

# Ulysses Philomathic Library

## Annual Report For Public And Association Libraries - 2017

### 1. GENERAL LIBRARY INFORMATION

1.17 Mailing Address

**Note:** The library's mailing address has changed. It is now P.O. Box 655. We have the same City and Zip Code.

### 2. LIBRARY COLLECTION

2.2 Adult Non-fiction Books

**Note:** This collection was weeded for the first time in over 10 years.

2.9 Total Print Serials

**Note:** The 2016 number was calculated incorrectly, it counted total number of specific items rather than volumes.

2.10 All Other Print Materials

**Note:** Local note: Includes professional magazines that do not get cataloged. (Ex Horn Book)

2.14 Local Electronic Collections

**Note:** Previous year reported the library system's databases as local electronic collections.

2.28 All Other Print Materials

**Note:** Last years print materials were incorrectly sorted.

2.29 Electronic Materials

**Note:** Total number of Overdrive titles purchased. There was a large addition of digitized local newspapers to the collection in 2016 which accounts for the previous number being so much higher.

2.30 All Other Materials

**Note:** Last year failed to include majority of required collection codes.

### 3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

3.1 Library visits (total annual attendance)

**Note:** New method of data collecting.

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:** This service is provided by the Finger Lakes Library System

3.17 Young Adult Program Sessions

**Note:** We were experimenting with different style programming, less often but more content.

3.18 Children's Program Sessions

**Note:** Baby and family story times counted in Early Literacy programming this year.

3.20 **Total Number of Program Sessions (Total questions 3.16 through 3.19)**

**Note:** Staff changes midyear led to less time available to schedule programs.

3.23 Adult Program Attendance

**Note:** We are using a new method of data tracking and collecting.

3.24 Young Adult Program Attendance

**Note:** Library is using new data collecting system.

3.25 Children's Program Attendance

**Note:** Baby and family story time attendance counted in Early Literacy program attendance.

c. Program(s) for Adults

**Note:** Library did not offer Adult SRP in 2017.

3.31 Children registered for the library's summer reading program

**Note:** Change in staffing and summer reading program schedule resulted in less pre-registration time.

3.34 **Total number registered for the library's summer reading program (total 3.31 + 3.32 + 3.33)**

**Note:** See note on 3.31

3.36 Young adult program sessions - Summer 2017

**Note:** We experimented with a different style or programming this year with our Teen SRP.

3.37 Adult program sessions - Summer 2017

**Note:** We did not offer an Adult SRP in 2017

3.39 Children's program attendance - Summer 2017

a. Focus on birth - school entry (kindergarten)

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e. Other (describe using the State note)

3.76 Did the library offer digital literacy programs?

#### 4. LIBRARY TRANSACTIONS

4.13 Successful Retrieval of Electronic Information

4.18 Total Reference Transactions

#### 5. TECHNOLOGY AND TELECOMMUNICATIONS

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

#### 6. STAFF INFORMATION

6.5 Vacant Librarian (certified)

6.10 Other Staff

#### 7. MINIMUM PUBLIC LIBRARY STANDARDS

No Notes

#### 8. PUBLIC SERVICE INFORMATION

No Notes

#### 9. SERVICE OUTLET INFORMATION

Repeating Group 1

19. Total number of non-library sponsored programs, meetings and/or events at this outlet

Repeating Group 1

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

#### 10. OFFICERS AND TRUSTEES

10.4 If your library has a range, how many voting positions are stated in the library's current by-laws?

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

Repeating Group 3

13. 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).

Repeating Group 12

Is this trustee serving a full term? If No, add a Note (for

**Note:** Library is using a different attendance tracking method this year.

**Note:** Baby and Family story time.

**Note:** Average program attendance of 12.

**Note:** Library collaborates with local nursery school for baby story time.

**Note:** Assistance with reading devices (kindle's etc.)

**Note:** The library purchases no databases.

Library using new data tracking system. Daily

**Note:** average reference questions for 2017= 5 questions per day.

**Note:** We are using a new method of data tracking and collecting.

**Note:** The librarian for the majority of 2017 became the library director in November of 2017. The hiring process for the new librarian had not been completed by the end of the year.

**Note:** New position created in 2017

**Note:** Melvin, History & Study Room reservations.

**Note:** Estimate from average of 15 sessions per day.

**Note:** We have 13 trustees as of Feb 1.

**Note:** N/A. Answer to question 10.2 was yes.

**Note:** Trustee was appointed for a one year term because she was accidentally left off the 2017 ballot. She has been a trustee for 7 years previously.

13. example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).

**Note:** Trustee nominated for 1 year because annual trustee election have passed.

## 11. OPERATING FUNDS RECEIPTS

11.5 Additional State Aid received from the System

**Note:** Bullet aid

11.7 Other Cash Grants

**Note:** FLLS mini grant

11.14 Gifts and Endowments

Restricted & unrestricted gifts, all grants ( minus **Note:** bullet aid & FLLS mini grant), membership and sale items

## 12. OPERATING FUND DISBURSEMENTS

12.8 Other Materials Expenditures

**Note:** 2016 amount was a one-time digitization project of archived newspapers. No such project in 2017.

12.10 From Local Public Funds (71PF)

**Note:** No capital construction projects in 2017

12.11 From Other Funds (71OF)

**Note:** No capital construction projects in 2017

12.14 From Other Funds (72OF)

**Note:** Repairs & replacements, maintenance

12.18 Office and Library Supplies

**Note:** Printing, supplies, all fund raising expenses, volunteer recognition.

12.19 Telecommunications

**Note:** Credit card fees & telephone

12.22 Professional & Consultant Fees

**Note:** Accounting/legal, adult programs, storytime, summer reading

12.23 Equipment

**Note:** Computer license fees, computer repairs & equipment

12.24 Other Miscellaneous

Professional development of board & staff, recruiting expenses(director search), microfilm **Note:** reader contract, part of storytime, children program, teen babysitter course, partial community read (summer reading), WIC travel, backpack

### CONTRACTS WITH PUBLIC LIBRARIES

12.26 AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE

**Note:** Polaris fees

## 13. CAPITAL FUND RECEIPTS

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

**Note:** This was reflecting money for a building upgrade in 2016, there were no such projects in 2017.

13.11 **TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10)

**Note:** This was reflecting money for a building upgrade in 2016, there were no such projects in 2017.

13.13 **TOTAL CASH RECEIPTS AND BALANCE** (Add Questions 13.11 and 13.12; same as Question 14.12)

**Note:** This was reflecting money for a building upgrade in 2016, there were no such projects in 2017.

## 14. CAPITAL FUND DISBURSEMENTS

No Notes

## 15. CENTRAL LIBRARIES

No Notes

## 16. FEDERAL TOTALS

16.11 **Total Capital Expenditures**

**Note:** We had no capital projects in 2017.

16.14 **Other Capital Revenue and Receipts**

**Note:** This was reflecting money for a building upgrade in 2016, there were no such projects in 2017.

**17. FOR NEW YORK STATE LIBRARY USE ONLY**

No Notes

**SUGGESTED IMPROVEMENTS**

No Notes