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).

1.1 Library ID Number 2400614510
1.2 Library Name NEWFIELD 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 Newfield
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 Local Fiscal Year 1/1/14
1.12 Ending Local Fiscal Year 12/31/14
1.13 Address Status 00 (for no change from previous year)
1.14 Street Address 198 MAIN STREET
1.15 City NEWFIELD
1.16 Zip Code 14867
1.17 Mailing Address BOX 154
1.18 City NEWFIELD
1.19 Zip Code 14867
1.20 Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number) (607) 564-3594
1.21 Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number) (607) 564-3594
1.22 E-Mail Address to Contact the Library (Enter N/A if no e-mail address) newfieldpubliclibrary@yahoo.com
1.23 Library Home Page URL (Enter N/A if no home page URL) newfieldpubliclibrary.org
1.24 Population Chartered to Serve (per 2010 Census) 759
1.25 Indicate the type of library as stated in the library's charter (select one): ASSOCIATION
1.26 Indicate the area chartered to serve as stated in the library's charter (select one): Village
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: 12/12/1894

1.30 Date the library was last registered: 10/17/1907

1.31 Federal Employer Identification Number: 150572885

1.32 County: TOMPKINS

1.33 School District: Newfield School District

1.34 Town/City: Newfield

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: Tammy

1.38 Last Name of Library Director/Manager: Kubinec

1.39 NYS Public Librarian Certification Number: N/A

1.40 E-mail Address of the Director/Manager: newfieldpubliclibrary@yahoo.com

1.41 Fax Number of the Director/Manager: (607) 564-3594

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

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

1.44 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: 9.34

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

1.44 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: 9.34

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

1.46 Name of contracting municipality or district: N/A

2. Is this a written contractual agreement? N/A
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

<table>
<thead>
<tr>
<th>Question</th>
<th>Subcategory</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Adult Fiction Books</td>
<td>4,038</td>
</tr>
<tr>
<td>2.2</td>
<td>Adult Non-fiction Books</td>
<td>3,738</td>
</tr>
<tr>
<td>2.3</td>
<td>Total Adult Books (Total questions 2.1 &amp; 2.2)</td>
<td>7,776</td>
</tr>
<tr>
<td>2.4</td>
<td>Children's Fiction Books</td>
<td>4,060</td>
</tr>
<tr>
<td>2.5</td>
<td>Children's Non-fiction Books</td>
<td>1,799</td>
</tr>
<tr>
<td>2.6</td>
<td>Total Children's Books (Total questions 2.4 &amp; 2.5)</td>
<td>5,859</td>
</tr>
<tr>
<td>2.7</td>
<td>Total Cataloged Books (Total questions 2.3 &amp; 2.6)</td>
<td>13,635</td>
</tr>
</tbody>
</table>

Other Print Materials

<table>
<thead>
<tr>
<th>Question</th>
<th>Subcategory</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.8</td>
<td>Total Uncataloged Books</td>
<td>117</td>
</tr>
<tr>
<td>2.9</td>
<td>Total Print Serials</td>
<td>9</td>
</tr>
<tr>
<td>2.10</td>
<td>All Other Print Materials</td>
<td>0</td>
</tr>
<tr>
<td>2.11</td>
<td>Total Other Print Materials (Total questions 2.8 through 2.10)</td>
<td>126</td>
</tr>
<tr>
<td>2.12</td>
<td>Total Print Materials (Total questions 2.7 and 2.11)</td>
<td>13,761</td>
</tr>
</tbody>
</table>

ALL OTHER MATERIALS

Electronic Materials

<table>
<thead>
<tr>
<th>Question</th>
<th>Subcategory</th>
<th>Quantity</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.13</td>
<td>Electronic Books</td>
<td>5,438</td>
</tr>
<tr>
<td>2.14</td>
<td>Local Databases</td>
<td>11</td>
</tr>
<tr>
<td>2.15</td>
<td>NOVELNY Databases</td>
<td>11</td>
</tr>
<tr>
<td>2.16</td>
<td>Total Databases (Total questions 2.14 and 2.15)</td>
<td>22</td>
</tr>
<tr>
<td>2.17</td>
<td>Audio - Downloadable Units</td>
<td>2,520</td>
</tr>
<tr>
<td>2.18</td>
<td>Video - Downloadable Units</td>
<td>0</td>
</tr>
<tr>
<td>2.19</td>
<td>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.)</td>
<td>0</td>
</tr>
</tbody>
</table>
2.20 Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19) 7,980

Non-Electronic Materials
2.21 Audio - Physical Units 211
2.22 Video - Physical Units 993
2.23 Other Non-Electronic Materials (includes films, slides, etc.) 0
2.24 Total Other Materials Holdings (Total questions 2.21 through 2.23) 1,204
2.25 GRAND TOTAL HOLDINGS (Total questions 2.12, 2.20 and 2.24) 22,945

CURRENT SERIAL SUBSCRIPTIONS
2.26 Current Print Serial Subscriptions 27

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.
2.27 Cataloged Books 937
2.28 All Other Print Materials 180
2.29 Electronic Materials 2,215
2.30 All Other Materials 237
2.31 Total Additions (Total questions 2.27 through 2.30) 3,569

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES
Report all information on questions 3.1 through 3.21 as of the end 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) 14,602
3.2 Registered resident borrowers 2,332
3.3 Registered non-resident borrowers 91

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? N
3.8 Does the library have a board-approved conflict of interest policy? N
3.9 Does the library have a board-approved whistle blower policy? N

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

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 24
3.13 Young Adult Program Sessions 16
3.14 Children’s Program Sessions 77
3.15 All Other Program Sessions 0
3.16 Total Number of Program Sessions (Total questions 3.12 through 3.15) 117
3.17 Adult Program Attendance 645
3.18 Young Adult Program Attendance 178
3.19 Children’s Program Attendance 1,552
3.20 All Other Program Attendance 0
3.21 Total Program Attendance (Total questions 3.17 through 3.20) 2,375

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 3
3.24 Children registered for the library’s summer reading program 131
3.25 Young adults registered for the library’s summer reading program 23
3.26 Adults registered for the library’s summer reading program 10
3.27 Total number registered for the library’s summer reading program (total 3.24 + 3.25 + 3.26) 164
3.28 Children’s program sessions - Summer 2014 45
3.29 Young adult program sessions - Summer 2014 5
3.30 Adult program sessions - Summer 2014 3
3.31 Total program sessions - Summer 2014 (total 3.28 + 3.29 + 3.30) 53
3.32 Children’s program attendance - Summer 2014 1,368
3.33 Young adult program attendance - Summer 2014  64
3.34 Adult program attendance - Summer 2014  25
3.35 Total program attendance - Summer 2014 (total 3.32 + 3.33 + 3.34)  1,457

COLLABORATORS
3.36 Public school district(s) and/or BOCES  1
3.37 Non-public school(s)  0
3.38 Childcare center(s)  0
3.39 Summer camp(s)  1
3.40 Municipality/Municipalities  0
3.41 Literacy provider(s)  0
3.42 Other (describe using the State note)  0
3.43 Total Collaborators (total 3.36 through 3.42)  2

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

EARLY LITERACY PROGRAMS
3.44 Did the library offer early literacy programs?  Y
(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  No
   c. Combined audience  No
   d. N/A  No
3.46 Number of sessions
   a. Focus on birth - school entry  15
   b. Focus on parents & caregivers  0
   c. Combined audience  0
   d. N/A  0
3.47 Total Sessions  15
3.48 Attendance at sessions
   a. Focus on birth - school entry  567
   b. Focus on parents & caregivers  N/A
   c. Combined audience  N/A
   d. N/A  N/A
3.49 Total Attendance  567
3.50 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. Health care providers/agencies  No
   e. Other (describe using the State note)  No
   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?  No
3.52 Total program sessions  0
3.53 Total program attendance  0
3.54 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

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 for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No) N
3.56 Children's program sessions 0
3.57 Young adult program sessions 0
3.58 Adult program sessions 0
3.59 Total program sessions (total 3.56 + 3.57 + 3.58) 0
3.60 Children's program attendance N/A
3.61 Young adult program attendance N/A
3.62 Adult program attendance N/A
3.63 Total program attendance (total 3.60 + 3.61 + 3.62) 0

3.64 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

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 5
3.67 Total program attendance 5

**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 5,546
4.2 Adult Non-fiction Books 2,505
4.3 Total Adult Books (Total questions 4.1 & 4.2) 8,051
4.4 Children's Fiction Books 4,878
4.5 Children's Non-fiction Books 1,180
4.6 Total Children's Books (Total questions 4.4 & 4.5) 6,058
4.7 Total Cataloged Book Circulation (Total question 4.3 & 4.6) 14,109

CIRCULATION OF OTHER MATERIALS
4.8 Circulation of Adult Other Materials 6,098
4.9 Circulation of Children's Other Materials 1,714
4.10 Circulation of Electronic Materials N/A
4.11 Total Circulation of Other Materials (Total questions 4.8, 4.9 & 4.10) 7,812
4.12 Grand Total Circulation Transactions (Total questions 4.7 & 4.11) 21,921
4.13 Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9) 7,772

REFERENCE TRANSACTIONS
4.14 Total Reference Transactions 3,985
4.15 Does the library offer virtual reference? Y

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)
4.16 TOTAL MATERIALS RECEIVED 4,686

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)
4.17 TOTAL MATERIALS PROVIDED 2,889

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 website 7,665
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 3,051
5.7 Name of the person responsible for the library's Information Technology (IT) services Tammy Kubinec
5.8 IT contact's telephone number (enter 10 digits only and hit the Tab key) (607) 564-3594
5.9 IT contact's email address newfieldpubliclibrary@yahoo.com

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. 28
BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

<table>
<thead>
<tr>
<th>Position</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library Director (certified)</td>
<td>0</td>
</tr>
<tr>
<td>Vacant Library Director (certified)</td>
<td>0</td>
</tr>
<tr>
<td>Librarian (certified)</td>
<td>0</td>
</tr>
<tr>
<td>Vacant Librarian (certified)</td>
<td>0</td>
</tr>
<tr>
<td>Library Manager (not certified)</td>
<td>1.14</td>
</tr>
<tr>
<td>Vacant Library Manager (not certified)</td>
<td>0</td>
</tr>
<tr>
<td>Library Specialist/Paraprofessional (not certified)</td>
<td>0</td>
</tr>
<tr>
<td>Vacant Library Specialist/Paraprofessional (not certified)</td>
<td>0</td>
</tr>
<tr>
<td>Other Staff</td>
<td>1.14</td>
</tr>
<tr>
<td>Vacant Other Staff</td>
<td>0</td>
</tr>
</tbody>
</table>

TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10) 2.28

VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11) 0.00

SALARY INFORMATION

<table>
<thead>
<tr>
<th>Position</th>
<th>FTE</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entry Level Librarian (certified)</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Library Director (certified)</td>
<td>0</td>
<td>$0</td>
</tr>
<tr>
<td>Library Manager (not certified)</td>
<td>1.14</td>
<td>$32,000</td>
</tr>
<tr>
<td>Library Specialist/Paraprofessional (not certified)</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Other Staff</td>
<td>1.14</td>
<td></td>
</tr>
<tr>
<td>Vacant Other Staff</td>
<td>0</td>
<td></td>
</tr>
</tbody>
</table>

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) Y

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

7.8 8a. space 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 0
8.5 TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4) 1

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6 Minimum Weekly Total Hours - Main Library 28
8.7 Minimum Weekly Total Hours - Branch Libraries N/A
8.8 Minimum Weekly Total Hours - Bookmobiles N/A
8.9 Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8) 28.00
8.10 Annual Total Hours - Main Library 1,456
8.11 Annual Total Hours - Branch Libraries N/A
8.12 Annual Total Hours - Bookmobiles N/A
8.13 Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12) 1,456.00

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 Newfield Public Library
2. Outlet Name Status 00 (for no change)
198 MAIN STREET
3. Street Address
00 (for no change)
4. Outlet Street Address Status
NEWFIELD
5. City
14867
6. Zip Code
(607) 564-3594
7. Phone (enter 10 digits only)
(607) 564-3594
8. Fax Number (enter 10 digits only)
newfieldpubliclibrary@yahoo.com
9. E-mail Address
www.flls.org/memberpages/newfield.htm
10. Outlet URL
Tompkins
11. County
Newfield
12. School District
Finger Lakes Library System
13. Library System
CE
14. Outlet Type Code (select one):
1,456
15. Public Service Hours Per Year for This Outlet
52
16. Number of Weeks This Outlet is Open
Y
17. Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?
N
18. Is the meeting space available for public use even when the outlet is closed?
148
19. Total number of non-library sponsored programs, meetings and/or events at this outlet
LO
20. Enter the appropriate outlet code (select one):
Library Board
21. Who owns this outlet building?
Library Board
22. Who owns the land on which this outlet is built?
1878
23. Indicate the year this outlet was initially constructed
1997
24. Indicate the year this outlet underwent a major renovation costing $25,000 or more
4,389
25. Square footage of the outlet
6
26. Total number of Internet terminals at this outlet used by the general public
Cable
27. Type of connection on the outlet's public Internet computers
6 Greater than or equal to 6 mbps and less than 10 mbps
28. Maximum download speed of connection on the outlet's public Internet computers
2 Greater than 200 kbps and less than 768 kbps
29. Maximum upload speed of connection on the outlet's public Internet computers
Time Warner Cable
30. Internet Provider
No restrictions to access
31. WiFi Access
0
32. Number of wireless sessions provided by the library wireless service per year
N
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?
2400614510
36. LIBID
NY0161
37. FSCSID
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) 13

10.2 Number of voting library board positions stated in the library's charter. 6

10.3 Number of current voting positions on library board. 7

10.4 Trustee term length 5 years

BOARD MEMBER SELECTION

10.5 Enter Board Member Selection Code (select one):

EA - board members are elected by the library association membership

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., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), or Vacant Mrs.

10.7 First Name Meredith

10.8 Last Name Aidun

10.9 Mailing Address 25 Ruuspakka Rd

10.10 City Newfield

10.11 Zip Code (5 digits only) 14867

10.12 Phone (enter 10 digits only) (607) 564-7444

10.13 E-mail Address mmd5777@yahoo.com

10.14 Term Begins - Month January

10.15 Term Begins - Year (yyyy) 2014

10.16 Term Expires - Month January

10.17 Term Expires - Year (yyyy) 2019

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

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

10.20 Is this a brand new trustee? N

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

2. First Name of Board Member Joe

3. Last Name of Board Member Tompkins

4. Mailing Address 16 Horton Heights Rd

5. City newfield

6. Zip Code (5 digits only) 14867

7. E-mail address jtompkins@gmail.com
1. Title of Board Member (select one): Ms.
2. First Name of Board Member: Deb
3. Last Name of Board Member: Lazinsky
4. Mailing Address: PO Box 32
5. City: Newfield
6. Zip Code (5 digits only): 14867
7. E-mail address: dlazinsky@greenstar.coop
8. Office Held or Trustee: Vice President
9. Term Begins - Month: January
10. Term Begins - Year (year): 2013
11. Term Expires: January
12. Term Expires - Year (yyyy): 2018
13. The date the Oath of Office (mm/dd/yyyy) was taken: N/A
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy): N/A
15. Is this a brand new trustee?: N
1. Title of Board Member (select one): Ms.
2. First Name of Board Member: Patricia
3. Last Name of Board Member: DeLio
4. Mailing Address: 411 Butternut Dr
5. City: Newfield
6. Zip Code (5 digits only): 14867
7. E-mail address: iknham58@yahoo.com
8. Office Held or Trustee: Trustee
9. Term Begins - Month: January
10. Term Begins - Year (year): 2014
11. Term Expires: January
12. Term Expires - Year (yyyy): 2019
13. The date the Oath of Office (mm/dd/yyyy) was taken: N/A
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy): N/A
15. Is this a brand new trustee?: N
1. Title of Board Member (select one): Ms.
2. First Name of Board Member: Lois
3. Last Name of Board Member: Patton
4. Mailing Address: 378 Shaffer Rd #2
5. City: Newfield
<table>
<thead>
<tr>
<th></th>
<th>REFERENCE INFORMATION</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>6.</td>
<td>Zip Code (5 digits only)</td>
<td>14867</td>
</tr>
<tr>
<td>7.</td>
<td>E-mail address</td>
<td><a href="mailto:loispatton@aol.com">loispatton@aol.com</a></td>
</tr>
<tr>
<td>8.</td>
<td>Office Held or Trustee</td>
<td>Trustee</td>
</tr>
<tr>
<td>9.</td>
<td>Term Begins - Month</td>
<td>January</td>
</tr>
<tr>
<td>10.</td>
<td>Term Begins - Year (year)</td>
<td>2014</td>
</tr>
<tr>
<td>11.</td>
<td>Term Expires</td>
<td>January</td>
</tr>
<tr>
<td>12.</td>
<td>Term Expires - Year (yyyy)</td>
<td>2016</td>
</tr>
<tr>
<td>13.</td>
<td>The date the Oath of Office (mm/dd/yyyy) was taken</td>
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</tr>
<tr>
<td>14.</td>
<td>The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)</td>
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</tr>
<tr>
<td>15.</td>
<td>Is this a brand new trustee?</td>
<td>N</td>
</tr>
<tr>
<td>1.</td>
<td>Title of Board Member (select one):</td>
<td>Ms.</td>
</tr>
<tr>
<td>2.</td>
<td>First Name of Board Member</td>
<td>Joan</td>
</tr>
<tr>
<td>3.</td>
<td>Last Name of Board Member</td>
<td>Lockwood</td>
</tr>
<tr>
<td>4.</td>
<td>Mailing Address</td>
<td>10 Shaffer Rd Apt</td>
</tr>
<tr>
<td>5.</td>
<td>City</td>
<td>Newfield</td>
</tr>
<tr>
<td>6.</td>
<td>Zip Code (5 digits only)</td>
<td>14867</td>
</tr>
<tr>
<td>7.</td>
<td>E-mail address</td>
<td><a href="mailto:lockwynn@gmail.com">lockwynn@gmail.com</a></td>
</tr>
<tr>
<td>8.</td>
<td>Office Held or Trustee</td>
<td>Trustee</td>
</tr>
<tr>
<td>9.</td>
<td>Term Begins - Month</td>
<td>January</td>
</tr>
<tr>
<td>10.</td>
<td>Term Begins - Year (year)</td>
<td>2014</td>
</tr>
<tr>
<td>11.</td>
<td>Term Expires</td>
<td>January</td>
</tr>
<tr>
<td>12.</td>
<td>Term Expires - Year (yyyy)</td>
<td>2017</td>
</tr>
<tr>
<td>13.</td>
<td>The date the Oath of Office (mm/dd/yyyy) was taken</td>
<td>N/A</td>
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<tr>
<td>14.</td>
<td>The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)</td>
<td>N/A</td>
</tr>
<tr>
<td>15.</td>
<td>Is this a brand new trustee?</td>
<td>N</td>
</tr>
</tbody>
</table>

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? Y
   If yes, complete one record for each funding source; if no, go to question 11.3.

1. **Source of Funds**
   County

2. **Name of funding County, Municipality or District**
   Tompkins County

3. **Amount**
   $28,471

4. **Subject to public vote held in reporting year or in a previous reporting year(s).**
   N

5. **Written Contractual Agreement**
   Y

1. **Source of Funds**
   Town

2. **Name of funding County, Municipality or District**
   Town of Newfield

3. **Amount**
   $21,000

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**
   $90,971

**SYSTEM CASH GRANTS TO MEMBER LIBRARY**

11.3 **Local Library Services Aid (LLSA)**
   $1,270

11.4 **Central Library Aid (CLDA and/or CBA)**
   $0

11.5 **Additional State Aid received from the System**
   $0

11.6 **Federal Aid received from the System**
   $0

11.7 **Other Cash Grants**
   $0

11.8 **TOTAL SYSTEM CASH GRANTS** (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)
   $1,270

**OTHER STATE AID**

11.9 **State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants**
   $0

**FEDERAL AID FOR LIBRARY OPERATION**

11.10 **LSTA**
   $0

11.11 **Other Federal Aid**
   $0

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

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

**OTHER RECEIPTS**
<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>11.14</td>
<td>Gifts and Endowments</td>
<td>$11,065</td>
</tr>
<tr>
<td>11.15</td>
<td>Fund Raising</td>
<td>$988</td>
</tr>
<tr>
<td>11.16</td>
<td>Income from Investments</td>
<td>$599</td>
</tr>
<tr>
<td>11.17</td>
<td>Library Charges</td>
<td>$1,995</td>
</tr>
<tr>
<td>11.18</td>
<td>Other</td>
<td>$3,618</td>
</tr>
<tr>
<td>11.19</td>
<td><strong>TOTAL OTHER RECEIPTS</strong> (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)</td>
<td><strong>$18,265</strong></td>
</tr>
<tr>
<td>11.20</td>
<td><strong>TOTAL OPERATING FUND RECEIPTS</strong> (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)</td>
<td><strong>$110,506</strong></td>
</tr>
<tr>
<td>11.21</td>
<td><strong>BUDGET LOANS</strong></td>
<td><strong>$0</strong></td>
</tr>
<tr>
<td>11.22</td>
<td>From Capital Fund (Same as Question 14.8)</td>
<td><strong>$0</strong></td>
</tr>
<tr>
<td>11.23</td>
<td>From Other Funds</td>
<td><strong>$0</strong></td>
</tr>
<tr>
<td>11.24</td>
<td><strong>TOTAL TRANSFERS</strong> (Add Questions 11.22 and 11.23)</td>
<td><strong>$0</strong></td>
</tr>
<tr>
<td>11.25</td>
<td><strong>BALANCE IN OPERATING FUND</strong> - Beginning Balance for Fiscal Year Ending 2014 (Same as Question 12.39 of previous year if fiscal year has not changed)</td>
<td><strong>$165,246</strong></td>
</tr>
<tr>
<td>11.26</td>
<td><strong>GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE</strong> (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.41)</td>
<td><strong>$275,752</strong></td>
</tr>
</tbody>
</table>

### 12. OPERATING FUND DISBURSEMENTS

#### STAFF EXPENDITURES

**Salaries & Wages Paid from Library Funds**

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

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.1</td>
<td>Certified Librarians</td>
<td><strong>$0</strong></td>
</tr>
<tr>
<td>12.2</td>
<td>Other Staff</td>
<td><strong>$55,071</strong></td>
</tr>
<tr>
<td>12.3</td>
<td><strong>Total Salaries &amp; Wages Expenditures</strong> (Add Questions 12.1 and 12.2)</td>
<td><strong>$55,071</strong></td>
</tr>
<tr>
<td>12.4</td>
<td>Employee Benefits Expenditures</td>
<td><strong>$5,100</strong></td>
</tr>
<tr>
<td>12.5</td>
<td><strong>Total Staff Expenditures</strong> (Add Questions 12.3 and 12.4)</td>
<td><strong>$60,171</strong></td>
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</tbody>
</table>

#### COLLECTION EXPENDITURES

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>12.6</td>
<td>Print Materials Expenditures</td>
<td><strong>$9,771</strong></td>
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<tr>
<td>12.7</td>
<td>Electronic Materials Expenditures</td>
<td><strong>$0</strong></td>
</tr>
<tr>
<td>12.8</td>
<td>Other Materials Expenditures</td>
<td><strong>$1,942</strong></td>
</tr>
<tr>
<td>12.9</td>
<td><strong>Total Collection Expenditures</strong> (Add Questions 12.6, 12.7 and 12.8)</td>
<td><strong>$11,713</strong></td>
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</table>

#### CAPITAL EXPENDITURES FROM OPERATING FUNDS

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.10</td>
<td>From Local Public Funds (71PF)</td>
<td><strong>$2,675</strong></td>
</tr>
<tr>
<td>12.11</td>
<td>From Other Funds (71OF)</td>
<td><strong>$0</strong></td>
</tr>
<tr>
<td>12.12</td>
<td><strong>Total Capital Expenditures</strong> (Add Questions 12.10 and 12.11)</td>
<td><strong>$2,675</strong></td>
</tr>
</tbody>
</table>
# OPERATION AND MAINTENANCE OF BUILDINGS

## Repairs to Building & Building Equipment
- **12.13** From Local Public Funds (72PF) $1,086
- **12.14** From Other Funds (72OF) $0
- **12.15** Total Repairs (Add Questions 12.13 and 12.14) $1,086
- **12.16** Other Disbursements for Operation & Maintenance of Buildings $7,862
- **12.17** Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16) $8,948

## MISCELLANEOUS EXPENSES
- **12.18** Office and Library Supplies $1,351
- **12.19** Telecommunications $736
- **12.20** Binding Expenses $0
- **12.21** Postage and Freight $118
- **12.22** Professional & Consultant Fees $9,449
- **12.23** Equipment $2,246
- **12.24** Other Miscellaneous $4,491
- **12.25** Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22, 12.23 and 12.24) $18,391

**12.26** CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE $5,356

## 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) $107,254

## 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

### Transfer to Other Funds
- **12.37** $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) $107,254

12.40 BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2014 $168,498

12.41 GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.39 and 12.40; same as Question 11.26) $275,752

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). 01/26/2015

FISCAL AUDIT

12.43 Last audit performed (mm/dd/yyyy) 03/13/2009

12.44 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) 01/01/2008-12/31/2008

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. Y

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 $12

13.3 Total Revenues from Local Sources (Add Questions 13.1 and 13.2) $12

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) $12

13.10 NON-REVENUE RECEIPTS $0

13.11 TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10) $12
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) $5,543

13.13 TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12) $5,555

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

14.9 NON-PROJECT EXPENDITURES $0

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

14.11 BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2014 $5,555

14.12 TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13) $5,555

15. CENTRAL LIBRARIES

PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY

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 0.00
16.2 Total Librarians 0.80
16.3 All Other Paid Staff 0.80
16.4 Total Paid Employees 1.60
16.5 State Government Revenue $1,270
16.6 Federal Government Revenue $0
16.7 Other Operating Revenue $18,265
16.8 Total Operating Revenue $110,506
16.9 Other Operating Expenditures $32,695
<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.10</td>
<td>Total Operating Expenditures</td>
<td>$104,579</td>
</tr>
<tr>
<td>16.11</td>
<td>Total Capital Expenditures</td>
<td>$2,675</td>
</tr>
<tr>
<td>16.12</td>
<td>Print Materials</td>
<td>13,761</td>
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<tr>
<td>16.13</td>
<td>Total Registered Borrowers</td>
<td>2,423</td>
</tr>
<tr>
<td>16.14</td>
<td>Other Capital Revenue and Receipts</td>
<td>$12</td>
</tr>
<tr>
<td>16.15</td>
<td>Total Number of Internet Terminals Used by the General Public</td>
<td>6</td>
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**17. FOR NEW YORK STATE LIBRARY USE ONLY**

<table>
<thead>
<tr>
<th>Section</th>
<th>Code/Description</th>
<th>Value</th>
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</thead>
<tbody>
<tr>
<td>17.1</td>
<td>LIB ID</td>
<td>2400614510</td>
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<tr>
<td>17.2</td>
<td>Interlibrary Relationship Code</td>
<td>ME</td>
</tr>
<tr>
<td>17.3</td>
<td>Legal Basis Code</td>
<td>NP</td>
</tr>
<tr>
<td>17.4</td>
<td>Administrative Structure Code</td>
<td>SO</td>
</tr>
<tr>
<td>17.5</td>
<td>FSCS Public Library Definition</td>
<td>Y</td>
</tr>
<tr>
<td>17.6</td>
<td>Geographic Code</td>
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<tr>
<td>17.7</td>
<td>FSCS ID</td>
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</tr>
</tbody>
</table>

**SUGGESTED IMPROVEMENTS**

Library Name: NEWFIELD PUBLIC LIBRARY  
Library System: Finger Lakes Library System  
Name of Person Completing Form: Tammy Kubinec  
Phone Number: (607) 564-3594

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!

In section 12 under miscellaneous expenses, there is no logical place for technology related expenses such as software, web server services etc. It would be useful to have a section for these expenses or a clearer explanation of existing categories where these expenses fit.