Apalachin Library Association
Annual Report For Public And Association Libraries - 2018

1. GENERAL LIBRARY INFORMATION

No Notes

2. LIBRARY COLLECTION

2.6 Total Children's Books (Total questions 2.4 & 2.5)  Picture book, junior books, easy readers and board books were weeded in 2018. Many damaged, outdated or unused books were discarded.
Note:

2.13 Electronic Books

2.17 Audio - Downloadable Units

2.18 Video - Downloadable Units

2.20 Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)  Counts are higher this year due to clarified instructions from the State and including System Overdrive holdings.
Note:

2.22 Video - Physical Units

2.23 Other Non-Electronic Materials (includes films, slides, etc.)

2.24 Total Other Materials Holdings (Total questions 2.21 through 2.23)  we had a large donations of about 600 dvds from a patron in 2018.
Note:

2.25 GRAND TOTAL HOLDINGS (Total questions 2.12, 2.20 and 2.24)  Other materials include adult games, adult multimedia, media material and young adult gaming.
Note:

2.29 Electronic Materials

2.31 Total Additions (Total questions 2.27 through 2.30)

Note: Counts are higher this year due to clarified instructions from the State and including System Overdrive holdings.

Note: the Large increase in non-electronic video holding is a donation of 600 item by a patron. Other materials include adult games, adult multimedia, media material and young adult gaming.
Note: This is the count of Hoopla and overdrive materials owned by our system.
Note: This year we are counting Hoopla and Overdrive items that our system holds. Last year's number is a mistake.

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

3.3 Registered non-resident borrowers  This number was taken from a system report this year and reflects the one card system.
Note:

3.17 Young Adult Program Sessions  We had 8 sessions of Lego Club and one summer reading program for teens.
Note:
3.20 Total Number of Program Sessions (Total questions 3.16 through 3.19)

Note: Last year's number and this year's numbers are the same. We held more children's programs last year and more teen programs this year.

In 2017 attendance for young adult summer programs was low. One program had no one participate at all. In 2018 we offered less but teens were welcome to join in adult or entertainment programs.

Note: in 2017 we had very high attendance at family night programs; nearly double the numbers we had in 2018. We cannot explain the difference. We also had lower attendance at other programs.

In 2017 56 adults were signed up for summer reading but only 20 people came to the meeting. In 2018 less people signed up for the adult summer reading program and only 9 attended the meeting.

This year we are counting sessions of early literacy programs. Our programs are attended by children birth through and a parent or caregiver. That number for 2018 is 94 sessions.

This year we are counting the number of attendees as preschoolers and their adult partners. This number is different because we are only counting each person one time. Each session is attended by children (birth - age 5) and an adult.

4. LIBRARY TRANSACTIONS

4.8 Circulation of Adult Other Materials

Note: This is a count of Adult audio, video, multimedia, periodicals, gaming, media materials, young adult gaming.

This number includes children's audio, children's video, children's multimedia, children's periodicals, children's gaming.

Note: This is the circ number for Hoopla and Overdrive.

4.13 Successful Retrieval of Electronic Information

Note: This is our RB digital circ number for 2018

5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

6. STAFF INFORMATION

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

Note: We expanded the library and its services and therefore had to increase staff.

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7. MINIMUM PUBLIC LIBRARY STANDARDS

No Notes

8. PUBLIC SERVICE INFORMATION

No Notes

9. SERVICE OUTLET INFORMATION

Repeating Group 1

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

Note: We have more room in our library due to our new room addition in 2017 so more people are using our library.

19.

In 2017 we added a room that has 1200 square feet.

Note: Added to 1803 we now have 3003 square feet.

Updated by DLD 5/9/19.

Repeating Group 1

25. Square footage of the outlet

Note: Updated by DLD 5/9/19.

10. OFFICERS AND TRUSTEES

10.2 Does your library have a range of trustees stated in the library's charter documents (incorporation)?

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

Note: Last year's answer was in error. Our by laws state that we will have seven trustees.

10.5 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: Our by-laws state that we have 7 trustees.

10.21 Mindi Townsend is planning to move to Virginia in the summer of 2019.

11. OPERATING FUNDS RECEIPTS

11.5 Additional State Aid received from the System

Note: Grant From NY Assemblyman Friend

Previous year included Construction Grant funds for the new library addition as well as NYS Bullet Aid.

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

Note: There were no construction grant funds for 2018 and the Bullet Aid for 2018 was not received until the 2019 fiscal year.

Floyd Hooker Foundation - $1000 Literacy Grant - $500 Tioga County Seniors - $500 Truman Foundation - $1652 Apalachin Lions Club - $2714 Member Donations - $21701

11.14 Gifts and Endowments

Note: Book Fines - $385 (Library went "Fine Free"
12. OPERATING FUND DISBURSEMENTS

12.4 Employee Benefits Expenditures
Note: Disability Insurance - $302  Workman's Comp - $612
Note: Video Games - $226  Movie. Licensing - $281
Note: Books on CD - $423  DVDs - $36

12.7 Electronic Materials Expenditures
Note: Fixtures for New Room - 852
Note: Library Contribution to Outside Memorial Garden - $5071
Note: Furniture - $286

12.8 Other Materials Expenditures
Note: Cruty Donation for Memorial Garden - $10000
Note: New Outdoor Lighting (Grant) - $3027

12.10 From Local Public Funds (71PF)
Note: Tenant Apartment - $3903
Note: Repairs made when switching tenants - Library Repairs - $1527
Note: Electric - $1415  Oil - $2642  Water/Sewer - $514  Pest Control/Plowing/Mowing/Painting/Locks - $2099

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12.13 From Local Public Funds (72PF)
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Note: Furniture - $286

12.16 Other Disbursements for Operation & Maintenance of Buildings
Note: Tenant Apartment - $3903
Note: Repairs made when switching tenants - Library Repairs - $1527
Note: Electric - $1415  Oil - $2642  Water/Sewer - $514  Pest Control/Plowing/Mowing/Painting/Locks - $2099

12.19 Telecommunications
Note: Telephone

12.22 Professional & Consultant Fees
Note: Bookkeeping, Payroll, and Tax Preparation

12.23 Equipment
Note: Computers - $1766  Ellison Cutting Machine - $498
Note: DVD player - $55  External Hard Drive - $65  Scanner - $114

12.26 CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE
Note: Polaris Fee Electronic Services - $1633
Note: Payments for $50000 Capital Improvement Loan for New Addition

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13. CAPITAL FUND RECEIPTS
No Notes

14. CAPITAL FUND DISBURSEMENTS
No Notes

15. CENTRAL LIBRARIES
No Notes

16. FEDERAL TOTALS

16.5 State Government Revenue
Note: 2017 Report included a $113,468 NYS Construction Grant for the new library addition.

16.7 Other Operating Revenue
Note: Operating Revue for 2017 included a $103K
16.8 Total Operating Revenue

Construction Grant plus additional grant money to support the construction of the new library addition. Operating Revenue for 2017 included a $103K

Note: Construction Grant plus additional grant money to support the construction of the new library addition. Capital Expenditures for 2017 included construction costs for the new library addition. There was only an additional capital expenditure for air conditioning for this new room in 2018.

16.11 Total Capital Expenditures

Note: Capital Expenditures for 2017 included construction costs for the new library addition. There was only an additional capital expenditure for air conditioning for this new room in 2018.

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes

No Notes