Lodi Whittier Library
Annual Report For Public And Association Libraries - 2019

1. GENERAL LIBRARY INFORMATION

No Notes

2. LIBRARY COLLECTION

2.18 Video - Downloadable Units

   Note: Library Hoopla Movie: 48 Library Hoopla TV circ: 22 Total: 70

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

a. Focus on birth - school entry (kindergarten)

   Note: Tyke Tales continues to grow. Now with Nora doing the programming on a weekly basis, we are seeing steady growth.

4. LIBRARY TRANSACTIONS

No Notes

5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

6. STAFF INFORMATION

6.6 Library Manager (not certified)

   Note: Amy was Director 1/1 - 8/2 at .88 Beth became Director 8/3 - 12/31 at .75 Average is .815 Rounded up is .82

   Beth was Assistant Director 1/1/19 - 8/3/19 at 20 hours/wk=.5FTE 8/4/19 she became Director at 30 hours/wk=.75 FTE On 7/21/19 Nora was hired as Youth & Children's Programming Coordinator. 30 hours/wk at $16/hour .75 FTE Totals January-June: .5 FTE (6 months) July: 1.25 (1 month) August-December: .75 (5 months) Average: 0.665 Rounded up: 0.67

6.10 Other Staff

   Note: Beth was Assistant Director 1/1/19 - 8/3/19 at 20 hours/wk=.5FTE 8/4/19 she became Director at 30 hours/wk=.75 FTE On 7/21/19 Nora was hired as Youth & Children's Programming Coordinator. 30 hours/wk at $16/hour .75 FTE Totals January-June: .5 FTE (6 months) July: 1.25 (1 month) August-December: .75 (5 months) Average: 0.665 Rounded up: 0.67

6.19 Salary - Library Manager (not certified)

   Note: Amy 31 weeks/35 hours/wk@$19.50/hr =$21,157.50 Beth 21 weeks/30 hours/wk@$18.00/hr =$11,340.00 Total salary 2019: $32,497.50

7. MINIMUM PUBLIC LIBRARY STANDARDS (CURRENT)

No Notes

7. MINIMUM PUBLIC LIBRARY STANDARDS (AS OF 2021)
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: I do not know how to calculate the number of sessions per year. It does not appear on our Empire Access Bill. This number is the number of logons inside the library plus a very low estimate of other usage.

10. OFFICERS AND TRUSTEES

No Notes

11. OPERATING FUNDS RECEIPTS

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

11.9 NYS Library Construction Grant program payment representing retained 10% of Phase 3 funding was deposited in Operating Fund Account in order to offset expenses paid on the Operating Fund Account.

Note: Amount represents duplicate payment entry for 2018 which was not detected/corrected in the ledger until after the 2018 Annual Report was submitted. This amount indicates a correction to the Operating Fund account and does not reflect income.

11.18 Other

Note: Amount includes office supplies, as well as supplies to identify/display collection items.

12. OPERATING FUND DISBURSEMENTS

12.11 From Other Funds (71OF)

Note: Since our Building Fund was depleted, Operating Funds from donations were used to purchase remaining Phase 2 items consisting of office furniture.

12.18 Office and Library Supplies

Note: Amount includes office supplies, as well as supplies to identify/display collection items.

12.35 From Other Funds (76OF)

Note: As our Building Fund was depleted, funds from donations tracked in our Operating Fund Account were transferred over.

Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)

Note: Please note typo in last year's answer. The dates should have ready 1/1/2017-12/31/2017

12.44

13. CAPITAL FUND RECEIPTS

13.5 Other State Aid

Note: NYS Bullet Aid received via FLLS
14. CAPITAL FUND DISBURSEMENTS

No Notes

15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

16.5 State Government Revenue

Note: In addition to LSA, the library received $5,360 from the NYS Library Construction Grant program. The $5,360 represented the retained 10% of grant funds for our Phase 3 construction project. We deposited this check into our Operating Fund versus Capital Construction Fund in order to offset construction related expenses that were paid using operating funds.

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes