

# Tompkins County Public Library

## Annual Report For Public And Association Libraries - 2008

### 1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2008

|      |  |                                       |
|------|--|---------------------------------------|
| 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 *                              |
| 1.6  | Beginning Fiscal Reporting Year  | 1/1/2008                              |
| 1.7  | Ending Fiscal Reporting Year   | 12/31/2008                            |
| 1.8  | Street Address   | 101 E Green Street                    |
| 1.9  | City   | Ithaca                                |
| 1.10 | Zip Code (5 Digits Only)   | 14850                                 |
| 1.11 | Four-Digit Zip Code Extension<br>(4 digits only; enter N/A if unknown) | 5613                                  |
| 1.12 | Address Status   | 00 (for no change from previous year) |
| 1.13 | Mailing Address  | 101 E Green Street                    |
| 1.14 | City   | Ithaca                                |
| 1.15 | Zip Code (5 digits only)   | 14850                                 |

- 1.16 Four-Digit Zip Code Extension 5613  
(4 digits only; enter N/A if unknown)
- 1.17 Telephone Number (enter 10 digits only; enter N/A if no telephone number) (607) 272-4557
- 1.18 Fax Number (enter 10 digits only; 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) jsteiner@tcpl.org
- 1.20 Library Home Page URL (Enter N/A if no home page URL) www.tcpl.org
- 1.21 Population Chartered to Serve (per 2000 Census) 96501
- 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 6/29/1973

|      |  |                             |
|------|--|-----------------------------|
| 1.27 | Date the library was last registered   | 1/23/1970                   |
| 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 |
| 1.32 | Title of Library Director/Manager (select one):  | Ms.                         |
| 1.33 | First Name of Library Director/Manager   | Janet                       |
| 1.34 | Last Name of Library Director/Manager  | Steiner                     |
| 1.35 | NYS Public Librarian Certification Number  | 16603                       |
| 1.36 | E-mail Address of the Director/Manager   | jsteiner@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 | Was all or part of the library's 2008 budget subject to a public vote (see instructions)? Enter Y for Yes, N for No. If yes, please complete one record for <i>each</i> vote held. If no, go to question 1.40. | 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 N/A

1.40 For the fiscal year that ended in 2008, indicate the total percentage of the library's local public funding that was either subject to public vote(s) 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. 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   | 58,666  |
| 2.2 | Adult Non-fiction Books                                       | 63,359  |
| 2.3 | <b>Total Adult Books (Total questions 2.1 &amp; 2.2)</b>      | 122,025 |
| 2.4 | Children's Fiction Books                                      | 36,679  |
| 2.5 | Children's Non-fiction Books                                  | 28,785  |
| 2.6 | <b>Total Children's Books (Total questions 2.4 &amp; 2.5)</b> | 65,464  |
| 2.7 | <b>Total Cataloged Books (Total questions 2.3 &amp; 2.6)</b>  | 187,489 |

#### Other Print Materials

|     |                         |       |
|-----|-------------------------|-------|
| 2.8 | Total Uncataloged Books | 0     |
| 2.9 | Total Print Serials     | 3,633 |

|      |  |         |
|------|--|---------|
| 2.10 | All Other Print Materials  | 402     |
| 2.11 | <b>Total Other Print Materials</b><br>(Total questions 2.8 through 2.10) | 4,035   |
| 2.12 | <b>Total Print Materials (Total</b><br>questions 2.7 and 2.11)           | 191,524 |

### **ELECTRONIC MATERIALS**

|      |   |    |
|------|---|----|
| 2.13 | Electronic Books  | 0  |
| 2.14 | Local Databases   | 16 |
| 2.15 | NOVEL <sub>NY</sub> Databases   | 14 |
| 2.16 | Other Databases   | 13 |
| 2.17 | <b>Total Databases (Total questions</b><br>2.14, 2.15 and 2.16)   | 43 |
| 2.18 | Other Electronic Materials<br>(includes all other materials in digital<br>format such as e-serials, CD-ROMs,<br>government documents, electronic files,<br>reference tools, scores, maps, etc.) | 0  |
| 2.19 | <b>Total Electronic Materials (Total</b><br>questions 2.13, 2.17 and 2.18)  | 43 |

### **ALL OTHER MATERIALS**

|      |  |        |
|------|--|--------|
| 2.20 | Audio Recordings (includes<br>audio CDs, tapes, etc.)                          | 13,465 |
| 2.21 | Video Recordings (includes<br>VHS, DVD, etc.)                                  | 12,737 |
| 2.22 | All Other Materials (includes<br>microform, films, slides, filmstrips, etc.)   | 163    |
| 2.23 | <b>Total Other Materials Holdings</b><br>(Total questions 2.20, 2.21 and 2.22) | 26,365 |

2.24 **GRAND TOTAL HOLDINGS** 217,932  
(Total questions 2.12, 2.19 and 2.23)

### **CURRENT SERIAL SUBSCRIPTIONS**

2.25 Current Print Serial Subscriptions 295

2.26 Current Electronic Serial Subscriptions 0

2.27 **Total Current Subscriptions** 295  
(Total questions 2.25 and 2.26)

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

2.28 Cataloged Books 17,956

2.29 All Other Print Materials 0

2.30 Electronic Materials 23

2.31 All Other Materials 2,995

2.32 **Total Additions** (Total questions 2.28 through 2.31) 20,974

## **3. LIBRARY PROGRAMS, POLICIES, AND SERVICES**

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

### **LIBRARY SPONSORED PROGRAMS**

3.1 Adult Program Sessions 56

3.2 Young Adult Program Sessions 59

3.3 Children's Program Sessions 159

|      |  |       |
|------|--|-------|
| 3.4  | All Other Program Sessions   | 0     |
| 3.5  | Total Number of Program Sessions (Total questions 3.1 through 3.4) | 274   |
| 3.6  | Adult Program Attendance   | 2,098 |
| 3.7  | Young Adult Program Attendance                                     | 728   |
| 3.8  | Children's Program Attendance                                      | 6,227 |
| 3.9  | All Other Program Attendance                                       | 0     |
| 3.10 | Total Program Attendance (Total questions 3.6 through 3.9)         | 9,053 |

### **SUMMER READING PROGRAM**

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

- |    |  |     |
|----|--|-----|
| a. | Program(s) for children                                | Yes |
| b. | Program(s) for young adults                            | Yes |
| c. | NYS Summer Reading Program theme for children used     | Yes |
| d. | NYS Summer Reading Program theme for young adults 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 | 722 |
|------|--|-----|



|      |  |       |
|------|--|-------|
| 3.14 | Young adults registered for the library's summer reading program                     | 61    |
| 3.15 | Total number registered for the library's summer reading program (total 3.13 + 3.14) | 783   |
| 3.16 | Children's program sessions – Summer 2008  | 28    |
| 3.17 | Young adult program sessions – Summer 2008   | 18    |
| 3.18 | Total program sessions – Summer 2008 (total 3.16 + 3.17)                             | 46    |
| 3.19 | Children's program attendance – Summer 2008  | 1,273 |
| 3.20 | Young adult program attendance – Summer 2008   | 1,057 |
| 3.21 | Total program attendance – Summer 2008 (total 3.19 + 3.20)                           | 2,330 |

#### COLLABORATORS

|      |  |   |
|------|--|---|
| 3.22 | Public school district(s) and/or BOCES | 1 |
| 3.23 | Non-public school(s)                   | 1 |
| 3.24 | Childcare center(s)                    | 1 |
| 3.25 | Summer camp(s)                         | 1 |
| 3.26 | Municipality/Municipalities            | 0 |
| 3.27 | Literacy provider(s)                   | 0 |
| 3.28 | Other (describe using the State note)  | 0 |

3.29 Total Collaborators (total 3.22 through 3.28) 4

### 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 - 3 years Yes

b. 4 - 5 years Yes

c. Parents and Caregivers No

d. N/A No

3.32 Ages birth to three years program sessions 45

3.33 Ages four to five years program sessions 57

3.34 Parent and/or caregiver program sessions 0

3.35 Total program sessions (total 3.32 + 3.33 + 3.34) 102

3.36 Ages birth to three years program attendance 1,645

3.37 Ages four to five years program attendance 1,633

3.38 Parent and/or caregiver program attendance 0

3.39 Total program attendance (total 3,278  
3.36 + 3.37 + 3.38)

3.40 Collaborators (check all that apply):

- a. Childcare center(s) No
- b. Public School District(s) and/or BOCES Yes
- c. Non-Public School(s) No
- d. Other (describe using the State note) Yes
- e. N/A No

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

3.41 Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No) N

3.42 Children's program sessions 0

3.43 Young adult program sessions 0

3.44 Adult program sessions 0

3.45 Total program sessions (total 0  
3.42 + 3.43 + 3.44)

3.46 Children's program attendance 0

3.47 Young adult program attendance 0

3.48 Adult program attendance 0

3.49 Total program attendance (total 0  
3.46 + 3.47 + 3.48)

3.50 Collaborators (check all that apply):

- a. Literacy NY (Literacy Volunteers of America) No
- b. Public School District(s) and/or BOCES No
- c. Non-Public School(s) No
- d. Other (describe using the State note) No
- e. N/A No

**LIBRARY USE**

- 3.51 Library visits (total annual attendance) 437,385
- 3.52 Registered resident borrowers 40,528
- 3.53 Registered non-resident borrowers 5,910

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

- 3.54 Does the library have an open meeting policy? Y
- 3.55 Does the library have a policy protecting the confidentiality of library records? Y
- 3.56 Does the library have an Internet use policy? Y
- 3.57 Does the library have a disaster policy? Y

**ACCESSIBILITY (Answer Y for Yes, N for No)**

**3.58 Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?** Y

**3.59 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 135,032**

**4.2 Adult Non-fiction Books 128,407**

**4.3 Total Adult Books (Total questions 4.1 & 4.2) 263,439**

**4.4 Children's Fiction Books 173,318**

**4.5 Children's Non-fiction Books 52,457**

**4.6 Total Children's Books (Total questions 4.4 & 4.5) 225,775**

**4.7 Total Cataloged Book Circulation (Total question 4.3 & 4.6) 489,214**

##### **CIRCULATION OF OTHER MATERIALS**

**4.8 Circulation of Adult Other Materials 252,595**

**4.9 Circulation of Children's Other Materials 93,723**

**4.10 Total Circulation of Other Materials (Total questions 4.8 & 4.9) 346,318**

**4.11 Grand Total Circulation Transactions (Total questions 4.7 & 4.10) 835,532**

**4.12 Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9) 319,498**

#### **REFERENCE TRANSACTIONS**

**4.13 Total Reference Transactions 30,535**

#### **INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)**

**4.14 TOTAL MATERIALS RECEIVED 16,711**

#### **INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)**

**4.15 TOTAL MATERIALS PROVIDED 44,755**

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

**Report all information as of December 31, 2008.**

#### **SYSTEMS AND SERVICES**

**5.1 Automated circulation system? Y**

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

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

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

**5.5 Total number of Internet terminals used by the general public. 29**

**Local: Number of terminals being used for internet access has been reported incorrectly for past reports.**

**5.6 Number of users (in-library only) of public Internet computers per year 89,718**

**5.7 Type of connection on public library Internet computers**

**a. Dial-Up No**

**b. DSL No**

**c. Cable No**

**d. Leased Line Yes**

**e. Municipal Networks (wireless or other) No**

**f. State Network No**

**g. Fiber No**

**h. Other (specify using the State note) No**

**5.8 Maximum speed of connection on public library Internet computers**

**a. Less than 128 kilobits per second No**

**b. 129 to 256 kilobits per second No**

**c. 257 to 768 kilobits per second No**

- d. 769 kilobits to 1.4 megabits per second No
- e. 1.5 megabits per second No
- f. 1.6 to 5.0 megabits per second Yes
- g. 6.0 to 10 megabits per second No
- h. Greater than 10 megabits per second No

## 6. STAFF INFORMATION

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

### FTE (FULL-TIME EQUIVALENT CALCULATION)

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

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

- 6.2 Library Director (certified) 1
- 6.3 Vacant Library Director (certified) 0
- 6.4 Librarian (certified) 12.6
- 6.5 Vacant Librarian (certified) 0
- 6.6 Library Manager (not certified) 0
- 6.7 Vacant Library Manager (not certified) 0



|             |  |              |
|-------------|--|--------------|
| <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>31.97</b> |
| <b>6.11</b> | <b>Vacant Other Staff</b>  | <b>.23</b>   |
| <b>6.12</b> | <b>TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 &amp; 6.10)</b>        | <b>48.08</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>0.23</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>\$41,824</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>\$95,081</b> |
| <b>6.18</b> | <b>FTE - Library Manager (not certified)</b>      | <b>0</b>        |
| <b>6.19</b> | <b>Salary - Library Manager (not certified)</b>   | <b>\$0</b>      |

**7. MINIMUM PUBLIC LIBRARY STANDARDS**

Report all information as of December 31, 2008.

|  |  |   |
|--|--|---|
| 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 |
| <b>8. Maintains a facility to meet community needs, including adequate:</b>                |  |   |
| 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 |
| <b>9. Has the equipment and connections necessary to facilitate access to information:</b> |  |   |
| 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 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 2,875.55**  
**Library**

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

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

**8.13 Annual Hours Open - Total 2,875.55**  
**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 (State Use 00 (for no change)**  
**Only - Do Not Modify)**
- 3. Street Address 101 EAST GREEN STREET**
- 4. Outlet Street Address Status 00 (for no change)**
- 5. City ITHACA**
- 6. Zip Code 14850**

- |  |                          |
|--|--------------------------|
| <b>7. Four-Digit Zip Code Extension</b>  | <b>5613</b>              |
| <b>8. Phone (enter 10 digits only)</b>   | <b>(607) 272-4557</b>    |
| <b>9. Fax Number (enter 10 digits only)</b>  | <b>(607) 272-8111</b>    |
| <b>10. E-mail Address</b>  | <b>jsteiner@tcpl.org</b> |
| <b>11. Outlet URL</b>  | <b>www.tcpl.org</b>      |
| <b>12. County</b>  | <b>Tompkins</b>          |
| <b>13. Outlet Type Code (select one):</b>  | <b>CE</b>                |
| <b>14. Enter the appropriate outlet code (select one):</b>   | <b>LRF</b>               |
| <b>15. Indicate the year this outlet was initially constructed</b>   | <b>2000</b>              |
| <b>16. Indicate the year the outlet underwent a major renovation costing \$25,000 or more</b>                    | <b>2000</b>              |
| <b>17. Square footage of the outlet</b>  | <b>60,888</b>            |
| <b>18. Does the outlet have a building entrance that is physically accessible to the person in a wheelchair?</b> | <b>Y</b>                 |
| <b>19. Is every public part of the outlet accessible to the person in a wheelchair?</b>                          | <b>Y</b>                 |
| <b>20. LIBID</b>   | <b>2400613230</b>        |
| <b>21. FSCSID</b>  | <b>NY0160</b>            |

22. *Metropolitan Status Code* NO  
(State Use Only - Do Not Modify)

23. *Number of Bookmobiles in the Bookmobile Outlet Record* 0

24. *Structure Status (State Use Only - Do Not Modify)* 00 (for no change from previous year)

## 10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2008. All public and association libraries are required by Education Law to hold at least four meetings a year.

### BOARD MEETINGS

10.1 Total number of board meetings held during calendar year (January 1, 2008 to December 31, 2008) 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 *2009 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 or Trustee 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 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 N/A  
only (enter 10 digits only)

8. E-mail address nffl@cornell.edu

9. Office Held or Trustee Treasurer

10. Term Expires December

11. Term Expires - Year (yyyy) 2010

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@twcny.rr.com
9. **Office Held or Trustee** Trustee
10. **Term Expires** December
11. **Term Expires - Year (yyyy)** 2011
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** marcyr@twcny.rr.com



9. Office Held or Trustee Vice Chair

10. Term Expires December

11. Term Expires - Year (yyyy) 2011

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 or Trustee Trustee

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 or Trustee Trustee
10. Term Expires December
11. Term Expires - Year (yyyy) 2009

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 or Trustee Chairperson

10. Term Expires December

11. Term Expires - Year (yyyy) 2010

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 or Trustee** Trustee
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 rep@twcnny.rr.com**

**9. Office Held or Trustee Trustee**

**10. Term Expires December**

**11. Term Expires - Year (yyyy) 2009**

**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 or Trustee Trustee**

**10. Term Expires December**

**11. Term Expires - Year (yyyy) 2011**

**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** 37 Uptown Road, Apt. 18C

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 or Trustee** Trustee

10. **Term Expires** December

11. **Term Expires - Year (yyyy)** 2011

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

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

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

4. **Mailing Address** 122 Pearsall 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** scurrie@binghamton.edu

9. **Office Held or Trustee** Trustee

10. **Term Expires** December

11. **Term Expires - Year (yyyy)** 2010
1. **Title of Board Member (select one):** Mr.
2. **First Name of Board Member** Richard
3. **Last Name of Board Member** Driscoll
4. **Mailing Address** PO Box 76
5. **City** Newfield
6. **Zip Code (5 digits only)** 14867
7. **Phone for the Board President only (enter 10 digits only)**
8. **E-mail address** rgdriscoll@gmail.com
9. **Office Held or Trustee** Trustee
10. **Term Expires** December
11. **Term Expires - Year (yyyy)** 2011
1. **Title of Board Member (select one):** Mr.
2. **First Name of Board Member** Michael
3. **Last Name of Board Member** Hall
4. **Mailing Address** 7 Peaceful Drive
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** **mhall@pfaconsulting.com**
- 9. **Office Held or Trustee** **Trustee**
- 10. **Term Expires** **December**
- 11. **Term Expires - Year (yyyy)** **2011**

- 1. **Title of Board Member (select one):** **Ms.**
- 2. **First Name of Board Member** **Christine**
- 3. **Last Name of Board Member** **Sanchirico**
- 4. **Mailing Address** **58 Woodcrest Ave**
- 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** **csanchirico@dor.org**
- 9. **Office Held or Trustee** **Trustee**
- 10. **Term Expires** **December**
- 11. **Term Expires - Year (yyyy)** **2010**

**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   | \$2,616,056     |
| 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   | \$12,846       |
| 4. Subject to Public Vote                           | N              |
| 5. Written Contractual Agreement                    | N              |

**11.2 TOTAL LOCAL PUBLIC FUNDS** **\$2,628,902**

**SYSTEM CASH GRANTS TO MEMBER LIBRARY**



|             |   |                  |
|-------------|---|------------------|
| <b>11.3</b> | <b>Local Library Services Aid (LLSA)</b>  | <b>\$29,059</b>  |
| <b>11.4</b> | <b>Central Library Aid (CLDA and/or CBA)</b>                                    | <b>\$102,900</b> |
| <b>11.5</b> | <b>Additional State Aid received from the System</b>                            | <b>\$31,000</b>  |
| <b>11.6</b> | <b>Federal Aid received from the System</b>                                     | <b>\$0</b>       |
| <b>11.7</b> | <b>Other Cash Grants</b>  | <b>\$2,295</b>   |
| <b>11.8</b> | <b>TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)</b> | <b>\$165,254</b> |

**OTHER STATE AID**

|             |  |                 |
|-------------|--|-----------------|
| <b>11.9</b> | <b>State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants</b> | <b>\$18,000</b> |
|-------------|--|-----------------|

**FEDERAL AID FOR LIBRARY OPERATION**

|              |  |            |
|--------------|--|------------|
| <b>11.10</b> | <b>LSTA</b>  | <b>\$0</b> |
| <b>11.11</b> | <b>Other Federal Aid</b>                                 | <b>\$0</b> |
| <b>11.12</b> | <b>TOTAL FEDERAL AID (Add Questions 11.10 and 11.11)</b> | <b>\$0</b> |

|              |  |            |
|--------------|--|------------|
| <b>11.13</b> | <b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b> | <b>\$0</b> |
|--------------|--|------------|

**OTHER RECEIPTS**

|       |                         |           |
|-------|-------------------------|-----------|
| 11.14 | Gifts and Endowments    | \$89,602  |
| 11.15 | Fund Raising            | \$40,000  |
| 11.16 | Income from Investments | \$21,701  |
| 11.17 | Library Charges         | \$128,815 |
| 11.18 | Other                   | \$541,757 |

**Local: Includes large bequest received and transferred to the Library Foundation.**

**11.19 TOTAL OTHER RECEIPTS \$821,875**  
**(Add Questions 11.14, 11.15, 11.16,**  
**11.17 and 11.18)**

**11.20 TOTAL OPERATING FUND \$3,634,031**  
**RECEIPTS (Add Questions 11.2 ,**  
**11.8, 11.9, 11.12, 11.13 and 11.19)**

11.21 BUDGET LOANS \$0

#### TRANSFERS

11.22 From Capital Fund (Same as \$0  
Question 14.8)

11.23 From Other Funds \$0

**11.24 TOTAL TRANSFERS (Add \$0**  
**Questions 11.22 and 11.23)**

11.25 BALANCE - Beginning of \$722,695  
Fiscal Year Ending 2008 (Same as  
Question 12.38 of previous year if  
fiscal year has not changed)

**11.26 GRAND TOTAL RECEIPTS, \$4,356,726  
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>\$767,105</b>   |
| <b>12.2</b> | <b>Other Staff</b>  | <b>\$1,079,208</b> |
| <b>12.3</b> | <b>Total Salaries &amp; Wages<br/>Expenditures(Add Questions 12.1 and<br/>12.2)</b> | <b>\$1,846,313</b> |
| <b>12.4</b> | <b>Employee Benefits<br/>Expenditures</b>   | <b>\$684,779</b>   |
| <b>12.5</b> | <b>Total Staff Expenditures (Add<br/>Questions 12.3 and 12.4)</b>                   | <b>\$2,531,092</b> |

### **COLLECTION EXPENDITURES**

|             |  |                  |
|-------------|--|------------------|
| <b>12.6</b> | <b>Print Materials Expenditures</b>  | <b>\$238,555</b> |
| <b>12.7</b> | <b>Electronic Materials<br/>Expenditures</b>                                 | <b>\$21,990</b>  |
| <b>12.8</b> | <b>Other Materials Expenditures</b>  | <b>\$96,167</b>  |
| <b>12.9</b> | <b>Total Collection Expenditures<br/>(Add Questions 12.6, 12.7 and 12.8)</b> | <b>\$356,712</b> |

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

|              |   |                  |
|--------------|---|------------------|
| <b>12.10</b> | <b>From Local Public Funds<br/>(71PF)</b> | <b>\$150,633</b> |
|--------------|---|------------------|

|       |  |                  |
|-------|--|------------------|
| 12.11 | From Other Funds (71OF)  | \$0              |
| 12.12 | <b>Total Capital Expenditures</b><br>(Add Questions 12.10 and 12.11) | <b>\$150,633</b> |

#### **OPERATION AND MAINTENANCE OF BUILDINGS**

##### **Repairs to Building & Building Equipment**

|       |   |                 |
|-------|---|-----------------|
| 12.13 | From Local Public Funds<br>(72PF)   | \$0             |
| 12.14 | From Other Funds (72OF)   | \$0             |
| 12.15 | <b>Total Repairs (Add Questions</b><br><b>12.13 and 12.14)</b>  | <b>\$0</b>      |
| 12.16 | Other Disbursements for<br>Operation & Maintenance of<br>Buildings  | \$12,838        |
| 12.17 | <b>Total Operation &amp;</b><br><b>Maintenance of Buildings (Add</b><br><b>Questions 12.15 and 12.16)</b> | <b>\$12,838</b> |

#### **MISCELLANEOUS EXPENSES**

|       |                             |           |
|-------|-----------------------------|-----------|
| 12.18 | Office and Library Supplies | \$94,325  |
| 12.19 | Telecommunications          | \$14,007  |
| 12.20 | Binding Expenses            | \$4,448   |
| 12.21 | Postage and Freight         | \$6,345   |
| 12.22 | Other Miscellaneous         | \$550,899 |

**Local: Includes large bequest received and transferred to the Library Foundation.**

|       |  |                  |
|-------|--|------------------|
| 12.23 | <b>Total Miscellaneous Expenses</b><br>(Add Questions 12.18, 12.19, 12.20,<br>12.21 and 12.22) | <b>\$670,024</b> |
|-------|--|------------------|

**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)** \$3,721,299

**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>\$3,721,299</b> |
| <b>12.38</b> | <b>BALANCE IN OPERATING FUND-at the End of Fiscal Year Ending 2008</b>  | <b>\$635,427</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>\$4,356,726</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). **04/28/2009**

**FISCAL AUDIT**

**12.41** Last audit performed (mm/dd/yyyy) **05/19/2008**

**12.42** Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) **01/01/2007-12/31/2007**

**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 (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 RECEIPTS (Add \$0  
Questions 13.9 and 13.10)**

**13.12 CASH BALANCE - Beginning \$0  
of Fiscal Year Ending 2008 (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 2008 \$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.

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

**15.1 Total ALA-MLS 11.90**

**15.2 Total Librarians 14.10**

**15.3 All Other Paid Staff 28.18**

**15.4 Total Paid Employees 42.27**

**15.5 State Government Revenue \$180,959**

**15.6 Federal Aid Revenue \$0**

**15.7 Other Operating Revenue \$824,170**

**15.8 Total Operating Revenue \$3,634,031**

**15.9 Other Operating Expenditures \$682,862**

**15.10 Total Operating Expenditures \$3,570,666**

|   |                  |
|---|------------------|
| <b>15.11 Capital Expenditures</b>               | <b>\$150,633</b> |
| <b>15.12 Print Materials</b>                    | <b>191,122</b>   |
| <b>15.13 Total Registered Borrowers</b>         | <b>46,438</b>    |
| <b>15.14 Other Capital Revenue and Receipts</b> | <b>\$0</b>       |

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

|  |                   |
|--|-------------------|
| <b>16.1 LIB ID</b>                         | <b>2400613230</b> |
| <b>16.2 Interlibrary Relationship Code</b> | <b>ME</b>         |
| <b>16.3 Legal Basis Code</b>               | <b>CO</b>         |
| <b>16.4 Administrative Structure Code</b>  | <b>SO</b>         |
| <b>16.5 FSCS Public Library Definition</b> | <b>Y</b>          |
| <b>16.6 Geographic Code</b>                | <b>CO1</b>        |
| <b>16.7 FSCS ID</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 Benamin</b>             |
| <b>Phone Number:</b>                   | <b>(607) 272-4557</b>                 |

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