Benefits Expenditures</b>	\$26,697	\$24,472
12.5	<b>Total Staff Expenditures</b> (Add Questions 12.3 and 12.4)	\$155,107	\$151,230

### COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$19,954	\$17,880
12.7	Electronic Materials Expenditures	\$7,215	\$8,281
12.8	Other Materials Expenditures	\$3,536	\$3,177
12.9	<b>Total Collection Expenditures</b> (Add Questions 12.6, 12.7 and 12.8)	\$30,705	\$29,338

### CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$0	\$0
12.11	From Other Funds (71OF)	\$0	\$0
12.12	<b>Total Capital Expenditures</b> (Add Questions 12.10 and 12.11)	\$0	\$0

### OPERATION AND MAINTENANCE OF BUILDINGS

#### Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	\$0	\$0
12.14	From Other Funds (72OF)	\$0	\$0
12.15	<b>Total Repairs</b> (Add Questions 12.13 and 12.14)	\$0	\$0
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$59,502	\$52,148
12.17	<b>Total Operation &amp; Maintenance of Buildings</b> (Add Questions 12.15 and 12.16)	\$59,502	\$52,148

### MISCELLANEOUS EXPENSES

12.18 Office and Library Supplies	\$8,285	\$9,990
12.19 Telecommunications	\$4,055	\$4,281
12.20 Binding Expenses	\$0	\$0
12.21 Postage and Freight	\$6,701	\$8,456
12.22 Other Miscellaneous	\$20,758	\$19,767
12.23 <b>Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21 and 12.22)</b>	\$39,799	\$42,494
12.24 <b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b>	\$0	\$0

## DEBT SERVICE

### Capital Purposes Loans (Principal and Interest)

12.25 From Local Public Funds (73PF)	\$0	\$0
12.26 From Other Funds (73OF)	\$0	\$0
12.27 <b>Total (Add Questions 12.25 and 12.26)</b>	\$0	\$0
12.28 Budget Loans (Principal and Interest)	\$0	\$0
12.29 Short-Term Loans	\$0	\$0
12.30 <b>Total Debt Service (Add Questions 12.27, 12.28 and 12.29)</b>	\$0	\$0
12.31 <b>TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.23, 12.24 and 12.30)</b>	\$285,113	\$275,210

## TRANSFERS

### Transfers to Capital Fund

12.32 From Local Public Funds (76PF)	\$0	\$0
12.33 From Other Funds (76OF)	\$0	\$0
12.34 <b>Total Transfers to Capital Fund (Add Questions 12.32 and 12.33; same as Question 13.8)</b>	\$0	\$0
12.35 Transfer to Other Funds	\$0	\$0
12.36 <b>TOTAL TRANSFERS (Add Questions 12.34 and 12.35)</b>	\$0	\$0



12.37	<b>TOTAL DISBURSEMENTS AND TRANSFERS</b> (Add Questions 12.31 and 12.36)	\$285,113	\$275,210
12.38	<b>BALANCE IN OPERATING FUND</b> -at the End of Fiscal Year Ending 2008	\$289,358	\$294,479
12.39	<b>GRAND TOTAL DISBURSEMENTS, TRANSFERS &amp; BALANCE</b> (Add Questions 12.37 and 12.38; same as Question 11.26)	\$574,471	\$569,689

#### 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).	03/09/2009	03/11/2008
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#### FISCAL AUDIT

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

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

#### REVENUES FROM LOCAL SOURCES

13.1	Revenues from Local Government Sources	\$0	\$0
13.2	All Other Revenues from Local Sources	\$0	\$0
13.3	<b>Total Revenues from Local Sources</b> (Add Questions 13.1 and 13.2)	\$0	\$0

#### STATE AID FOR CAPITAL PROJECTS

13.4	State Aid Received for Construction	\$0	\$0
13.5	Other State Aid	\$0	\$0
13.6	<b>Total State Aid</b> (Add Questions 13.4 and 13.5)	\$0	\$0

#### FEDERAL AID FOR CAPITAL PROJECTS

13.7	<b>TOTAL FEDERAL AID</b>	\$0	\$0
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#### INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.34)	\$0	\$0
13.9	<b>TOTAL REVENUES</b> (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$0	\$0
13.10	<b>NON-REVENUE RECEIPTS</b>	\$0	\$0
13.11	<b>TOTAL RECEIPTS</b> (Add Questions 13.9 and 13.10)	\$0	\$0
13.12	<b>CASH BALANCE</b> - Beginning of Fiscal Year Ending 2008 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$0	\$0
13.13	<b>TOTAL RECEIPTS AND BALANCE</b> (Add Questions 13.11 and 13.12; same as Question 14.12)	\$0	\$0



## 14. CAPITAL FUNDS DISBURSEMENTS

### PROJECT EXPENDITURES

14.1	Construction	\$0	\$0
14.2	Incidental Construction	\$0	\$0
<b>Other Disbursements</b>			
14.3	Purchase of Buildings	\$0	\$0
14.4	Interest	\$0	\$0
14.5	Collection Expenditures	\$0	\$0
14.6	Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	\$0	\$0
14.7	<b>TOTAL PROJECT EXPENDITURES</b> (Add Questions 14.1, 14.2 and 14.6)	\$0	\$0
14.8	<b>TRANSFER TO OPERATING FUND</b> (Same as Question 11.22)	\$0	\$0
14.9	<b>NON-PROJECT EXPENDITURES</b>	\$0	\$0
14.10	<b>TOTAL DISBURSEMENTS AND TRANSFERS</b> (Add Questions 14.7, 14.8 and 14.9)	\$0	\$0
14.11	<b>CASH BALANCE</b> - End Of Fiscal Year ending 2008	\$0	\$0
14.12	<b>TOTAL CASH DISBURSEMENTS AND BALANCE</b> (Add Questions 14.10 and 14.11; same as Question 13.13)	\$0	\$0

## 15. FEDERAL TOTALS

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

*"Note:* All fields in Part 15 are pre-calculated formulas; there is no need to enter data in the section."

15.1	Total ALA-MLS	0.00	0.00
15.2	Total Librarians	1.00	1.00
15.3	All Other Paid Staff	4.50	4.50
15.4	Total Paid Employees	5.50	5.50
15.5	State Government Revenue	\$10,005	\$12,465
15.6	Federal Aid Revenue	\$0	\$0
15.7	Other Operating Revenue	\$143,987	\$164,613
15.8	Total Operating Revenue	\$279,992	\$314,578
15.9	Other Operating Expenditures	\$99,301	\$94,642
15.10	Total Operating Expenditures	\$285,113	\$275,210
15.11	Capital Expenditures	\$0	\$0
15.12	Print Materials	27,250	26,703
15.13	Total Registered Borrowers	6,449	5,701
15.14	Other Capital Revenue and Receipts	\$0	\$0

**16. FOR NEW YORK STATE LIBRARY USE ONLY**

16.1 <i>LIB ID</i>	2400566010	<i>2400566010</i>
16.2 <i>Interlibrary Relationship Code</i>	ME	<i>ME</i>
16.3 <i>Legal Basis Code</i>	NP	<i>NP</i>
16.4 <i>Administrative Structure Code</i>	SO	<i>SO</i>
16.5 <i>FSCS Public Library Definition</i>	Y	<i>Y</i>
16.6 <i>Geographic Code</i>	OTH	<i>OTH</i>
16.7 <i>FSCS ID</i>	NY0150	<i>NY0150</i>

## SUGGESTED IMPROVEMENTS

Library Name:	Seneca Falls Library	<i>Seneca Falls Library</i>
Library System:	Finger Lakes Library System	<i>Finger Lakes Library System</i>
Name of Person Completing Form:		
Phone Number:		
Please share your suggestions for improving the <i>Annual Report</i> . Thank you!		

# **Seneca Falls Library**

## **Annual Report For Public And Association Libraries - 2008**

### **1. GENERAL LIBRARY INFORMATION**

No Notes

### **2. LIBRARY COLLECTION**

2.13 Electronic Books	<b>FSCS Note:</b>	We did not offer this service for all of 2008. The service was taken over by the Finger Lakes Library System. When we dropped electronic books, we were offering the same number of titles as we offered in 2007.
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### **3. LIBRARY PROGRAMS, POLICIES, AND SERVICES**

No Notes

### **4. LIBRARY TRANSACTIONS**

No Notes

### **5. AUTOMATION AND TELECOMMUNICATIONS**

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**

No Notes

### **12. OPERATING FUND DISBURSEMENTS**

12.43 Indicate type of audit  
(select one):

State  
Note:

A local bank official that was a one time IRS auditor performed the audit.

### **13. CAPITAL FUND RECEIPTS**

No Notes

### **14. CAPITAL FUNDS DISBURSEMENTS**

No Notes

### **15. FEDERAL TOTALS**

No Notes

### **16. FOR NEW YORK STATE LIBRARY USE ONLY**

No Notes

### **SUGGESTED IMPROVEMENTS**

No Notes