

Ulysses Philomathic Library

Annual Report For Public And Association Libraries - 2019

1. GENERAL LIBRARY INFORMATION

- 1.42 Do all staff working in the budgeted Librarian (certified) Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.
- Jennifer (Clay) Chiment, librarian@trumansburglibrary.org She applied when she relocated from Colorado but never received a response.

2. LIBRARY COLLECTION

No Notes

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

- 3.20 All Other Program Sessions
- Note:** Programs include Build a Birdhouse and Saturday's game night.
- 3.36 Children's program sessions - Summer 2019
- Note:** SRP coordinator did not know we need to count school visits as program sessions.
- 3.39 **Total program sessions - Summer 2019 (total 3.36 + 3.37 + 3.38)**
- Note:** SRP coordinator did not know we need to include school visits as a program session.
- 3.50 Other (describe using the State note)
- Note:** business
- c. Combined audience
- Note:** Baby & Toddler Storytime
- c. Non-Public School(s)
- Note:** Nursery School
- 3.82 Did your library offer teen-led activities during the 2019 calendar year?
- Note:** Occasionally teens with appropriate skills will lead the weekly Makerspace program.

4. LIBRARY TRANSACTIONS

No Notes

5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

6. STAFF INFORMATION

- 6.2 Library Director (certified)
- Note:** I was previously certified, I checked

- 6.4 Librarian (certified) **Note:** and am now listed as 'inactive'. My librarian applied for her public librarian certificate when she relocated her 2 years ago but never heard back from anyone.
- 6.6 Library Manager (not certified) **Note:** I have a MLS, NY State certificate is expired.
- 6.8 Library Specialist/Paraprofessional (not certified) **Note:** My librarian has her MLS, attempting to get her public librarian certificate.
- 6.17 Salary - Library Director (certified) **Note:** Library director's public librarian certificate has become inactive, this person's salary was moved to the manager field.

7. MINIMUM PUBLIC LIBRARY STANDARDS (CURRENT)

No Notes

7. MINIMUM PUBLIC LIBRARY STANDARDS (AS OF 2021)

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. **Note:** Bylaws have not been updated in over 10 years, they are currently being reviewed and will be updated in 2020.

8. PUBLIC SERVICE INFORMATION

No Notes

9. SERVICE OUTLET INFORMATION

Repeating Group 1

24. Indicate the year this outlet underwent a major renovation costing \$25,000 or more **Note:** Solar panel installation in the amount of approximately \$120,000 in the years 2015-2016.

10. OFFICERS AND TRUSTEES

- 10.3 If yes, what is the range? **Note:** We are required to have at least 9 voting members, in 2020 we have 14
- 10.4 If your library has a range, how many voting positions are stated in the library's current by-laws? **Note:** We have 14 trustees in 2020.
- 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 **Note:** It was discovered last year our trustee terms were becoming uneven, too many people were going to leave the board at once. So three returning

term, which was to run from beginning date to ending date.

trustees are completing partial terms to even everything out again.

Repeating Group 2

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.

Note: It was discovered last year our trustee terms were becoming uneven, too many people were going to leave the board at once. So three returning trustees are completing partial terms to even everything out again.

Repeating Group 8

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.

Note: It was discovered last year our trustee terms were becoming uneven, too many people were going to term out of the board at once. So three returning trustees are completing partial terms to even everything out again.

Repeating Group 2

16. Is this a brand new trustee?

Note: Dolores was appointed to the board in mid-2019 and elected at the November 2019 annual meeting. She previously served as a trustee several years ago.

Repeating Group 8

16. Is this a brand new trustee?

Note: He was appointed to the board mid-2019 and elected at the annual meeting in November of 2019.

11. OPERATING FUNDS RECEIPTS

11.14 Gifts and Endowments

Note: The library took in less unrestricted donations and association memberships in 2019 than in 2018.

11.15 Fund Raising

Note: The library board decided to discontinue a labor intensive fundraiser in 2019.

11.18 Other

Note: The library's twice yearly book sale did much better in 2019 than in 2018, a new trustee took it over in 2018 and has made significant improvements.

11.23 From Other Funds

Note: At the end of 2018 the library's board decided to create a new staff position for buildings and grounds maintenance, which would be supported by the library's endowment fund. The significant increase on this line is a result of that new staff position in 2019.

12. OPERATING FUND DISBURSEMENTS

- 12.1 Certified Librarians
- Note:** Librarian's public library certificate application was never completed, she is re-applying this year. This salary moved to the para-professional field.
- 12.14 From Other Funds (72OF)
- Note:** A trustee joined the board in 2019 who has extensive experience with building maintenance. Replacement and repairs have gone down significantly.
- 12.16 Other Disbursements for Operation & Maintenance of Buildings
- Note:** We installed solar panels on the building in 2016 and the building was converted to LED lighting in 2017. Variation in solar returns and the lower demand of the LED bulbs account for this reduction.
- 12.18 Office and Library Supplies
- Note:** Previously fundraising expenses for the library had also been included in this line, in 2019 fundraising expenses were moved to question 12.24

13. CAPITAL FUND RECEIPTS

- 13.4 State Aid Received for Construction
- Note:** This was the final payment for our NY State Construction grant to install LED lighting in 2018. We did not receive any construction funds in 2019.

14. CAPITAL FUND DISBURSEMENTS

No Notes

15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

- 16.1 **Total ALA-MLS**
- Note:** The Librarian and Library Director's New York State certificates have expired. We still have our MLS degrees obviously but are unable to report ourselves in the Director and Librarian fields and have moved to Manager and Paraprofessional.

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes