

Coburn Free Library

Annual Report For Public And Association Libraries - 2019

1. GENERAL LIBRARY INFORMATION

- 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 Note; if no, please go to Part 2, Library Collection.
- 1.50 **Note:** In 2019, we continued our efforts to create a smaller, more focused collection. Our focus is to increase circulation by creating a higher quality, well-weeded collection.

2. LIBRARY COLLECTION

- 2.8 Total Uncataloged Books **Note:** We have 23 uncatalogued books to be added to circulation. We house a genealogy section of 1984 volumes that is uncatalogued and not circulated. This collection is for use on site only.

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

- 3.50 Other (describe using the State note) **Note:** Two local businesses, Boys and Girls Club Technology programs for groups and individuals are scheduled each Tuesday from 1-2pm. We do not have attendees each week. Only programs with attendees in pairs or groups are entered here.
- 3.78 Total group program sessions **Note:** Technology programs for groups and individuals are scheduled each Tuesday from 1-2pm. We do not have attendees each week. Only programs with attendees in one-on-one format are included here.
- 3.79 Total one-on-one program sessions **Note:** Technology programs for groups and individuals are scheduled each Tuesday from 1-2pm. We do not have attendees each week. Only programs with attendees in one-on-one format are included here.

4. LIBRARY TRANSACTIONS

No Notes

5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

6. STAFF INFORMATION

No Notes

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

No Notes

10. OFFICERS AND TRUSTEES

- | | | |
|------|---|---|
| 10.2 | Does your library have a range of trustees stated in the library's charter documents (incorporation)? | <p>Note: Our legislation designates five trustees plus any members of the OACSD Board of Education that reside within the Village of Owego. This means the number of trustees will vary due to school board member changes. School board members who reside in the Village of Owego are not always active members who attend board meetings but they are official trustees and have voting rights.</p> |
| 10.3 | If yes, what is the range? | <p>Note: There are five board officers required by our legislation plus any board of education members who reside within the Village of Owego.</p> |
| 10.4 | If your library has a range, how many voting positions are stated in the library's current by-laws? | <p>Note: All members are voting members. Our legislation names five voting positions. In addition, any members of the Owego-Apalachin Central School District Board who reside in the Village of Owego are automatically on the library board. There are not always members of the OACSD Board who fit the criteria to be on our board. At this time, there is a Board of Education member, Dan Whippo, included in our board. He is a voting member of the board.</p> |
| 10.5 | If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)? | <p>Note: Our library is created by legislation, not charter. Our legislation designates five trustee positions plus any members of the OACSD Board of Education that reside within the Village of Owego. This means the number of trustees will vary as school board members are voted in and out. All members are voting members.</p> |
| 10.8 | Enter Board Member Selection Code (select one): | <p>Note: Board members are selected by current board members.</p> |

Repeating Group 1

7. E-mail address

Note: Marcia Blowney-Toda does not use email. You may send correspondence to director@coburnfreelibrary.org and it will be printed and delivered to her.

Repeating Group 2

12. Term Expires - Year (yyyy)

Note: The report requires that we put in a date for term expiration. The expiration of Mr. Whippo's term on the Coburn Board of Trustees is determined by his time on the Owego Apalachin School Board. All OACSD School Board members who reside within the Village of Owego are automatic members of the Coburn Free Library Board of Trustees by legislation.

Repeating Group 4

12. Term Expires - Year (yyyy)

Note: The report requires that we put in a date for term expiration. The expiration of Mr. Phelps's term on the Coburn Board of Trustees is determined by his time on the Owego Apalachin School Board. All OACSD School Board members who reside within the Village of Owego are automatic members of the Coburn Free Library Board of Trustees by legislation.

Repeating Group 5

12. Term Expires - Year (yyyy)

Note: The report requires that we put in a date for term expiration. The expiration of Mr. Luke's term on the Coburn Board of Trustees is determined by his time on the Owego Apalachin School Board. All OACSD School Board members who reside within the Village of Owego are automatic members of the Coburn Free Library Board of Trustees by legislation.

11. OPERATING FUNDS RECEIPTS

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.

Note: The financial sections of the Coburn Free Library annual report are entered by accountant, Jan Nolis CPA.

11.2 **TOTAL LOCAL PUBLIC FUNDS**

Note: No monies received from the Village in 2019. OACSD did not sent educational tax monies from referendum in 2019.

11.16 Income from Investments

Note: For years, the library has drawn \$3,000 per month from the interest on our endowment. This was stopped at the end of 2018. Hence, last year's reported \$27,000. The withdrawal was accidentally reinstated in January 2019 but was stopped again in February 2019. In 2019, \$6,000 was drawn as income from investments.

11.17 Library Charges

Note: Library charges will vary from year to year.

11.20 **TOTAL OPERATING FUND RECEIPTS** (Add Questions 11.2, 11.8,

Note: We did not receive the educational tax payment from OACSD in 2019.

11.9, 11.12, 11.13 and 11.19)

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)

Note: We did not receive the educational tax income from our referendum bids from OACSD in 2019. It was not sent until 2020.

12. OPERATING FUND DISBURSEMENTS

No Notes

13. CAPITAL FUND RECEIPTS

No Notes

14. CAPITAL FUND DISBURSEMENTS

No Notes

15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

16.8 **Total Operating Revenue**

Note: Did not receive School District money until January of 2020

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes