

Stewart B. Lang Memorial Library

Annual Report For Public And Association Libraries - 2017

1. GENERAL LIBRARY INFORMATION

No Notes

2. LIBRARY COLLECTION

2.9 Total Print Serials

Note: We added a couple subscriptions this year and included subscriptions to the local papers.

2.14 Local Electronic Collections

Note: Due to new instructions the system is reporting this number this year.

2.19 Other Electronic Materials (Include items that are not included in the above categories, such as e-series; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)

Note: Due to new instructions we will be recording local circs instead of system totals.

2.24 Total Other Materials Holdings (Total questions 2.21 through 2.23)

Note: Local note: We received a large amount of video donations this year.

2.25 **GRAND TOTAL HOLDINGS** (Total questions 2.12, 2.20 and 2.24)

Note: Local note: due to new instructions we are counting local circs instead of system totals.

2.27 Cataloged Books

Note: Local note: during the transition between new directors, we bought less books than we have in previous years.

2.28 All Other Print Materials

Note: We do not have any items in the Adult Pamphlet, College Catalog, or Reference Pamphlet collections.

2.29 Electronic Materials

Note: Due to new instructions we are counting local additions rather than system additions. We purchased 5 kindle books for book club this year.

2.31 Total Additions (Total questions 2.27 through 2.30)

Note: Local note: due to changes we are counting local holdings for electronic materials rather than system holdings.

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

3.15 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)?

Note: We offer this service through the Finger Lakes Library System.

3.24 Young Adult Program Attendance

Note: We started a monthly summer teen book discussion club this year that was well attended.

4. LIBRARY TRANSACTIONS

4.13 Successful Retrieval of Electronic Information

Note: Per new instructions the system is reporting this number this year.

5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

6. STAFF INFORMATION

6.19 Salary - Library Manager (not certified)

Note: The previous director retired and the new director is a certified Library Director.

7. MINIMUM PUBLIC LIBRARY STANDARDS

No Notes

8. PUBLIC SERVICE INFORMATION

No Notes

9. SERVICE OUTLET INFORMATION

No Notes

10. OFFICERS AND TRUSTEES

10.5 If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)?

Note: Our library does have a range of trustees stated in the charter: 5-25. See section 10.2-10.3

11. OPERATING FUNDS RECEIPTS

11.2 TOTAL LOCAL PUBLIC FUNDS

Note: The library did not ask for an increase this year.

11.18 Other

Note: Proceeds from our book sales were significantly less than last year.

12. OPERATING FUND DISBURSEMENTS

12.3 **Total Salaries & Wages Expenditures** (Add Questions 12.1 and 12.2)

Note: Local note: the retiring director and new director had a couple weeks of overlapping wages, hence the large increase.

12.7 Electronic Materials Expenditures

Note: We only purchased several e-books for the library kindles this year, no other electronic materials were purchased.

12.18 Office and Library Supplies

Note: We purchased a new printer and the toner cartridges are much more expensive.

12.24 Other Miscellaneous

Note: I included a line item of un-categorized expenses in this category from our budget. Those expenses include computer accessories, promotional material for library programs, and summer reading prizes (children, teens, and adults).

12.37 **Transfer to Other Funds**

Note: We did not need to transfer anything to any other accounts this year.

12.38 **TOTAL TRANSFERS** (Add Questions 12.36 and 12.37)

Note: We did not need to transfer anything to any other accounts this year.

13. CAPITAL FUND RECEIPTS

No Notes

14. CAPITAL FUND DISBURSEMENTS

No Notes

15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

No Notes

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes