

Tompkins County Public Library

Annual Report For Public And Association Libraries - 2014

1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2014, except for questions related to the current library director/manager (questions 1.35 through 1.40).

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|------|---|---------------------------------------|
| 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 | 01/01/2014 |
| 1.7 | Ending Fiscal Reporting Year | 12/31/2014 |
| 1.8 | Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report? | No |
| 1.9 | If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8. | N/A |
| 1.10 | Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8. | N/A |
| 1.11 | Beginning <u>Local</u> Fiscal Year | 01/01/2014 |
| 1.12 | Ending <u>Local</u> Fiscal Year | 12/31/2014 |

1.13	Address Status	00 (for no change from previous year)
1.14	Street Address	101 E GREEN STREET
1.15	City	ITHACA
1.16	Zip Code	14850
1.17	Mailing Address	101 E GREEN STREET
1.18	City	ITHACA
1.19	Zip Code	14850
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(607) 272-4557
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(607) 272-8111
1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	scurrie@tcpl.org
1.23	Library Home Page URL (Enter N/A if no home page URL)	http://tcpl.org/
1.24	Population Chartered to Serve (per 2010 Census)	101,564
1.25	Indicate the type of library as stated in the library's charter (select one):	PUBLIC
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	County

1.27	During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action.	N
1.28	Indicate the type of charter the library currently holds (select one):	Absolute
1.29	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	06/29/1973
1.30	Date the library was last registered	01/23/1970
1.31	Federal Employer Identification Number	161098211
1.32	County	TOMPKINS
1.33	School District	Ithaca City School District
1.34	Town/City	Ithaca
1.35	Library System	Finger Lakes Library System

NOTE: For questions 1.36 through 1.41, report all information for the current library director/manager.

1.36	Title of Library Director/Manager (select one):	Ms.
1.37	First Name of Library Director/Manager	Susan
1.38	Last Name of Library Director/Manager	Currie
1.39	NYS Public Librarian Certification Number	14569

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

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

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

1.43 Was all or part of the library's budget either subject to public vote held during the fiscal reporting year, or from an appropriation which was approved by public vote in a previous year? Enter Y for Yes, N for No. If yes, complete one record for the most recent vote from each funding source. If no, go to question 1.45. 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

1.44 For the fiscal year that ended in 2014, indicate the *total percentage of the library's local public funding* that was either subject to public vote during the fiscal reporting year, or that came from an appropriation which was approved by public vote 0.00

1.45 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 1.46. 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

1.46 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. Y

Federal: Extensive construction surrounded the Library area and had an impact on use.
State: Extensive construction surrounded the Library area and had an impact on use.

2. LIBRARY COLLECTION

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	56,876
2.2	Adult Non-fiction Books	62,714
2.3	Total Adult Books (Total questions 2.1 & 2.2)	119,590
2.4	Children's Fiction Books	34,989
2.5	Children's Non-fiction Books	31,017
2.6	Total Children's Books (Total questions 2.4 & 2.5)	66,006
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	185,596

Other Print Materials

2.8	Total Uncataloged Books	0
2.9	Total Print Serials	3,318
2.10	All Other Print Materials	0
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	3,318
2.12	Total Print Materials (Total questions 2.7 and 2.11)	188,914

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	5,665
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Federal: Number provided by system in 2013 was incorrect. Typographical error - should have been 5,933.

State: Number provided by system in 2013 was incorrect. Typographical error - should have been 5,933.

Local: Number provided by system in 2013 was incorrect.

2.14	Local Databases	14
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2.15	NOVEL ^{NY} Databases	11
2.16	Total Databases (Total questions 2.14 and 2.15)	25
2.17	Audio - Downloadable Units	2,521
2.18	Video - Downloadable Units	0
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	0
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	8,211

Non-Electronic Materials

2.21	Audio - Physical Units	16,028
2.22	Video - Physical Units	15,990
2.23	Other Non-Electronic Materials (includes films, slides, etc.)	292
2.24	Total Other Materials Holdings (Total questions 2.21 through 2.23)	32,310
2.25	GRAND TOTAL HOLDINGS (Total questions 2.12, 2.20 and 2.24)	229,435

CURRENT SERIAL SUBSCRIPTIONS

2.26	Current Print Serial Subscriptions	246
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ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.27	Cataloged Books	12,341
2.28	All Other Print Materials	0
2.29	Electronic Materials	1,375
2.30	All Other Materials	2,741
2.31	Total Additions (Total questions 2.27 through 2.30)	16,457

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Report all information on questions 3.1 through 3.21 as of the fiscal year reported in Part 1; report information on questions 3.22 through 3.67 for the 2014 calendar year. Please click [here](#) to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Part 1.

LIBRARY USE

3.1	Library visits (total annual attendance)	399,147
3.2	Registered resident borrowers	31,977
3.3	Registered non-resident borrowers	3,955

Please report information on WRITTEN POLICIES as of 12/31/14.

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

3.4	Does the library have an open meeting policy?	Y
3.5	Does the library have a policy protecting the confidentiality of library records?	Y
3.6	Does the library have an Internet use policy?	Y
3.7	Does the library have a disaster plan?	Y

3.8 Does the library have a board-approved conflict of interest policy? Y

3.9 Does the library have a board-approved whistle blower policy? Y

Please report information on ACCESSIBILITY as of 12/31/14.

ACCESSIBILITY (Answer Y for Yes, N for No)

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

3.11 Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)? N

Please report information on LIBRARY SPONSORED PROGRAMS as of the end of the fiscal year reported in Part 1.

LIBRARY SPONSORED PROGRAMS

3.12 Adult Program Sessions 173

3.13 Young Adult Program Sessions 73

3.14 Children's Program Sessions 583

3.15 All Other Program Sessions 55

3.16 Total Number of Program Sessions (Total questions 3.12 through 3.15) 884

3.17 Adult Program Attendance 6,935

3.18 Young Adult Program Attendance 3,213

Federal: Youth Services fully staffed and as a result the Library was able to offer more programs to Teens.

State: Youth Services fully staffed and as a result the Library was able to offer more programs to Teens.

3.19 Children's Program Attendance 14,021

3.20 All Other Program Attendance 60

3.21 Total Program Attendance (Total questions 3.17 through 3.20) 24,229

**Please report information on SUMMER READING PROGRAMS for the 2014 calendar year.
SUMMER READING PROGRAM**

3.22- Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2014 (check all that apply):

a. Program(s) for children Yes

b. Program(s) for young adults Yes

c. Program(s) for Adults Yes

d. Summer Reading at New York Libraries name and/or logo used Yes

e. Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used) Yes

f. N/A No

3.23 Library outlets offering a summer reading program 1

3.24	Children registered for the library's summer reading program	4,399
3.25	Young adults registered for the library's summer reading program	123
3.26	Adults registered for the library's summer reading program	56
3.27	Total number registered for the library's summer reading program (total 3.24 + 3.25 + 3.26)	4,578
3.28	Children's program sessions - Summer 2014	178
3.29	Young adult program sessions - Summer 2014	21
3.30	Adult program sessions - Summer 2014	6
3.31	Total program sessions - Summer 2014 (total 3.28 + 3.29 + 3.30)	205
3.32	Children's program attendance - Summer 2014	4,492
3.33	Young adult program attendance - Summer 2014	326
3.34	Adult program attendance - Summer 2014	65
3.35	Total program attendance - Summer 2014 (total 3.32 + 3.33 + 3.34)	4,883

COLLABORATORS

**3.36 Public school district(s) and/or 1
BOCES**

Local: Ithaca School District and BOCES

3.37 Non-public school(s) 1

Local: Homeschoolers

3.38 Childcare center(s) 1

Local: Drop in Center

3.39 Summer camp(s) 8

Local: YMCA, GIAC, Southside Community Center, Brooktondale Summer Camp, Camp Coddington, Coalition for Families (Coop Ext), Sciencenter, Immaculate Conception.

3.40 Municipality/Municipalities 0

3.41 Literacy provider(s) 1

Local: Family Reading Partnership

**3.42 Other (describe using the 14
State note)**

State: Finger Lakes Independence Center, Cornell Companions, Ithaca Generator, Moholland and Lewis, Z95.5, Reader is In, WIC, Community School of Music and Arts, Hasbrouck Apartments, Cinemapolis, Museum of the Earth, Kitchen Theater, Rosie's Home Kitchen, Cayuga Chamber Orchestra.

**3.43 Total Collaborators (total 3.36 26
through 3.42)**

Please report information on EARLY LITERACY PROGRAMS for the 2014 calendar year.

EARLY LITERACY PROGRAMS

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

3.45 Indicate types of programs offered (check all that apply)

a. Focus on birth - school entry Yes

- b. Focus on parents & caregivers Yes
- c. Combined audience Yes
- d. N/A No

3.46 Number of sessions

- a. Focus on birth - school entry 441
- b. Focus on parents & caregivers 0
- c. Combined audience 0
- d. N/A 0

3.47 Total Sessions 441

3.48 Attendance at sessions

- a. Focus on birth - school entry 9,168
- b. Focus on parents & caregivers 0
- c. Combined audience 0
- d. N/A 0

3.49 Total Attendance 9,168

3.50 Collaborators (check all that apply):

- a. Childcare center(s) Yes

Local: Drop In Center

- b. Public School District(s) and/or BOCES Yes

Local: ICSD and BOCES

c. Non-Public School(s) Yes

Local: Homeschoolers

d. Health care providers/agencies Yes

Local: MD offices and DSS

e. Other (describe using the State note) Yes

State: Cornell University Ithaca College

Local: Cornell University Ithaca College

f. N/A No

Please report information on ADULT LITERACY for the 2014 calendar year.

ADULT LITERACY

3.51 Did the library offer adult literacy programs? Yes

3.52 Total program sessions 4

3.53 Total program attendance 43

3.54 Collaborators (check all that apply)

a. Literacy NY (Literacy Volunteers of America) Yes

b. Public School District(s) and/or BOCES Yes

Local: Tompkins Learning

c. Non-Public Schools No

d. Other (see instructions and describe using State Note) Yes

State: Challenges, Workforce, Tompkins Learning Partner, TC3 and the Learning Web.

e. N/A No

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2014 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

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

3.56 Children's program sessions 3

3.57 Young adult program sessions 0

3.58 Adult program sessions 25

**3.59 Total program sessions (total 28
3.56 + 3.57 + 3.58)**

**3.60 Children's program 221
attendance**

**3.61 Young adult program 0
attendance**

3.62 Adult program attendance 403

**3.63 Total program attendance 624
(total 3.60 + 3.61 + 3.62)**

3.64 Collaborators (check all that apply):

**a. Literacy NY (Literacy Yes
Volunteers of America)**

Local: Tompkins Learning

**b. Public School District(s) Yes
and/or BOCES**

Local: Ithaca City School District and BOCES

c. Non-Public School(s) No

d. Other (describe using the State note) Yes

State: Ithaca College

e. N/A No

Please report information on DIGITAL LITERACY for the 2014 calendar year.

DIGITAL LITERACY

3.65 Did the library offer digital literacy programs? Y

3.66 Total program sessions 64

3.67 Total program attendance 114

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 105,009

4.2 Adult Non-fiction Books 95,078

4.3 Total Adult Books (Total questions 4.1 & 4.2) 200,087

4.4 Children's Fiction Books 151,125

4.5 Children's Non-fiction Books 46,765

4.6 Total Children's Books (Total questions 4.4 & 4.5) 197,890

4.7 Total Cataloged Book Circulation (Total question 4.3 & 4.6) 397,977

CIRCULATION OF OTHER MATERIALS

4.8 Circulation of Adult Other Materials 200,269

4.9 Circulation of Children's Other Materials 55,079

4.10 Circulation of Electronic Materials 26,055

4.11 Total Circulation of Other Materials (Total questions 4.8, 4.9 & 4.10) 281,403

4.12 Grand Total Circulation Transactions (Total questions 4.7 & 4.11) 679,380

4.13 Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9) 252,969

REFERENCE TRANSACTIONS

4.14 Total Reference Transactions 31,119

4.15 Does the library offer virtual reference? Y

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.16 TOTAL MATERIALS RECEIVED 28,023

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.17 TOTAL MATERIALS PROVIDED 34,572

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2014.

SYSTEMS AND SERVICES

- 5.1 Automated circulation system? Y
- 5.2 Online public access catalog (OPAC)? Y
- 5.3 Electronic access to the OPAC from outside the library? Y
- 5.4 Annual number of visits to the library's web site 243,876
- 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 65,394
- 5.7 Name of the person responsible for the library's 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

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not . This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

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)	12.53
6.5	Vacant Librarian (certified)	0
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	26.54
6.11	Vacant Other Staff	0
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	42.07
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.00
SALARY INFORMATION		
6.14	FTE - Entry Level Librarian (certified)	1
6.15	Salary - Entry Level Librarian (certified)	\$47,284

6.16	FTE - Library Director (certified)	1
6.17	Salary - Library Director (certified)	\$101,269
6.18	FTE - Library Manager (not certified)	0
6.19	Salary - Library Manager (not certified)	\$0

7. MINIMUM PUBLIC LIBRARY STANDARDS

Report all information as of December 31, 2014. Please click [here](#) to read general instructions before completing this section.

7.1	1. Is governed by board-approved written bylaws which outline the responsibilities and procedures of the library board of trustees.	Y
7.2	2. Has a board-approved written long range plan of service.	Y
7.3	3. Presents a board-approved annual report to the community on the library's progress in meeting its goals and objectives.	Y
7.4	4. Has board-approved written policies for the operation of the library.	Y
7.5	5. Presents annually to appropriate funding agencies a written board-approved budget which would enable the library to meet or exceed these standards and to carry out its long-range plan of service.	Y

7.6 6. Periodically evaluates the effectiveness of the library's 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) N

Federal: Variance request was filed and acknowledged on October 31,2014. A plan to reach the minimum standard was submitted by email on November 30, 2014.

State: Variance request was filed and acknowledged on October 31,2014. A plan to reach the minimum standard was submitted by email on November 30, 2014.

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. Provides equipment and connections to meet community needs and provide access to other library catalogs and other electronic information, including but not limited to the following:

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. Fax capability (see instructions) Y

7.18 10. Distributes board-approved 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 Commissioner's Regulation 90.8. Y

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

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 2

8.5 **TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)** 3

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6 Minimum Weekly Total Hours 55
- Main Library

State: State variance requested 9/15/14.

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)

State: Variance request was filed and acknowledged on October 31,2014. A plan to reach the minimum standard was submitted by email on November 30, 2014.

8.10 Annual Total Hours - Main 2,793
Library

8.11 Annual Total Hours - Branch 0
Libraries

8.12 Annual Total Hours - 0
Bookmobiles

8.13 Annual Hours Open - Total 2,793.00
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. Phone (enter 10 digits only) (607) 272-4557**
- 8. Fax Number (enter 10 digits only) (607) 272-8111**

9. E-mail Address scurrie@tcpl.org
10. Outlet URL http://tcpl.org
11. County Tompkins
12. School District Ithaca City School District
13. Library System Finger Lakes Library System
14. Outlet Type Code (select one): CE
15. Public Service Hours Per Year for This Outlet 2,793
16. Number of Weeks This Outlet is Open 52
17. Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? Y
18. Is the meeting space available for public use even when the outlet is closed? Y
19. Total number of non-library sponsored programs, meetings and/or events at this outlet 278
20. Enter the appropriate outlet code (select one): LRF
21. Who owns this outlet building? County
22. Who owns the land on which this outlet is built? County
23. Indicate the year this outlet was initially constructed 2000

24. Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2000
25. Square footage of the outlet	60,888
26. Total number of Internet terminals at this outlet used by the general public	34
27. Type of connection on the outlet's public Internet computers	Fiber
28. Maximum <u>download</u> speed of connection on the outlet's public Internet computers	5 Greater than or equal to 3 mbps and less than 6 mbps
29. Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	5 Greater than or equal to 3 mbps and less than 6 mbps
30. Internet Provider	Clarity Connect
31. WiFi Access	Available only when the library is open
32. Number of wireless sessions provided by the library wireless service per year	24,957
33. Does the outlet have interactive videoconferencing capability for public use?	Y
34. Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
35. Is every public part of the outlet accessible to a person in a wheelchair?	Y
36. LIBID	2400613230

37. *FSCSID* NY0160

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

39. *Outlet Structure Status* 00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2014. 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, 2014 to December 31, 2014) 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

10.4 Trustee term length 3

BOARD MEMBER SELECTION

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

List Officers and Board Members as of March 1, 2015. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

10.6 Title (drop-down): Mr., Mrs., Mr. Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), or Vacant

State: Completing a term that had been vacated.

10.7 First Name Bruce

10.8 Last Name Ryan

10.9 Mailing Address 44 N Lansing School Rd

10.10 City Groton

10.11 Zip Code (5 digits only) 13073

10.12 Phone (enter 10 digits only) (607) 544-3587

10.13 E-mail Address ryanb@tc3.edu

10.14 Term Begins - Month December

10.15 Term Begins - Year (yyyy) 2013

10.16 Term Expires - Month December

10.17 Term Expires - Year (yyyy) 2015

10.18 The date the Oath of Office was taken (mm/dd/yyyy) 02/20/2013

10.19 The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/13/2013

10.20 Is this a brand new trustee? N

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

2. First Name of Board Member Cynthia

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 Treasurer
 9. Term Begins - Month January
 10. Term Begins - Year (year) 2014
 11. Term Expires December
 12. Term Expires - Year (yyyy) 2016
 13. The date the Oath of Office (mm/dd/yyyy) was taken 4/28/14
 14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 4/28/14
 15. Is this a brand new trustee? N
-
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 30 Renwick Heights Rd
 5. City Ithaca
 6. Zip Code (5 digits only) 14850
 7. E-mail address petersersol@yahoo.com

8. **Office Held or Trustee** **Secretary**
9. **Term Begins - Month** **January**
10. **Term Begins - Year (year)** **2013**
11. **Term Expires** **December**
12. **Term Expires - Year (yyyy)** **2015**
13. **The date the Oath of Office (mm/dd/yyyy) was taken** **02/22/2013**
14. **The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)** **02/22/2013**
15. **Is this a brand new trustee?** **N**

1. **Title of Board Member (select one):** **Ms.**
2. **First Name of Board Member** **Kristine**
3. **Last Name of Board Member** **Altucher**
4. **Mailing Address** **708 Mitchell St**
5. **City** **Ithaca**
6. **Zip Code (5 digits only)** **14850**
7. **E-mail address** **altuchk@tc3.edu**
8. **Office Held or Trustee** **Trustee**
9. **Term Begins - Month** **January**
10. **Term Begins - Year (year)** **2015**

11. Term Expires December

12. Term Expires - Year (yyyy) 2017

13. The date the Oath of Office (mm/dd/yyyy) was taken N/A

Federal: Trustee on medical leave. Will be sworn in upon return, tentatively March 2015.

State: Trustee on medical leave. Will be sworn in upon return, tentatively March 2015.

Local: Trustee on medical leave. Will be sworn in upon return, tentatively March 2015.

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

Federal: Trustee on medical leave. Will be sworn in upon return, tentatively March 2015.

State: Trustee on medical leave. Will be sworn in upon return, tentatively March 2015.

Local: Trustee on medical leave. Will be sworn in upon return, tentatively March 2015.

15. Is this a brand new trustee? N

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 Begins - Month January

10. Term Begins - Year (year) 2014

- 11. **Term Expires** **December**
- 12. **Term Expires - Year (yyyy)** **2016**
- 13. **The date the Oath of Office (mm/dd/yyyy) was taken** **01/09/2014**
- 14. **The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)** **01/09/2014**
- 15. **Is this a brand new trustee?** **N**

- 1. **Title of Board Member (select one):** **Mr.**
- 2. **First Name of Board Member** **Kenneth**
- 3. **Last Name of Board Member** **McClane**
- 4. **Mailing Address** **114 Glenside Rd**
- 5. **City** **Ithaca**
- 6. **Zip Code (5 digits only)** **14850**
- 7. **E-mail address** **kam6@cornell.edu**
- 8. **Office Held or Trustee** **Trustee**
- 9. **Term Begins - Month** **January**
- 10. **Term Begins - Year (year)** **2014**
- 11. **Term Expires** **December**
- 12. **Term Expires - Year (yyyy)** **2016**
- 13. **The date the Oath of Office (mm/dd/yyyy) was taken** **01/08/2014**

14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/08/2014

15. Is this a brand new trustee? N

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 Begins - Month January

10. Term Begins - Year (year) 2015

11. Term Expires December

12. Term Expires - Year (yyyy) 2017

13. The date the Oath of Office (mm/dd/yyyy) was taken 01/27/2015

14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 1/30/15

15. Is this a brand new trustee? N

1. **Title of Board Member (select one):** Ms.
2. **First Name of Board Member** Molly
3. **Last Name of Board Member** Salky
4. **Mailing Address** 36 Forest Acres Drive
5. **City** Ithaca
6. **Zip Code (5 digits only)** 14850
7. **E-mail address** mollysalky@gmail.com
8. **Office Held or Trustee** Vice President
9. **Term Begins - Month** January
10. **Term Begins - Year (year)** 2015
11. **Term Expires** December
12. **Term Expires - Year (yyyy)** 2017
13. **The date the Oath of Office (mm/dd/yyyy) was taken** 12/29/14
14. **The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)** 12/29/14
15. **Is this a brand new trustee?** N

1. **Title of Board Member (select one):** Mr.
2. **First Name of Board Member** Tim
3. **Last Name of Board Member** Scott

- | | | |
|------------|---|-------------------------------|
| 4. | Mailing Address | 111 Northview Rd |
| 5. | City | Ithaca |
| 6. | Zip Code (5 digits only) | 14850 |
| 7. | E-mail address | tscott@sciencenter.org |
| 8. | Office Held or Trustee | Trustee |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2015 |
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2017 |
| 13. | The date the Oath of Office (mm/dd/yyyy) was taken | 12/8/14 |
| 14. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 12/8/14 |
| 15. | Is this a brand new trustee? | N |
| 1. | Title of Board Member (select one): | Mrs. |
| 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 Begins - Month January
10. Term Begins - Year (year) 2013
11. Term Expires December
12. Term Expires - Year (yyyy) 2015
13. The date the Oath of Office (mm/dd/yyyy) was taken 04/4/2014
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 4/4/2014
15. Is this a brand new trustee? N

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

State: Completing a term that had been vacated.

2. First Name of Board Member Helena Maria
3. Last Name of Board Member Viramontes
4. Mailing Address 21 Brooktree Lane
5. City Ithaca
6. Zip Code (5 digits only) 14850
7. E-mail address hmv2@cornell.edu
8. Office Held or Trustee Trustee

9. **Term Begins - Month** **February**
10. **Term Begins - Year (year)** **2014**
11. **Term Expires** **December**
12. **Term Expires - Year (yyyy)** **2015**
13. **The date the Oath of Office (mm/dd/yyyy) was taken** **02/18/2014**
14. **The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)** **2/20/2014**
15. **Is this a brand new trustee?** **N**

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

State: Completing a term that had been vacated.

2. **First Name of Board Member** **Risa**
3. **Last Name of Board Member** **Mish**
4. **Mailing Address** **116 Irving Place**
5. **City** **Ithaca**
6. **Zip Code (5 digits only)** **14850**
7. **E-mail address** **rmm22@cornell.edu**
8. **Office Held or Trustee** **Trustee**
9. **Term Begins - Month** **December**
10. **Term Begins - Year (year)** **2014**

- | | | |
|------------|---|-----------------|
| 11. | Term Expires | December |
| 12. | Term Expires - Year (yyyy) | 2015 |
| 13. | The date the Oath of Office (mm/dd/yyyy) was taken | 12/18/14 |
| 14. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 12/18/14 |
| 15. | Is this a brand new trustee? | Y |
-
- | | | |
|------------|---|----------------|
| 1. | Title of Board Member (select one): | Vacant |
| 2. | First Name of Board Member | N/A |
| 3. | Last Name of Board Member | N/A |
| 4. | Mailing Address | N/A |
| 5. | City | N/A |
| 6. | Zip Code (5 digits only) | N/A |
| 7. | E-mail address | N/A |
| 8. | Office Held or Trustee | Trustee |
| 9. | Term Begins - Month | |
| 10. | Term Begins - Year (year) | |
| 11. | Term Expires | |
| 12. | Term Expires - Year (yyyy) | |
| 13. | The date the Oath of Office (mm/dd/yyyy) was taken | |

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

15. Is this a brand new trustee?

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

2. First Name of Board Member N/A

3. Last Name of Board Member N/A

4. Mailing Address N/A

5. City N/A

6. Zip Code (5 digits only) N/A

7. E-mail address N/A

8. Office Held or Trustee Trustee

9. Term Begins - Month

10. Term Begins - Year (year)

11. Term Expires

12. Term Expires - Year (yyyy)

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

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

15. Is this a brand new trustee?

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

11. OPERATING FUNDS RECEIPTS

Report financial data based on the fiscal reporting year reported in Part 1. *ROUND TO THE NEAREST DOLLAR.* Please click [here](#) to read general instructions before completing this section.

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 | \$2,978,032 |
| 4. Subject to public vote held in reporting year or in a previous reporting year(s). | N |
| 5. Written Contractual Agreement | N/A |

- | | |
|---|-----------------------|
| 1. Source of Funds | City |
| 2. Name of funding County, Municipality or District | City of Ithaca |
| 3. Amount | \$14,623 |
| 4. Subject to public vote held in reporting year or in a previous reporting year(s). | N |
| 5. Written Contractual Agreement | N/A |

- | | |
|--|-----------------------|
| 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 held in reporting year or in a previous reporting year(s).	N
5. Written Contractual Agreement	Y
11.2 TOTAL LOCAL PUBLIC FUNDS	\$3,012,655

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3 Local Library Services Aid (LLSA)	\$26,690
11.4 Central Library Aid (CLDA and/or CBA)	\$89,009
11.5 Additional State Aid received from the System	\$0
11.6 Federal Aid received from the System	\$0
11.7 Other Cash Grants	\$1,310
11.8 TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$117,009

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	\$40,000
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FEDERAL AID FOR LIBRARY OPERATION

11.10 LSTA	\$0
11.11 Other Federal Aid	\$0

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

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

OTHER RECEIPTS

11.14 Gifts and Endowments \$663,703

Local: 2 large bequests received in 2014

11.15 Fund Raising \$38,000

11.16 Income from Investments \$1,590

11.17 Library Charges \$105,394

11.18 Other \$274,080

**11.19 TOTAL OTHER RECEIPTS \$1,082,767
(Add Questions 11.14, 11.15, 11.16,
11.17 and 11.18)**

**11.20 TOTAL OPERATING FUND \$4,252,431
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 IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2014 (Same as Question 12.39 of previous year if fiscal year has not changed) \$499,476

11.26 GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.41) \$4,751,907

12. OPERATING FUND DISBURSEMENTS

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

Please click [here](#) to read general instructions before completing this section.

12.1 Certified Librarians	\$847,289
12.2 Other Staff	\$1,009,679
12.3 Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)	\$1,856,968

State: Salaries and wages higher due to settlement of Professional and Support Staff bargaining agreements with wages retroactive to 1/1/2013 and some one time payments.
Local: Salaries and wages higher due to settlement of Professional and Support Staff bargaining agreements with wages retroactive to 1/1/2013 and some one time payments.

12.4 Employee Benefits Expenditures	\$1,087,224
12.5 Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$2,944,192

COLLECTION EXPENDITURES

12.6 Print Materials Expenditures	\$162,796
12.7 Electronic Materials Expenditures	\$28,633

12.8 Other Materials Expenditures \$62,922

12.9 Total Collection Expenditures \$254,351
(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) \$60,717

12.12 Total Capital Expenditures \$60,717
(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 \$0
12.13 and 12.14)

12.16 Other Disbursements for \$15,329
Operation & Maintenance of
Buildings

12.17 Total Operation & \$15,329
Maintenance of Buildings (Add
Questions 12.15 and 12.16)

MISCELLANEOUS EXPENSES

12.18 Office and Library Supplies \$59,835

12.19 Telecommunications \$14,993

12.20 Binding Expenses \$0

12.21 Postage and Freight \$2,997

12.22 Professional & Consultant Fees \$313,867

Local: Additional contracted security services. Also legal fees in response to PERB complaints.

12.23 Equipment \$0

12.24 Other Miscellaneous \$583,825

Local: Large bequest received and relayed to the TCPL Foundation.

12.25 **Total Miscellaneous Expenses** \$975,517
(Add Questions 12.18, 12.19, 12.20, 12.21, 12.22, 12.23 and 12.24)

12.26 **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** \$62,000

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.27 From Local Public Funds (73PF) \$0

12.28 From Other Funds (73OF) \$0

12.29 **Total (Add Questions 12.27 and 12.28)** \$0

12.30 Budget Loans (Principal and Interest) \$0

12.31 Short-Term Loans \$0

12.32 **Total Debt Service (Add Questions 12.29, 12.30 and 12.31)** \$0

12.33 TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.25, 12.26 and 12.32) \$4,312,106

TRANSFERS

Transfers to Capital Fund

12.34 From Local Public Funds (76PF) \$0

12.35 From Other Funds (76OF) \$0

12.36 Total Transfers to Capital Fund (Add Questions 12.34 and 12.35; same as Question 13.8) \$0

12.37 Transfer to Other Funds \$0

12.38 TOTAL TRANSFERS (Add Questions 12.36 and 12.37) \$0

12.39 TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.33 and 12.38) \$4,312,106

12.40 BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2014 \$439,801

12.41 GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.39 and 12.40; same as Question 11.26) \$4,751,907

ASSURANCE

12.42 The Library operated in accordance with all 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). 03/12/2015

Local: Board president tentative approval pending board meeting scheduled 3/24/15,

FISCAL AUDIT

12.43 Last audit performed (mm/dd/yyyy) 07/18/2014

12.44 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) 01/01/2013-12/31/2013

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

CAPITAL FUND

12.46 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*. Please click [here](#) to read general instructions before completing this section.

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 12.36) \$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 2014 (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

Please click [here](#) to read general instructions before completing this section.

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 \$0
EXPENDITURES

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

14.11 BALANCE IN CAPITAL \$0
FUND - Ending Balance for the Fiscal
Year Ending 2014

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

15. CENTRAL LIBRARIES

Central Book Aid

CENTRAL BOOK AID (CBA)

Statutory Education Law § 272, 273(1)(b)(2)

Reference: Commissioners Regulations 90.4

Central Book Aid is a flat sum of \$71,500 to each public library system. The fiscal year for Central Book Aid is the calendar year. Please see the Central Library Program Guidelines at <http://www.nysl.nysed.gov/libdev/clda/index.html> for more information.

Include in this category library expenditures for CBA library materials. CBA funds may only be expended for adult non-fiction and foreign language library materials, including electronic content.

NOTE: This section is new for 2014. Responses to new questions may be estimated for the first year.

15.1.1 Purchased Services: Did the central/co-central library expend CBA funds for purchased services for CBA library materials? Enter Y for Yes, N for No. N

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

List services purchased with CBA funds in separate repeating groups, itemizing by vendor contract. If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1. Expenditure Category N/A
2. Provider of Services
3. Expenditure

15.1.2 Total Expenditure - Purchased Services \$0

15.1.3 Supplies and Materials: Did the central/co-central library expend CBA funds for adult non-fiction and foreign language library materials? Enter Y for Yes, N for No. N

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1. Expenditure Category N/A

2. Quantity

3. Unit Cost

4. Expenditure

1. Expenditure Category N/A

2. Quantity

3. Unit Cost

4. Expenditure

15.1.4 Total Expenditure - Supplies and Materials \$0

15.1.5 Total Expenditure (total 15.1.2 and 15.1.4) \$0

15.1.6 Cash Balance at the Opening of the Current Fiscal Year

NOTE: The opening balance must be the same as the closing balance of the previous year.

15.1.7 Total Allocation from 2014-2015 State Aid

15.1.8 Cash Balance at the End of the Current Fiscal Year

15.1.9 Final Narrative: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.

Central Library Development Aid

CENTRAL LIBRARY DEVELOPMENT AID (CLDA)

Statutory Education Law § 272, 273(1)(b)(1)

Reference: Commissioners Regulations 90.4

The formula is \$0.32 per capita or \$105,000 whichever is greater, to each public library system. Please see the Central Library Program Guidelines at <http://www.nysl.nysed.gov/libdev/clda/index.html> for more information. Note: CLDA funds which are expended for library materials must be used for adult non-fiction and foreign language, including electronic content. The fiscal year for Central Library Development Aid (CLDA) is the calendar year.

NOTE: This section is new for 2014. Responses to new questions may be estimated for the first year.

15.2.1 - 15.2.2 Professional Salaries: Indicate total FTE and salaries for all professional central/co-central library employees (paid from CLDA funds).

**15.2.1 Total Full-Time Equivalents 0.2
(FTE)**

**15.2.2 Total Expenditure for \$13,250
Professional Salaries**

15.2.3 - 15.2.4 Other Staff Salaries: Indicate total FTE and salaries for all other central/co-central library employees (paid from CLDA funds).

**15.2.3 Total Full-Time Equivalents 1.11
(FTE)**

**15.2.4 Total Expenditures for Other \$34,647
Staff Salaries**

15.2.5 Employee Benefits: Indicate the total expenditures for all central/co-central library employee benefits (paid from CLDA funds). \$29,112

15.2.6 Purchased Services: Did the central/co-central library expend CLDA funds for purchased services? Enter Y for Yes, N for No. Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

- 1. Expenditure Category Vendor contract for automation**
- 2. Provider of Services Polaris**
- 3. Expenditure \$12,000**

15.2.7 Total Expenditure - Purchased Services \$12,000

15.2.8 Supplies and Materials: Did the central/co-central library expend funds for supply items, postage, adult nonfiction and foreign language library materials, or equipment and furnishings with a unit cost less than \$5,000? Enter Y for Yes, N for No. N

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1 and 2 of one repeating group.

- 1. Expenditure Category N/A**
- 2. Expenditure N/A**

15.2.9 Total Expenditure - Supplies and Materials \$0

15.2.10 Travel Expenditures: Did the central/co-central library expend funds for travel? Enter Y for Yes, N for No. N

If yes, complete one record for each type of travel; if no, enter N/A for questions 1 and 2 of one repeating group.

1. Type of travel N/A

2. Expenditure N/A

15.2.11 Total Expenditures - Travel \$0

15.2.12 Equipment and Furnishings: Did the central/co-central library expend funds for equipment and furnishings with a unit cost of \$5,000 or more and having a useful life of more than one year? Enter Y for Yes, N for No. N

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3 and 4 of one repeating group.

1. Type of item N/A

2. Quantity N/A

3. Unit cost N/A

4. Expenditure N/A

15.2.13 Total Expenditure - Equipment and Furnishings \$0

15.2.14 Total Expenditure (total 15.2.2, 15.2.4, 15.2.5, 15.2.7, 15.2.9, 15.2.11 and 15.2.13) \$89,009

15.2.15 Cash Balance at the Opening of the Fiscal Year \$0

NOTE: The opening balance must be the same as the closing balance of the previous year.

15.2.16 Total Allocation from 2014-2015 State Aid: \$89,009

15.2.17 Cash Balance at the end of the Current Fiscal Year \$0

15.2.18 Final Narrative: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds. \$12,000 was used to support a portion of the cost of the Polaris Integrated Library System, which is used by the Central Library for cataloging, maintaining and circulating the CBA collection.

\$13,641 was used to support the materials receiving activity at the Central Library.

\$63,368 was used to underwrite staff costs involved in selecting acquiring, processing, maintaining, circulating, repairing and weeding of the CBA collection.

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

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

16.1	Total ALA-MLS	11.84
16.2	Total Librarians	13.59
16.3	All Other Paid Staff	23.22
16.4	Total Paid Employees	36.81
16.5	State Government Revenue	\$155,699
16.6	Federal Government Revenue	\$0
16.7	Other Operating Revenue	\$1,084,077
16.8	Total Operating Revenue	\$4,252,431

16.9	Other Operating Expenditures	\$1,052,846
16.10	Total Operating Expenditures	\$4,251,389
16.11	Total Capital Expenditures	\$60,717
16.12	Print Materials	188,914
16.13	Total Registered Borrowers	35,932
16.14	Other Capital Revenue and Receipts	\$0
16.15	Total Number of Internet Terminals Used by the General Public	34

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	<i>LIB ID</i>	2400613230
17.2	<i>Interlibrary Relationship Code</i>	ME
17.3	<i>Legal Basis Code</i>	CO
17.4	<i>Administrative Structure Code</i>	SO
17.5	<i>FSCS Public Library Definition</i>	Y
17.6	<i>Geographic Code</i>	CO1
17.7	<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*. When providing feedback, if
applicable please indicate the
question number each
comment/suggestion refers to. Thank
you!**