Seneca Falls Library
Annual Report For Public And Association Libraries - 2017

1. GENERAL LIBRARY INFORMATION

No Notes

2. LIBRARY COLLECTION

2.14	Local Electronic Collections	**Note:**	Per new instructions the System is reporting this number.
2.18	Video - Downloadable Units	**Note:**	Per new instructions we are reporting individual library circs instead of whole system holding.
2.29	Electronic Materials	**Note:**	Per new instructions we are reporting individual library circs instead of whole system holding.

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

No Notes

4. LIBRARY TRANSACTIONS

4.13	Successful Retrieval of Electronic Information	**Note:**	Per new instructions the system is reporting this number this year.

5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

6. STAFF INFORMATION

No Notes

7. MINIMUM PUBLIC LIBRARY STANDARDS

No Notes

8. PUBLIC SERVICE INFORMATION

No Notes

9. SERVICE OUTLET INFORMATION

No Notes

10. OFFICERS AND TRUSTEES

10.5	If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)?	**Note:**	Our Library has a range of members from 5-15.

11. OPERATING FUNDS RECEIPTS

11.15	Fund Raising	**Note:**	The fundraising amount is higher this year to to the addition of a new fundraising event as well as a memorial tree plaque.
11.23	From Other Funds	**Note:**	We changed our line items. We previously had all of our grants under one heading. As we have begun to seek out more corporate and private grants we divided our grant line items into "member library grants" and "other."

12. OPERATING FUND DISBURSEMENTS

12.8	Other Materials Expenditures	**Note:**	This year we purchased more DVD's, recorded books, and Playaways that were funded via grants and special donations earmarked for that purpose.
12.11	From Other Funds (71OF)	**Note:**	Last year we had a major capital project-replacing our HVAC system. This year we had a smaller project-installing LED lighting. Both projects were funded with NYS Construction Grant money.
12.16	Other Disbursements for Operation & Maintenance of Buildings	**Note:**	Last year we were using a janitorial service from ARC. This year we used a professional cleaning service that covered more services and was more expensive.
12.18	Office and Library Supplies	**Note:**	This year we spent more on cleaning supplies and paper products. These were covered under our previous janitorial service but we buy them separately now. We also created an office space for our Children's Librarian and purchased some storage units for children's programming materials.
12.23	Equipment	**Note:**	Last year we purchased a Meraki Router.

13. CAPITAL FUND RECEIPTS

13.6	**Total State Aid** (Add Questions 13.4 and 13.5)	**Note:**	Capital project was completed in 2016 and all capital accounts were zero as of 12-31-16.
13.11	**TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10)	**Note:**	Capital project was completed in 2016 and all capital accounts were zero as of 12-31-16.

14. CAPITAL FUND DISBURSEMENTS

No Notes

15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

16.16	Total Uses (sessions) of Public Internet Computers Per Year	**Note:**	Last year we only had the meraki for half the year and calculated the total number by using those numbers to create an average for the year. This year we had it for the full year and simply ran the report. The numbers happened to come out the same.

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes