

Tompkins County Public Library

Annual Report For Public And Association Libraries - 2011

1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2011, except for questions related to the current library director/manager (questions 1.32 through 1.37).

1.1	Library ID Number	2400613230
1.2	Library Name	TOMPKINS COUNTY PUBLIC LIBRARY
1.3	Name Status (State use only)	00 (for no change from previous year)
1.4	Structure Status (State use only)	00 (for no change from previous year)
1.5	Community	Ithaca *
1.6a	Beginning Fiscal Reporting Year	01/01/2011
1.6b	Beginning <u>Local</u> Fiscal Year	01/01/2011
1.7a	Ending Fiscal Reporting Year	12/31/2011
1.7b	Ending <u>Local</u> Fiscal Year	12/31/2011
1.8	Address Status	00 (for no change from previous year)
1.9	Street Address	101 E GREEN STREET
1.10	City	ITHACA
1.11	Zip Code	14850
1.12	Four-Digit Zip Code Extension	5613
1.13	Mailing Address	101 E GREEN STREET

- 1.14 City ITHACA
- 1.15 Zip Code 14850
- 1.16 Four-Digit Zip Code Extension 5613
- 1.17 Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number) (607) 272-4557
- 1.18 Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number) (607) 272-8111
- 1.19 E-Mail Address to Contact the Library (Enter N/A if no e-mail address) scurrie@tcpl.org
- 1.20 Library Home Page URL (Enter N/A if no home page URL) TCPL.ORG
- 1.21 Population Chartered to Serve (per 2000 Census) 96,501
- Local:** 2010 census is 101,564.
- 1.22 Indicate the type of library as stated in the library's charter (select one): PUBLIC
- 1.23 Indicate the area chartered to serve as stated in the library's charter (select one): County
- 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
- 1.25 Indicate the type of charter the library currently holds (select one): Absolute

1.26 Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter 06/29/1973

1.27 Date the library was last registered 01/23/1970

1.28 Federal Employer Identification Number 161098211

1.29 County TOMPKINS

1.30 School District Ithaca City School District

1.31 Library System Finger Lakes Library System

NOTE: For questions 1.32 through 1.37, report all information for the current library director/manager.

1.32 Title of Library Director/Manager (select one): Ms.

1.33 First Name of Library Director/Manager Susan

1.34 Last Name of Library Director/Manager Currie

1.35 NYS Public Librarian Certification Number 14569

1.36 E-mail Address of the Director/Manager scurrie@tcpl.org

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

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

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 *each* vote held. If no, go to question 1.40. N

1. Name of municipality or district holding the vote N/A

2. Indicate the type of municipality or district holding the vote N/A

3. Was this a Chapter 414 (Ed. Law §259.1.b)? N/A

4. Dollar amount N/A

5. Was the vote successful? N/A

6. Date the vote was held (mm/dd/yyyy) N/A

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) or that came from a previous appropriation(s) approved by public vote(s) still in effect. N/A

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

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 |

1.42 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.

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	60,268
2.2	Adult Non-fiction Books	66,826
2.3	Total Adult Books (Total questions 2.1 & 2.2)	127,094
2.4	Children's Fiction Books	33,601
2.5	Children's Non-fiction Books	29,573
2.6	Total Children's Books (Total questions 2.4 & 2.5)	63,174

2.7 Total Cataloged Books (Total questions 2.3 & 2.6) 190,268

Other Print Materials

2.8 Total Uncataloged Books 0

2.9 Total Print Serials 3,624

2.10 All Other Print Materials 13

2.11 Total Other Print Materials (Total questions 2.8 through 2.10) 3,637

2.12 Total Print Materials (Total questions 2.7 and 2.11) 193,905

ELECTRONIC MATERIALS

2.13 Electronic Books 229

2.14 Local Databases 11

2.15 NOVEL_{NY} Databases 9

2.16 Other Databases 12

2.17 Total Databases (Total questions 2.14, 2.15 and 2.16) 32

2.18 Other Electronic Materials 0
(includes all other materials in digital format such as e-serials, government documents, electronic files, reference tools, scores, maps, etc.)

2.19 Total Electronic Materials (Total questions 2.13, 2.17 and 2.18) 261

ALL OTHER MATERIALS

2.20 Audio - Physical Units 15,316

2.21	Audio - Downloadable Titles	0
2.22	Video - Physical Units	14,333
2.23	Video - Downloadable Titles	0
2.24	All Other Materials (includes microform, films, slides, etc.)	308
2.25	Total Other Materials Holdings (Total questions 2.20 through 2.24)	29,957
2.26	GRAND TOTAL HOLDINGS (Total questions 2.12, 2.19 and 2.25)	224,123

CURRENT SERIAL SUBSCRIPTIONS

2.27	Current Print Serial Subscriptions	281
------	------------------------------------	-----

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.28	Cataloged Books	12,453
2.29	All Other Print Materials	0
2.30	Electronic Materials	0
2.31	All Other Materials	4,004
2.32	Total Additions (Total questions 2.28 through 2.31)	16,457

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	140
-----	------------------------	-----

3.2	Young Adult Program Sessions	26
3.3	Children's Program Sessions	311
3.4	All Other Program Sessions	45
3.5	Total Number of Program Sessions (Total questions 3.1 through 3.4)	522
3.6	Adult Program Attendance	4,351
3.7	Young Adult Program Attendance	1,150
3.8	Children's Program Attendance	8,374
3.9	All Other Program Attendance	45
3.10	Total Program Attendance (Total questions 3.6 through 3.9)	13,920

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 |
| b. | Program(s) for young adults | Yes |
| c. | Summer Reading at New York Libraries name and/or logo used | Yes |
| d. | Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used | Yes |
| e. | N/A | No |

3.12	Library outlets offering the summer reading program	1
3.13	Children registered for the library's summer reading program	757
3.14	Young adults registered for the library's summer reading program	159
3.15	Total number registered for the library's summer reading program (total 3.13 + 3.14)	916
3.16	Children's program sessions - Summer 2011	51
3.17	Young adult program sessions - Summer 2011	6
3.18	Total program sessions - Summer 2011 (total 3.16 + 3.17)	57
3.19	Children's program attendance - Summer 2011	1,934
3.20	Young adult program attendance - Summer 2011	61
3.21	Total program attendance - Summer 2011 (total 3.19 + 3.20)	1,995

COLLABORATORS

3.22	Public school district(s) and/or BOCES	1
3.23	Non-public school(s)	3
3.24	Childcare center(s)	2
3.25	Summer camp(s)	8

3.26	Municipality/Municipalities	2
3.27	Literacy provider(s)	0
3.28	Other (describe using the State note)	20

State: WIC, Franziska Racker Center, 7 Dr. Offices, 4 Local Businesses, Cayuga Nature Center, History Center, Science Center, Johnson Museum of Art, PRI, Community School of Music & Art, Ithaca Academy of Danc.

3.29	Total Collaborators (total 3.22 through 3.28)	36
------	---	----

EARLY LITERACY PROGRAMS

3.30	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	Y
------	--	---

3.31 Indicate age group(s) (check all that apply):

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

3.32	Ages birth to school entry program sessions	216
------	---	-----

State: Toddler, Family, Baby, Reader Is In, KDT, Stories in the Park, On-time special.

3.33	Parent and/or caregiver program sessions	0
------	--	---

3.34	Total program sessions (total 3.32 + 3.33)	216
------	--	-----

3.35	Ages birth to school entry program attendance	6,006
------	---	-------

3.36 Parent and/or caregiver program attendance 0

3.37 Total program attendance (total 6,006
3.35 + 3.36)

3.38 Collaborators (check all that apply):

a. Childcare center(s) No

b. Public School District(s) and/or BOCES No

c. Non-Public School(s) No

d. Other (describe using the State note) Yes

State: Cornell Latin American Studies Program

e. N/A 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) Y

3.40 Children's program sessions 4

3.41 Young adult program sessions 0

3.42 Adult program sessions 0

3.43 Total program sessions (total 4
3.40 + 3.41 + 3.42)

3.44 Children's program attendance 150

3.45 Young adult program attendance 0

3.46 Adult program attendance 0

3.47 Total program attendance (total 150
3.44 + 3.45 + 3.46)

3.48 Collaborators (check all that apply):

a. Literacy NY (Literacy No
Volunteers of America)

b. Public School District(s) and/or No
BOCES

c. Non-Public School(s) No

d. Other (describe using the State No
note)

e. N/A No

LIBRARY USE

3.49 Library visits (total annual 426,793
attendance)

3.50 Registered resident borrowers 38,568

3.51 Registered non-resident 4,314
borrowers

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

3.52 Does the library have an open Y
meeting policy?

3.53 Does the library have a policy Y
protecting the confidentiality of library
records?

3.54 Does the library have an Internet Y
use policy?

3.55 Does the library have a disaster policy? Y

ACCESSIBILITY (Answer Y for Yes, N for No)

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

3.57 Does the library have assistive devices for persons who are 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 125,600

4.2 Adult Non-fiction Books 106,801

4.3 **Total Adult Books (Total questions 4.1 & 4.2)** 232,401

4.4 Children's Fiction Books 165,314

4.5 Children's Non-fiction Books 53,690

4.6 **Total Children's Books (Total questions 4.4 & 4.5)** 219,004

4.7 **Total Cataloged Book Circulation (Total question 4.3 & 4.6)** 451,405

CIRCULATION OF OTHER MATERIALS

4.8 Circulation of Adult Other Materials 221,958

**4.9 Circulation of Children's
Other Materials 73,271**

**4.10 Total Circulation of Other
Materials (Total questions 4.8 & 4.9) 295,229**

**4.11 Grand Total Circulation
Transactions (Total questions 4.7 &
4.10) 746,634**

**4.12 Grand Total Circulation of
Children's Materials (Total questions
4.6 & 4.9) 292,275**

REFERENCE TRANSACTIONS

4.13 Total Reference Transactions 27,977

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

**4.14 TOTAL MATERIALS 20,989
RECEIVED**

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

**4.15 TOTAL MATERIALS 50,209
PROVIDED**

5. AUTOMATION AND TELECOMMUNICATIONS

Report all information as of December 31, 2011.

SYSTEMS AND SERVICES

**5.1 Automated circulation Y
system?**

**5.2 Online public access catalog Y
(OPAC)?**

**5.3 Electronic access to the OPAC Y
from outside the library?**

5.4 Annual number of visits to the library's web site 403,687

5.5 Does the library use Internet filtering software on any computer? N

5.6 Number of uses (sessions) of public Internet computers per year 89,740

State: Decreased sessions due to a now resolved software problem that allowed multiple internet sessions by one person.

5.7 Name of the person at the library to contact regarding Information Technology (IT) services Charlie Young

5.8 IT contact's telephone number (enter 10 digits only and hit the Tab key) (607) 272-4557

5.9 IT contact's email address TCPL, 101 E Green St, Ithaca, NY 14850

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. 35

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2 Library Director (certified) 1

6.3 Vacant Library Director (certified) 0

6.4 Librarian (certified) 11.5

6.5 Vacant Librarian (certified) 1.7

6.6	Library Manager (not certified)	0
6.7	Vacant Library Manager (not certified)	0
6.8	Library Specialist/Paraprofessional (not certified)	2
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0
6.10	Other Staff	27.3
6.11	Vacant Other Staff	1
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	41.80
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	2.70

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	1
6.15	Salary - Entry Level Librarian (certified)	\$44,717
6.16	FTE - Library Director (certified)	1
6.17	Salary - Library Director (certified)	\$97,099
6.18	FTE - Library Manager (not certified)	0

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

7. MINIMUM PUBLIC LIBRARY STANDARDS

Report all information as of December 31, 2011.

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' 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 OUTLETS (Total questions 8.1 - 8.4)** 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 2,845
Library

8.11 Annual Total Hours - Branch 0
Libraries

8.12 Annual Total Hours - 0
Bookmobiles

8.13 Annual Hours Open - Total 2,845
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 5613
Extension
8. Phone (enter 10 digits only) (607) 272-4557
9. Fax Number (enter 10 digits only) (607) 272-8111
10. E-mail Address scurrie@tcpl.org
11. Outlet URL <http://tcpl.org>
12. County Tompkins
13. Outlet Type Code (select one): CE
14. Public Service Hours Per Year for This Outlet 2,845
15. Number of Weeks This Outlet is Open 51
16. Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? Y
17. Is the meeting space available for public use even when the outlet is closed? Y
18. Total number of non-library sponsored programs, meetings and/or events at this outlet 268
19. Enter the appropriate outlet code (select one): LRF
20. Who owns this outlet building? County

21. Who owns the land on which this outlet is built? County
22. Indicate the year this outlet was initially constructed 2000
23. Indicate the year this outlet underwent a major renovation costing \$25,000 or more 2000
24. Square footage of the outlet 60,888
25. Total number of Internet terminals at this outlet used by the general public 34
26. Type of connection on the outlet's public Internet computers Other (specify using the State note)
- State: High Speed Wireless Link Broadband
27. Maximum download speed on the outlet's public access Internet computers only. Greater than 1.5 mbps and less than 3 mbps
28. Maximum upload speed on the outlet's public access Internet computers only. Greater than 1.5 mbps and less than 3 mbps
29. Internet Provider Clarity Connect
30. WiFi Access (click the hyperlink for types of WiFi Access) Other (specify using the State note)
- State: WiFi restricted after 10pm. Telnet, FTP, Peer-to-Peer, and Ping are blocked.
31. Does the outlet have interactive videoconferencing capability for public use? N
32. Does the outlet have a building entrance that is physically accessible to a person in a wheelchair? Y

- | | | |
|-----|--|---------------------------------------|
| 33. | Is every public part of the outlet accessible to a person in a wheelchair? | Y |
| 34. | <i>LIBID</i> | 2400613230 |
| 35. | <i>FSCSID</i> | NY0160 |
| 36. | <i>Metropolitan Status Code</i> | NO |
| 37. | <i>Number of Bookmobiles in the Bookmobile Outlet Record</i> | 0 |
| 38. | <i>Outlet Structure Status</i> | 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

10.2 Number of voting library board positions stated in the library's charter. 15

10.3 Number of current voting positions on library board. 15

BOARD MEMBER SELECTION

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

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** **Mr.**
- 10.6 First Name** **Michael**
- 10.7 Last Name** **Stamm**
- 10.8 Mailing Address** **407 Teton Court**
- 10.9 City** **Ithaca**
- 10.10 Zip Code (5 digits only)** **14850**
- 10.11 Phone (enter 10 digits only)** **(607) 277-1160**
- 10.12 E-mail Address** **michaels@tcad.org**
- 10.13 Term Expires - Month** **December**
- 10.14 Term Expires - Year (yyyy)** **2012**
- 10.15 The date the Oath of Office was taken (mm/dd/yyyy)** **12/28/2009**
- 10.16 The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)** **12/28/2009**
-
- 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. **E-mail address** jvineya1@twcny.rr.com
8. **Office Held or Trustee** Treasurer
9. **Term Expires** December
10. **Term Expires - Year (yyyy)** 2012
11. **The date the Oath of Office (mm/dd/yyyy) was taken** 12/17/2009
12. **The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)** 12/17/2009

1. **Title of Board Member (select one):** Mr.
2. **First Name of Board Member** Aloja
3. **Last Name of Board Member** Airewele
4. **Mailing Address** 122 Salem Drive
5. **City** Ithaca
6. **Zip Code (5 digits only)** 14850
7. **E-mail address** ehizele@gmail.com
8. **Office Held or Trustee** Vice President
9. **Term Expires** December
10. **Term Expires - Year (yyyy)** 2014
11. **The date the Oath of Office (mm/dd/yyyy) was taken** 01/09/2012

12. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/09/2012

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

2. First Name of Board Member Gwen

3. Last Name of Board Member Glazer

4. Mailing Address 931 N. Tioga St. Apt 2

5. City Ithaca

6. Zip Code (5 digits only) 14850

7. E-mail address gglazer@gmail.com

8. Office Held or Trustee Trustee

9. Term Expires December

10. Term Expires - Year (yyyy) 2014

11. The date the Oath of Office (mm/dd/yyyy) was taken 03/16/2012

12. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/16/2012

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

2. First Name of Board Member Lara

3. Last Name of Board Member Litchfield-Kimber

4. Mailing Address 52 South Knoll Drive

5. City Dryden
 6. Zip Code (5 digits only) 13053
 7. E-mail address lkimber@sciencenter.org
 8. Office Held or Trustee Trustee
 9. Term Expires December
 10. Term Expires - Year (yyyy) 2013
 11. The date the Oath of Office (mm/dd/yyyy) was taken 04/5/2012
 12. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 04/05/2012
-
1. Title of Board Member (select one): Mr.
 2. First Name of Board Member Peter
 3. Last Name of Board Member McCracken
 4. Mailing Address 9 Washington St.
 5. City Trumansburg
 6. Zip Code (5 digits only) 14886
 7. E-mail address petersersol@yahoo.com
 8. Office Held or Trustee Trustee
 9. Term Expires December
 10. Term Expires - Year (yyyy) 2012

11. The date the Oath of Office (mm/dd/yyyy) was taken 06/23/2010

12. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 06/23/2010

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

2. First Name of Board Member Martha

3. Last Name of Board Member Walker

4. Mailing Address 404 E. Seneca St.

5. City Ithaca

6. Zip Code (5 digits only) 14850

7. E-mail address maw6@cornell.edu

8. Office Held or Trustee Trustee

9. Term Expires December

10. Term Expires - Year (yyyy) 2012

11. The date the Oath of Office (mm/dd/yyyy) was taken 12/18/2009

12. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 12/18/2009

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

2. First Name of Board Member Cynthia AB

3. Last Name of Board Member Nicholson

4. **Mailing Address** 220 Yapple Road
5. **City** Berkshire
6. **Zip Code (5 digits only)** 13736
7. **E-mail address** cynthia.nicholson@tetrattech.com
8. **Office Held or Trustee** Secretary
9. **Term Expires** December
10. **Term Expires - Year (yyyy)** 2013
11. **The date the Oath of Office (mm/dd/yyyy) was taken** 03/08/2012
12. **The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)** 03/08/2012

1. **Title of Board Member (select one):** Mr.
2. **First Name of Board Member** Jack
3. **Last Name of Board Member** Clark
4. **Mailing Address** 101 Forest Home Dr
5. **City** Ithaca
6. **Zip Code (5 digits only)** 14850
7. **E-mail address** jjc14@cornell.edu
8. **Office Held or Trustee** Trustee
9. **Term Expires** December

10. **Term Expires - Year (yyyy)** 2013
11. **The date the Oath of Office (mm/dd/yyyy) was taken** 09/27/2011
12. **The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)** 09/27/2011

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

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

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

4. **Mailing Address** 14 Placid Terrace

5. **City** Ithaca

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

7. **E-mail address** em443@cornell.edu

8. **Office Held or Trustee** Trustee

9. **Term Expires** December

10. **Term Expires - Year (yyyy)** 2013

11. **The date the Oath of Office (mm/dd/yyyy) was taken** 10/17/2011

12. **The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)** 10/17/2011

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 Rd
5. **City** Ithaca
6. **Zip Code (5 digits only)** 14850
7. **E-mail address** rep@twcnny.rr.com
8. **Office Held or Trustee** Trustee
9. **Term Expires** December
10. **Term Expires - Year (yyyy)** 2014
11. **The date the Oath of Office (mm/dd/yyyy) was taken** 01/04/2012
12. **The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)** 01/04/2012

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

2. **First Name of Board Member** Bruce
3. **Last Name of Board Member** Ryan
4. **Mailing Address** 44 N Lansing School Rd
5. **City** Groton
6. **Zip Code (5 digits only)** 13073
7. **E-mail address** ryanb@tc3.edu
8. **Office Held or Trustee** Trustee

9. Term Expires December

10. Term Expires - Year (yyyy) 2012

11. The date the Oath of Office (mm/dd/yyyy) was taken 03/15/2011

12. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/15/2011

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

2. First Name of Board Member

3. Last Name of Board Member

4. Mailing Address

5. City

6. Zip Code (5 digits only)

7. E-mail address

8. Office Held or Trustee

9. Term Expires

10. Term Expires - Year (yyyy)

11. The date the Oath of Office (mm/dd/yyyy) was taken

12. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)

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

2. **First Name of Board Member**
 3. **Last Name of Board Member**
 4. **Mailing Address**
 5. **City**
 6. **Zip Code (5 digits only)**
 7. **E-mail address**
 8. **Office Held or Trustee**
 9. **Term Expires**
 10. **Term Expires - Year (yyyy)**
 11. **The date the Oath of Office (mm/dd/yyyy) was taken**
 12. **The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)**
-
1. **Title of Board Member (select Vacant one):**
 2. **First Name of Board Member**
 3. **Last Name of Board Member**
 4. **Mailing Address**
 5. **City**
 6. **Zip Code (5 digits only)**
 7. **E-mail address**

8. Office Held or Trustee

9. Term Expires

10. Term Expires - Year (yyyy)

11. The date the Oath of Office (mm/dd/yyyy) was taken

12. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)

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	\$2,442,717
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	\$13,616
4.	Subject to Public Vote	N
5.	Written Contractual Agreement	N
1.	Source of Funds	Town
2.	Name of funding County, Municipality or District	Town of Ithaca
3.	Amount	\$20,000
4.	Subject to Public Vote	N
5.	Written Contractual Agreement	N

11.2 TOTAL LOCAL PUBLIC FUNDS \$2,476,333

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3 Local Library Services Aid (LLSA) \$23,498

11.4 Central Library Aid (CLDA and/or CBA) \$82,162

11.5 Additional State Aid received from the System \$0

11.6 Federal Aid received from the System \$182

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) \$105,842

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

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 \$116,781

11.15 Fund Raising \$40,000

11.16 Income from Investments \$1,913

11.17 Library Charges \$130,501

11.18 Other \$329,950

11.19 TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18) \$619,145

11.20 TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19) \$3,201,320

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 **TOTAL TRANSFERS (Add Questions 11.22 and 11.23)** \$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) \$726,504

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)** \$3,927,824

12. OPERATING FUND DISBURSEMENTS

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1 Certified Librarians

12.2 Other Staff \$965,107

12.3 **Total Salaries & Wages Expenditures(Add Questions 12.1 and 12.2)** \$1,740,166

12.4 Employee Benefits Expenditures \$872,080

12.5 **Total Staff Expenditures (Add Questions 12.3 and 12.4)** \$2,612,246

COLLECTION EXPENDITURES

12.6 Print Materials Expenditures \$170,277

12.7 Electronic Materials Expenditures \$19,874

12.8 Other Materials Expenditures \$58,945

12.9 Total Collection Expenditures \$249,096
(Add Questions 12.6, 12.7 and 12.8)

CAPITAL EXPENDITURES FROM OPERATING FUNDS

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

12.11 From Other Funds (71OF) \$17,832

12.12 Total Capital Expenditures \$17,832
(Add Questions 12.10 and 12.11)

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

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

12.14 From Other Funds (72OF) \$0

12.15 Total Repairs (Add Questions 12.13 and 12.14) \$0

12.16 Other Disbursements for Operation & Maintenance of Buildings \$14,028

12.17 Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16) \$14,028

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$51,166
12.19	Telecommunications	\$15,026
12.20	Binding Expenses	\$1,036
12.21	Postage and Freight	\$1,739
12.22	Other Miscellaneous	\$261,554
12.23	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21 and 12.22)	\$330,521

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

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.25	From Local Public Funds (73PF)	\$0
12.26	From Other Funds (73OF)	\$0
12.27	Total (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) \$3,223,723

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

12.35 Transfer to Other Funds \$0

12.36 TOTAL TRANSFERS (Add Questions 12.34 and 12.35) \$0

12.37 TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.31 and 12.36) \$3,223,723

12.38 BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2011 \$704,101

12.39 GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.37 and 12.38; same as Question 11.26) \$3,927,824

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). **03/22/2012**

FISCAL AUDIT

12.41 Last audit performed (mm/dd/yyyy) **06/04/2010**

12.42 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) **01/01/2010-12/31/2010**

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. **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 (Add Questions 13.1 and 13.2) **\$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 CASH RECEIPTS (Add Questions 13.9 and 13.10) \$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

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

**14. CAPITAL FUND 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 EXPENDITURES (Add Questions 14.1, 14.2 and 14.6) \$0

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

14.9 NON-PROJECT EXPENDITURES \$0

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

14.11 BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2011 \$0

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

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 12.43

15.2	Total Librarians	14.18
15.3	All Other Paid Staff	24.76
15.4	Total Paid Employees	38.94
15.5	State Government Revenue	\$105,660
15.6	Federal Government Revenue	\$182
15.7	Other Operating Revenue	\$619,145
15.8	Total Operating Revenue	\$3,201,320
15.9	Other Operating Expenditures	\$344,549
15.10	Total Operating Expenditures	\$3,205,891
15.11	Total Capital Expenditures	\$17,832
15.12	Print Materials	193,892
15.13	Total Registered Borrowers	42,882
15.14	Other Capital Revenue and Receipts	\$0
15.15	Total Number of Internet Terminals Used by the General Public	34

16. FOR NEW YORK STATE LIBRARY USE ONLY

16.1	LIB ID	2400613230
16.2	Interlibrary Relationship Code	ME
16.3	Legal Basis Code	CO
16.4	Administrative Structure Code	SO

16.5	<i>FSCS Public Library Definition</i>	Y
16.6	<i>Geographic Code</i>	CO1
16.7	<i>FSCS ID</i>	NY0160

SUGGESTED IMPROVEMENTS

Library Name: Tompkins County Public Library

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!**