

Springport Free Library Annual Report For Public And Association Libraries - 2020

1. GENERAL LIBRARY INFORMATION

Library/Director Information

Please note: Bibliostat CollectConnect is now compatible with major browsers including Google Chrome, Mozilla Firefox, Safari and Internet Explorer.

Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old Bibliostat Collect, please click the new link [here](#) and you will be taken to the new interface. Please be sure you exit and close the old Bibliostat Collect before you begin your survey.

To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will cause data to be lost.

Libraries should not have reports from two different years open at the same time.

Report all information in Part 1 as of December 31, 2020, except for questions related to the current library director/manager (questions 1.37 through 1.44).

- | | | |
|-----|-----------------------------------|---------------------------------------|
| 1.1 | Library ID Number | 2400056560 |
| 1.2 | Library Name | SPRINGPORT FREE LIBRARY |
| 1.3 | Name Status (State use only) | 00 (for no change from previous year) |
| 1.4 | Structure Status (State use only) | 00 (for no change from previous year) |

- 1.5 Community Union Springs
- 1.6 Beginning Fiscal Reporting Year 01/01/2020
- 1.7 Ending Fiscal Reporting Year 12/31/2020
- 1.8 Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report? No
- 1.9 If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8. N/A
- 1.10 Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8. N/A
- 1.11 Beginning Local Fiscal Year 01/01/2020
- 1.12 Ending Local Fiscal Year 12/31/2020
- 1.13 Address Status 00 (for no change from previous year)
- 1.14 Street Address 171 CAYUGA STREET
- 1.15 City UNION SPRINGS
- 1.16 Zip Code 13160

- 1.17 Mailing Address P.O. BOX 501
- 1.18 City UNION SPRINGS
- 1.19 Zip Code 13160
- 1.20 Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number) (315) 889-7766
- 1.21 Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number) (315) 889-7766
- 1.22 E-Mail Address to Contact the Library (Enter N/A if no e-mail address) ctpjones@yahoo.com
- 1.23 Library Home Page URL (Enter N/A if no home page URL) www.springportfreelibrary.org
- 1.24 Population Chartered to Serve (per 2010 Census) 2,367
- 1.25 Indicate the type of library as stated in the library's charter (select one): ASSOCIATION
- 1.26 Indicate the area chartered to serve as stated in the library's charter (select one): Town
- 1.27 During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a N

Regents charter action.
Answer Y for Yes, N for No.

- 1.28 Indicate the type of charter the library currently holds (select one): Absolute
- 1.29 Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter 03/31/1910
- 1.30 Date the library was last registered 10/17/1907
- 1.31 Federal Employer Identification Number 135114230
- 1.32 County CAYUGA
- 1.33 School District Union Springs Central School
- 1.34 Town/City Springport
- 1.35 Library System Finger Lakes Library System

THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.

1.36a President/CEO Name

1.36b President/CEO Phone Number

1.36c President/CEO Email

NOTE: For questions 1.37 through 1.44, report all information for the current library director/manager.

- | | | |
|------|---|--------------------|
| 1.37 | First Name of Library Director/Manager | Carla |
| 1.38 | Last Name of Library Director/Manager | Piperno-Jones |
| 1.39 | NYS Public Librarian Certification Number | 19622 |
| 1.40 | What is the highest education level of the library manager/director? | Master's Degree |
| 1.41 | If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science? | Y |
| 1.42 | 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. | Y |
| 1.43 | E-mail Address of the Director/Manager | ctpjones@yahoo.com |
| 1.44 | Fax Number of the Director/Manager | (315) 889-7766 |
| 1.45 | Does the library charge fees for library cards to people | N |

residing outside the
system's service area?

Public Votes/Contracts

- 1.46 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2020? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.47. N
1. Name of municipality or district holding the public vote N/A
2. Indicate the type of municipality or district holding the public vote N/A
3. Date the vote was held (mm/dd/2020) N/A
4. Was the vote successful? Y/N N/A
5. What type of public vote was it? N/A
- 6a. Most recent prior year approved appropriation from a public vote: N/A

- 6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: N/A
- 6c. Total proposed appropriation (sum of 6a and 6b): N/A

This question should only be answered if "No" was answered in Q1.46 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

1.47 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2020) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.48. Y

1. Name of municipality or district holding the public vote Union Springs Central School District
2. Indicate the type of municipality or district holding the public vote School District
3. Date the last successful vote was held (mm/dd/yyyy) 05/21/2019
4. What type of public vote was it? school district ballot proposition (Ed. Law §259(1)(a))

5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? \$81,500

Unusual Circumstances

- 1.48 Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for *each* contract. If no, go to question 1.49. Y

1. Name of contracting municipality or district Village of Union Springs
2. Is this a written contractual agreement? Y
3. Population of the geographic area served by this contract 1,197
4. Dollar amount of contract \$2,000
5. Enter the appropriate code for range of services provided (select one): Full

- 1.49 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? ^N
If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection.

2. LIBRARY COLLECTION

Print/Electronic/Other Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please [read](#) general information instructions below before completing this section.

NOTE: This section of the survey (2.1-2.25) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Count electronic materials at the administrative entity level (main library); do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	4,105
2.2	Adult Non-fiction Books	2,153
2.3	Total Adult Books (Total questions 2.1 & 2.2)	6,258
2.4	Children's Fiction Books	3,070
2.5	Children's Non-fiction Books	663
2.6	Total Children's Books (Total questions 2.4 & 2.5)	3,733
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	9,991

Other Print Materials

2.8	Total Uncataloged Books	39
2.9	Total Print Serials	16
2.10	All Other Print Materials	0
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	55
2.12	Total Print Materials (Total questions 2.7 and 2.11)	10,046

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	25,223
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2.14	Local Electronic Collections	0
2.15	NOVEL _{NY} Electronic Collections	15
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	15
2.17	Audio - Downloadable Units	8,152
2.18	Video - Downloadable Units	0
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	6
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	33,396

Non-Electronic Materials

2.21	Audio - Physical Units	89
2.22	Video - Physical Units	1,048
2.23	Other Non-Electronic Materials (includes films, slides, etc.)	8
2.24	Total Other Materials	

Holdings (Total questions 1,145
2.21 through 2.23)

Grand Total/Additions to Holdings

2.25 **GRAND TOTAL**
HOLDINGS (Total 44,587
questions 2.12, 2.20 and
2.24)

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.26	Cataloged Books	884
2.27	All Other Print Materials	0
2.28	Electronic Materials	10,520
2.29	All Other Materials	115
2.30	Total Additions (Total questions 2.26 through 2.29)	11,519

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits/Borrowers/Policies/Accessibility

Report all information on questions 3.1 through 3.29 as of the end of the fiscal year reported in Part 1; report information on questions 3.30 through 3.83 for the 2020 calendar year. Please click [here](#) to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Part 1.

LIBRARY USE

3.1	Library visits (total annual attendance)	8,229
3.1a	Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?	ES - Annual Estimate Based on Typical Week(s)
3.2	Registered resident borrowers	530
3.3	Registered non-resident borrowers	286

Please report information on WRITTEN POLICIES as of 12/31/20.

WRITTEN POLICIES (Answer Y for Yes, N for No)

3.4	Does the library have an open meeting policy?	Y
3.5	Does the library have a policy protecting the confidentiality of library records?	Y
3.6	Does the library have an Internet use policy?	Y
3.7	Does the library have a disaster plan?	Y
3.8	Does the library have a board-approved conflict of interest policy?	Y
3.9	Does the library have a board-approved whistle	Y

blower policy?

- 3.10 Does the library have a board-approved sexual harassment prevention policy? Y

Please report information on ACCESSIBILITY as of 12/31/20.

ACCESSIBILITY (Answer Y for Yes, N for No)

- 3.11 Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)? Y
- 3.12 Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)? N
- 3.13 Does the library have large print books? Y
- 3.14 Does the library have assistive technology for people who are visually impaired or blind? N
- 3.15 - If so, what do you have?
screen reader, such as JAWS, Windoweyes or NVDA No
- refreshable Braille commonly referred to as a refreshable Braille display No

screen magnification
software, such as Zoomtext No

electronic scanning and
reading software, such as No
OpenBook

3.16 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 Y
Heiskell Braille and Talking
Book Library (The New
York Public Library, New
York)?

Library Sponsored Programs/Summer Reading Program

Please report information on LIBRARY SPONSORED PROGRAMS as of
the end of the fiscal year reported in Part 1.

LIBRARY SPONSORED PROGRAMS

3.17 Adult Program Sessions 3

3.18 Young Adult Program
Sessions 6

3.19 Children's Program
Sessions 5

3.20 All Other Program Sessions 0

3.21 **Total Number of Program
Sessions (Total questions 14
3.17 through 3.20)**

3.22	One-on-One Program Sessions	17
3.23	Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?	Yes
3.24	Adult Program Attendance	28
3.25	Young Adult Program Attendance	879
3.26	Children's Program Attendance	696
3.27	All Other Program Attendance	0
3.28	Total Program Attendance (Total questions 3.24 through 3.27)	1,603
3.29	One-on-One Program Attendance	17

Please report information on SUMMER READING PROGRAMS for the 2020 calendar year.

SUMMER READING PROGRAM

3.30 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2020 (check all that apply):

- a. Program(s) for children Yes
 - b. Program(s) for young adults Yes
 - c. Program(s) for Adults No
 - d. Summer Reading at New York Libraries name and/or logo used No
 - e. Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used) No
 - f. N/A No
-
- 3.31 Library outlets offering the summer reading program 1
 - 3.32 Children registered for the library's summer reading program N/A
 - 3.33 Young adults registered for the library's summer reading program N/A
 - 3.34 Adults registered for the library's summer reading program N/A
 - 3.35 Total number registered for the library's summer reading program (total 3.32 + 3.33 + 3.34) 0

3.36	Children's program sessions - Summer 2020	15
3.37	Young adult program sessions - Summer 2020	12
3.38	Adult program sessions - Summer 2020	0
3.39	Total program sessions - Summer 2020 (total 3.36 + 3.37 + 3.38)	27
3.40	Children's program attendance - Summer 2020	1,500
3.41	Young adult program attendance - Summer 2020	2,207
3.42	Adult program attendance - Summer 2020	0
3.43	Total program attendance - Summer 2020 (total 3.40 + 3.41 + 3.42)	3,707

COLLABORATORS

3.44	Public school district(s) and/or BOCES	1
3.45	Non-public school(s)	1
3.46	Childcare center(s)	0
3.47	Summer camp(s)	0
3.48	Municipality/Municipalities	1

3.49	Literacy provider(s)	0
3.50	Other (describe using the State note)	2
3.51	Total Collaborators (total 3.44 through 3.50)	5

Early/Adult/English Speaker/Digital Literacy

Please report information on EARLY LITERACY PROGRAMS for the 2020 calendar year.

EARLY LITERACY PROGRAMS

3.52 Did the library offer early literacy programs? (Enter Y N for Yes, N for No)

3.53 - Indicate types of programs offered (check all that apply)

- a. Focus on birth - school entry (kindergarten) No
- b. Focus on parents & caregivers No
- c. Combined audience No
- d. N/A No

3.54 - Number of sessions

- a. Focus on birth - school entry (kindergarten) 0
- b. Focus on parents & caregivers 0

c. Combined audience 0

d. N/A N/A

3.55 **Total Sessions** 0

3.56 - Attendance at sessions

a. Focus on birth - school entry (kindergarten) 0

b. Focus on parents & caregivers 0

c. Combined audience 0

d. N/A N/A

3.57 **Total Attendance** 0

3.58 - Collaborators (check all that apply):

a. Childcare center(s) No

b. Public School District(s) and/or BOCES No

c. Non-Public School(s) No

d. Health care providers/agencies No

e. Other (describe using the State note) No

Please report information on ADULT LITERACY for the 2020 calendar year.

ADULT LITERACY

3.59 Did the library offer adult literacy programs? Yes

3.60 Total group program sessions 0

3.61 Total one-on-one program sessions 6

3.62 Total group program attendance 0

3.63 Total one-on-one program attendance 6

3.64 - Collaborators (check all that apply)

a. Literacy NY (Literacy Volunteers of America) Yes

b. Public School District(s) and/or BOCES No

c. Non-Public Schools No

d. Other (see instructions and describe using Note) No

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2020 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.65 Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter N

Y for Yes, N for No)

3.66 Children's program sessions 0

3.67 Young adult program sessions 0

3.68 Adult program sessions 0

3.69 **Total program sessions**
(total 3.66 + 3.67 + 3.68) 0

3.70 One-on-one program sessions 0

3.71 Children's program attendance 0

3.72 Young adult program attendance 0

3.73 Adult program attendance 0

3.74 **Total program attendance**
(total 3.71 + 3.72 + 3.73) 0

3.75 One-on-one program attendance 0

3.76 - Collaborators (check all that apply):

a. Literacy NY (Literacy Volunteers of America) No

b. Public School District(s) and/or BOCES No

c. Non-Public School(s) No

d. Other (describe using the Note) No

Please report information on DIGITAL LITERACY for the 2020 calendar year.

DIGITAL LITERACY

3.77 Did the library offer digital literacy programs? Y

3.78 Total group program sessions 0

3.79 Total one-on-one program sessions 8

3.80 Total group program attendance 0

3.81 Total one-on-one program attendance 8

3.82 Did your library offer teen-led activities during the 2020Y calendar year?

4. LIBRARY TRANSACTIONS

Circulation/Electronic Use/Reference Transactions

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

CATALOGED BOOK CIRCULATION

4.1 Adult Fiction Books 7,014

4.2	Adult Non-fiction Books	1,347
4.3	Total Adult Books (Total questions 4.1 & 4.2)	8,361
4.4	Children's Fiction Books	1,956
4.5	Children's Non-fiction Books	558
4.6	Total Children's Books (Total questions 4.4 & 4.5)	2,514
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	10,875

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	3,195
4.9	Circulation of Children's Other Materials	631
4.10	Total Circulation of Other Materials (Total questions 4.8, 4.9)	3,826
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	14,701

ELECTRONIC USE

4.12	Use of Electronic Material	1,798
4.13	Successful Retrieval of Electronic Information	67

4.14	Electronic Content Use (Total questions 4.12 & 4.13)	1,865
4.15	Total Circulation of Materials (Total questions 4.11 & 4.12)	16,499
4.16	Total Collection Use (Total questions 4.13 & 4.15)	16,566
4.17	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	3,145

REFERENCE TRANSACTIONS

4.18	Total Reference Transactions	179
4.18a	Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?	ES - Annual Estimate Based on Typical Week(s)
4.19	Does the library offer virtual reference?	Y

Interlibrary Loan

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.20	TOTAL MATERIALS RECEIVED	2,771
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.21	TOTAL MATERIALS PROVIDED	2,443
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5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2020.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y
5.2	Online public access catalog (OPAC)?	Y
5.3	Electronic access to the OPAC from outside the library?	Y
5.4	Annual number of visits to the library's web site	13,814
5.5	Does the library use Internet filtering software on any computer?	Y
5.6	Does your library use social media?	Y
5.7	Does the library file for E-rate benefits?	N
5.8	Is the library part of a consortium for E-rate benefits?	N
5.9	If yes, in which consortium are you participating?	N/A
5.10	Name of the person	

responsible for the library's
Information Technology (IT) services Carla Piperno-Jones

5.11 IT contact's telephone
number (enter 10 digits only (315) 889-7766
and hit the Tab key)

5.12 IT contact's email address ctpjones@yahoo.com

6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1 The number of hours per
workweek used to compute FTE for all paid library
personnel in this section. 26

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2 Library Director (certified) 1

6.3 Vacant Library Director
(certified) 0

6.4 Librarian (certified) 0

6.5 Vacant Librarian (certified) 0

6.6 Library Manager (not
certified) 0

6.7	Vacant Library Manager (not certified)	0
6.8	Library Specialist/Paraprofessional (not certified)	0
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0
6.10	Other Staff	1
6.11	Vacant Other Staff	0
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	2.00
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.00

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	0
6.15	Salary - Entry Level Librarian (certified)	\$0
6.16	FTE - Library Director (certified)	1
6.17	Salary - Library Director (certified)	\$29,580
6.18	FTE - Library Manager (not	

	certified)	0
6.19	Salary - Library Manager (not certified)	\$0

7. MINIMUM PUBLIC LIBRARY STANDARDS (CURRENT)

Report all information as of December 31, 2020. Please click [here](#) to read general instructions before completing this section.

7.1	1. Is governed by board-approved written bylaws which outline the responsibilities and procedures of the library board of trustees.	Y
7.2	2. Has a board-approved written long range plan of service.	Y
7.3	3. Presents a board-approved annual report to the community on the library's progress in meeting its goals and objectives.	Y
7.4	4. Has board-approved written policies for the operation of the library.	Y
7.5	5. Presents annually to appropriate funding agencies a written board-approved budget which would enable the library to meet or exceed these standards and to carry out its long-range plan of service.	Y

7.6 6. Periodically evaluates the effectiveness of the library's collection and services in meeting community needs. Y

7.7 7. Is open the minimum standard number of public service hours for population served. (see instructions) N

8. Maintains a facility to meet community needs, including adequate:

7.8 8a. space Y

7.9 8b. lighting Y

7.10 8c. shelving Y

7.11 8d. seating Y

7.12 8e. restroom (see instructions) Y

9. Provides equipment and connections to meet community needs and provide access to other library catalogs and other electronic information, including but not limited to the following:

7.13 9a. telephone Y

7.14 9b. photocopier (see instructions) Y

7.15 9c. microcomputer or terminal Y

7.16 9d. printer Y

7.17 9e. Fax capability (see instructions) Y

- 7.18 10. Distributes board-approved printed information listing the library's hours open, borrowing rules, services, location and phone number. Y
- 7.19 11. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8. Y

7. MINIMUM PUBLIC LIBRARY STANDARDS (AS OF 2021)

As of January 1, 2021 all public, free association and Indian libraries in New York State will be required to meet the minimum standards listed below. Please indicate which of these standards your library already meets as of **December 31, 2020**. This 2020 data will be helpful in informing statewide and regional efforts to ensure that all of New York's libraries are able to successfully comply with the new minimum standards. Please click [here](#) to read general instructions before completing this section. [Helpful information for meeting minimum public library standards](#) is available on the State Library's website. Questions about the new standards should be directed to your library system.

1. Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law. Y
2. Has a community-based, board-approved, written long-range plan of service developed by the library Y

board of trustees and staff.

3. Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service. Y
4. Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law. Y
5. Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service. Y
6. Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service. Y
7. Is open the minimum standard number of public service hours for population served. (see instructions) Y
8. Maintains a facility that addresses community needs, as outlined in the

library's long-range plan of service, including adequate:

- | | | |
|------|--|---|
| 8a. | space | Y |
| 8b. | lighting | Y |
| 8c. | shelving | Y |
| 8d. | seating | Y |
| 8e. | power infrastructure | Y |
| 8f. | data infrastructure | Y |
| 8g. | public restroom | Y |
| 9. | Provides programming to address community needs, as outlined in the library's long-range plan of service. | Y |
| 10. | Provides | |
| 10a. | a circulation system that facilitates access to the local library collection and other library catalogs | Y |
| 10b. | equipment, technology, and internet connectivity to address community needs and facilitate access to information. | Y |
| 11. | Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information | Y |

provided online shall include the standards referenced in numbers (1) through (5) above.

- 12. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8. Y

- 13. Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service. Y

- 14. Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service. Y

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

- 8.1 Main Library 1

- 8.2 Branches 0

- 8.3 Bookmobiles 0

8.4 Other Outlets 0

8.5 **TOTAL PUBLIC SERVICE
OUTLETS (Total questions 1
8.1 - 8.4)**

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6 Minimum Weekly Total
Hours - Main Library 26.00

8.7 Minimum Weekly Total
Hours - Branch Libraries 0.00

8.8 Minimum Weekly Total
Hours - Bookmobiles 0.00

8.9 **Minimum Weekly Total
Hours - Total Hours Open 26.00
(Total questions 8.6 - 8.8)**

8.10 Annual Total Hours - Main
Library 988.00

8.11 Annual Total Hours - Branch
Libraries 0.00

8.12 Annual Total Hours -
Bookmobiles 0.00

8.13 **Annual Hours Open - Total
Hours Open (Total
questions 8.10 through
8.12)** 988.00

8A. COVID

NOTE: This section of the survey (8A) collects data on the impact of the COVID-19 pandemic. Report all information in Part 8A from March 7, 2020 to December 31, 2020.

CV1 Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic? Yes

CV2 Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic? Yes

CV3 Did the library add or increase access to electronic collection materials due to the Coronavirus (COVID-19) pandemic? Yes

CV4 Did the library allow users to complete registration for library cards online without having to come to the library before the Coronavirus (COVID-19) pandemic? Yes

CV5 Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic? Yes

CV6 Did the library provide reference service via the

- Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic? Yes
- CV7 Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic? Yes
- CV8 Did the library provide live, virtual programs via the Internet during the Coronavirus (COVID-19) pandemic? Yes
- CV9 Did the library create and provide recordings of program content via the Internet during the Coronavirus (COVID-19) pandemic? Yes
- CV10 Report total number of recordings of program content during COVID-19 pandemic. **Optional response. Responses to new questions requiring numerical data may be estimated or left blank the first year.** 32
- CV11 Did the library provide Wi-Fi Internet access to users outside the building at one or more outlets before the Coronavirus (COVID-19) pandemic? Yes

pandemic?

CV12 Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during COVID-19 pandemic? Yes

CV13 Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic? Yes

CV14 Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic? No

9. SERVICE OUTLET INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking [here](#). Complete this form and email it to collectconnect@baker-taylor.com.

1. Outlet Name Springport Free Library
2. Outlet Name Status 00 (for no change)
3. Street Address 171 Cayuga St.
4. Outlet Street Address Status 00 (for no change)
5. City Union Springs
6. Zip Code 13160
7. Phone (enter 10 digits only) (315) 889-7766
8. Fax Number (enter 10 digits only) (315) 889-7766
9. E-mail Address ctpjones@yahoo.com
10. Outlet URL <http://www.flls.org/springport/index.htm>
11. County Cayuga
12. School District Union Springs Central School District
13. Library System Finger Lakes Library System
14. Outlet Type Code (select one): CE
15. Public Service Hours Per Year for This Outlet 988

16.	Number of Weeks This Outlet is Open	39
16a	Number of weeks an outlet closed due to COVID-19	13
16b	Number of weeks an outlet had limited occupancy due to COVID-19	38
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	3
20.	Enter the appropriate outlet code (select one):	LO
21.	Who owns this outlet building?	Library Board
22.	Who owns the land on which this outlet is built?	Library Board
23.	Indicate the year this outlet was initially constructed	1857
24.	Indicate the year this outlet underwent a major	2001

- renovation costing \$25,000
or more
25. Square footage of the outlet 2,587
 26. Number of internet computers at this outlet used by general public 11
 27. Number of uses (sessions) of public Internet computers per year 2,139
 28. Type of connection on the outlet's public Internet computers Cable
 29. Maximum download speed of connection on the outlet's public Internet computers 1 Less than or equal to 200 kbps
 30. Maximum upload speed of connection on the outlet's public Internet computers 7 Greater than or equal to 10 mbps and less than 15 mbps
 31. Internet Provider Spectrum/Time Warner Cable
 32. WiFi Access No restrictions to access
 33. Number of wireless sessions provided by the library wireless service per year 3,650
 34. Does the outlet have a building entrance that is physically accessible to a person in a wheelchair? Y

- 35. Is every public part of the outlet accessible to a person in a wheelchair? Y
- 36. Does your **outlet** have a Makerspace? Y
- 37. *LIBID* 2400056560
- 38. *FSCSID* NY0140
- 39. *Number of Bookmobiles in the Bookmobile Outlet Record* 0
- 40. *Outlet Structure Status* 00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2020. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

- 10.1 Total number of board meetings held during calendar year (January 1, 2020 to December 31, 2020) 12

NUMBER OF TRUSTEES AND TERMS

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

- 10.3 If yes, what is the range? 5-25
- 10.4 If your library has a range, how many voting positions are stated in the library's current by-laws? 7
- 10.6 Does your library's charter documents (incorporation) state a specified term for trustees? If no, please explain in a Note. Yes
- 10.7 If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)? 5 years

BOARD MEMBER SELECTION

- 10.8 Enter Board Member Selection Code (select one): O - other (specify using the State note)

List Officers and Board Members as of February 1, 2021. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

- 10.9 First Name Patricia
- 10.10 Last Name Casler
- 10.11 Mailing Address 5293 Webb Rd.
- 10.12 City Cayuga
- 10.13 Zip Code (5 digits only) 13034

- 10.14 Phone (enter 10 digits only) (315) 889-7304
- 10.15 E-mail Address caslerpatricia@yahoo.com
- 10.16 Term Begins - Month January
- 10.17 Term Begins - Year (yyyy) 2017
- 10.18 Term Expires - Month January
- 10.19 Term Expires - Year (yyyy) 2022
- 10.20 Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. Yes
- 10.21 The date the Oath of Office was taken (mm/dd/yyyy) N/A
- 10.22 The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) N/A
- 10.23 Is this a brand new trustee? N

You may 1) enter the data for the Officers and Board Members directly into

the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect (but do not include the Board President— this information should still be entered directly into the survey) . If you choose to send your data for uploading, you must enter the data into the spreadsheet form available [here](#). Complete this form and email it to collectconnect@baker-taylor.com.

1. Status Vacant
2. First Name of Board Member N/A
3. Last Name of Board Member N/A
4. Mailing Address N/A
5. City N/A
6. Zip Code (5 digits only) N/A
7. E-mail address N/A
8. Office Held or Trustee
9. Term Begins - Month
10. Term Begins - Year (year) N/A
11. Term Expires
12. Term Expires - Year (yyyy) N/A
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being

filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.

14. The date the Oath of Office (mm/dd/yyyy) was taken N/A

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) N/A

16. Is this a brand new trustee?

1. Status Filled

2. First Name of Board Member Christy

3. Last Name of Board Member Cooper

4. Mailing Address 10 Basin St.

5. City Union Springs

6. Zip Code (5 digits only) 13160

7. E-mail address christy13160@gmail.com

8. Office Held or Trustee Secretary

- | | | |
|-----|---|---------|
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2021 |
| 11. | Term Expires | January |
| 12. | Term Expires - Year (yyyy) | 2026 |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | N/A |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | N/A |
| 16. | Is this a brand new trustee? | Y |
| 1. | Status | Filled |
| 2. | First Name of Board Member | Bridget |

3. Last Name of Board Member Gary
4. Mailing Address 112 Cayuga St.
5. City Union Springs
6. Zip Code (5 digits only) 13160
7. E-mail address bridgetg@medent.com
8. Office Held or Trustee Secretary
9. Term Begins - Month January
10. Term Begins - Year (year) 2019
11. Term Expires January
12. Term Expires - Year (yyyy) 2024
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken N/A

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) N/A
16. Is this a brand new trustee? N
1. Status Filled
2. First Name of Board Member Robin
3. Last Name of Board Member Greer
4. Mailing Address 7 Evergreen St.
5. City Union Springs
6. Zip Code (5 digits only) 13160
7. E-mail address rjspot@hotmail.com
8. Office Held or Trustee Financial Officer
9. Term Begins - Month January
10. Term Begins - Year (year) 2019
11. Term Expires January
12. Term Expires - Year (yyyy) 2024
13. Is the trustee serving a full

term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.

14. The date the Oath of Office (mm/dd/yyyy) was taken N/A

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) N/A

16. Is this a brand new trustee? N

1. Status Filled

2. First Name of Board Member Patricia

3. Last Name of Board Member Vaughn

4. Mailing Address 174 Cayuga St. P.O. Box 352

5. City Union Springs

6. Zip Code (5 digits only) 13160

7. E-mail address zzurdun@yahoo.com

- | | | |
|-----|---|---------|
| 8. | Office Held or Trustee | Trustee |
| 9. | Term Begins - Month | January |
| 10. | Term Begins - Year (year) | 2019 |
| 11. | Term Expires | January |
| 12. | Term Expires - Year (yyyy) | 2024 |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | N/A |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | N/A |
| 16. | Is this a brand new trustee? | Y |
| 1. | Status | Vacant |

- | | | |
|-----|--|-----|
| 2. | First Name of Board Member | N/A |
| 3. | Last Name of Board Member | N/A |
| 4. | Mailing Address | N/A |
| 5. | City | N/A |
| 6. | Zip Code (5 digits only) | N/A |
| 7. | E-mail address | N/A |
| 8. | Office Held or Trustee | |
| 9. | Term Begins - Month | |
| 10. | Term Begins - Year (year) | N/A |
| 11. | Term Expires | |
| 12. | Term Expires - Year (yyyy) | N/A |
| 13. | <p>Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example:
Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.</p> | |

14. The date the Oath of Office (mm/dd/yyyy) was taken N/A

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) N/A

16. Is this a brand new trustee?

Trustee Education

Complete one record for each person serving as a trustee as of December 31, 2020. These trustees will not be exactly the same as the trustees listed in the section above.

1. Trustee Name Patricia Casler

2. Has the trustee participated in trustee education in the last calendar year (2020)? N

1. Trustee Name Bridget Gary

2. Has the trustee participated in trustee education in the last calendar year (2020)? N

1. Trustee Name Robin Greer

2. Has the trustee participated in trustee education in the last calendar year (2020)? N

1. Trustee Name Patricia Vaughn
2. Has the trustee participated in trustee education in the last calendar year (2020)? N

11. OPERATING FUNDS RECEIPTS

Local Public Funds/System Cash Grants/Other State

Report financial data based on the fiscal reporting year reported in Part 1. *ROUND TO THE NEAREST DOLLAR.* Please click [here](#) to read general instructions before completing this section.

LOCAL PUBLIC FUNDS

Specify by name the municipalities or school districts which are the source of funds.

- 11.1 Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3. Y

1. Source of Funds County
2. Name of funding County, Municipality or School District Cayuga County
3. Amount \$3,500
4. Subject to public vote held in reporting year or in a previous reporting year(s). N
5. Written Contractual

	Agreement	N/A
1.	Source of Funds	Town
2.	Name of funding County, Municipality or School District	Town of Springport
3.	Amount	\$2,000
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	N
5.	Written Contractual Agreement	N
1.	Source of Funds	Village
2.	Name of funding County, Municipality or School District	Village of Union Springs
3.	Amount	\$2,000
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	N
5.	Written Contractual Agreement	Y
1.	Source of Funds	School District

2.	Name of funding County, Municipality or School District	Union Springs Central School District
3.	Amount	\$81,500
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	Y
5.	Written Contractual Agreement	Y
11.2	TOTAL LOCAL PUBLIC FUNDS	\$89,000

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$995
11.4	Central Library Aid (CLDA and/or CBA)	\$0
11.5	Additional State Aid received from the System	\$0
11.6	Federal Aid received from the System	\$0
11.7	Other Cash Grants	\$0
11.8	TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$995

OTHER STATE AID

11.9 State Aid other than LLSA,
Central Library Aid (CLDA
and/or CBA), or other State Aid reported as system cash grants \$0

Federal Aid/Other Receipts

FEDERAL AID FOR LIBRARY OPERATION

11.10 LSTA \$0

11.11 Other Federal Aid \$0

11.12 **TOTAL FEDERAL AID**
(Add Questions 11.10 and 11.11) \$0

11.13 **CONTRACTS WITH
PUBLIC LIBRARIES
AND/OR PUBLIC
LIBRARY SYSTEMS IN
NEW YORK STATE** \$0

OTHER RECEIPTS

11.14 Gifts and Endowments \$3,482

11.15 Fund Raising \$103

11.16 Income from Investments \$3,460

11.17 Library Charges \$54

11.18 Other \$33

11.19 **TOTAL OTHER
RECEIPTS** (Add Questions

	11.14, 11.15, 11.16, 11.17 and 11.18)	\$7,132
11.20	TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$97,127
11.21	BUDGET LOANS	\$0

Transfers/Grant Total

TRANSFERS

11.22	From Capital Fund (Same as Question 14.8)	\$0
11.23	From Other Funds	\$0
11.24	TOTAL TRANSFERS (Add Questions 11.22 and 11.23)	\$0
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2020 (Same as Question 12.40 of previous year if fiscal year has not changed)	\$192,592
11.26	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.41)	\$289,719

12. OPERATING FUND DISBURSEMENTS

Staff/Collection/Capital/Operation and Maintenance

Report financial data based on the fiscal reporting year reported in Part 1. ROUND TO THE NEAREST DOLLAR. Please click [here](#) to read general instructions before completing this section.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1 Certified Librarians \$29,580

12.2 Other Staff \$8,620

12.3 **Total Salaries & Wages Expenditures** (Add Questions 12.1 and 12.2) \$38,200

12.4 **Employee Benefits Expenditures** \$3,470

12.5 **Total Staff Expenditures** (Add Questions 12.3 and 12.4) \$41,670

COLLECTION EXPENDITURES

12.6 Print Materials Expenditures \$13,179

12.7 Electronic Materials Expenditures \$1,044

12.8 Other Materials Expenditures \$2,082

12.9 **Total Collection**

Expenditures (Add \$16,305
Questions 12.6, 12.7 and
12.8)

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10 From Local Public Funds \$0
(71PF)

12.11 From Other Funds (71OF) \$0

12.12 **Total Capital**
Expenditures (Add \$0
Questions 12.10 and 12.11)

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13 From Local Public Funds \$174
(72PF)

12.14 From Other Funds (72OF) \$0

12.15 **Total Repairs** (Add \$174
Questions 12.13 and 12.14)

12.16 Other Disbursements for
Operation & Maintenance of \$5,988
Buildings

12.17 **Total Operation &**
Maintenance of
Buildings (Add Questions \$6,162
12.15 and 12.16)

MISCELLANEOUS EXPENSES

12.18 Office and Library Supplies \$2,028

12.19 Telecommunications \$1,505

12.20	Binding Expenses	\$0
12.21	Postage and Freight	\$0
12.22	Professional & Consultant Fees	\$1,121
12.23	Equipment	\$1,456
12.24	Other Miscellaneous	\$849
12.25	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22, 12.23 and 12.24)	\$6,959

Contracts/Debt Service/Transfers/Grand Total

12.26	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$5,900
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DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.27	From Local Public Funds (73PF)	\$0
12.28	From Other Funds (73OF)	\$0
12.29	Total (Add Questions 12.27 and 12.28)	\$0

Other Loans

- 12.30 Budget Loans (Principal and Interest) \$0
- 12.31 Short-Term Loans \$0
- 12.32 **Total Debt Service** (Add Questions 12.29, 12.30 and 12.31) \$0
- 12.33 **TOTAL OPERATING FUND DISBURSEMENTS** (Add Questions 12.5, 12.9, 12.12, 12.17, 12.25, 12.26 and 12.32) \$76,996

TRANSFERS

Transfers to Capital Fund

- 12.34 From Local Public Funds (76PF) \$0
- 12.35 From Other Funds (76OF) \$0
- 12.36 **Total Transfers to Capital Fund** (Add Questions 12.34 and 12.35; same as Question 13.8) \$0
- 12.37 **Transfer to Other Funds** \$0
- 12.38 **TOTAL TRANSFERS** (Add Questions 12.36 and 12.37) \$0
- 12.39 **TOTAL DISBURSEMENTS AND** \$76,996

TRANSFERS (Add
Questions 12.33 and 12.38)

12.40 BALANCE IN OPERATING
FUND - Ending Balance for \$212,723
the Fiscal Year Ending 2020

12.41 **GRAND TOTAL
DISBURSEMENTS,
TRANSFERS &
BALANCE** (Add Questions \$289,719
12.39 and 12.40; same as
Question 11.26)

ASSURANCE

12.42 The Library operated in
accordance with all
provisions of Education Law
and the Regulations of the
Commissioner, and assures 02/17/2021
that the "Annual Report"
was reviewed and accepted
by the Library Board on
(date - mm/dd/yyyy).

FISCAL AUDIT

12.43 Last audit performed 12/31/2015
(mm/dd/yyyy)

12.44 Time period covered by this
audit (mm/dd/yyyy) - 01/01/2015-12/31/2015
(mm/dd/yyyy)

12.45 Indicate type of audit (select
one): Other (specify using the State note)

CAPITAL FUND

12.46 Does the library have a
Capital Fund? Enter Y for

Yes, N for No. If No, stop N
here. If Yes, complete the
Capital Fund Report.

13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

REVENUES FROM LOCAL SOURCES

13.1 Revenues from Local Government Sources \$0

13.2 All Other Revenues from Local Sources \$0

13.3 **Total Revenues from Local Sources** (Add Questions 13.1 and 13.2) \$0

STATE AID FOR CAPITAL PROJECTS

13.4 State Aid Received for Construction \$0

13.5 Other State Aid \$0

13.6 **Total State Aid** (Add Questions 13.4 and 13.5) \$0

FEDERAL AID FOR CAPITAL PROJECTS

13.7 **TOTAL FEDERAL AID** \$0

INTERFUND REVENUE

13.8 Transfer from Operating Fund (Same as Question 12.36) \$0

- 13.9 **TOTAL REVENUES** (Add Questions 13.3, 13.6, 13.7 and 13.8) \$0
- 13.10 **NON-REVENUE RECEIPTS** \$0
- 13.11 **TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10) \$0
- 13.12 **BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2020** (Same as Question 14.11 of previous year, if fiscal year has not changed) \$0
- 13.13 **TOTAL CASH RECEIPTS AND BALANCE** (Add Questions 13.11 and 13.12; same as Question 14.12) \$0

14. CAPITAL FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

PROJECT EXPENDITURES

- 14.1 Construction \$0
- 14.2 Incidental Construction \$0
- Other Disbursements**
- 14.3 Purchase of Buildings \$0

14.4	Interest	\$0
14.5	Collection Expenditures	\$0
14.6	Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	\$0
14.7	TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6)	\$0
14.8	TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0
14.9	NON-PROJECT EXPENDITURES	\$0
14.10	TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$0
14.11	BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2020	\$0
14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13)	\$0

15. CENTRAL LIBRARIES

PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY.
PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND
CONTINUE ON WITH YOUR SURVEY

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

Note: See instructions for definitions and calculations of each of these Federal Totals.

16.1	Total ALA-MLS	0.65
16.2	Total Librarians	0.65
16.3	All Other Paid Staff	0.65
16.4	Total Paid Employees	1.30
16.5	State Government Revenue	\$995
16.6	Federal Government Revenue	\$0
16.7	Other Operating Revenue	\$7,132
16.8	Total Operating Revenue	\$97,127
16.9	Other Operating Expenditures	\$19,021
16.10	Total Operating Expenditures	\$76,996
16.11	Total Capital Expenditures	\$0
16.12	Print Materials	10,046
16.13	Total Registered Borrowers	816

16.14	Other Capital Revenue and Receipts	\$0
16.15	Total Number of Internet Terminals Used by the General Public	11
16.16	Total Uses (sessions) of Public Internet Computers Per Year	2,139
16.17	Total Wireless Sessions Provided by the Library Wireless Service Per Year	3,650
16.18	Total Capital Revenue	\$0

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	LIB ID	2400056560
17.2	Interlibrary Relationship Code	ME
17.3	Legal Basis Code	NP
17.4	Administrative Structure Code	SO
17.5	FSCS Public Library Definition	Y
17.6	Geographic Code	OTH
17.7	FSCS ID	NY0140

17.8 *SED CODE* 051901700001

17.9 *INSTITUTION ID* 800000054470

SUGGESTED IMPROVEMENTS

Library Name: SPRINGPORT FREE LIBRARY

Library System: Finger Lakes Library System

Name of Person Completing Form: Carla piperno-Jones

Phone Number: (315) 889-7766

I am satisfied that this resource (Collect) is meeting library needs: Agree

Applying this resource (Collect) will help improve library services to the public: Strongly Agree

Please share with us your suggestions for improving the *Annual Report*. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you!