

# Seymour Public Library District

## Annual Report For Public And Association Libraries - 2013

### 1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2013, except for questions related to the current library director/manager (questions 1.35 through 1.40).

1.1	Library ID Number	2400050330
1.2	Library Name	SEYMOUR PUBLIC LIBRARY DISTRICT
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	Auburn
1.6	Beginning Fiscal Reporting Year	01/01/2013
1.7	Ending Fiscal Reporting Year	12/31/2013
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	01/01/2013
1.12	Ending <u>Local</u> Fiscal Year	12/31/2013
1.13	Address Status	00 (for no change from previous year)
1.14	Street Address	176-178 GENESEE STREET
1.15	City	AUBURN
1.16	Zip Code	13021
1.17	Mailing Address	176-178 GENESEE STREET
1.18	City	AUBURN
1.19	Zip Code	13021
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(315) 252-2571
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(315) 252-7985
1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	seymourlibrary@seymourlib.org
1.23	Library Home Page URL (Enter N/A if no home page URL)	www.seymourlibrary.org
1.24	Population Chartered to Serve (per 2010 Census)	34,450
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):	Special Legislative District
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 or the date of the provisional charter if the library does not have an absolute charter 11/14/2011
- 1.30 Date the library was last registered 12/29/2003
- 1.31 Federal Employer Identification Number 161460484
- 1.32 County CAYUGA
- 1.33 School District Auburn Enlarged City School District
- 1.34 Town City of Auburn
- 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 Lisa
- 1.38 Last Name of Library Director/Manager Carr
- 1.39 NYS Public Librarian Certification Number 21142
- 1.40 E-mail Address of the Director/Manager lcarr@seymourlib.org
- 1.41 Fax Number of the Director/Manager (315) 252-7985
- 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. Y
1. Name of municipality or district holding the vote Seymour Public Library District
2. Indicate the type of municipality or district holding the vote Special Legislative District
3. Was this a Chapter 414 (Ed. Law Â§259.1.b)? N
4. Dollar amount \$27,500
5. Was the vote successful? Y
6. Date the vote was held (mm/dd/yyyy) 12/04/2012
- 1.44 For the fiscal year that ended in 2013, 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 in a previous year. 99%
- 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. 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	22,123
2.2	Adult Non-fiction Books	29,440
2.3	<b>Total Adult Books (Total questions 2.1 &amp; 2.2)</b>	51,563
2.4	Children's Fiction Books	13,654
2.5	Children's Non-fiction Books	9,642
2.6	<b>Total Children's Books (Total questions 2.4 &amp; 2.5)</b>	23,296
2.7	<b>Total Cataloged Books (Total questions 2.3 &amp; 2.6)</b>	74,859

#### Other Print Materials

2.8	Total Uncataloged Books	655
2.9	Total Print Serials	711
2.10	All Other Print Materials	0
2.11	<b>Total Other Print Materials (Total questions 2.8 through 2.10)</b>	1,366
2.12	<b>Total Print Materials (Total questions 2.7 and 2.11)</b>	76,225

### ELECTRONIC MATERIALS

2.13	Electronic Books	15,933
2.14	Local Databases	13
2.15	NOVELNY Databases	11
2.16	<b>Total Databases (Total questions 2.14 and 2.15)</b>	24
2.17	Other Electronic Materials (includes all other materials in digital format such as e-serials, government documents, electronic files, reference tools, scores, maps, collection of digital photographs, etc.)	524
2.18	<b>Total Electronic Materials (Total questions 2.13, 2.16 and 2.17)</b>	16,481

### ALL OTHER MATERIALS

2.19	Audio - Physical Units	1,508
2.20	Audio - Downloadable Units	2,317
2.21	Video - Physical Units	4,433
2.22	Video - Downloadable Units	0
2.23	All Other Materials (includes microform, films, slides, etc.)	5,135
2.24	<b>Total Other Materials Holdings (Total questions 2.19 through 2.23)</b>	13,393
2.25	<b>GRAND TOTAL HOLDINGS (Total questions 2.12, 2.18 and 2.24)</b>	106,099

### CURRENT SERIAL SUBSCRIPTIONS

2.26	Current Print Serial Subscriptions	236
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### ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.27	Cataloged Books	6,708
2.28	All Other Print Materials	0
2.29	Electronic Materials	15,933
2.30	All Other Materials	3,424
2.31	<b>Total Additions (Total questions 2.27 through 2.30)</b>	26,065

## 3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Report all information on questions 3.1 through 3.10 and 3.56 through 3.64 as of the end of the fiscal year

reported in Part 1; report information on questions 3.11 through 3.55 for the 2013 calendar year.

**LIBRARY SPONSORED PROGRAMS**

3.1	Adult Program Sessions	148
3.2	Young Adult Program Sessions	4
3.3	Children's Program Sessions	177
3.4	All Other Program Sessions	0
3.5	<b>Total Number of Program Sessions (Total questions 3.1 through 3.4)</b>	<b>329</b>
3.6	Adult Program Attendance	1,123
3.7	Young Adult Program Attendance	26
3.8	Children's Program Attendance	5,137
3.9	All Other Program Attendance	0
3.10	<b>Total Program Attendance (Total questions 3.6 through 3.9)</b>	<b>6,286</b>

**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 2013 (check all that apply):

a.	Program(s) for children	Yes
b.	Program(s) for young adults	Yes
c.	Program(s) for Adults	No
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
3.12	Library outlets offering a summer reading program	1
3.13	Children registered for the library's summer reading program	438
3.14	Young adults registered for the library's summer reading program	40
3.15	<b>Total number registered for the library's summer reading program (total 3.13 + 3.14)</b>	<b>478</b>
3.16	Children's program sessions - Summer 2013	25
3.17	Young adult program sessions - Summer 2013	0
3.18	Adult program sessions - Summer 2013	0
3.19	<b>Total program sessions - Summer 2013 (total 3.16 + 3.17 + 3.18)</b>	<b>25</b>
3.20	Children's program attendance - Summer 2013	2,068
3.21	Young adult program attendance - Summer 2013	0
3.22	Adult program attendance - Summer 2013	0
3.23	<b>Total program attendance - Summer 2013 (total 3.20 + 3.21 + 3.22)</b>	<b>2,068</b>

**COLLABORATORS**

3.24	Public school district(s) and/or BOCES	1
3.25	Non-public school(s)	0
3.26	Childcare center(s)	1
3.27	Summer camp(s)	0
3.28	Municipality/Municipalities	0
3.29	Literacy provider(s)	1
3.30	Other (describe using the State note)	0
3.31	<b>Total Collaborators (total 3.24 through 3.30)</b>	<b>3</b>

**EARLY LITERACY PROGRAMS**

3.32	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	Y
3.33	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	No
d.	N/A	No
3.34	Number of sessions	
a.	Focus on birth - school entry	119
b.	Focus on parents & caregivers	2
c.	Combined audience	0
d.	N/A	0
3.35	<b>Total Sessions</b>	121
3.36	Attendance at sessions	
a.	Focus on birth - school entry	2,261
b.	Focus on parents & caregivers	32
c.	Combined audience	0
d.	N/A	0
3.37	<b>Total Attendance</b>	2,293
3.38	Collaborators (check all that apply):	
a.	Childcare center(s)	Yes
b.	Public School District(s) and/or BOCES	Yes
c.	Non-Public School(s)	No
d.	Health care providers/agencies	No
e.	Other (describe using the State note)	No
f.	N/A	No

#### ADULT LITERACY

3.39	Did the library offer adult literacy programs?	No
3.40	Total program sessions	0
3.41	Total program attendance	0
3.42	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 Schools	No
d.	Other (see instructions and describe using State Note)	No
e.	N/A	Yes

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

3.43	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	N
3.44	Children's program sessions	0
3.45	Young adult program sessions	0
3.46	Adult program sessions	0
3.47	<b>Total program sessions (total 3.44 + 3.45 + 3.46)</b>	0
3.48	Children's program attendance	0
3.49	Young adult program attendance	0
3.50	Adult program attendance	0
3.51	<b>Total program attendance (total 3.48 + 3.49 + 3.50)</b>	0
3.52	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	Yes

### **DIGITAL LITERACY**

3.53	Did the library offer digital literacy programs?	Y
3.54	Total program sessions	33
3.55	Total program attendance	166

### **LIBRARY USE**

3.56	Library visits (total annual attendance)	107,732
3.57	Registered resident borrowers	12,054
3.58	Registered non-resident borrowers	1,077

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

3.59	Does the library have an open meeting policy?	Y
3.60	Does the library have a policy protecting the confidentiality of library records?	Y
3.61	Does the library have an Internet use policy?	Y
3.62	Does the library have a disaster plan?	N

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

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

## **4. LIBRARY TRANSACTIONS**

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is not considered part of circulation)

### **CATALOGED BOOK CIRCULATION**

4.1	Adult Fiction Books	41,195
4.2	Adult Non-fiction Books	16,355
4.3	<b>Total Adult Books (Total questions 4.1 &amp; 4.2)</b>	<b>57,550</b>
4.4	Children's Fiction Books	26,066
4.5	Children's Non-fiction Books	5,302
4.6	<b>Total Children's Books (Total questions 4.4 &amp; 4.5)</b>	<b>31,368</b>
4.7	<b>Total Cataloged Book Circulation (Total question 4.3 &amp; 4.6)</b>	<b>88,918</b>

### **CIRCULATION OF OTHER MATERIALS**

4.8	Circulation of Adult Other Materials	29,834
4.9	Circulation of Children's Other Materials	11,236
4.10	Circulation of Electronic Materials	4,331
4.11	<b>Total Circulation of Other Materials (Total questions 4.8, 4.9 &amp; 4.10)</b>	<b>45,401</b>
4.12	<b>Grand Total Circulation Transactions (Total questions 4.7 &amp; 4.11)</b>	<b>134,319</b>
4.13	<b>Grand Total Circulation of Children's Materials (Total questions 4.6 &amp; 4.9)</b>	<b>42,604</b>

### **REFERENCE TRANSACTIONS**

4.14	Total Reference Transactions	24,790
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4.15	Does the library offer virtual reference?	Y
<b>INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)</b>		
4.16	TOTAL MATERIALS RECEIVED	12,784
<b>INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)</b>		
4.17	TOTAL MATERIALS PROVIDED	11,445

## 5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2013.

### 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	71,990
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	18,651
5.7	Name of the person responsible for the library's Information Technology (IT) services	Josh Rogalski
5.8	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(315) 252-2571
5.9	IT contact's email address	jrogalski@seymourlib.org

## 6. STAFF INFORMATION

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

### FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1	The number of hours per workweek used to compute FTE for all paid library personnel in this section.	40
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### BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1
6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	3.06
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)	0
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0
6.10	Other Staff	8.81
6.11	Vacant Other Staff	0
6.12	<b>TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 &amp; 6.10)</b>	12.87
6.13	<b>VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 &amp; 6.11)</b>	0.00

### SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	1
6.15	Salary - Entry Level Librarian (certified)	\$35,000
6.16	FTE - Library Director (certified)	1
6.17	Salary - Library Director (certified)	\$65,000
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, 2013.

7.1	1. Is governed by board-approved written bylaws.	Y
7.2	2. Has a board-approved written long range plan of service.	Y
7.3	3. Presents an annual report to the community.	Y
7.4	4. Has board-approved written policies.	Y
7.5	5. Presents an annual written budget to appropriate funding agencies.	Y
7.6	6. Periodically evaluates the effectiveness of the collection and services in meeting community needs.	Y
7.7	7. Is open the minimum standard number of public service hours for population served. (see instructions)	Y
8.	Maintains a facility to meet community needs, including adequate:	
7.8	8a. space	Y
7.9	8b. lighting	Y
7.10	8c. shelving	Y
7.11	8d. seating	Y
7.12	8e. restroom (see instructions)	Y
9.	Has the equipment and connections necessary to facilitate access to information:	
7.13	9a. telephone	Y
7.14	9b. photocopier (see instructions)	Y
7.15	9c. microcomputer or terminal	Y
7.16	9d. printer	Y
7.17	9e. telefacsimile capability (see instructions)	Y
7.18	10. Distributes printed information listing the library's hours open, borrowing rules, services, location and phone number.	Y
7.19	11. Employs a paid director in accordance with the provisions of section 90.8 of Commissioner' Regulations. (see instructions)	Y

## 8. PUBLIC SERVICE INFORMATION

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

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

8.1	Main Library	1
8.2	Branches	0
8.3	Bookmobiles	0
8.4	Other Outlets	0
8.5	<b>TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)</b>	1

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

8.6	Minimum Weekly Total Hours - Main Library	56
8.7	Minimum Weekly Total Hours - Branch Libraries	N/A
8.8	Minimum Weekly Total Hours - Bookmobiles	N/A
8.9	<b>Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)</b>	56.00
8.10	Annual Total Hours - Main Library	2,924
8.11	Annual Total Hours - Branch Libraries	0
8.12	Annual Total Hours - Bookmobiles	0



8.13 Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12) 2,924.00

## 9. SERVICE OUTLET INFORMATION

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

1. Outlet Name	Seymour Public Library District
2. Outlet Name Status	00 (for no change)
3. Street Address	176-178 Genesee St.
4. Outlet Street Address Status	00 (for no change)
5. City	Auburn
6. Zip Code	13021
7. Phone (enter 10 digits only)	(315) 252-2571
8. Fax Number (enter 10 digits only)	(315) 252-7985
9. E-mail Address	seymourlibrary@seymourlib.org
10. Outlet URL	www.seymourlibrary.org
11. County	Cayuga
12. School District	Auburn Enlarged City School District
13. Outlet Type Code (select one):	CE
14. Public Service Hours Per Year for This Outlet	2,924
15. Number of Weeks This Outlet is Open	52
16. Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	N
17. Is the meeting space available for public use even when the outlet is closed?	N
18. Total number of non-library sponsored programs, meetings and/or events at this outlet	0
19. Enter the appropriate outlet code (select one):	N/A
20. Who owns this outlet building?	Other (specify using the State note)
21. Who owns the land on which this outlet is built?	Other (specify using the State note)
22. Indicate the year this outlet was initially constructed	1903
23. Indicate the year this outlet underwent a major renovation costing \$25,000 or more	1994
24. Square footage of the outlet	20,000
25. Total number of Internet terminals at this outlet used by the general public	23
26. Type of connection on the outlet's public Internet computers	Cable
27. Maximum <u>download</u> speed of connection on the outlet's public Internet computers	Greater than 50 mbps and less than 100 mbps
28. Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	Greater than 3 mbps and less than 6 mbps
29. Internet Provider	Time Warner Cable
30. WiFi Access (click the hyperlink for types of WiFi Access)	No restrictions to access
31. Number of wireless access uses per year: Report the total number of uses of wireless access in the outlet during the last year.	0

32.	Does the outlet have interactive videoconferencing capability for public use?	N
33.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
34.	Is every public part of the outlet accessible to a person in a wheelchair?	N
35.	<i>LIBID</i>	2400050330
36.	<i>FSCSID</i>	NY0134
37.	<i>Metropolitan Status Code</i>	NO
38.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
39.	<i>Outlet Structure Status</i>	00 (for no change from previous year)

## 10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2013. 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, 2013 to December 31, 2013)	12
10.2	Number of voting library board positions stated in the library's charter.	7
10.3	Number of current <u>voting</u> positions on library board.	8

### BOARD MEMBER SELECTION

10.4	Enter Board Member Selection Code (select one):	EP - board members are elected in a public election
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List Officers and Board Members for the current Calendar Year (January 1 - December 31, 2014). Complete one record for each board member. There must be a record for each voting position, whether filled or vacant.

### BOARD PRESIDENT

10.5	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), or Vacant	Mrs.
10.6	First Name	Patricia
10.7	Last Name	Messina
10.8	Mailing Address	10 French Ave
10.9	City	Auburn
10.10	Zip Code (5 digits only)	13021
10.11	Phone (enter 10 digits only)	(315) 253-0442
10.12	E-mail Address	patmessina@roadrunner.com
10.13	Term Begins - Month	January
10.14	Term Begins - Year (yyyy)	2012
10.15	Term Expires - Month	December
10.16	Term Expires - Year (yyyy)	2015
10.17	The date the Oath of Office was taken (mm/dd/yyyy)	01/26/2012
10.18	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/26/2012
10.19	Is this a brand new trustee?	N
1.	Title of Board Member (select one):	Ms.
2.	First Name of Board Member	Leah
3.	Last Name of Board Member	Lesch

4. Mailing Address 3251 E. Genesee St Rd  
5. City Auburn  
6. Zip Code (5 digits only) 13021  
7. E-mail address leahlesch@roadrunner.com  
8. Office Held or Trustee Vice President  
9. Term Begins - Month January  
10. Term Begins - Year (year) 2012  
11. Term Expires December  
12. Term Expires - Year (yyyy) 2015  
13. The date the Oath of Office (mm/dd/yyyy) was taken 01/27/12  
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/27/12  
15. Is this a brand new trustee? N

1. Title of Board Member (select one): Mr.  
2. First Name of Board Member Mike  
3. Last Name of Board Member Trapani  
4. Mailing Address 12 S. Marvine  
5. City Auburn  
6. Zip Code (5 digits only) 13021  
7. E-mail address michaeltrapani@ymail.com  
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) 2016  
13. The date the Oath of Office (mm/dd/yyyy) was taken 01/28/13  
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/28/13  
15. Is this a brand new trustee? Y

1. Title of Board Member (select one): Mrs.  
2. First Name of Board Member Susan  
3. Last Name of Board Member Ahner  
4. Mailing Address 3092 E. Gensee St. Rd.  
5. City Auburn  
6. Zip Code (5 digits only) 13021  
7. E-mail address bahner1@verizon.net  
8. Office Held or Trustee Treasurer  
9. Term Begins - Month January  
10. Term Begins - Year (year) 2012  
11. Term Expires December  
12. Term Expires - Year (yyyy) 2015  
13. The date the Oath of Office (mm/dd/yyyy) was taken 01/25/13  
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/25/13  
15. Is this a brand new trustee? N

1. Title of Board Member (select one): Ms.  
2. First Name of Board Member Ginny  
3. Last Name of Board Member Kent

4.	Mailing Address	169 E. Genesee St
5.	City	Auburn
6.	Zip Code (5 digits only)	13021
7.	E-mail address	ginquiry@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2012
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2014
13.	The date the Oath of Office (mm/dd/yyyy) was taken	02/10/12
14.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/10/12
15.	Is this a brand new trustee?	N
1.	Title of Board Member (select one):	Ms.
2.	First Name of Board Member	Ellen
3.	Last Name of Board Member	DelloStritto
4.	Mailing Address	5599 W. Lake Rd.
5.	City	Auburn
6.	Zip Code (5 digits only)	13021
7.	E-mail address	5599ellen@roadrunner.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2011
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2014
13.	The date the Oath of Office (mm/dd/yyyy) was taken	02/09/2011
14.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/09/2011
15.	Is this a brand new trustee?	N
1.	Title of Board Member (select one):	Ms.
2.	First Name of Board Member	Joan
3.	Last Name of Board Member	Smrtic
4.	Mailing Address	99 Old State Rd.
5.	City	Auburn
6.	Zip Code (5 digits only)	13021
7.	E-mail address	jsmrt@yahoo.com
8.	Office Held or Trustee	Secretary
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	2012
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2014
13.	The date the Oath of Office (mm/dd/yyyy) was taken	06/01/12
14.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	06/01/12
15.	Is this a brand new trustee?	N
1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	Larry
3.	Last Name of Board Member	Liberatore

4.	Mailing Address	27 Fourth Ave
5.	City	Auburn
6.	Zip Code (5 digits only)	13021
7.	E-mail address	lliberatore@beardsley.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2012
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2015
13.	The date the Oath of Office (mm/dd/yyyy) was taken	01/24/2012
14.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/24/2012
15.	Is this a brand new trustee?	N

## 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 ( <u>see instructions</u> ).	Y
1.	Source of Funds	Other (specify using the State note)
2.	Name of funding County, Municipality or District	Seymour Public Library District
3.	Amount	\$742,000
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	Y
5.	Written Contractual Agreement	N
1.	Source of Funds	County
2.	Name of funding County, Municipality or District	Cayuga
3.	Amount	\$6,000
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	N
5.	Written Contractual Agreement	Y
11.2	<b>TOTAL LOCAL PUBLIC FUNDS</b>	\$748,000

### SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$8,398
11.4	Central Library Aid (CLDA and/or CBA)	\$0
11.5	Additional State Aid received from the System	\$16,000
11.6	Federal Aid received from the System	\$0
11.7	Other Cash Grants	\$188
11.8	<b>TOTAL SYSTEM CASH GRANTS</b> (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$24,586

### OTHER STATE AID

11.9	State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants	\$0
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### FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	\$0
11.11	Other Federal Aid	\$0
11.12	<b>TOTAL FEDERAL AID</b> (Add Questions 11.10 and 11.11)	\$0
11.13	<b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b>	\$0
<b>OTHER RECEIPTS</b>		
11.14	Gifts and Endowments	\$119,976
11.15	Fund Raising	\$82
11.16	Income from Investments	\$39
11.17	Library Charges	\$26,884
11.18	Other	\$1,658
11.19	<b>TOTAL OTHER RECEIPTS</b> (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$148,639
11.20	<b>TOTAL OPERATING FUND RECEIPTS</b> (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$921,225
11.21	<b>BUDGET LOANS</b>	\$0
<b>TRANSFERS</b>		
11.22	From Capital Fund (Same as Question 14.8)	\$0
11.23	From Other Funds	\$0
11.24	<b>TOTAL TRANSFERS</b> (Add Questions 11.22 and 11.23)	\$0
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2013 (Same as Question 12.39 of previous year if fiscal year has not changed)	\$287,460
11.26	<b>GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE</b> (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.40)	\$1,208,685

## 12. OPERATING FUND DISBURSEMENTS

### STAFF EXPENDITURES

#### Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$168,849
12.2	Other Staff	\$316,967
12.3	<b>Total Salaries &amp; Wages Expenditures</b> (Add Questions 12.1 and 12.2)	\$485,816
12.4	<b>Employee Benefits Expenditures</b>	\$171,147
12.5	<b>Total Staff Expenditures</b> (Add Questions 12.3 and 12.4)	\$656,963

### COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$89,685
12.7	Electronic Materials Expenditures	\$33,824
12.8	Other Materials Expenditures	\$336
12.9	<b>Total Collection Expenditures</b> (Add Questions 12.6, 12.7 and 12.8)	\$123,845

### CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$22,628
12.11	From Other Funds (71OF)	\$9,725
12.12	<b>Total Capital Expenditures</b> (Add Questions 12.10 and 12.11)	\$32,353

### OPERATION AND MAINTENANCE OF BUILDINGS

**Repairs to Building & Building Equipment**

12.13	From Local Public Funds (72PF)	\$4,277
12.14	From Other Funds (72OF)	\$0
12.15	<b>Total Repairs</b> (Add Questions 12.13 and 12.14)	\$4,277
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$99,478
12.17	<b>Total Operation &amp; Maintenance of Buildings</b> (Add Questions 12.15 and 12.16)	\$103,755

**MISCELLANEOUS EXPENSES**

12.18	Office and Library Supplies	\$16,763
12.19	Telecommunications	\$7,452
12.20	Binding Expenses	\$0
12.21	Postage and Freight	\$1,640
12.22	Professional & Consultant Fees	\$15,517
12.23	Other Miscellaneous	\$24,270
12.24	<b>Total Miscellaneous Expenses</b> (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22 and 12.23)	\$65,642

12.25	<b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b>	\$0
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**DEBT SERVICE****Capital Purposes Loans (Principal and Interest)**

12.26	From Local Public Funds (73PF)	\$0
12.27	From Other Funds (73OF)	\$0
12.28	<b>Total</b> (Add Questions 12.26 and 12.27)	\$0
12.29	Budget Loans (Principal and Interest)	\$0
12.30	Short-Term Loans	\$0
12.31	<b>Total Debt Service</b> (Add Questions 12.28, 12.29 and 12.30)	\$0
12.32	<b>TOTAL OPERATING FUND DISBURSEMENTS</b> (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31)	\$982,558

**TRANSFERS****Transfers to Capital Fund**

12.33	From Local Public Funds (76PF)	\$0
12.34	From Other Funds (76OF)	\$0
12.35	<b>Total Transfers to Capital Fund</b> (Add Questions 12.33 and 12.34; same as Question 13.8)	\$0
12.36	<b>Transfer to Other Funds</b>	\$0
12.37	<b>TOTAL TRANSFERS</b> (Add Questions 12.35 and 12.36)	\$0
12.38	<b>TOTAL DISBURSEMENTS AND TRANSFERS</b> (Add Questions 12.32 and 12.37)	\$982,558

12.39	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2013	\$226,127
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12.40	<b>GRAND TOTAL DISBURSEMENTS, TRANSFERS &amp; BALANCE</b> (Add Questions 12.38 and 12.39; same as Question 11.26)	\$1,208,685
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**ASSURANCE**

12.41 The Library operated under its plan of service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy). 02/12/2014

### FISCAL AUDIT

12.42 Last audit performed (mm/dd/yyyy) 02/19/2013  
12.43 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) 01/01/2012-12/31/2012  
12.44 Indicate type of audit (select one): Private Accounting Firm

### CAPITAL FUND

12.45 Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report. N

## 13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Part 1. *ROUND TO THE NEAREST DOLLAR.*

### REVENUES FROM LOCAL SOURCES

13.1 Revenues from Local Government Sources \$0  
13.2 All Other Revenues from Local Sources \$0  
13.3 **Total Revenues from Local Sources** (Add Questions 13.1 and 13.2) \$0

### STATE AID FOR CAPITAL PROJECTS

13.4 State Aid Received for Construction \$0  
13.5 Other State Aid \$0  
13.6 **Total State Aid** (Add Questions 13.4 and 13.5) \$0

### FEDERAL AID FOR CAPITAL PROJECTS

13.7 **TOTAL FEDERAL AID** \$0

### INTERFUND REVENUE

13.8 **Transfer from Operating Fund** (Same as Question 12.35) \$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 2013 (Same as Question 14.11 of previous year, if fiscal year has not changed) \$0  
13.13 **TOTAL CASH RECEIPTS AND BALANCE** (Add Questions 13.11 and 13.12; same as Question 14.12) \$0

## 14. CAPITAL FUND DISBURSEMENTS

### PROJECT EXPENDITURES

14.1 Construction \$0  
14.2 Incidental Construction \$0  
**Other Disbursements**  
14.3 Purchase of Buildings \$0  
14.4 Interest \$0  
14.5 Collection Expenditures \$0  
14.6 **Total Other Disbursements** (Add Questions 14.3, 14.4 and 14.5) \$0  
14.7 **TOTAL PROJECT EXPENDITURES** (Add Questions 14.1, 14.2 and 14.6) \$0



14.8	<b>TRANSFER TO OPERATING FUND</b> (Same as Question 11.22)	\$0
14.9	<b>NON-PROJECT EXPENDITURES</b>	\$0
14.10	<b>TOTAL CASH DISBURSEMENTS AND TRANSFERS</b> (Add Questions 14.7, 14.8 and 14.9)	\$0
14.11	<b>BALANCE IN CAPITAL FUND</b> - Ending Balance for the Fiscal Year Ending 2013	\$0
14.12	<b>TOTAL CASH DISBURSEMENTS AND BALANCE</b> (Add Questions 14.10 and 14.11; same as Question 13.13)	\$0

## 15. FEDERAL TOTALS

All questions in Part 15 are calculated, locked fields.

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

15.1	Total ALA-MLS	4.06
15.2	Total Librarians	4.06
15.3	All Other Paid Staff	8.81
15.4	Total Paid Employees	12.87
15.5	State Government Revenue	\$24,398
15.6	Federal Government Revenue	\$0
15.7	Other Operating Revenue	\$148,827
15.8	Total Operating Revenue	\$921,225
15.9	Other Operating Expenditures	\$169,397
15.10	Total Operating Expenditures	\$950,205
15.11	Total Capital Expenditures	\$32,353
15.12	Print Materials	76,225
15.13	Total Registered Borrowers	13,131
15.14	Other Capital Revenue and Receipts	\$0
15.15	Total Number of Internet Terminals Used by the General Public	23

## 16. FOR NEW YORK STATE LIBRARY USE ONLY

16.1	<i>LIB ID</i>	2400050330
16.2	<i>Interlibrary Relationship Code</i>	ME
16.3	<i>Legal Basis Code</i>	LD
16.4	<i>Administrative Structure Code</i>	SO
16.5	<i>FSCS Public Library Definition</i>	Y
16.6	<i>Geographic Code</i>	OTH
16.7	<i>FSCS ID</i>	NY0134

## SUGGESTED IMPROVEMENTS

Library Name:	SEYMOUR PUBLIC LIBRARY DISTRICT
Library System:	Finger Lakes Library System
Name of Person Completing Form:	Lisa Ann Carr
Phone Number:	(315) 252-2571

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!