Candor Free Library
Annual Report For Public And Association Libraries - 2014

1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2014, except for questions related to the current library director/manager (questions 1.35 through 1.40).

1.1	Library ID Number	2400601070
1.2	Library Name	CANDOR 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	Candor
1.6	Beginning Fiscal Reporting Year	01/01/2014
1.7	Ending Fiscal Reporting Year	12/31/2014
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	01/01/2014
1.12	Ending Local Fiscal Year	12/31/2014
1.13	Address Status	00 (for no change from previous year)
1.14	Street Address	2 BANK STREET
1.15	City	CANDOR
1.16	Zip Code	13743
1.17	Mailing Address	P.O. BOX 104
1.18	City	CANDOR
1.19	Zip Code	13743
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(607) 659-7258
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(607) 659-7500
1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	candorli@twcny.rr.com
1.23	Library Home Page URL (Enter N/A if no home page URL)	www.FLLS.ORG/CANDOR
1.24	Population Chartered to Serve (per 2010 Census)	851
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):	Village
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 Regents charter action.	N
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	03/23/1973

1.30	Date the library was last registered	04/12/1932
1.31	Federal Employer Identification Number	156020296
1.32	County	TIOGA
1.33	School District	Candor
1.34	Town/City	Candor
1.35	Library System	Finger Lakes Library System

NOTE: For questions 1.36 through 1.41, report all information for the current library director/manager.

1.36	Title of Library Director/ Manager (select one):	Mrs.
1.37	First Name of Library Director/Manager	Frances
1.38	Last Name of Library Director/Manager	Howe
1.39	NYS Public Librarian Certification Number	N/A
1.40	E-mail Address of the Director/Manager	candorli@twcny.rr.com
1.41	Fax Number of the Director/Manager	(607) 659-7500
1.42	Does the library charge fees for library cards to people residing outside the system's service area?	N
1.43	Was all or part of the library's budget either subject to public vote held during the fiscal reporting year, or from an appropriation which was approved by public vote in a previous year? Enter Y for Yes, N for No. If yes, complete one record for the most recent vote from each funding source. If no, go to question 1.45.	Y
1.	Name of municipality or district holding the vote	Candor Central School
2.	Indicate the type of municipality or district holding the vote	School District
3.	Was this a Chapter 414 (Ed. Law §259.1.b)?	N
4.	Dollar amount	$18,000
5.	Was the vote successful?	Y
6.	Date the vote was held (mm/dd/yyyy)	05/19/2009
1.44	For the fiscal year that ended in 2014, indicate the *total percentage of the library's local public funding* that was either subject to public vote during the fiscal reporting year, or that came from an appropriation which was approved by public vote	55.19
1.45	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 1.46.	N
1.	Name of contracting municipality or district	N/A
2.	Is this a written contractual agreement?	N/A
3.	Population of the geographic area served by this contract	N/A
4.	Dollar amount of contract	N/A
5.	Enter the appropriate code for range of services provided (select one):	N/A
1.46	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.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the State note; if no, please go to Part 2, Library Collection.	N

2. LIBRARY COLLECTION

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please click here

to read general instructions before completing this section.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	6,823
2.2	Adult Non-fiction Books	5,993
2.3	Total Adult Books (Total questions 2.1 & 2.2)	12,816
2.4	Children's Fiction Books	4,938
2.5	Children's Non-fiction Books	3,377
2.6	Total Children's Books (Total questions 2.4 & 2.5)	8,315
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	21,131

Other Print Materials

2.8	Total Uncataloged Books	328
2.9	Total Print Serials	366
2.10	All Other Print Materials	0
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	694
2.12	Total Print Materials (Total questions 2.7 and 2.11)	21,825

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	5,431
2.14	Local Databases	11
2.15	NOVELNY Databases	11
2.16	Total Databases (Total questions 2.14 and 2.15)	22
2.17	Audio - Downloadable Units	2,520
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.)	0
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	7,973

Non-Electronic Materials

2.21	Audio - Physical Units	239
2.22	Video - Physical Units	358
2.23	Other Non-Electronic Materials (includes films, slides, etc.)	53
2.24	Total Other Materials Holdings (Total questions 2.21 through 2.23)	650
2.25	**GRAND TOTAL HOLDINGS** (Total questions 2.12, 2.20 and 2.24)	30,448

CURRENT SERIAL SUBSCRIPTIONS

2.26	Current Print Serial Subscriptions	17

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.27	Cataloged Books	157
2.28	All Other Print Materials	160
2.29	Electronic Materials	2,215
2.30	All Other Materials	33
2.31	Total Additions (Total questions 2.27 through 2.30)	2,565

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Report all information on questions 3.1 through 3.21 as of the end of the _fiscal_ year reported in Part 1; report information on questions 3.22 through 3.67 for the 2014 _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)	3,955
3.2	Registered resident borrowers	310
3.3	Registered non-resident borrowers	794

Please report information on WRITTEN POLICIES as of 12/31/14.

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?	N
3.8	Does the library have a board-approved conflict of interest policy?	N
3.9	Does the library have a board-approved whistle blower policy?	N

Please report information on ACCESSIBILITY as of 12/31/14.

ACCESSIBILITY (Answer Y for Yes, N for No)/b>

3.10	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	N
3.11	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	N

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

LIBRARY SPONSORED PROGRAMS

3.12	Adult Program Sessions	0
3.13	Young Adult Program Sessions	0
3.14	Children's Program Sessions	35
3.15	All Other Program Sessions	0
3.16	Total Number of Program Sessions (Total questions 3.12 through 3.15)	35
3.17	Adult Program Attendance	0
3.18	Young Adult Program Attendance	0
3.19	Children's Program Attendance	682
3.20	All Other Program Attendance	0
3.21	Total Program Attendance (Total questions 3.17 through 3.20)	682

Please report information on SUMMER READING PROGRAMS for the 2014 calendar year.

SUMMER READING PROGRAM

3.22- Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2014 (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	Yes
e.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used)	Yes
f.	N/A	No
3.23	Library outlets offering a summer reading program	1
3.24	Children registered for the library's summer reading program	29
3.25	Young adults registered for the library's summer reading program	0
3.26	Adults registered for the library's summer reading program	N/A
3.27	Total number registered for the library's summer reading program (total 3.24 + 3.25 + 3.26)	29
3.28	Children's program sessions - Summer 2014	6
3.29	Young adult program sessions - Summer 2014	0
3.30	Adult program sessions - Summer 2014	0
3.31	Total program sessions - Summer 2014 (total 3.28 + 3.29 + 3.30)	6
3.32	Children's program attendance - Summer 2014	246
3.33	Young adult program attendance - Summer 2014	0
3.34	Adult program attendance - Summer 2014	0
3.35	Total program attendance - Summer 2014 (total 3.32 + 3.33 + 3.34)	246

COLLABORATORS

3.36	Public school district(s) and/or BOCES	N/A
3.37	Non-public school(s)	N/A
3.38	Childcare center(s)	N/A
3.39	Summer camp(s)	N/A
3.40	Municipality/Municipalities	N/A
3.41	Literacy provider(s)	N/A
3.42	Other (describe using the State note)	N/A
3.43	Total Collaborators (total 3.36 through 3.42)	0

Please report information on EARLY LITERACY PROGRAMS for the 2014 calendar year.

EARLY LITERACY PROGRAMS

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

3.45 Indicate types of programs offered (check all that apply)

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

3.46 Number of sessions

a.	Focus on birth - school entry	29
b.	Focus on parents & caregivers	N/A
c.	Combined audience	N/A
d.	N/A	N/A
3.47	Total Sessions	29

3.48 Attendance at sessions

a.	Focus on birth - school entry	436

b.	Focus on parents & caregivers	N/A
c.	Combined audience	N/A
d.	N/A	N/A
3.49	Total Attendance	436

3.50 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
f.	N/A	Yes

Please report information on ADULT LITERACY for the 2014 calendar year.

ADULT LITERACY

3.51	Did the library offer adult literacy programs?	No
3.52	Total program sessions	N/A
3.53	Total program attendance	N/A

3.54 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 Schools	No
d.	Other (see instructions and describe using State Note)	No
e.	N/A	Yes

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2014 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.55	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	N
3.56	Children's program sessions	N/A
3.57	Young adult program sessions	N/A
3.58	Adult program sessions	N/A
3.59	Total program sessions (total 3.56 + 3.57 + 3.58)	0
3.60	Children's program attendance	N/A
3.61	Young adult program attendance	N/A
3.62	Adult program attendance	N/A
3.63	Total program attendance (total 3.60 + 3.61 + 3.62)	0

3.64 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 State note)	No
e.	N/A	Yes

Please report information on DIGITAL LITERACY for the 2014 calendar year.

DIGITAL LITERACY

3.65	Did the library offer digital literacy programs?	Y
3.66	Total program sessions	156
3.67	Total program attendance	176

4. LIBRARY 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	2,286
4.2	Adult Non-fiction Books	966
4.3	Total Adult Books (Total questions 4.1 & 4.2)	3,252
4.4	Children's Fiction Books	1,726
4.5	Children's Non-fiction Books	938
4.6	Total Children's Books (Total questions 4.4 & 4.5)	2,664
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	5,916

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	1,616
4.9	Circulation of Children's Other Materials	270
4.10	Circulation of Electronic Materials	800
4.11	Total Circulation of Other Materials (Total questions 4.8, 4.9 & 4.10)	2,686
4.12	Grand Total Circulation Transactions (Total questions 4.7 & 4.11)	8,602
4.13	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	2,934

REFERENCE TRANSACTIONS

4.14	Total Reference Transactions	1,040
4.15	Does the library offer virtual reference?	Y

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.16	TOTAL MATERIALS RECEIVED	2,547

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.17	TOTAL MATERIALS PROVIDED	2,250

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2014.

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	2,610
5.5	Does the library use Internet filtering software on any computer?	Y
5.6	Number of uses (sessions) of public Internet computers per year	540
5.7	Name of the person responsible for the library's Information Technology (IT) services	Frances Howe
5.8	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(607) 659-7258
5.9	IT contact's email address	candorli@twcny.rr.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.	27

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	0
6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	0
6.5	Vacant Librarian (certified)	0
6.6	Library Manager (not certified)	0.52
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	0.78
6.11	Vacant Other Staff	0
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	1.30
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)	N/A
6.15	Salary - Entry Level Librarian (certified)	N/A
6.16	FTE - Library Director (certified)	N/A
6.17	Salary - Library Director (certified)	N/A
6.18	FTE - Library Manager (not certified)	0.52
6.19	Salary - Library Manager (not certified)	$8,277

7. MINIMUM PUBLIC LIBRARY STANDARDS

Report all information as of December 31, 2014. 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)	Y

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

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 8.1 - 8.4)	1

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	25
8.7	Minimum Weekly Total Hours - Branch Libraries	0
8.8	Minimum Weekly Total Hours - Bookmobiles	0
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	25.00
8.10	Annual Total Hours - Main Library	1,338
8.11	Annual Total Hours - Branch Libraries	0
8.12	Annual Total Hours - Bookmobiles	0
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	1,338.00

9. SERVICE OUTLET INFORMATION

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.

1.	Outlet Name	Candor Free Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	2 Bank Street
4.	Outlet Street Address Status	00 (for no change)
		Candor

5.	City	
6.	Zip Code	13743
7.	Phone (enter 10 digits only)	(607) 659-7258
8.	Fax Number (enter 10 digits only)	(607) 659-7500
9.	E-mail Address	candorli@twcny.rr.com
10.	Outlet URL	www.flls.org/candor/
11.	County	Tioga
12.	School District	Candor
13.	Library System	Finger Lakes Library System
14.	Outlet Type Code (select one):	CE
15.	Public Service Hours Per Year for This Outlet	1,338
16.	Number of Weeks This Outlet is Open	52
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	165
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	Village
22.	Who owns the land on which this outlet is built?	Village
23.	Indicate the year this outlet was initially constructed	1977
24.	Indicate the year this outlet underwent a major renovation costing $25,000 or more	N/A
25.	Square footage of the outlet	2,255
26.	Total number of Internet terminals at this outlet used by the general public	5
27.	Type of connection on the outlet's public Internet computers	Cable
28.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	6 Greater than or equal to 6 mbps and less than 10 mbps
29.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	4 Greater than or equal to 1.5 mbps and less than 3 mbps
30.	Internet Provider	Time Warner Cable
31.	WiFi Access	No restrictions to access
32.	Number of wireless sessions provided by the library wireless service per year	N/A
33.	Does the outlet have interactive videoconferencing capability for public use?	N
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.	*LIBID*	2400601070
37.	*FSCSID*	NY0153
38.	*Number of Bookmobiles in the Bookmobile Outlet Record*	0
39.	*Outlet Structure Status*	00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2014. 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, 2014 to December 31, 2014)	9
10.2	Number of voting library board positions stated in the library's charter.	7
10.3	Number of current <u>voting</u> positions on library board.	9
10.4	Trustee term length	3 years

BOARD MEMBER SELECTION

10.5	Enter Board Member Selection Code (select one):	EA - board members are elected by the library association membership

List Officers and Board Members as of March 1, 2015. 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

10.6	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), or Vacant	Mr.
10.7	First Name	Melvin
10.8	Last Name	Foster
10.9	Mailing Address	84 Tuttle Hill Rd
10.10	City	Candor
10.11	Zip Code (5 digits only)	13743
10.12	Phone (enter 10 digits only)	(607) 659-4785
10.13	E-mail Address	candorite@gmail.com
10.14	Term Begins - Month	January
10.15	Term Begins - Year (yyyy)	2013
10.16	Term Expires - Month	January
10.17	Term Expires - Year (yyyy)	2016
10.18	The date the Oath of Office was taken (mm/dd/yyyy)	N/A
10.19	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A
10.20	Is this a brand new trustee?	N
1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	Joseph
3.	Last Name of Board Member	Morrison
4.	Mailing Address	5 Park Dr.
5.	City	Candor
6.	Zip Code (5 digits only)	13743
7.	E-mail address	jmorrison9@twcny.rr.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2014
11.	Term Expires	January
12.	Term Expires - Year (yyyy)	2017
13.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A
14.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A
15.	Is this a brand new trustee?	Y

1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Nancy
3.	Last Name of Board Member	Riggs
4.	Mailing Address	189 Honeypot Rd
5.	City	Candor
6.	Zip Code (5 digits only)	13743
7.	E-mail address	nancyriggs@frontiernet.net
8.	Office Held or Trustee	Vice President
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2013
11.	Term Expires	January
12.	Term Expires - Year (yyyy)	2016
13.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A
14.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A
15.	Is this a brand new trustee?	N

11. OPERATING FUNDS RECEIPTS

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 districts which are the source of funds.

11.1	Does the library receive any local public funds? If yes, complete one record for each funding source; if no, go to question 11.3.	Y
1.	Source of Funds	County
2.	Name of funding County, Municipality or District	Tioga County
3.	Amount	$8,612
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	Town
2.	Name of funding County, Municipality or District	Town of Candor
3.	Amount	$6,000
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 District	Candor Central School
3.	Amount	$18,000
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	Y
5.	Written Contractual Agreement	N
11.2	**TOTAL LOCAL PUBLIC FUNDS**	$32,612

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	$1,270
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)	$1,270

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	$300

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	$752
11.15	Fund Raising	$1,813
11.16	Income from Investments	$139
11.17	Library Charges	$846
11.18	Other	$820
11.19	**TOTAL OTHER RECEIPTS** (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	$4,370
11.20	**TOTAL OPERATING FUND RECEIPTS** (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	$38,552
11.21	**BUDGET LOANS**	$0

TRANSFERS

11.22	From Capital Fund (Same as Question 14.8)	$6,478
11.23	From Other Funds	$0
11.24	**TOTAL TRANSFERS** (Add Questions 11.22 and 11.23)	$6,478
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2014 (Same as Question 12.39 of previous year if fiscal year has not changed)	$60,232
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)	$105,262

12. OPERATING FUND DISBURSEMENTS
STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

Please click here to read general instructions before completing this section.

12.1	Certified Librarians	$0
12.2	Other Staff	$23,063
12.3	**Total Salaries & Wages Expenditures** (Add Questions 12.1 and 12.2)	$23,063
12.4	**Employee Benefits Expenditures**	$3,271
12.5	**Total Staff Expenditures (Add Questions 12.3 and 12.4)**	$26,334

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	$2,089
12.7	Electronic Materials Expenditures	$0

12.8	Other Materials Expenditures	$512
12.9	**Total Collection Expenditures** (Add Questions 12.6, 12.7 and 12.8)	$2,601

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	$0
12.11	From Other Funds (71OF)	$4,312
12.12	**Total Capital Expenditures** (Add Questions 12.10 and 12.11)	$4,312

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	$0
12.14	From Other Funds (72OF)	$837
12.15	**Total Repairs** (Add Questions 12.13 and 12.14)	$837
12.16	Other Disbursements for Operation & Maintenance of Buildings	$5,049
12.17	**Total Operation & Maintenance of Buildings** (Add Questions 12.15 and 12.16)	$5,886

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	$883
12.19	Telecommunications	$1,898
12.20	Binding Expenses	$0
12.21	Postage and Freight	$49
12.22	Professional & Consultant Fees	$0
12.23	Equipment	$0
12.24	Other Miscellaneous	$192
12.25	**Total Miscellaneous Expenses** (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22, 12.23 and 12.24)	$3,022
12.26	**CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE**	$5,500

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
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)	$47,655

TRANSFERS

Transfers to Capital Fund

12.34	From Local Public Funds (76PF)	$0
12.35	From Other Funds (76OF)	$42,199
12.36	**Total Transfers to Capital Fund** (Add Questions 12.34 and 12.35; same as Question 13.8)	$42,199
12.37	**Transfer to Other Funds**	$0
12.38	**TOTAL TRANSFERS** (Add Questions 12.36 and 12.37)	$42,199
12.39	**TOTAL DISBURSEMENTS AND TRANSFERS** (Add Questions 12.33 and 12.38)	$89,854

| 12.40 | BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2014 | $15,408 |
| 12.41 | **GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE** (Add Questions 12.39 and 12.40; same as Question 11.26) | $105,262 |

ASSURANCE

| 12.42 | The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy). | 01/14/2015 |

FISCAL AUDIT

12.43	Last audit performed (mm/dd/yyyy)	01/12/1985
12.44	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	01/01/1981-12/31/1983
12.45	Indicate type of audit (select one):	Private Accounting Firm

CAPITAL FUND

| 12.46 | Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report. | Y |

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	$6,484
13.3	**Total Revenues from Local Sources** (Add Questions 13.1 and 13.2)	$6,484

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)	$42,199
13.9	**TOTAL REVENUES** (Add Questions 13.3, 13.6, 13.7 and 13.8)	$48,683
13.10	**NON-REVENUE RECEIPTS**	$0
13.11	**TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10)	$48,683
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2014 (Same as Question 14.11 of previous year, if fiscal year has not changed)	$164,607
13.13	**TOTAL CASH RECEIPTS AND BALANCE** (Add Questions 13.11 and 13.12; same as Question 14.12)	$213,290

14. CAPITAL FUND DISBURSEMENTS
PROJECT EXPENDITURES

Please click here to read general instructions before completing this section.

| 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)	$6,478
14.9	**NON-PROJECT EXPENDITURES**	$1,641
14.10	**TOTAL CASH DISBURSEMENTS AND TRANSFERS** (Add Questions 14.7, 14.8 and 14.9)	$8,119
14.11	**BALANCE IN CAPITAL FUND** - Ending Balance for the Fiscal Year Ending 2014	$205,171
14.12	**TOTAL CASH DISBURSEMENTS AND BALANCE** (Add Questions 14.10 and 14.11; same as Question 13.13)	$213,290

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	0.00
16.2	Total Librarians	0.35
16.3	All Other Paid Staff	0.53
16.4	Total Paid Employees	0.88
16.5	State Government Revenue	$1,570
16.6	Federal Government Revenue	$0
16.7	Other Operating Revenue	$4,370
16.8	Total Operating Revenue	$38,552
16.9	Other Operating Expenditures	$14,408
16.10	Total Operating Expenditures	$43,343
16.11	Total Capital Expenditures	$12,431
16.12	Print Materials	21,825
16.13	Total Registered Borrowers	1,104
16.14	Other Capital Revenue and Receipts	$48,683
16.15	Total Number of Internet Terminals Used by the General Public	5

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	*LIB ID*	2400601070
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

SUGGESTED IMPROVEMENTS

Library Name: CANDOR FREE LIBRARY

Library System: Finger Lakes Library System

Name of Person Completing Form: Donald Weber

Phone Number:

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!