1. GENERAL LIBRARY INFORMATION

1.2 Library Name

Our name has not changed. I am not able to see the entire name in the box. The name should read: Edith B. Ford Memorial Library.

Note:

1.43 Library Name

Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.

Note:

Heather Dungey: heather@ovidlibrary.org Certified in Mississippi.

2. LIBRARY COLLECTION

2.14 Local Electronic Collections

Note: As per new instructions, usage cannot be broken down by individual library so the system is reporting this number.

2.16 Total Electronic Collections (Total questions 2.14 and 2.15)

Note: Due to new instructions we are counting individual circs instead of entire system holdings.

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

Note: Due to new instructions we are counting individual circs instead of entire system holdings.

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

3.31 Children registered for the library's summer reading program

Note: This year we only counted formal registration forms vs. the kids who actually attended.

3.49 Other (describe using the State note)

Note: local businesses

a. Focus on birth - school entry (kindergarten)

Note: included all storytime sessions this year.

4. LIBRARY TRANSACTIONS

4.12 Use of Electronic Material

Note: We are reporting following new guidelines.

4.13 Successful Retrieval of Electronic Information

Note: We are reporting following new guidelines.

5. TECHNOLOGY AND TELECOMMUNICATIONS

5.4 Annual number of visits to the library's web site

Note: We launched a new website in 2017 and widely promoted in our community.

6. STAFF INFORMATION

6.15 Salary - Entry Level Librarian (certified)

Note: We had a certified librarian for part of 2017. No librarian for 2 months, then hired a non-NYS certified librarian for 6 months.

6.19 Salary - Library Manager (not certified)

Note: The Manager worked 30 hours/week for part of the year, then 40 hours/week due to capital campaign duties.

7. MINIMUM PUBLIC LIBRARY STANDARDS

No Notes

8. PUBLIC SERVICE INFORMATION

No Notes

9. SERVICE OUTLET INFORMATION

Repeating Group 1
33. Number of wireless sessions provided by the library wireless service per year

**Note:** we are now only counting connected users and not devices connected, but not downloading data.

### 10. OFFICERS AND TRUSTEES

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

Repeating Group 4

- Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).

**Note:** This is already filled in. I cannot alter.

**Note:** Trustee is completing a term for someone who resigned.

### 11. OPERATING FUNDS RECEIPTS

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

174,360 NYS Construction Grant 2017
1460 NYS Humanities Grant
3150 Grant from SCRLC
The NYS Construction Grant from 2017 is listed here as we have another Construction Grant we are finishing from 2016 that we wanted to keep separate as they are in separate accounts.

**Note:** from 2017 is listed here as we have another Construction Grant we are finishing from 2016 that we wanted to keep separate as they are in separate accounts.

3150 from FLCAG was added here as it is not funding from NYS.

**Note:** We are waiving more fines for patrons in anticipation of going fine free.

**Note:** The library cashed in the CB investment fund to be used for the construction project.

11.14 Gifts and Endowments

11.17 Library Charges

11.23 From Other Funds

### 12. OPERATING FUND DISBURSEMENTS

12.1 Certified Librarians

We had a certified librarian for part of 2017. No librarian for 2 months, then hired a non-NYS certified librarian for 6 months.

**Note:** In 2017 we offered an employee HRA account.

**Note:** We included all donations this year in other revenue.

**Note:** Capital campaign is effecting this number.

12.4 Employee Benefits Expenditures

12.6 Print Materials Expenditures

12.7 Electronic Materials Expenditures

12.11 From Other Funds (71OF)

12.11 From Other Funds (71OF)

12.23 Equipment

12.34 From Local Public Funds (76PF)

12.35 From Other Funds (76OF)

### 13. CAPITAL FUND RECEIPTS

13.1 Revenues from Local Government Sources

13.2 All Other Revenues from Local Sources

**Total Revenues from Local Sources** (Add Questions 13.1 and 13.2)

13.4 State Aid Received for Construction

13.6 **Total State Aid** (Add Questions 13.4 and 13.5)

**Note:** We started a capital campaign.

**Note:** Started an expansion project.

### 14. CAPITAL FUND DISBURSEMENTS

14.1 Construction

**Note:** Started expansion project in 2016.
15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

16.5 State Government Revenue

16.8 Total Operating Revenue

Note: The Library received NYS Construction Grants in the amount of $166,860 which accounts for the large change from 2016. We cashed in an Endowment Fund in anticipation of the upcoming construction and we have not yet transferred the full amount to our Capital Fund Banking Accounts, thus the funds still appear in Operating Funds.

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes