

Seneca Falls Library

Annual Report For Public And Association Libraries - 2011

	CURRENT YEAR	PREVIOUS YEAR
1. GENERAL LIBRARY INFORMATION		
Report all information in Part 1 as of December 31, 2011, <u>except</u> for questions related to the <u>current</u> library director/manager (questions 1.32 through 1.37).		
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
1.6a Beginning Fiscal Reporting Year	01/01/2011	1/1/2010
1.6b Beginning <u>Local</u> Fiscal Year	01/01/2011	
1.7a Ending Fiscal Reporting Year	12/31/2011	12/31/2010
1.7b Ending <u>Local</u> Fiscal Year	12/31/2011	
1.8 Address Status	00 (for no change from previous year)	00 (for no change from previous year)
1.9 Street Address	47 Cayuga Street	47 Cayuga Street
1.10 City	Seneca Falls	Seneca Falls
1.11 Zip Code	13148	13148
1.12 Four-Digit Zip Code Extension	1480	1480
1.13 Mailing Address	47 Cayuga Street	47 Cayuga Street
1.14 City	Seneca Falls	Seneca Falls
1.15 Zip Code	13148	13148
1.16 Four-Digit Zip Code Extension	1480	1480
1.17 Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(315) 568-8265	(315) 568-8265
1.18 Fax Number (enter 10 digits only and hit the Tab key; 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 no home page URL)	www.senecafallslibrary.org	www.senecafallslibrary.org
1.21 Population Chartered to Serve (per 2000 Census)	6,861	6,861
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	<i>Absolute</i>
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	12/16/1898	<i>12/16/1898</i>
1.27	Date the library was last registered	12/31/1975	<i>12/31/1975</i>
1.28	Federal Employer Identification Number	166075457	<i>166075457</i>
1.29	County	Seneca	<i>Seneca</i>
1.30	School District	Seneca Falls Central Schools	<i>Seneca Falls Central Schools</i>
1.31	Library System	Finger Lakes Library System	<i>Finger Lakes Library System</i>
NOTE: For questions 1.32 through 1.37, report all information for the <u>current</u> library director/manager.			
1.32	Title of Library Director/ Manager (select one):	Mr.	<i>Mr.</i>
1.33	First Name of Library Director/Manager	Michael	<i>Michael</i>
1.34	Last Name of Library Director/Manager	Caraher	<i>Caraher</i>
1.35	NYS Public Librarian Certification Number	N/A	<i>N/A</i>
1.36	E-mail Address of the Director/Manager	myndersl@rochester.rr.com	<i>myndersl@rochester.rr.com</i>
1.37	Fax Number of the Director/Manager	(315) 568-1606	<i>(315) 568-1606</i>
1.38	Does the library charge fees for library cards to people residing outside the system's service area?	N	<i>N</i>
1.39	For the fiscal reporting year (questions 1.6 and 1.7) 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 <u>each</u> vote held. If no, go to question 1.40.	N	<i>N</i>
1.	Name of municipality or district holding the vote	N/A	<i>N/A</i>
2.	Indicate the type of municipality or district holding the vote	N/A	<i>N/A</i>
3.	Was this a Chapter 414 (Ed. Law Â§259.1.b)?	N/A	<i>N/A</i>
4.	Dollar amount	N/A	<i>N/A</i>
5.	Was the vote successful?	N/A	<i>N/A</i>
6.	Date the vote was held (mm/dd/yyyy)	N/A	<i>N/A</i>
1.40	For the fiscal year that ended in 2011, 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.	43%	<i>39%</i>

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 *each* contract. If no, go to question 1.42.

N

N

1. Name of contracting municipality or district N/A
2. Is this a written contractual agreement? N/A
3. Population of the geographic area served by this contract N/A
4. Dollar amount of contract N/A
5. Enter the appropriate code for range of services provided (select one): N/A

N/A

N/A

N/A

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

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	10,831	11,055
2.2	Adult Non-fiction Books	9,206	8,992
2.3	Total Adult Books (Total questions 2.1 & 2.2)	20,037	20,047
2.4	Children's Fiction Books	5,064	4,619
2.5	Children's Non-fiction Books	2,867	2,700
2.6	Total Children's Books (Total questions 2.4 & 2.5)	7,931	7,319
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	27,968	27,366

Other Print Materials

2.8	Total Uncataloged Books	866	1,036
2.9	Total Print Serials	262	401
2.10	All Other Print Materials	632	361
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	1,760	1,798
2.12	Total Print Materials (Total questions 2.7 and 2.11)	29,728	29,164

ELECTRONIC MATERIALS

2.13	Electronic Books	12	3,461
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2.14	Local Databases	1	1
2.15	NOVELNY Databases	9	9
2.16	Other Databases	12	14
2.17	Total Databases (Total questions 2.14, 2.15 and 2.16)	22	24
2.18	Other Electronic Materials (includes all other materials in digital format such as e-serials, government documents, electronic files, reference tools, scores, maps, etc.)	1	0
2.19	Total Electronic Materials (Total questions 2.13, 2.17 and 2.18)	35	3,485

ALL OTHER MATERIALS

2.20	Audio - Physical Units	1,215	732
2.21	Audio - Downloadable Titles	3,648	3,109
2.22	Video - Physical Units	896	851
2.23	Video - Downloadable Titles	0	0
2.24	All Other Materials (includes microform, films, slides, etc.)	102	250
2.25	Total Other Materials Holdings (Total questions 2.20 through 2.24)	5,861	4,942
2.26	GRAND TOTAL HOLDINGS (Total questions 2.12, 2.19 and 2.25)	35,624	37,591

CURRENT SERIAL SUBSCRIPTIONS

2.27	Current Print Serial Subscriptions	55	50
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ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.28	Cataloged Books	1,741	1,609
2.29	All Other Print Materials	39	132
2.30	Electronic Materials	27	442
2.31	All Other Materials	282	25
2.32	Total Additions (Total questions 2.28 through 2.31)	2,089	2,208

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Report all information on questions 3.1 through 3.10 and 3.49 through 3.57 as of the end of the fiscal year reported in Part 1; report information on questions 3.11 through 3.48 for the 2011 calendar year.

LIBRARY SPONSORED PROGRAMS

3.1	Adult Program Sessions	17	26
3.2	Young Adult Program Sessions	7	6
3.3	Children's Program Sessions	139	116
3.4	All Other Program Sessions	8	3
3.5	Total Number of Program Sessions (Total questions 3.1 through 3.4)	171	151
3.6	Adult Program Attendance	423	534
3.7	Young Adult Program Attendance	46	30
3.8	Children's Program Attendance	3,986	4,695
3.9	All Other Program Attendance	360	269
3.10	Total Program Attendance (Total questions 3.6 through 3.9)	4,815	5,528

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 2011 (check all that apply):

a.	Program(s) for children	Yes	Yes
b.	Program(s) for young adults	Yes	Yes
c.	Summer Reading at New York Libraries name and/or logo used	Yes	Yes
d.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used	Yes	Yes
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	123	59
3.14	Young adults registered for the library's summer reading program	8	9
3.15	Total number registered for the library's summer reading program (total 3.13 + 3.14)	131	68
3.16	Children's program sessions - Summer 2011	11	3
3.17	Young adult program sessions - Summer 2011	2	3
3.18	Total program sessions - Summer 2011 (total 3.16 + 3.17)	13	6
3.19	Children's program attendance - Summer 2011	671	365
3.20	Young adult program attendance - Summer 2011	4	87
3.21	Total program attendance - Summer 2011 (total 3.19 + 3.20)	675	452

COLLABORATORS

3.22	Public school district(s) and/or BOCES	1	2
3.23	Non-public school(s)	1	1
3.24	Childcare center(s)	4	4
3.25	Summer camp(s)	0	0
3.26	Municipality/Municipalities	0	0
3.27	Literacy provider(s)	0	0
3.28	Other (describe using the State note)	0	0
3.29	Total Collaborators (total 3.22 through 3.28)	6	7

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 - school entry	Yes	Yes
b.	Parents and Caregivers	No	No
c.	N/A	No	No

3.32	Ages birth to school entry program sessions	78	77
3.33	Parent and/or caregiver program sessions	0	0
3.34	Total program sessions (total 3.32 + 3.33)	78	77
3.35	Ages birth to school entry program attendance	2,040	3,306
3.36	Parent and/or caregiver program attendance	0	0
3.37	Total program attendance (total 3.35 + 3.36)	2,040	3,306
3.38	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)

3.39	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	N	N
3.40	Children's program sessions	0	0
3.41	Young adult program sessions	0	0
3.42	Adult program sessions	0	0
3.43	Total program sessions (total 3.40 + 3.41 + 3.42)	0	0
3.44	Children's program attendance	0	0
3.45	Young adult program attendance	0	0
3.46	Adult program attendance	0	0
3.47	Total program attendance (total 3.44 + 3.45 + 3.46)	0	0
3.48	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	No
d.	Other (describe using the State note)	No	No
e.	N/A	No	Yes

LIBRARY USE

3.49	Library visits (total annual attendance)	43,480	40,099
3.50	Registered resident borrowers	1,877	1,866
3.51	Registered non-resident borrowers	3,246	3,380

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

3.52	Does the library have an open meeting policy?	Y	Y
3.53	Does the library have a policy protecting the confidentiality of library records?	Y	Y
3.54	Does the library have an Internet use policy?	Y	Y
3.55	Does the library have a disaster policy?	N	N

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

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

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	15,849	15,698
4.2	Adult Non-fiction Books	6,105	5,645
4.3	Total Adult Books (Total questions 4.1 & 4.2)	21,954	21,343
4.4	Children's Fiction Books	8,504	6,878
4.5	Children's Non-fiction Books	2,424	1,981
4.6	Total Children's Books (Total questions 4.4 & 4.5)	10,928	8,859
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	32,882	30,202

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	10,991	12,873
4.9	Circulation of Children's Other Materials	3,155	2,834
4.10	Total Circulation of Other Materials (Total questions 4.8 & 4.9)	14,146	15,707
4.11	Grand Total Circulation Transactions (Total questions 4.7 & 4.10)	47,028	45,909
4.12	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	14,083	11,693

REFERENCE TRANSACTIONS

4.13	Total Reference Transactions	3,384	3,317
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INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.14	TOTAL MATERIALS RECEIVED	8,223	7,228
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.15	TOTAL MATERIALS PROVIDED	5,651	4,669
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5. AUTOMATION AND TELECOMMUNICATIONS

Report all information as of December 31, 2011.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y	Y
5.2	Online public access catalog (OPAC)?	Y	Y
5.3	Electronic access to the OPAC from outside the library?	Y	Y
5.4	Annual number of visits to the library's web site	29,001	15,558
5.5	Does the library use Internet filtering software on any computer?	N	N

5.6	Number of uses (sessions) of public Internet computers per year	13,614	14,212
5.7	Name of the person at the library to contact regarding Information Technology (IT) services	Rex Helwig	
5.8	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(607) 273-4074	
5.9	IT contact's email address	rhelwig@flls.org	

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

6.2	Library Director (certified)	0	0
6.3	Vacant Library Director (certified)	0	0
6.4	Librarian (certified)	0	0
6.5	Vacant Librarian (certified)	0	0
6.6	Library Manager (not certified)	1	1.0
6.7	Vacant Library Manager (not certified)	0	0
6.8	Library Specialist/Paraprofessional (not certified)	0	0
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0	0
6.10	Other Staff	4.5	4.5
6.11	Vacant Other Staff	0	0
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	5.50	5.50
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.00	0.00

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	N/A	0
6.15	Salary - Entry Level Librarian (certified)	N/A	\$0
6.16	FTE - Library Director (certified)	N/A	0
6.17	Salary - Library Director (certified)	N/A	\$0
6.18	FTE - Library Manager (not certified)	1	1
6.19	Salary - Library Manager (not certified)	\$47,904	\$46,965

7. MINIMUM PUBLIC LIBRARY STANDARDS

Report all information as of December 31, 2011.

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' 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	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)	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	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	57.00	57.00
8.10	Annual Total Hours - Main Library	3,096	2,964
8.11	Annual Total Hours - Branch Libraries	0	0

8.12	Annual Total Hours - Bookmobiles	0	0
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	3,096.00	2,964.00

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	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.	Public Service Hours Per Year for This Outlet	3,096	<i>2,964</i>
15.	Number of Weeks This Outlet is Open	52	<i>52</i>
16.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y	<i>Y</i>
17.	Is the meeting space available for public use even when the outlet is closed?	Y	<i>Y</i>
18.	Total number of non-library sponsored programs, meetings and/or events at this outlet	296	<i>253</i>
19.	Enter the appropriate outlet code (select one):	LO	<i>LO</i>
20.	Who owns this outlet building?	Library Board	<i>Library Board</i>
21.	Who owns the land on which this outlet is built?	Library Board	<i>Library Board</i>
22.	Indicate the year this outlet was initially constructed	2002	<i>2002</i>
23.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	N/A	<i>N/A</i>
24.	Square footage of the outlet	11,900	<i>11,900</i>
25.	Total number of Internet terminals at this outlet used by the general public	12	<i>12</i>
26.	Type of connection on the outlet's public Internet computers	Cable	<i>Cable</i>
27.	Maximum <u>download</u> speed on the outlet's public access Internet computers <u>only</u> .	Greater than 3 mbps and less than 6 mbps	<i>Greater than 3 mbps and less than 6 mbps</i>
28.	Maximum <u>upload</u> speed on the outlet's public access Internet computers <u>only</u> .	Greater than 200 kbps and less than 768 kbps	<i>Greater than 200 kbps and less than 768 kbps</i>

29.	Internet Provider	Time Warner Cable	
30.	WiFi Access (click the hyperlink for types of WiFi Access)	No restrictions to access	Y
31.	Does the outlet have interactive videoconferencing capability for public use?	N	N
32.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y	Y
33.	Is every public part of the outlet accessible to a person in a wheelchair?	Y	Y
34.	<i>LIBID</i>	2400566010	2400566010
35.	<i>FSCSID</i>	NY0150	NY0150
36.	<i>Metropolitan Status Code</i>	NO	NO
37.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0	0
38.	<i>Outlet Structure Status</i>	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, 2011. 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, 2011 to December 31, 2011)	12	11
10.2	Number of voting library board positions stated in the library's charter.	7	7
10.3	Number of current <u>voting</u> positions on library board.	11	11

BOARD MEMBER SELECTION

10.4	Enter Board Member Selection Code (select one):	EA - board members are elected by the library association membership	EA - board members are elected by the library association membership
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List Officers and Board Members for the **2012 Calendar Year**. Complete one record for *each* board member.

BOARD PRESIDENT

10.5	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), or Vacant	Mrs.	Mrs.
10.6	First Name	Gretchen	Gretchen
10.7	Last Name	Koch	Koch
10.8	Mailing Address	4051 Route 89	4051 Route 89
10.9	City	Seneca Falls	Seneca Falls
10.10	Zip Code (5 digits only)	13148	13148
10.11	Phone (enter 10 digits only)	(315) 246-9823	(315) 246-9823
10.12	E-mail Address	gretchennync@gmail.com	prowlergretch@aol.com
10.13	Term Expires - Month	June	June
10.14	Term Expires - Year (yyyy)	2013	2013
10.15	The date the Oath of Office was taken (mm/dd/yyyy)	N/A	

10.16	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	
1.	Title of Board Member (select one):	Mrs.	<i>Mrs.</i>
2.	First Name of Board Member	Deborah	<i>Deborah</i>
3.	Last Name of Board Member	Jones	<i>Jones</i>
4.	Mailing Address	11 Courtney Drive	<i>11 Courtney Drive</i>
5.	City	Seneca Falls	<i>Seneca Falls</i>
6.	Zip Code (5 digits only)	13148	<i>13148</i>
7.	E-mail address	djones33@rochester.rr.com	<i>djones33@rochester.rr.com</i>
8.	Office Held or Trustee	Secretary	<i>Secretary</i>
9.	Term Expires	June	<i>June</i>
10.	Term Expires - Year (yyyy)	2012	<i>2012</i>
11.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	
1.	Title of Board Member (select one):	Mr.	<i>Mr.</i>
2.	First Name of Board Member	Robert	<i>Robert</i>
3.	Last Name of Board Member	Kernan	<i>Kernan</i>
4.	Mailing Address	25 Tall Oaks Drive	<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.	E-mail address	rkernan3@rochester.rr.com	<i>rkernan3@rochester.rr.com</i>
8.	Office Held or Trustee	Treasurer	<i>Treasurer</i>
9.	Term Expires	June	<i>June</i>
10.	Term Expires - Year (yyyy)	2014	<i>2011</i>
11.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	
1.	Title of Board Member (select one):	Mrs.	<i>Mr.</i>
2.	First Name of Board Member	Karen	<i>Lawrence</i>
3.	Last Name of Board Member	McNamara	<i>Driscoll</i>
4.	Mailing Address	3344 Route 89	<i>5 Leland Drive</i>
5.	City	Seneca Falls	<i>Seneca Falls</i>
6.	Zip Code (5 digits only)	13148	<i>13148</i>
7.	E-mail address	mjoekar4@aol.com	<i>elaurens1@yahoo.com</i>
8.	Office Held or Trustee	Vice President	<i>Trustee</i>
9.	Term Expires	June	<i>June</i>
10.	Term Expires - Year (yyyy)	2013	<i>2011</i>
11.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	
1.	Title of Board Member (select one):	Mrs.	<i>Mrs.</i>
2.	First Name of Board Member	Susan	<i>Karen</i>
3.	Last Name of Board Member	Sinicropi	<i>McNamara</i>
4.	Mailing Address	117 Cayuga Street	<i>3344 Route 89</i>
5.	City	Seneca Falls	<i>Seneca Falls</i>

6.	Zip Code (5 digits only)	13148	13148
7.	E-mail address	susan117@rochester.rr.com	mjoekar4@aol.com
8.	Office Held or Trustee	Trustee	Vice President
9.	Term Expires	June	June
10.	Term Expires - Year (yyyy)	2013	2013
11.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	
1.	Title of Board Member (select one):	Mrs.	Mrs.
2.	First Name of Board Member	Nancy	Susan
3.	Last Name of Board Member	Sinha	Sinicropi
4.	Mailing Address	201 Ovid Street	117 Cayuga Street
5.	City	Seneca Falls	Seneca Falls
6.	Zip Code (5 digits only)	13148	13148
7.	E-mail address	msinha@rochester.rr.com	susan117@rochester.rr.com
8.	Office Held or Trustee	Trustee	Trustee
9.	Term Expires	June	June
10.	Term Expires - Year (yyyy)	2012	2013
11.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	
1.	Title of Board Member (select one):	Mrs.	Mrs.
2.	First Name of Board Member	Ann	Nancy
3.	Last Name of Board Member	Cramer	Sinha
4.	Mailing Address	101 Cayuga Street	201 Ovid Street
5.	City	Seneca Falls	Seneca Falls
6.	Zip Code (5 digits only)	13148	13148
7.	E-mail address	acramer101@verizon.net	msinha@rochester.rr.com
8.	Office Held or Trustee	Trustee	Trustee
9.	Term Expires	June	June
10.	Term Expires - Year (yyyy)	2013	2012
11.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	
1.	Title of Board Member (select one):	Mr.	Mrs.
2.	First Name of Board Member	Daniel	Ann
3.	Last Name of Board Member	Emmo	Cramer
4.	Mailing Address	117 Bridge Street	101 Cayuga Street
5.	City	Seneca Falls	Seneca Falls
6.	Zip Code (5 digits only)	13148	13148
7.	E-mail address	uncadan64@aol.com	acramer101@verizon.net
8.	Office Held or Trustee	Trustee	Trustee
9.	Term Expires	June	June
10.	Term Expires - Year (yyyy)	2014	2013
11.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	

12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	
1.	Title of Board Member (select one):	Mrs.	<i>Mr.</i>
2.	First Name of Board Member	Susan	<i>Daniel</i>
3.	Last Name of Board Member	Porter	<i>Emmo</i>
4.	Mailing Address	78 Cayuga Street	<i>117 Bridge Street</i>
5.	City	Seneca Falls	<i>Seneca Falls</i>
6.	Zip Code (5 digits only)	13148	<i>13148</i>
7.	E-mail address	scporter1@verizon.net	<i>danielrobertemmo@aol.com</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Expires	June	<i>June</i>
10.	Term Expires - Year (yyyy)	2013	<i>2011</i>
11.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	
1.	Title of Board Member (select one):	Vacant	<i>Mrs.</i>
2.	First Name of Board Member	N/A	<i>Susan</i>
3.	Last Name of Board Member	N/A	<i>Porter</i>
4.	Mailing Address	N/A	<i>78 Cayuga Street</i>
5.	City	N/A	<i>Seneca Falls</i>
6.	Zip Code (5 digits only)	N/A	<i>13148</i>
7.	E-mail address	N/A	<i>scporter1@verizon.net</i>
8.	Office Held or Trustee	N/A	<i>Trustee</i>
9.	Term Expires	N/A	<i>June</i>
10.	Term Expires - Year (yyyy)	N/A	<i>2013</i>
11.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	
1.	Title of Board Member (select one):	Mr.	<i>Vacant</i>
2.	First Name of Board Member	Martin	<i>N/A</i>
3.	Last Name of Board Member	Toombs	<i>N/A</i>
4.	Mailing Address	84 Bridge Street	<i>N/A</i>
5.	City	Seneca Falls	<i>N/A</i>
6.	Zip Code (5 digits only)	13148	<i>N/A</i>
7.	E-mail address	marty@toombs.info	<i>N/A</i>
8.	Office Held or Trustee	Trustee	<i>N/A</i>
9.	Term Expires	June	
10.	Term Expires - Year (yyyy)	2014	
11.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	

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 County County

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

3. Amount \$10,650 \$10,650

4. Subject to Public Vote N N

5. Written Contractual Agreement Y Y

1. Source of Funds Town Town

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

3. Amount \$35,000 \$40,000

4. Subject to Public Vote N N

5. Written Contractual Agreement N N

1. Source of Funds School District School District

2. Name of funding County, Municipality or District Seneca Falls Central School Seneca Falls Central Schools

3. Amount \$127,000 \$127,187

4. Subject to Public Vote Y Y

5. Written Contractual Agreement N N

11.2 TOTAL LOCAL PUBLIC FUNDS \$172,650 \$177,837

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3 Local Library Services Aid (LLSA) \$3,500 \$261

11.4 Central Library Aid (CLDA and/or CBA) \$0 \$0

11.5 Additional State Aid received from the System \$0 \$0

11.6 Federal Aid received from the System \$182 \$0

11.7 Other Cash Grants \$18,015 \$16,547

11.8 TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7) \$21,697 \$16,808

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 \$37,500

FEDERAL AID FOR LIBRARY OPERATION

11.10 LSTA \$0 \$0

11.11 Other Federal Aid \$0 \$0

11.12 TOTAL FEDERAL AID (Add Questions 11.10 and 11.11) \$0 \$0

11.13 CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE \$0 \$0

OTHER RECEIPTS

11.14	Gifts and Endowments	\$83,363	\$45,651
11.15	Fund Raising	\$5,054	\$1,455
11.16	Income from Investments	\$973	\$16,103
11.17	Library Charges	\$8,307	\$28,793
11.18	Other	\$12,049	\$9,718
11.19	TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$109,746	\$101,720
11.20	TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$304,093	\$333,865

11.21	BUDGET LOANS	\$0	\$0
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TRANSFERS

11.22	From Capital Fund (Same as Question 14.8)	\$0	\$0
11.23	From Other Funds	\$0	\$0
11.24	TOTAL TRANSFERS (Add Questions 11.22 and 11.23)	\$0	\$0
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2011 (Same as Question 12.38 of previous year if fiscal year has not changed)	\$314,679	\$294,315
11.26	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.39)	\$618,772	\$628,180

12. OPERATING FUND DISBURSEMENTS

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$0	\$0
12.2	Other Staff	\$153,617	\$140,908
12.3	Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)	\$153,617	\$140,908
12.4	Employee Benefits Expenditures	\$23,779	\$29,720
12.5	Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$177,396	\$170,628

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$24,775	\$29,123
12.7	Electronic Materials Expenditures	\$5,536	\$5,492
12.8	Other Materials Expenditures	\$2,904	\$2,504
12.9	Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$33,215	\$37,119

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$0	\$0
12.11	From Other Funds (71OF)	\$3,019	\$0
12.12	Total Capital Expenditures (Add Questions 12.10 and 12.11)	\$3,019	\$0

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	\$1,244	\$0
12.14	From Other Funds (72OF)	\$0	\$0
12.15	Total Repairs (Add Questions 12.13 and 12.14)	\$1,244	\$0
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$46,688	\$58,076
12.17	Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$47,932	\$58,076

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$22,718	\$16,512
12.19	Telecommunications	\$11,535	\$4,851
12.20	Binding Expenses	\$0	\$0
12.21	Postage and Freight	\$2,925	\$3,675
12.22	Other Miscellaneous	\$81,065	\$22,640
12.23	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21 and 12.22)	\$118,243	\$47,678

12.24	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0	\$0
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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	Total (Add Questions 12.25 and 12.26)	\$0	\$0
12.28	Budget Loans (Principal and Interest)	\$0	\$0
12.29	Short-Term Loans	\$0	\$0
12.30	Total Debt Service (Add Questions 12.27, 12.28 and 12.29)	\$0	\$0

12.31	TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.23, 12.24 and 12.30)	\$379,805	\$313,501
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TRANSFERS

Transfers to Capital Fund

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

12.37	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.31 and 12.36)	\$379,805	\$313,501
12.38	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2011	\$238,967	\$314,679
12.39	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.37 and 12.38; same as Question 11.26)	\$618,772	\$628,180

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).	02/27/2012	02/16/2011
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FISCAL AUDIT

12.41	Last audit performed (mm/dd/yyyy)	N/A	06/07/1999
12.42	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	N/A	01/01/1998-12/31/1998
12.43	Indicate type of audit (select one):	N/A	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. *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	Total Revenues from Local Sources (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	Total State Aid (Add Questions 13.4 and 13.5)	\$0	\$0

FEDERAL AID FOR CAPITAL PROJECTS

13.7	TOTAL FEDERAL AID	\$0	\$0
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INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.34)	\$0	\$0
13.9	TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$0	\$0
13.10	NON-REVENUE RECEIPTS	\$0	\$0

13.11	TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10)	\$0	\$0
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2011 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$0	\$0
13.13	TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12)	\$0	\$0

14. CAPITAL FUND DISBURSEMENTS

PROJECT EXPENDITURES

14.1	Construction	\$0	\$0
14.2	Incidental Construction	\$0	\$0

Other Disbursements

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	TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6)	\$0	\$0
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14.8	TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0	\$0
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14.9	NON-PROJECT EXPENDITURES	\$0	\$0
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14.10	TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$0	\$0
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14.11	BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2011	\$0	\$0
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14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13)	\$0	\$0
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15. FEDERAL TOTALS

All questions in Part 15 are calculated. locked fields.

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

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	\$3,500	\$37,761
15.6	Federal Government Revenue	\$182	\$0
15.7	Other Operating Revenue	\$127,761	\$118,267
15.8	Total Operating Revenue	\$304,093	\$333,865
15.9	Other Operating Expenditures	\$166,175	\$105,754
15.10	Total Operating Expenditures	\$376,786	\$313,501
15.11	Total Capital Expenditures	\$3,019	\$0
15.12	Print Materials	29,096	28,803

15.13	Total Registered Borrowers	5,123	5,246
15.14	Other Capital Revenue and Receipts	\$0	\$0
15.15	Total Number of Internet Terminals Used by the General Public	12	

16. FOR NEW YORK STATE LIBRARY USE ONLY

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

SUGGESTED IMPROVEMENTS

Library Name: Seneca Falls Library *Seneca Falls Library*

Library System: Finger Lakes Library System *Finger Lakes Library System*

Name of Person Completing Form:

Phone Number:

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

Seneca Falls Library
Annual Report For Public And Association Libraries - 2011

Federal Notes
State Notes
Local Notes

1. GENERAL LIBRARY INFORMATION

No Notes

2. LIBRARY COLLECTION

2.13 Electronic Books **Federal Note:** In 2010, I incorrectly included our audio downloadable titles with the electronic books. I caught and corrected the mistake this year.

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

No Notes

13. CAPITAL FUND RECEIPTS

No Notes

14. CAPITAL FUND DISBURSEMENTS

No Notes

15. FEDERAL TOTALS

15.5 State Government
Revenue

Federal Note: In 2010, we received a grant that we did not receive in 2011.

16. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes