

# Lodi Whittier Library

## Annual Report For Public And Association Libraries - 2019

### 1. GENERAL LIBRARY INFORMATION

No Notes

### 2. LIBRARY COLLECTION

- 2.18 Video - Downloadable Units **Note:** Library Hoopla Movie: 48 Library Hoopla TV circ: 22 Total: 70

### 3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

- a. Focus on birth - school entry (kindergarten) **Note:** Tyke Tales continues to grow. Now with Nora doing the programming on a weekly basis, we are seeing steady growth.

### 4. LIBRARY TRANSACTIONS

No Notes

### 5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

### 6. STAFF INFORMATION

- 6.6 Library Manager (not certified) **Note:** Amy was Director 1/1 - 8/2 at .88 Beth became Director 8/3 - 12/31 at .75 Average is .815 Rounded up is .82  
Beth was Assistant Director 1/1/19 - 8/3//19 at 20 hours/wk=.5FTE 8/4/19 she became Director at 30 hours/wk=.75 FTE On 7/21/19 Nora was hired as Youth & Children's Programming Coordinator. 30 hours/wk at \$16/hour .75 FTE Totals January-June: .5 FTE (6 months) July: 1.25 (1 month) August-December: .75 (5 months) Average: 0.665 Rounded up: 0.67
- 6.10 Other Staff **Note:** Amy 31 weeks/35 hours/wk@\$19.50/hr =\$21,157.50 Beth 21 weeks/30 hours/wk@\$18.00/hr =\$11,340.00 Total salary 2019: \$32,497.50
- 6.19 Salary - Library Manager (not certified) **Note:** Amy 31 weeks/35 hours/wk@\$19.50/hr =\$21,157.50 Beth 21 weeks/30 hours/wk@\$18.00/hr =\$11,340.00 Total salary 2019: \$32,497.50

### 7. MINIMUM PUBLIC LIBRARY STANDARDS (CURRENT)

No Notes

### 7. MINIMUM PUBLIC LIBRARY STANDARDS (AS OF 2021)

No Notes

## 8. PUBLIC SERVICE INFORMATION

No Notes

## 9. SERVICE OUTLET INFORMATION

Repeating Group 1

- |     |   |  |
|-----|---|--|
| 33. | Number of wireless sessions provided by the library wireless service per year | <b>Note:</b> I do not know how to calculate the number of sessions per year. It does not appear on our Empire Access Bill. This number is the number of logons inside the library plus a very low estimate of other usage. |
|-----|---|--|

## 10. OFFICERS AND TRUSTEES

No Notes

## 11. OPERATING FUNDS RECEIPTS

- |       |   |  |
|-------|---|--|
| 11.9  | State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants | <b>Note:</b> NYS Library Construction Grant program payment representing retained 10% of Phase 3 funding was deposited in Operating Fund Account in order to offset expenses paid on the Operating Fund Account.   |
| 11.18 | Other   | <b>Note:</b> Amount represents duplicate payment entry for 2018 which was not detected/corrected in the ledger until after the 2018 Annual Report was submitted. This amount indicates a correction to the Operating Fund account and does not reflect income. |

## 12. OPERATING FUND DISBURSEMENTS

- |       |   |   |
|-------|---|---|
| 12.11 | From Other Funds (71OF)                                       | <b>Note:</b> Since our Building Fund was depleted, Operating Funds from donations were used to purchase remaining Phase 2 items consisting of office furniture. |
| 12.18 | Office and Library Supplies                                   | <b>Note:</b> Amount includes office supplies, as well as supplies to identify/display collection items.   |
| 12.35 | From Other Funds (76OF)                                       | <b>Note:</b> As our Building Fund was depleted, funds from donations tracked in our Operating Fund Account were transferred over.                               |
| 12.44 | Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) | <b>Note:</b> Please note typo in last year's answer. The dates should have read 1/1/2017-12/31/2017   |

## 13. CAPITAL FUND RECEIPTS

- |      |                 |   |
|------|-----------------|---|
| 13.5 | Other State Aid | <b>Note:</b> NYS Bullet Aid received via FLLS |
|------|-----------------|---|

**14. CAPITAL FUND DISBURSEMENTS**

No Notes

**15. CENTRAL LIBRARIES**

No Notes

**16. FEDERAL TOTALS**16.5 State Government  
Revenue**Note:**

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

**17. FOR NEW YORK STATE LIBRARY USE ONLY**

No Notes

**SUGGESTED IMPROVEMENTS**

No Notes