

# Tompkins County Public Library

## Annual Report For Public And Association Libraries - 2006

### 1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2006

1.1	Library ID Number	2400613230
1.2	Library Name	Tompkins County Public Library
1.3	Community	Ithaca *
1.4	Beginning Fiscal Reporting Year	1/1/2006
1.5	Ending Fiscal Reporting Year	12/31/2006
1.6	Street Address	101 E Green Street
1.7	City	Ithaca
1.8	Zip Code (5 Digits Only)	14850
1.9	Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown)	5613
1.10	Mailing Address	101 E Green Street
1.11	City	Ithaca
1.12	Zip Code (5 digits only)	14850
1.13	Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown)	5613
1.14	Telephone Number (enter 10 digits only; enter N/A if no telephone number)	(607) 272-4557

1.15	Fax Number (enter 10 digits only; enter N/A if no fax number)	(607) 272-8111
1.16	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	jsteiner@tcpl.org
1.17	Library Home Page URL (Enter N/A if no home page URL)	www.tcpl.org
1.18	Population Chartered to Serve (per 2000 Census)	96501
1.19	Indicate the type of library as stated in the library's charter (select one):	PUBLIC
1.20	Indicate the area chartered to serve as stated in the library's charter (select one):	County
1.21	Indicate the type of charter the library currently holds (select one):	ABSOLUTE
1.22	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	6/29/1973
1.23	Date the library was last registered	1/23/1970
1.24	Federal Employer Identification Number	161098211
1.25	County	Tompkins
1.26	School District	Ithaca City School District
1.27	Library System	Finger Lakes Library System
1.28	Title of Library Director/ Manager (select one):	Ms.

1.29 First Name of Library Director/Manager Janet

1.30 Last Name of Library Director/Manager Steiner

1.31 NYS Public Librarian Certification Number 16603

1.32 E-mail Address of the Director/Manager jsteiner@tcpl.org

1.33 Fax Number of the Director/Manager (607) 272-8111

1.34 Does the library charge fees for library cards to people residing outside the system's service area? Y

1.35 In the fiscal year that ended in 2006, 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 holding the vote Ithaca City School District

2. Indicate the type of municipality or district holding the vote School District

3. Was this a Chapter 414 vote? N

4. Dollar amount \$540,000

5. Was the vote successful? N

6. Date the vote was held 2/7/06

1.36 For the fiscal year that ended in 2006, 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(s) approved by public vote(s) still in effect. 0%

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? Enter Y for Yes, N for No. If yes, please complete one record for *each* 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

1.38 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

1.39 For the reporting year, has the library experienced any usual 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

1.40 Structure Status 00 (for no change from previous year)

1.41 Name Status 00 (for no change from previous year)

1.42 Address Status 00 (for no change from previous year)

## 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	50,053
2.2	Adult Non-fiction Books	57,247
2.3	<b>Total Adult Books (Total questions 2.1 &amp; 2.2)</b>	107,300
2.4	Children's Fiction Books	33,019
2.5	Children's Non-fiction Books	24,556
2.6	<b>Total Children's Books (Total questions 2.4 &amp; 2.5)</b>	57,575
2.7	<b>Total Cataloged Books (Total questions 2.3 &amp; 2.6)</b>	164,875

**State:** The amount reported last year was discovered to be incorrect during the process of reporting the total amount for this year. 2005 should have been 157,948.

## **Other Print Materials**

2.8	Total Uncataloged Books	0
2.9	Total Print Serials	3,599
2.10	All Other Print Materials	465
2.11	<b>Total Other Print Materials</b> (Total questions 2.8 through 2.10)	4,064
2.12	<b>Total Print Materials (Total</b> questions 2.7 and 2.11)	168,939

## **ELECTRONIC MATERIALS**

2.13	Electronic Books	0
2.14	Local Databases	3
2.15	NOVEL Databases	12
2.16	Other Databases	9
2.17	<b>Total Databases (Total questions</b> 2.14, 2.15 and 2.16)	24
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
2.19	<b>Total Electronic Materials (Total</b> questions 2.13, 2.17 and 2.18)	24

## **ALL OTHER MATERIALS**

2.20	Audio Recordings (includes audio CDs, tapes, etc.)	12,399
2.21	Video Recordings (includes VHS, DVD, etc.)	13,931

2.22	All Other Materials (includes microform, films, slides, filmstrips, etc.)	195
2.23	<b>Total Other Materials Holdings</b>	26,525
2.24	<b>GRAND TOTAL HOLDINGS</b> (Total questions 2.12, 2.19 and 2.23)	195,488

### **CURRENT SERIAL SUBSCRIPTIONS**

2.25	Current Print Serial Subscriptions	266
2.26	Current Electronic Serial Subscriptions	0
2.27	<b>Total Current Subscriptions</b> (Total questions 2.25 and 2.26)	266

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

2.28	Cataloged Books	11,635
2.29	All Other Print Materials	0
2.30	Electronic Materials	3
2.31	All Other Materials	3,475
2.32	<b>Total Additions</b> (Total questions 2.28 through 2.31)	15,113

## **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	100
-----	------------------------	-----

3.2	Young Adult Program Sessions	24
3.3	Children's Program Sessions	240
3.4	All Other Program Sessions	0
3.5	<b>Total Number of Program Sessions (Total questions 3.1 through 3.4)</b>	364
3.6	Adult Program Attendance	2,193
3.7	Young Adult Program Attendance	352
3.8	Children's Program Attendance	8,283
3.9	All Other Program Attendance	0
3.10	<b>Total Program Attendance (Total questions 3.6 through 3.9)</b>	10,828

#### **LIBRARY USE**

3.11	Library visits (total annual attendance)	418,571
3.12	Registered resident borrowers	40,696
3.13	Registered non-resident borrowers	3,966

#### **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. (Please note: Internal Library usage is not considered part of circulation)

**CATALOGED BOOK CIRCULATION**

4.1 Adult Fiction Books 105,251

4.2 Adult Non-fiction Books 133,313

4.3 **Total Adult Books (Total questions 4.1 & 4.2)** 238,564

4.4 Children's Fiction Books 184,619

4.5 Children's Non-fiction Books 56,966

4.6 **Total Children's Books (Total questions 4.4 & 4.5)** 241,585

4.7 **Total Cataloged Book Circulation (Total question 4.3 & 4.6)** 480,149

## CIRCULATION OF OTHER MATERIALS

**4.8 Circulation of Adult Other Materials 270,191**

**4.9 Circulation of Children's Other Materials 101,960**

**4.10 Total Circulation of Other Materials (Total questions 4.8 & 4.9) 372,151**

**4.11 Grand Total Circulation Transactions (Total questions 4.7 & 4.10) 852,300**

**4.12 Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9) 343,545**

## REFERENCE TRANSACTIONS

**4.13 Total Reference Transactions 22,862**

## INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

**4.14 TOTAL MATERIALS RECEIVED 16,395**

## INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

**4.15 TOTAL MATERIALS PROVIDED 33,431**

## 5. AUTOMATION AND TELECOMMUNICATIONS

**Report all information as of December 31, 2006.**

## SYSTEMS AND SERVICES

<b>5.1</b>	<b>Automated circulation system?</b>	<b>Y</b>
<b>5.2</b>	<b>Online public access catalog (OPAC)?</b>	<b>Y</b>
<b>5.3</b>	<b>Electronic access to your OPAC from outside the library?</b>	<b>Y</b>
<b>5.4</b>	<b>Does the library use Internet filtering software on any computer?</b>	<b>N</b>
<b>5.5</b>	<b>Total number of Internet terminals used by the general public.</b>	<b>51</b>
<b>5.6</b>	<b>Number of users (in-library only) of public internet computers per year</b>	<b>81,891</b>

## **6. STAFF INFORMATION**

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

### **FTE (FULL-TIME EQUIVALENT CALCULATION)**

<b>6.1</b>	<b>The number of hours per workweek used to compute FTE for all paid library personnel in this section.</b>	<b>35</b>
------------	---	-----------

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

<b>6.2</b>	<b>Library Director (certified)</b>	<b>1</b>
<b>6.3</b>	<b>Vacant Library Director (certified)</b>	<b>0</b>
<b>6.4</b>	<b>Librarian (certified)</b>	<b>12.29</b>
<b>6.5</b>	<b>Vacant Librarian (certified)</b>	<b>0</b>

<b>6.6</b>	<b>Library Manager (not certified)</b>	<b>0</b>
<b>6.7</b>	<b>Vacant Library Manager (not certified)</b>	<b>0</b>
<b>6.8</b>	<b>Library Specialist/Paraprofessional (not certified)</b>	<b>2.51</b>
<b>6.9</b>	<b>Vacant Library Specialist/Paraprofessional (not certified)</b>	<b>0</b>
<b>6.10</b>	<b>Other Staff</b>	<b>30.83</b>
<b>6.11</b>	<b>Vacant Other Staff</b>	<b>0</b>
<b>6.12</b>	<b>TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 &amp; 6.10)</b>	<b>46.63</b>
<b>6.13</b>	<b>VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 &amp; 6.11)</b>	<b>0.00</b>

#### **SALARY INFORMATION**

<b>6.14</b>	<b>FTE - Entry Level Librarian (certified)</b>	<b>1</b>
<b>6.15</b>	<b>Salary - Entry Level Librarian (certified)</b>	<b>\$38,202</b>
<b>6.16</b>	<b>FTE - Library Director (certified)</b>	<b>1</b>
<b>6.17</b>	<b>Salary - Library Director (certified)</b>	<b>\$89,623</b>
<b>6.18</b>	<b>FTE - Library Manager (not certified)</b>	<b>0</b>

**6.19 Salary - Library Manager (not \$0 certified)**

## **7. MINIMUM PUBLIC LIBRARY STANDARDS**

**Report all information as of December 31, 2006.**

**7.1 1. Is governed by board-approved written bylaws. Y**

**7.2 2. Has a board-approved written long range plan of service. Y**

**7.3 3. Presents an annual report to the community. Y**

**7.4 4. Has board-approved written policies. Y**

**7.5 5. Presents an annual written budget to appropriate funding agencies. Y**

**7.6 6. Periodically evaluates the effectiveness of the collection and services in meeting community needs. Y**

**7.7 7. Is open the minimum standard number of public service hours for population served. (see instructions) Y**

**8. Maintains a facility to meet community needs, including adequate:**

**7.8 8a. space Y**

**7.9 8b. lighting Y**

**7.10 8c. shelving Y**

**7.11 8d. seating Y**

7.12 8e. restroom (see instructions) Y

**9. Has the equipment and connections necessary to facilitate access to information:**

7.13 9a. telephone Y

7.14 9b. photocopier (see instructions) Y

7.15 9c. microcomputer or terminal Y

7.16 9d. printer Y

7.17 9e. telefacsimile capability (see instructions) Y

7.18 10. Distributes printed information listing the library's hours open, borrowing rules, services, location and phone number. Y

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

**8. PUBLIC SERVICE INFORMATION**

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

**PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.**

8.1 Main Library 1

8.2 Branches 0

8.3 Bookmobiles 0

8.4 Other Outlets 3

**8.5 TOTAL PUBLIC SERVICE 4**  
**OUTLETS (Total questions 8.1 - 8.4)**

**PUBLIC SERVICE HOURS - Report hours to two decimal places.**

**8.6 Minimum Weekly Total Hours 55**  
**- Main Library**

**8.7 Minimum Weekly Total Hours 0**  
**- Branch Libraries**

**8.8 Minimum Weekly Total Hours 0**  
**- Bookmobiles**

**8.9 Minimum Weekly Total Hours 55.00**  
**- Total Hours Open (Total questions**  
**8.6 - 8.8)**

**8.10 Annual Total Hours - Main 2,772.75**  
**Library**

**8.11 Annual Total Hours - Branch 0**  
**Libraries**

**8.12 Annual Total Hours - 0**  
**Bookmobiles**

**8.13 Annual Hours Open - Total 2,772.75**  
**Hours Open (Total questions 8.10**  
**through 8.12)**

**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 Tompkins County Public Library**
- 2. Outlet Name Status 00 (for no change)**

3. **Street Address** 101 EAST GREEN STREET
4. **Outlet Street Address Status** 00 (for no change)
5. **City** ITHACA
6. **Zip Code** 14850
7. **Four-Digit Zip Code Extension** 5613
8. **Phone (enter 10 digits only)** (607) 272-4557
9. **Fax Number (enter 10 digits only)** (607) 272-8111
10. **E-mail Address** jsteiner@tcpl.org
11. **Outlet URL** www.tcpl.org
12. **County** Tompkins
13. **Outlet Type Code (select one):** CE
14. **Enter the appropriate outlet code (select one):** LRF
15. **Indicate the year this outlet was initially constructed** 2000
16. **Indicate the year the outlet underwent a major renovation costing \$25,000 or more** 2000
17. **Square footage of the outlet** 67,000
18. **Does the outlet have a building entrance that is physically accessible to the person in a wheelchair?** Y



19. Is every public part of the outlet accessible to the person in a wheelchair? Y
20. LIBID 2400613230
21. FSCSID NY0160
22. Metropolitan Status Code NO
23. Number of Bookmobiles in the Bookmobile Outlet Record 0
24. Structure Status 00 (for no change from previous year)

## 10. OFFICERS AND TRUSTEES

Provide information for officers and members of the library board for the 2007 Calendar Year. 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, 2006 to December 31, 2006) 12

10.2 Number of voting positions on library board. 15

### BOARD MEMBER SELECTION

10.3 Enter Selection Code (select one): A - board members are appointed by municipality(ies)

List Officers and Board Members for the 2007 Calendar Year. Complete one record for each board member.

1. Title of Board Member (select one): Mr.

2. First Name of Board Member Thomas

3. **Last Name of Board Member** **Colbert**
4. **Mailing Address** **120 White Park Rd**
5. **City** **Ithaca**
6. **Zip Code (5 digits only)** **14850**
7. **Phone for the Board President** **N/A**  
**only (enter 10 digits only)**
8. **E-mail address** **tomc@ineprop.compcenter.com**
9. **Office Held** **Secretary**
10. **Term Expires** **December**
11. **Term Expires - Year (yyyy)** **2009**
1. **Title of Board Member (select one):** **Mr.**
2. **First Name of Board Member** **Gary**
3. **Last Name of Board Member** **Ferguson**
4. **Mailing Address** **171 E. State St., PMB #136**
5. **City** **Ithaca**
6. **Zip Code (5 digits only)** **14850**
7. **Phone for the Board President** **N/A**  
**only (enter 10 digits only)**
8. **E-mail address** **gary@downtownithaca.com**
9. **Office Held**

10. **Term Expires** **December**
11. **Term Expires - Year (yyyy)** **2007**
1. **Title of Board Member (select one):** **Mr.**
2. **First Name of Board Member** **Nathan**
3. **Last Name of Board Member** **Fawcett**
4. **Mailing Address** **1800 Ellis Hollow Road**
5. **City** **Ithaca**
6. **Zip Code (5 digits only)** **14850**
7. **Phone for the Board President only (enter 10 digits only)** **N/A**

8. **E-mail address** **nfl@cornell.edu**

9. **Office Held** **Treasurer**

10. **Term Expires** **December**

11. **Term Expires - Year (yyyy)** **2007**

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

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

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

4. **Mailing Address** **110 Ferris Place**

5. **City** **Ithaca**

6. Zip Code (5 digits only) 14850

7. Phone for the Board President only (enter 10 digits only)

8. E-mail address nschuler@tweny.rr.com

9. Office Held

10. Term Expires December

11. Term Expires - Year (yyyy) 2008

1. Title of Board Member (select one): Mr.

2. First Name of Board Member Michael

3. Last Name of Board Member Stamm

4. Mailing Address 407 Teton Court

5. City Ithaca

6. Zip Code (5 digits only) 14850

7. Phone for the Board President only (enter 10 digits only)

8. E-mail address mbstamm@lightlink.com

9. Office Held

10. Term Expires December

11. Term Expires - Year (yyyy) 2009

1. Title of Board Member (select one): Mr.

2. **First Name of Board Member** John
3. **Last Name of Board Member** Vineyard
4. **Mailing Address** 50 Smugglers Path
5. **City** Ithaca
6. **Zip Code (5 digits only)** 14850
7. **Phone for the Board President only (enter 10 digits only)**
8. **E-mail address** jvineya1@twcny.rr.com
9. **Office Held**
10. **Term Expires** December
11. **Term Expires - Year (yyyy)** 2009

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

2. **First Name of Board Member** Michelle
3. **Last Name of Board Member** Benedict-Jones
4. **Mailing Address** 135 Iradell Road
5. **City** Ithaca
6. **Zip Code (5 digits only)** 14850
7. **Phone for the Board President only (enter 10 digits only)** N/A
8. **E-mail address** mbenedict-jones@tompkinstrust.com

9. **Office Held**
10. **Term Expires**                      **December**
11. **Term Expires - Year (yyyy)**      **2007**

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

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

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

4. **Mailing Address**                      **409 Warren Place**

5. **City**                                      **Ithaca**

6. **Zip Code (5 digits only)**              **14850**

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

8. **E-mail address**                      **hnd1@cornell.edu**

9. **Office Held**                              **Chairperson**

10. **Term Expires**                         **December**

11. **Term Expires - Year (yyyy)**         **2007**

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

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

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

4. **Mailing Address**                      **41 Prospect Street**

5. City Trumansburg

6. Zip Code (5 digits only) 14886

7. Phone for the Board President only (enter 10 digits only) N/A

8. E-mail address bpc@cornell.edu

9. Office Held

10. Term Expires December

11. Term Expires - Year (yyyy) 2009

1. Title of Board Member (select one): Ms.

2. First Name of Board Member Rochelle

3. Last Name of Board Member Proujansky

4. Mailing Address 333 Coddington Road

5. City Ithaca

6. Zip Code (5 digits only) 14850

7. Phone for the Board President only (enter 10 digits only) N/A

8. E-mail address adp1@clarityconnect.com

9. Office Held

10. Term Expires December

11. Term Expires - Year (yyyy) 2009

1. **Title of Board Member (select one):** Ms.
2. **First Name of Board Member** Marcy
3. **Last Name of Board Member** Rosenkrantz
4. **Mailing Address** 199 Algerine Road
5. **City** Lansing
6. **Zip Code (5 digits only)** 14882
7. **Phone for the Board President only (enter 10 digits only)** N/A

8. **E-mail address** mr41@cornell.edu
9. **Office Held** Vice Chair
10. **Term Expires** December
11. **Term Expires - Year (yyyy)** 2008

1. **Title of Board Member (select one):** Mr.
2. **First Name of Board Member** Leonardo
3. **Last Name of Board Member** Vargas-Mendez
4. **Mailing Address** Cornell Public Service Center, 200 Barnes Hall
5. **City** Ithaca
6. **Zip Code (5 digits only)** 14853
7. **Phone for the Board President only (enter 10 digits only)** N/A



**8. E-mail address** **ljv1@cornell.edu**

**9. Office Held**

**10. Term Expires** **December**

**11. Term Expires - Year (yyyy)** **2008**

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

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

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

**4. Mailing Address** **601 The Parkway**

**5. City** **Ithaca**

**6. Zip Code (5 digits only)** **14850**

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

**8. E-mail address** **dweil@ithaca.edu**

**9. Office Held**

**10. Term Expires** **December**

**11. Term Expires - Year (yyyy)** **2008**

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

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

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

4. **Mailing Address** **Africana Library; Cornell University; 310 Triphammer Road**
5. **City** **Ithaca**
6. **Zip Code (5 digits only)** **14850**
7. **Phone for the Board President only (enter 10 digits only)** **N/A**
8. **E-mail address** **ea18@cornell.edu**
9. **Office Held**
10. **Term Expires** **December**
11. **Term Expires - Year (yyyy)** **2008**
1. **Title of Board Member (select one):** **Mr.**
2. **First Name of Board Member** **Robert**
3. **Last Name of Board Member** **Sullivan**
4. **Mailing Address** **108 Brandon Place**
5. **City** **Ithaca**
6. **Zip Code (5 digits only)** **14850**
7. **Phone for the Board President only (enter 10 digits only)** **N/A**
8. **E-mail address** **rsulliv@ithaca.edu**
9. **Office Held**
10. **Term Expires** **December**

11. Term Expires - Year (yyyy) 2008

## 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

1. Source of Funds	County
2. Name of funding County, Municipality or District	Tompkins County
3. Amount	\$2,303,045
4. Subject to Public Vote	N
5. Written Contractual Agreement	N
1. Source of Funds	City
2. Name of funding County, Municipality or District	City of Ithaca
3. Amount	\$11,093
4. Subject to Public Vote	N
5. Written Contractual Agreement	N

11.2 **TOTAL LOCAL PUBLIC FUNDS** \$2,314,138

## SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3 Local Library Services Aid (LLSA) \$29,915

11.4 Central Library Aid (CLDA and/or CBA) \$105,000

11.5 Additional State Aid received from the System \$0

11.6 Federal Aid received from the System \$0

11.7 Other Cash Grants \$0

11.8 **TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)** \$134,915

## 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 \$1,600

## FEDERAL AID FOR LIBRARY OPERATION

11.10 LSTA \$0

11.11 Other Federal Aid \$0

11.12 **TOTAL FEDERAL AID (Add Questions 11.10 and 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	\$169,645
11.15	Fund Raising	\$283,311
11.16	Income from Investments	\$24,011
11.17	Library Charges	\$121,277
11.18	Other	\$595
11.19	<b>TOTAL OTHER RECEIPTS</b> (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$598,839
11.20	<b>TOTAL OPERATING FUND</b> <b>RECEIPTS</b> (Add Questions 11.2 , 11.8, 11.9, 11.12, 11.13 and 11.19)	\$3,049,492
11.21	BUDGET LOANS	\$0

## TRANSFERS

11.22	From Capital Fund (Same as Question 14.8)	\$0
11.23	From Other Funds	\$0
11.24	<b>TOTAL TRANSFERS</b> (Add Questions 11.22 and 11.23)	\$0
11.25	BALANCE - Beginning of Fiscal Year Ending 2006 (Same as Question 12.38 of previous year if fiscal year has not changed)	\$295,267

**11.26 GRAND TOTAL RECEIPTS, \$3,344,759  
BUDGET LOANS, TRANSFERS  
AND BALANCE (Add Questions  
11.20, 11.21, 11.24 and 11.25; Same as  
Question 12.39)**

## **12. OPERATING FUND DISBURSEMENTS**

### **STAFF EXPENDITURES**

#### **Salaries & Wages Paid from Library Funds**

<b>12.1</b>	<b>Certified Librarians</b>	<b>\$660,715</b>
<b>12.2</b>	<b>Other Staff</b>	<b>\$895,605</b>
<b>12.3</b>	<b>Total Salaries &amp; Wages Expenditures(Add Questions 12.1 and 12.2)</b>	<b>\$1,556,320</b>
<b>12.4</b>	<b>Employee Benefits Expenditures</b>	<b>\$677,187</b>
<b>12.5</b>	<b>Total Staff Expenditures (Add Questions 12.3 and 12.4)</b>	<b>\$2,233,507</b>

### **COLLECTION EXPENDITURES**

<b>12.6</b>	<b>Print Materials Expenditures</b>	<b>\$204,122</b>
<b>12.7</b>	<b>Electronic Materials Expenditures</b>	<b>\$15,592</b>
<b>12.8</b>	<b>Other Materials Expenditures</b>	<b>\$53,752</b>
<b>12.9</b>	<b>Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)</b>	<b>\$273,466</b>

### **CAPITAL EXPENDITURES FROM OPERATING FUNDS**

<b>12.10</b>	<b>From Local Public Funds (71PF)</b>	<b>\$127,843</b>
--------------	---	------------------

12.11	From Other Funds (71OF)	\$0
12.12	<b>Total Capital Expenditures</b> (Add Questions 12.10 and 12.11)	\$127,843

#### 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	<b>Total Repairs</b> (Add Questions 12.13 and 12.14)	\$0
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$12,010
12.17	<b>Total Operation &amp; Maintenance of Buildings</b> (Add Questions 12.15 and 12.16)	\$12,010

#### MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$55,375
12.19	Telecommunications	\$15,044
12.20	Binding Expenses	\$2,569
12.21	Postage and Freight	\$7,948
12.22	Other Miscellaneous	\$212,939
12.23	<b>Total Miscellaneous Expenses</b> (Add Questions 12.18, 12.19, 12.20, 12.21 and 12.22)	\$293,875

**12.24 CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** \$70,000

**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 (Add Questions 12.25 and 12.26)** \$0

**12.28 Budget Loans (Principal and Interest)** \$0

**12.29 Short-Term Loans** \$0

**12.30 Total Debt Service (Add Questions 12.27, 12.28 and 12.29)** \$0

**12.31 TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.23, 12.24 and 12.30)** \$3,010,701

**TRANSFERS**

**Transfers to Capital Fund**

**12.32 From Local Public Funds (76PF)** \$0

**12.33 From Other Funds (76OF)** \$0

**12.34 Total Transfers to Capital Fund (Add Questions 12.32 and 12.33; same as Question 13.8)** \$0



<b>12.35</b>	<b>Transfer to Other Funds</b>	<b>\$0</b>
<b>12.36</b>	<b>TOTAL TRANSFERS (Add Questions 12.34 and 12.35)</b>	<b>\$0</b>
<b>12.37</b>	<b>TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.31 and 12.36)</b>	<b>\$3,010,701</b>
<b>12.38</b>	<b>BALANCE IN OPERATING FUND-at the End of Fiscal Year Ending 2006</b>	<b>\$334,058</b>
<b>12.39</b>	<b>GRAND TOTAL DISBURSEMENTS, TRANSFERS &amp; BALANCE (Add Questions 12.37 and 12.38; same as Question 11.26)</b>	<b>\$3,344,759</b>

#### **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). **03/27/07**

#### **FISCAL AUDIT**

**12.41** Last audit performed (mm/dd/yyyy) **03/24/06**

**12.42** Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) **01/01/2005-12/31/2005**

**12.43** Indicate type of audit (select one): **Private Accounting Firm**

#### **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

### 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

13.2 All Other Revenues from Local Sources \$0

13.3 **Total Revenues from Local Sources** \$0

#### STATE AID FOR CAPITAL PROJECTS

13.4 State Aid Received for Construction \$0

13.5 Other State Aid \$0

13.6 **Total State Aid (Add Questions 13.4 and 13.5)** \$0

#### FEDERAL AID FOR CAPITAL PROJECTS

13.7 **TOTAL FEDERAL AID** \$0

#### INTERFUND REVENUE

13.8 **Transfer from Operating Fund (Same as Question 12.34)** \$0

13.9 **TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8)** \$0

13.10 NON-REVENUE RECEIPTS \$0

13.11 TOTAL RECEIPTS (Add \$0  
Questions 13.9 and 13.10)

13.12 CASH BALANCE - Beginning \$0  
of Fiscal Year Ending 2006 (Same as  
Question 14.11 of previous year, if  
fiscal year has not changed)

13.13 TOTAL RECEIPTS AND \$0  
BALANCE(Add Questions 13.11 and  
13.12; same as Question 14.12)

#### 14. CAPITAL FUNDS DISBURSEMENTS PROJECT EXPENDITURES

14.1 Construction \$0

14.2 Incidental Construction \$0

##### Other Disbursements

14.3 Purchase of Buildings \$0

14.4 Interest \$0

14.5 Collection Expenditures \$0

14.6 Total Other Disbursements \$0  
(Add Questions 14.3, 14.4 and 14.5)

14.7 TOTAL PROJECT \$0  
EXPENDITURES (Add Questions  
14.1, 14.2 and 14.6)

14.8 TRANSFER TO \$0  
OPERATING FUND (Same as  
Question 11.22)

**14.9 NON-PROJECT EXPENDITURES \$0**

**14.10 TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9) \$0**

**14.11 CASH BALANCE - End Of Fiscal Year ending 2006 \$0**

**14.12 TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13) \$0**

## **15. FEDERAL TOTALS**

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

**15.1 Total ALA-MLS 11.63**

**15.2 Total Librarians 13.83**

**15.3 All Other Paid Staff 26.98**

**15.4 Total Paid Employees 40.80**

**15.5 State Government Revenue \$136,515**

**15.6 Federal Aid Revenue \$0**

**15.7 Other Operating Revenue \$598,839**

**15.8 Total Operating Revenue \$3,049,492**

**15.9 Other Operating Expenditures \$375,885**

**15.10 Total Operating Expenditures \$2,882,858**

**15.11 Capital Expenditures \$127,843**

<b>15.12</b>	<b>Print Materials</b>	<b>168,474</b>
<b>15.13</b>	<b>Total Registered Borrowers</b>	<b>44,662</b>
<b>15.14</b>	<b>Other Capital Revenue and Receipts</b>	<b>\$0</b>

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

<b>16.1</b>	<b><i>LIB ID</i></b>	<b>2400613230</b>
<b>16.2</b>	<b><i>Interlibrary Relationship Code</i></b>	<b>ME</b>
<b>16.3</b>	<b><i>Legal Basis Code</i></b>	<b>CO</b>
<b>16.4</b>	<b><i>Administrative Structure Code</i></b>	<b>SO</b>
<b>16.5</b>	<b><i>FSCS Public Library Definition</i></b>	<b>Y</b>
<b>16.6</b>	<b><i>Geographic Code</i></b>	<b>CO1</b>
<b>16.7</b>	<b><i>FSCS ID</i></b>	<b>NY0160</b>

## **SUGGESTED IMPROVEMENTS**

<b>Library Name:</b>	<b>Tompkins County Public Library</b>
<b>Library System:</b>	<b>Finger Lakes Library System</b>
<b>Name of Person Completing Form:</b>	<b>Michelle E. Benjamin</b>
<b>Phone Number:</b>	<b>(607) 272-4557</b>

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