Seymour Public Library District
Annual Report For Public And Association Libraries - 2021

1. GENERAL LIBRARY INFORMATION

Library/Director Information

Please note: Bibliostat CollectConnect is now compatible with major browsers including Google Chrome, Mozilla Firefox, Safari and Internet Explorer.

Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old Bibliostat Collect, please click the new link here and you will be taken to the new interface. Please be sure you exit and close the old Bibliostat Collect before you begin your survey.

To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will cause data to be lost.

Libraries should not have reports from two different years open at the same time.

Report all information in Part 1 as of December 31, 2021, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1 Library ID Number 2400050330

1.2 Library Name SEYMOUR PUBLIC LIBRARY DISTRICT

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 Auburn

1.6 Beginning Fiscal Reporting Year 01/01/2021

1.7 Ending Fiscal Reporting Year 12/31/2021

1.8 Is the library now reporting on a different fiscal year than it reported on in the previous No Annual Report?
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

01/01/2021

1.12 Ending Local Fiscal Year

12/31/2021

1.13 Address Status

00 (for no change from previous year)

1.14 Street Address

176-178 GENESEE STREET

1.15 City

AUBURN

1.16 Zip Code

13021

1.17 Mailing Address

176-178 GENESEE STREET

1.18 City

AUBURN

1.19 Zip Code

13021

1.20 Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)

(315) 252-2571

1.21 Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)

(315) 252-7985

1.22 E-Mail Address to Contact the Library (Enter N/A if no e-mail address)

seymourlibrary@seymourlib.org

1.23 Library Home Page URL (Enter N/A if no home page URL)

www.seymourlibrary.org

1.24 Population Chartered to Serve (per 2010 Census)

34,450
1.25 Indicate the type of library as stated in the library's charter (select one): PUBLIC

1.26 Indicate the area chartered to serve as stated in the library's charter (select one): Special Legislative District

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. Answer Y for Yes, N for No.

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 11/14/2011

1.30 Date the library was last registered 12/29/2003

1.31 Federal Employer Identification Number 161460484

1.32 County CAYUGA

1.33 School District Auburn Enlarged City School District

1.34 Town/City City of Auburn

1.35 Library System Finger Lakes Library System

THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.

1.36a President/CEO Name

1.36b President/CEO Phone Number

1.36c President/CEO Email
NOTE: For questions 1.37 through 1.44, report all information for the current library director/manager.

1.37 First Name of Library Director/Manager Lisa

1.38 Last Name of Library Director/Manager Carr

1.39 NYS Public Librarian Certification Number 21142

1.40 What is the highest education level of the library manager/director? Master's Degree

1.41 If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science? Y

1.42 Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note. Y

1.43 E-mail Address of the Director/Manager lcarr@seymourlib.org

1.44 Fax Number of the Director/Manager (315) 252-7985

1.45 Does the library charge fees for library cards to people residing outside the system's service area? Y

Public Votes/Contracts

1.46 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2021? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.47. Y

1. Name of municipality or district holding the public vote Seymour Public Library District
2. Indicate the type of municipality or district holding the public vote: Special Legislative District

3. Date the vote was held (mm/dd/2021) 10/25/2021

4. Was the vote successful? Y/N Y

5. What type of public vote was it? budget vote (special legislative district public library only)

6a. Most recent prior year approved appropriation from a public vote: $830,000

6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: $34,000

6c. Total proposed appropriation (sum of 6a and 6b): $864,000

1.47 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2021) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.48.

N

1. Name of municipality or district holding the public vote: n/a

2. Indicate the type of municipality or district holding the public vote

3. Date the last successful vote was held (mm/dd/yyyy)

4. What type of public vote was it?
5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote?

Unusual Circumstances

1.48 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 1.49.

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

1.49 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.

Note: We had heating problems in January 2021, causing us to close the building several days. We closed our Children's Room in February 2021 to begin a renovation project. The space was opened to the public on Feb. 14, 2022.
2. LIBRARY COLLECTION

Print/Electronic/Other Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please read general information instructions below before completing this section. 

NOTE: This section of the survey (2.1-2.25) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Count electronic materials at the administrative entity level (main library); do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

2.1 Adult Fiction Books 22,137

2.2 Adult Non-fiction Books 18,731

2.3 Total Adult Books (Total questions 2.1 & 2.2) 40,868

2.4 Children's Fiction Books 8,892

2.5 Children's Non-fiction Books 4,528

2.6 Total Children's Books (Total questions 2.4 & 2.5) 13,420

2.7 Total Cataloged Books (Total questions 2.3 & 2.6) 54,288

Other Print Materials

2.8 Total Uncataloged Books 403

2.9 Total Print Serials 450

Note: We no longer store back issues of newspapers or magazines.
2.10 All Other Print Materials 2,106

Note: Vertical files (primarily newspaper clippings) have been weeded over the past year resulting in significant decrease of materials.

2.11 Total Other Print Materials (Total questions 2.8 through 2.10) 2,959

2.12 Total Print Materials (Total questions 2.7 and 2.11) 57,247

ALL OTHER MATERIALS

Electronic Materials

2.13 Electronic Books 26,856

Note: Overdrive: 26,309 (from FLLS) plus Hoopla ebooks: 532 and Hoopla comics: 15 = 26,856

2.14 Local Electronic Collections 10

Note: 5 FLLS databases plus Novelist, CreativeBug, Data Axle (formerly Reference USA), American Ancestors, and Digital Newspaper Archive.

2.15 NOVEL.NY Electronic Collections 15

2.16 Total Electronic Collections (Total questions 2.14 and 2.15) 25

2.17 Audio - Downloadable Units 9,922

Note: Includes Overdrive (8741 - from FLLS), Hoopla audiobooks (1115), and Hoopla music (66) = 9922

2.18 Video - Downloadable Units 1,125

Note: Includes Hoopla tv/movies (246) plus Kanopy (879) = 1125

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.) 105

2.20 Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19) 38,033

Non-Electronic Materials
2.21 Audio - Physical Units 1,279
2.22 Video - Physical Units 3,440
2.23 Other Circulating Physical Items 1,380
2.24 Total Physical Items in Collection (Total questions 2.21 through 2.23) 6,099

Grand Total/Additions to Holdings

2.25 GRAND TOTAL HOLDINGS (Total questions 2.12, 2.20 and 2.24) 101,379

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.
2.26 Cataloged Books 4,924
2.27 All Other Print Materials 0
2.28 Electronic Materials 9,751
Note: from FLLS
2.29 All Other Materials 1,308
Note: number from FLLS
2.30 Total Additions (Total questions 2.26 through 2.29) 15,983

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits/Borrowers/Policies/Accessibility

Report all information on questions 3.1 through 3.29 as of the end of the fiscal year reported in Part 1; report information on questions 3.30 through 3.82 for the 2021 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) 39,535
Note: increased hours starting in April; people feeling more comfortable going out in public after vaccine was available

3.1a Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?

CT - Annual Count

3.2 Registered resident borrowers 10,110

3.3 Registered non-resident borrowers 1,251

Please report information on WRITTEN POLICIES as of 12/31/21.

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?  Y

3.8 Does the library have a board-approved conflict of interest policy?  Y

3.9 Does the library have a board-approved whistle blower policy?  Y

3.10 Does the library have a board-approved sexual harassment prevention policy?  Y

Please report information on ACCESSIBILITY as of 12/31/21.

ACCESSIBILITY (Answer Y for Yes, N for No)

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

3.13 Does the library have large print books? Y

3.14 Does the library have assistive technology for people who are visually impaired or blind? N

3.15 - If so, what do you have?
   - screen reader, such as JAWS, Windoweyes or NVDA No
   - refreshable Braille commonly referred to as a refreshable Braille display No
   - screen magnification software, such as Zoomtext No
   - electronic scanning and reading software, such as OpenBook No

3.16 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)? Y

Library Sponsored Programs/Summer Reading Program

SYNCHRONOUS PROGRAM SESSIONS and ATTENDANCE

For Questions 3.19, 3.19a, 3.19b,
- If you have broken out Synchronous Program Sessions for Children by age group, 0–5 and 6–11, please complete Q3.19a and Q3.19b. Enter the total in Q3.19.
- If you have not broken out Synchronous Program Sessions by age group, enter the Number of Children's Programs in Q3.19, and enter N/A in Q3.19a and Q3.19b.

For Questions 3.26, 3.26a, 3.26b,
- If you have broken out Synchronous Children's Program Attendance by age group, 0–5 and 6–11, please complete Q3.26a and Q3.26b. Enter that total in Q3.26.
If you have not broken out Synchronous Children's Program Attendance by age group, enter the Children's Program Attendance in Q3.26, and enter N/A in Q3.26a and Q3.26b.

3.17 Number of Synchronous Program Sessions Targeted at Adults Age 19 or Older 51

**Note:** Due to staffing changes, construction, pandemic - we just weren't able to hold as many programs for adults as we did in 2020.

3.18 Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18 0

3.19 Number of Children's Programs 103

**Note:** 2021 had less restrictions about capacity and increasing the number of hours open, we had more ability to offer children's programs than we did in 2020.

3.19a Number of Synchronous Program Sessions Targeted at Children Ages 0-5 N/A

3.19b Number of Synchronous Program Sessions Targeted at Children Ages 6-11 N/A

3.20 Number of Synchronous General Interest Program Sessions 2

**Note:** Due to the pandemic, we weren't able to hold programs in doors. Older people struggled with technology to attend virtual programs. In general there was a lot of zoom fatigue and other than story times, virtual programs were not well attended.

3.20a Total Number of Synchronous Program Sessions for those libraries who are not reporting the number of Children's Programs 156 in Q3.19a and Q3.19b (Total questions 3.17, 3.18, 3.19, 3.20)

3.21 Total Number of Synchronous Program Sessions (Total questions 3.17, 3.18, 3.19a, 3.19b, 3.20). This is the Total Number for those libraries who are breaking out Children's Programming questions by age.

**Note:** 2021 was a shift from completely virtual to hybrid to outdoor programs. We did not hold any programs inside our building - only outside, offsite or virtual. Due to the pandemic, zoom fatigue, technology challenges, staffing issues, and construction, we were unable to offer as many programs.
<table>
<thead>
<tr>
<th>Question</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.21a Number of Synchronous In-Person Onsite Program Sessions</td>
<td>33</td>
</tr>
<tr>
<td>3.21b Number of Synchronous In-Person Offsite Program Sessions</td>
<td>47</td>
</tr>
<tr>
<td>3.21c Number of Synchronous Virtual Program Sessions</td>
<td>76</td>
</tr>
<tr>
<td>3.22 One-on-One Program Sessions</td>
<td>306</td>
</tr>
<tr>
<td><strong>Note:</strong> With so many people having zoom fatigue, we focused our attention on interactive make and take kits.</td>
<td></td>
</tr>
<tr>
<td>3.23 Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?</td>
<td>Yes</td>
</tr>
<tr>
<td>3.24 Attendance at Synchronous Programs Targeted at Adults Age 19 or Older</td>
<td>334</td>
</tr>
<tr>
<td>3.25 Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18</td>
<td>0</td>
</tr>
<tr>
<td>3.26 Children's Program Attendance</td>
<td>1,823</td>
</tr>
<tr>
<td>3.26a Attendance at Synchronous Programs Targeted at Children Ages 0-5</td>
<td>N/A</td>
</tr>
<tr>
<td>3.26b Attendance at Synchronous Programs Targeted at Children Ages 6-11</td>
<td>N/A</td>
</tr>
<tr>
<td>3.27 Attendance at Synchronous General Interest Programs</td>
<td>66</td>
</tr>
<tr>
<td>3.27a Total Attendance at Synchronous Programs for those libraries who are not reporting the Children's Program Attendance in Q3.26a and Q3.26b (Total questions 3.24, 3.25, 3.26, 3.27)</td>
<td>2,223</td>
</tr>
</tbody>
</table>
3.28 Total Attendance at Synchronous Programs (Total questions 3.24, 3.25, 3.26a, 3.26b, 3.27). This is the Total Number for those libraries who are breaking out Children's Programming questions by age.

3.28a Synchronous In-Person Onsite Program Attendance 783

3.28b Synchronous In-Person Offsite Program Attendance 591

3.28c Synchronous Virtual Program Attendance 849

3.29 One-on-One Program Attendance 306

Note: With the increase in hours, we were able to offer more 1-1 tech help sessions. We also offered take and make kits for all ages to provide more interactive programs for everyone suffering zoom fatigue.

3.29a Total Number of Asynchronous Program Presentations 5

3.29b Total Views of Asynchronous Program Presentations within 7 Days 305

Please report information on SUMMER READING PROGRAMS for the 2021 calendar year.

SUMMER READING PROGRAM

3.30 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2021 (check all that apply):

a. Program(s) for children Yes

b. Program(s) for young adults Yes

c. Program(s) for Adults Yes

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) No
f. N/A No

3.31 Library outlets offering the summer reading program 1

3.32 Children registered for the library's summer reading program 85

3.33 Young adults registered for the library's summer reading program 0

3.34 Adults registered for the library's summer reading program 0

3.35 Total number registered for the library's summer reading program (total 3.32 + 3.33 + 3.34) 85

3.36 Children's program sessions - Summer 2021 44

3.37 Young adult program sessions - Summer 2021 0

3.38 Adult program sessions - Summer 2021 3

3.39 Total program sessions - Summer 2021 (total 3.36 + 3.37 + 3.38) 47

3.40 Children's program attendance - Summer 2021 855

3.41 Young adult program attendance - Summer 2021 0

3.42 Adult program attendance - Summer 2021 21

3.43 Total program attendance - Summer 2021 (total 3.40 + 3.41 + 3.42) 876

COLLABORATORS
3.44 Public school district(s) and/or BOCES 0
3.45 Non-public school(s) 0
3.46 Childcare center(s) 0
3.47 Summer camp(s) 1
3.48 Municipality/Municipalities 1
3.49 Literacy provider(s) 0
3.50 Other (describe using the State note) 2
*Note:* Montezuma National Wildlife Refuge, Auburn YMCA

3.51 Total Collaborators (total 3.44 through 3.50) 4

**Early/Adult/English Speaker/Digital Literacy**

Please report information on EARLY LITERACY PROGRAMS for the 2021 calendar year.

**EARLY LITERACY PROGRAMS**

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

3.53 - Indicate types of programs offered (check all that apply)
   a. Focus on birth - school entry (kindergarten) Yes
   b. Focus on parents & caregivers No
   c. Combined audience Yes
   d. N/A No

3.54 - Number of sessions
   a. Focus on birth - school entry (kindergarten) 52
   b. Focus on parents & caregivers 0
c. Combined audience 23

d. N/A 0

3.55 Total Sessions 75

3.56 - Attendance at sessions
a. Focus on birth - school entry (kindergarten) 952

b. Focus on parents & caregivers 0

c. Combined audience 523

d. N/A 0

3.57 Total Attendance 1,475

3.58 - Collaborators (check all that apply):
a. Childcare center(s) Yes
   Note: YMCA Headstart

b. Public School District(s) and/or BOCES Yes
   Note: BOCES

c. Non-Public School(s) Yes
   Note: Montessori

d. Health care providers/agencies No

e. Other (describe using the State note) No

Please report information on ADULT LITERACY for the 2021 calendar year.

ADULT LITERACY

3.59 Did the library offer adult literacy programs? No
   Note: We did not have any in person programs in the building.

3.60 Total group program sessions 0
3.61 Total one-on-one program sessions 0

3.62 Total group program attendance 0

3.63 Total one-on-one program attendance 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 Schools No
   d. Other (see instructions and describe using Note) No

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2021 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.65 Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No) N

3.66 Children's program sessions 0

3.67 Young adult program sessions 0

3.68 Adult program sessions 0

3.69 Total program sessions (total 3.66 + 3.67 + 3.68) 0

3.70 One-on-one program sessions 0

3.71 Children's program attendance 0

3.72 Young adult program attendance 0
3.73 Adult program attendance 0

3.74 Total program attendance (total 3.71 + 3.72 + 3.73) 0

3.75 One-on-one program attendance 0

3.76 - 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 Note) No

Please report information on DIGITAL LITERACY for the 2021 calendar year.

DIGITAL LITERACY

3.77 Did the library offer digital literacy programs? Y

3.78 Total group program sessions 0

3.79 Total one-on-one program sessions 358

Note: With increased hours, we were able to offer more 1-1 tech help than in 2020

3.80 Total group program attendance 0

3.81 Total one-on-one program attendance 358

3.82 Did your library offer teen-led activities during the 2021 calendar year? N

4. LIBRARY TRANSACTIONS

Circulation/Electronic Use/Reference 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**

<table>
<thead>
<tr>
<th>Question</th>
<th>Category</th>
<th>Circulation</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.1</td>
<td>Adult Fiction Books</td>
<td>35,826</td>
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<tr>
<td>4.2</td>
<td>Adult Non-fiction Books</td>
<td>12,102</td>
</tr>
<tr>
<td>4.3</td>
<td>Total Adult Books (Total questions 4.1 &amp; 4.2)</td>
<td>47,928</td>
</tr>
<tr>
<td>4.4</td>
<td>Children's Fiction Books</td>
<td>18,255</td>
</tr>
<tr>
<td>4.5</td>
<td>Children's Non-fiction Books</td>
<td>2,730</td>
</tr>
<tr>
<td>4.6</td>
<td>Total Children's Books (Total questions 4.4 &amp; 4.5)</td>
<td>20,985</td>
</tr>
<tr>
<td>4.7</td>
<td>Total Cataloged Book Circulation (Total question 4.3 &amp; 4.6)</td>
<td>68,913</td>
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**CIRCULATION OF OTHER MATERIALS**

<table>
<thead>
<tr>
<th>Question</th>
<th>Category</th>
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</tr>
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<tbody>
<tr>
<td>4.8</td>
<td>Circulation of Adult Other Materials</td>
<td>16,450</td>
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<tr>
<td>4.9</td>
<td>Circulation of Children's Other Materials</td>
<td>3,498</td>
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<tr>
<td>4.10</td>
<td>Circulation of Other Physical Items (Total questions 4.8, 4.9)</td>
<td>19,948</td>
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<tr>
<td>4.11</td>
<td>Physical Item Circulation (Total questions 4.7 &amp; 4.10)</td>
<td>88,861</td>
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**ELECTRONIC USE**

<table>
<thead>
<tr>
<th>Question</th>
<th>Category</th>
<th>Circulation</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.12</td>
<td>Use of Electronic Material</td>
<td>13,642</td>
</tr>
</tbody>
</table>
**Note:** Overdrive plus Hoopla checkouts.

<table>
<thead>
<tr>
<th>Question</th>
<th>Category</th>
<th>Circulation</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.13</td>
<td>Successful Retrieval of Electronic Information</td>
<td>61,216</td>
</tr>
</tbody>
</table>
**Note:** Includes Novelist (1577), CreativeBug (279), Newspaper Archive (42,274), and Data Axle (17,086) = 61,216
Electronic Content Use (Total questions 4.12 & 4.13) 74,858

Total Circulation of Materials (Total questions 4.11 & 4.12) 102,503

Total Collection Use (Total questions 4.13 & 4.15) 163,719

Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9) 24,483

REFERENCE TRANSACTIONS

Total Reference Transactions 3,648

Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks? ES - Annual Estimate Based on Typical Week(s)

Does the library offer virtual reference? Y

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

TOTAL MATERIALS RECEIVED 11,511

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

TOTAL MATERIALS PROVIDED 18,480

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2021.

SYSTEMS AND SERVICES

Automated circulation system? Y

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 127,484

Note: from Eric at FLLS

5.5 Does the library use Internet filtering software on any computer? N

5.6 Does your library use social media? Y

5.7 Does the library file for E-rate benefits? N

5.8 Is the library part of a consortium for E-rate benefits? N

5.9 If yes, in which consortium are you participating? n/a

5.10 Name of the person responsible for the library's Information Technology (IT) services Mike Davis, ExtraMileTechnology

5.11 IT contact's telephone number (enter 10 digits only and hit the Tab key) (315) 293-0262

5.12 IT contact's email address mike@extramile-tech.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. 40
### BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

<table>
<thead>
<tr>
<th>Question</th>
<th>Position Description</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.2</td>
<td>Library Director (certified)</td>
<td>1</td>
</tr>
<tr>
<td>6.3</td>
<td>Vacant Library Director (certified)</td>
<td>0</td>
</tr>
<tr>
<td>6.4</td>
<td>Librarian (certified)</td>
<td>5</td>
</tr>
<tr>
<td><strong>Note:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.5</td>
<td>Vacant Librarian (certified)</td>
<td>0</td>
</tr>
<tr>
<td>6.6</td>
<td>Library Manager (not certified)</td>
<td>0</td>
</tr>
<tr>
<td>6.7</td>
<td>Vacant Library Manager (not certified)</td>
<td>0</td>
</tr>
<tr>
<td>6.8</td>
<td>Library Specialist/Paraprofessional (not certified)</td>
<td>0</td>
</tr>
<tr>
<td>6.9</td>
<td>Vacant Library Specialist/Paraprofessional (not certified)</td>
<td>0</td>
</tr>
<tr>
<td>6.10</td>
<td>Other Staff</td>
<td>8.63</td>
</tr>
<tr>
<td>6.11</td>
<td>Vacant Other Staff</td>
<td>1</td>
</tr>
<tr>
<td>6.12</td>
<td>TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 &amp; 6.10)</td>
<td>14.63</td>
</tr>
<tr>
<td>6.13</td>
<td>VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 &amp; 6.11)</td>
<td>1.00</td>
</tr>
</tbody>
</table>

### SALARY INFORMATION

<table>
<thead>
<tr>
<th>Question</th>
<th>Position Description</th>
<th>FTE</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.14</td>
<td>FTE - Entry Level Librarian (certified)</td>
<td>1</td>
<td>$50,000</td>
</tr>
<tr>
<td>6.16</td>
<td>FTE - Library Director (certified)</td>
<td>1</td>
<td>$83,000</td>
</tr>
</tbody>
</table>
7. MINIMUM PUBLIC LIBRARY STANDARDS

As of January 1, 2021 all public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of **December 31, 2021**. Please click [here](#) to read general instructions before completing this section. [Helpful information for meeting minimum public library standards](#) is available on the State Library's website. Questions about the new standards should be directed to your library system.

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.
   - Y

2. Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff.
   - Y

3. Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service.
   - Y

4. Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law.
   - Y

5. Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service.
   - Y

6. Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service.
   - Y
service.

7. Is open the minimum standard number of public service hours for population served.  Y
   (see instructions)

8. Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:
   8a. space  Y
   8b. lighting  Y
   8c. shelving  Y
   8d. seating  Y
   8e. power infrastructure  Y
   8f. data infrastructure  N
   8g. public restroom  Y

9. Provides programming to address community needs, as outlined in the library's long-range plan of service.  Y

10. Provides
   10a. a circulation system that facilitates access to the local library collection and other library catalogs  Y
   10b. equipment, technology, and internet connectivity to address community needs and facilitate access to information.  Y

11. Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above.  Y
12. Employs a paid director in accordance with the provisions of Commissioner's Regulation Y 90.8.

13. Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.

14. Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service.

---

**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 56.00

8.7 Minimum Weekly Total Hours - Branch Libraries 0.00

8.8 Minimum Weekly Total Hours - Bookmobiles 0.00
8.9 Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8) 56.00

8.10 Annual Total Hours - Main Library 2,473.00
**Note:** Jan - Mar 29 hrs/wk 377 Apr - May 45 hrs/wk 360 June- Dec 56 hrs/wk 1736

8.11 Annual Total Hours - Branch Libraries 0.00

8.12 Annual Total Hours - Bookmobiles 0.00

8.13 Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12) 2,473.00

**8A. COVID**

**NOTE:** This section of the survey (8A) collects data on the impact of the COVID–19 pandemic. Report all information in Part 8A from January 1, 2021 to December 31, 2021.

**CV1** Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic? *No*

**CV2** Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic? *No*

**CV3** Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic? *Yes*

**CV4** Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic? *No*

**CV5** Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic? *Yes*
Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during COVID-19 pandemic?  

No

Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?  

No

Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic?  

No

Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19  

0

9. SERVICE OUTLET INFORMATION
Outlets should be arranged in alphabetical order if possible. 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.

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.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking here. Complete this form and email it to collectconnect@baker-taylor.com

1. Outlet Name Seymour Public Library District

2. Outlet Name Status 00 (for no change)

3. Street Address 176-178 Genesee St.

4. Outlet Street Address Status 00 (for no change)
5. City: Auburn
6. Zip Code: 13021
7. Phone (enter 10 digits only): (315) 252-2571
8. Fax Number (enter 10 digits only): (315) 252-7985
9. E-mail Address: seymourlibrary@seymourlib.org
10. Outlet URL: www.seymourlibrary.org
11. County: Cayuga
13. Library System: Finger Lakes Library System
14. Outlet Type Code (select one): CE
15. Public Service Hours Per Year for This Outlet: 2,473
   Note: Jan - March 29hrs/week x 13 = 377 April - May 45 hrs/week x 8 = 360 June - Dec 56 hrs/week x 31 = 1736
16. Number of Weeks This Outlet is Open: 52
16a Number of weeks an outlet closed due to COVID-19: 0
16b Number of weeks an outlet had limited occupancy due to COVID-19: 0
17. Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?: N
18. Is the meeting space available for public use even when the outlet is closed?: N
19. Total number of non-library sponsored programs, meetings and/or events at this outlet 0

20. Enter the appropriate outlet code (select one): LRF

21. Who owns this outlet building? Other (specify using the State note)

22. Who owns the land on which this outlet is built? Other (specify using the State note)

23. Indicate the year this outlet was initially constructed 1903

24. Indicate the year this outlet underwent a major renovation costing $25,000 or more 2019

25. Square footage of the outlet 20,000

26. Number of Internet Computers Used by General Public 4

27. Number of uses (sessions) of public Internet computers per year 1,744

27a Reporting Method for Number of Uses of Public Internet Computers Per Year CT - Annual Count

28. Type of connection on the outlet's public Internet computers Fiber

29. Maximum download speed of connection on the outlet's public Internet computers 11 Greater than or equal to 100 mbps and less than 1 gbps

30. Maximum upload speed of connection on the outlet's public Internet computers 11 Greater than or equal to 100 mbps and less than 1 gbps

31. Internet Provider Other (specify using the State note)
   **Note:** Verizon FIOS

32. WiFi Access Other (specify using the State note)
Note: Patrons must click "I agree" to terms of use.; Verizon Fios

33. Wireless Sessions 7,181

33a Reporting Method for Wireless Sessions CT - Annual Count

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? N

36. Does your outlet have a Makerspace? N

37. LIBID 2400050330

38. FSCSID NY0134

39. Number of Bookmobiles in the Bookmobile Outlet Record 0

40. Outlet Structure Status 00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2021. 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, 2021 to December 31, 2021) 13

NUMBER OF TRUSTEES AND TERMS

10.2 Does your library have a range of trustees stated in the library's charter documents (incorporation)? No
**Note:** The enabling legislation states 2 trustees for each municipality in the tax district and one trustee from the Seymour Library Foundation.

10.5 If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)?

<table>
<thead>
<tr>
<th>Voting Positions</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
</tr>
</tbody>
</table>

10.6 Does your library's charter documents (incorporation) state a specified term for trustees? If no, please explain in a Note.

<table>
<thead>
<tr>
<th>Does Your Library's Charter Documents State a Specified Term for Trustees?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
</tr>
</tbody>
</table>

10.7 If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)?

<table>
<thead>
<tr>
<th>Trustee Term Length</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 years</td>
</tr>
</tbody>
</table>

**BOARD MEMBER SELECTION**

10.8 Enter Board Member Selection Code (select one):

<table>
<thead>
<tr>
<th>Selection Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>EP</td>
<td>Board members are elected in a public election</td>
</tr>
</tbody>
</table>

List Officers and Board Members as of February 1, 2022. 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**

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>10.9 First Name</td>
<td>Larry</td>
</tr>
<tr>
<td>10.10 Last Name</td>
<td>Liberatore</td>
</tr>
<tr>
<td>10.11 Mailing Address</td>
<td>27 Fourth Ave</td>
</tr>
<tr>
<td>10.12 City</td>
<td>Auburn</td>
</tr>
<tr>
<td>10.13 Zip Code (5 digits only)</td>
<td>13021</td>
</tr>
<tr>
<td>10.14 Phone (enter 10 digits only)</td>
<td>(315) 253-4195</td>
</tr>
<tr>
<td>10.15 E-mail Address</td>
<td><a href="mailto:lliberatore@beardsley.com">lliberatore@beardsley.com</a></td>
</tr>
<tr>
<td>10.16 Term Begins - Month</td>
<td>January</td>
</tr>
</tbody>
</table>
10.17 Term Begins - Year (yyyy)  2020

10.18 Term Expires - Month  December

10.19 Term Expires - Year (yyyy)  2023

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

10.21 The date the Oath of Office was taken (mm/dd/yyyy)  12/26/2019

10.22 The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  01/02/2020

10.23 Is this a brand new trustee?  N

You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect (but do not include the Board President—this information should still be entered directly into the survey). If you choose to send your data for uploading, you must enter the data into the spreadsheet form available here. Complete this form and email it to collectconnect@baker-taylor.com.

1. Status  Filled

2. First Name of Board Member  Russell

3. Last Name of Board Member  Harkins

4. Mailing Address  3335 Franklin Street Rd

5. City  Auburn

6. Zip Code (5 digits only)  13021
7. E-mail address                   russh1971@yahoo.com

8. Office Held or Trustee              Secretary

9. Term Begins - Month               January

10. Term Begins - Year (year)        2020

11. Term Expires                     December

12. Term Expires - Year (yyyy)       2023

13. 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.  Yes

14. The date the Oath of Office (mm/dd/yyyy) was taken  01/07/2020

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  01/07/2020

16. Is this a brand new trustee?      N

1. Status                        Filled

2. First Name of Board Member     Clyde

3. Last Name of Board Member      Howard

4. Mailing Address               11 North Hunter Ave

5. City                         Auburn
6. Zip Code (5 digits only)  
   13021

7. E-mail address  
   clyde8815@gmail.com

8. Office Held or Trustee  
   Trustee

9. Term Begins - Month  
   January

10. Term Begins - Year (year)  
    2022

11. Term Expires  
    December

12. Term Expires - Year (yyyy)  
    2022

13. 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 term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.  
   No

   Note: Virginia Kent resigned as trustee effective 12/31/2021. Clyde Howard was appointed by the Board of Trustees to a 1 year term (1/1/2022 - 12/31/2022) to replace Ms. Kent.

14. The date the Oath of Office (mm/dd/yyyy) was taken  
    01/14/2022

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  
    01/14/2022

16. Is this a brand new trustee?  
    Y

1. Status  
   Filled

2. First Name of Board Member  
   Ellen

3. Last Name of Board Member  
   DelloStritto
4. Mailing Address 5599 W. Lake Rd.

5. City Auburn

6. Zip Code (5 digits only) 13021

7. E-mail address 5599ellen@roadrunner.com

8. Office Held or Trustee Vice President

9. Term Begins - Month January

10. Term Begins - Year (year) 2019

11. Term Expires December

12. Term Expires - Year (yyyy) 2022

13. 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. Yes

14. The date the Oath of Office (mm/dd/yyyy) was taken 01/29/2019

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/29/2019

16. Is this a brand new trustee? N

1. Status Filled

2. First Name of Board Member Susanne
3. Last Name of Board Member  Bench
4. Mailing Address  5594 Buckpoint Rd
5. City  Auburn
6. Zip Code (5 digits only)  13021
7. E-mail address  sgbench@hotmail.com
8. Office Held or Trustee  Trustee
9. Term Begins - Month  January
10. Term Begins - Year (year)  2022
11. Term Expires  December
12. Term Expires - Year (yyyy)  2025
13. 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.  Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken  11/16/2021
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  11/16/2021
16. Is this a brand new trustee?  Y

1. Status  Filled
2. First Name of Board Member          Joseph
3. Last Name of Board Member           Runkle
4. Mailing Address                     3252 Barrington Way
5. City                               Auburn
6. Zip Code (5 digits only)            13021
7. E-mail address                      joe.runkle@gmail.com
8. Office Held or Trustee              Financial Officer
9. Term Begins - Month                 January
10. Term Begins - Year (year)          2021
11. Term Expires                       December
12. Term Expires - Year (yyyy)         2024
13. 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. Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken 12/03/2020
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 12/03/2020
16. Is this a brand new trustee?        N
1. **Status** | **Filled**
2. **First Name of Board Member** | **Nancy**
3. **Last Name of Board Member** | **Karpinski**
4. **Mailing Address** | **22 Eastern Parkway**
5. **City** | **Auburn**
6. **Zip Code (5 digits only)** | **13021**
7. **E-mail address** | **nkarpinski@gmail.com**
8. **Office Held or Trustee** | **Other (Add State Note)**
   **Note:** Seymour Library Foundation Representative
9. **Term Begins - Month** | **January**
10. **Term Begins - Year (year)** | **2019**
11. **Term Expires** | **December**
12. **Term Expires - Year (yyyy)** | **2022**
13. **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.** | **Yes**
14. **The date the Oath of Office (mm/dd/yyyy) was taken** | **03/11/2019**
15. **The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)** | **03/11/2019**
16. Is this a brand new trustee? N

1. Status Filled

2. First Name of Board Member Lynda

3. Last Name of Board Member DeOrio

4. Mailing Address 114 Capitol St Ext

5. City Auburn

6. Zip Code (5 digits only) 13021

7. E-mail address LDEORIO@GMAIL.COM

8. Office Held or Trustee Trustee

9. Term Begins - Month January

10. Term Begins - Year (year) 2021
    Note: Appointed by the District Board for remainder of 2021 to fill vacancy left by Dawn Taylor's resignation; elected 10/2021 with term started in 1/2022

11. Term Expires December

12. Term Expires - Year (yyyy) 2024

13. 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. Yes

14. The date the Oath of Office (mm/dd/yyyy) was taken 11/25/2020
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 11/25/2020

16. Is this a brand new trustee? Y

Note: Lynda was elected to a new term 1/21 - 12/24 when Jim Hanley decided to not run for election.

1. Status Filled

2. First Name of Board Member Meg

3. Last Name of Board Member Vanek

4. Mailing Address 6149 Oakridge Road

5. City Auburn

6. Zip Code (5 digits only) 13021

7. E-mail address mvanek@adelphia.net

8. Office Held or Trustee Trustee

9. Term Begins - Month January

10. Term Begins - Year (year) 2021

11. Term Expires December

12. Term Expires - Year (yyyy) 2024

13. 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 Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken 12/07/2020

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 12/07/2020

16. Is this a brand new trustee? N

Note: Meg served a 1 year appoint for 2020 as no one ran for the position vacant at the end of Pat Messina's term (12/2019)

Trustee Education

Complete one record for each person serving as a trustee as of December 31, 2021. These trustees will not be exactly the same as the trustees listed in the section above.

1. Trustee Name Virginia Kent

2. Has the trustee participated in trustee education in the last calendar year (2021)? Y

1. Trustee Name Larry Liberatore

2. Has the trustee participated in trustee education in the last calendar year (2021)? Y

1. Trustee Name Ellen Dellostritto

2. Has the trustee participated in trustee education in the last calendar year (2021)? Y

1. Trustee Name Joe Runkle

2. Has the trustee participated in trustee education in the last calendar year (2021)? Y
1. Trustee Name Nancy Karpinski

2. Has the trustee participated in trustee education in the last calendar year (2021)? Y

1. Trustee Name Meg Vanek

2. Has the trustee participated in trustee education in the last calendar year (2021)? Y

1. Trustee Name Russ Harkin

2. Has the trustee participated in trustee education in the last calendar year (2021)? Y

1. Trustee Name Lynda DeOrios

2. Has the trustee participated in trustee education in the last calendar year (2021)? Y

1. Trustee Name Susanne Bench

2. Has the trustee participated in trustee education in the last calendar year (2021)? N

**Note:** Susanne was appointed in October to fill vacancy from Dawn Taylor. This vacancy extended through December. Susanne was elected in October to start a 4 year term in Jan 2022

---

**11. OPERATING FUNDS RECEIPTS**

Local Public Funds/System Cash Grants/Other State

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 school districts which are the source of funds.

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.

<table>
<thead>
<tr>
<th>Source of Funds</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Source of Funds</td>
<td>City</td>
<td></td>
</tr>
<tr>
<td>2. Name of funding County, Municipality or School District</td>
<td>City of Auburn</td>
<td></td>
</tr>
<tr>
<td>3. Amount</td>
<td>$483,127</td>
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<td>4. Subject to public vote held in reporting year or in a previous reporting year(s).</td>
<td>Y</td>
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<tr>
<td>5. Written Contractual Agreement</td>
<td>N</td>
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<th>Source of Funds</th>
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<tr>
<td>1. Source of Funds</td>
<td>Town</td>
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<tr>
<td>2. Name of funding County, Municipality or School District</td>
<td>Town of Fleming</td>
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<td>3. Amount</td>
<td>$85,523</td>
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<td>4. Subject to public vote held in reporting year or in a previous reporting year(s).</td>
<td>Y</td>
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<td>5. Written Contractual Agreement</td>
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<td>1. Source of Funds</td>
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<tr>
<td>2. Name of funding County, Municipality or School District</td>
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<td>$204,677</td>
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<td>Source of Funds</td>
<td>Town of Sennett</td>
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<td>2.</td>
<td>Name of funding County, Municipality or School District</td>
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<td>Amount</td>
<td>$56,673</td>
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<td>Y</td>
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<td>5.</td>
<td>Written Contractual Agreement</td>
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<tr>
<td>2.</td>
<td>Name of funding County, Municipality or School District</td>
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<td>3.</td>
<td>Amount</td>
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<td>Subject to public vote held in reporting year or in a previous reporting year(s).</td>
<td>N</td>
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<td>5.</td>
<td>Written Contractual Agreement</td>
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<th>Source of Funds</th>
<th>City of Auburn Historic and Cultural Sites Commission</th>
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<td>2.</td>
<td>Name of funding County, Municipality or School District</td>
<td>City of Auburn Historic and Cultural Sites Commission</td>
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<td>3.</td>
<td>Amount</td>
<td>$2,416</td>
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<td>4.</td>
<td>Subject to public vote held in reporting year or in a previous reporting year(s).</td>
<td>N</td>
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</table>
5. Written Contractual Agreement N

1. Source of Funds City

2. Name of funding County, Municipality or School District City of Auburn CDBG

3. Amount $705

4. Subject to public vote held in reporting year or in a previous reporting year(s). N

5. Written Contractual Agreement N

11.2 TOTAL LOCAL PUBLIC FUNDS $836,621

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3 Local Library Services Aid (LLSA) $12,096
Note: Includes 20% reduction that was not paid in 2020.

11.4 Record all Central Library Services Aid monies received from system headquarters $0

11.5 Additional State Aid received from the System $5,664

11.6 Federal Aid received from the System $4,070
Note: CARES Act

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) $21,830

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 $0
Federal Aid/Other Receipts

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

CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE $0

OTHER RECEIPTS
11.14 Gifts and Endowments $68,558
11.15 Fund Raising $0
11.16 Income from Investments $2,629
11.17 Library Charges $3,651
11.18 Other $251
11.19 TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18) $75,089

TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19) $933,540

TOTAL OPERATING FUND RECEIPTS $933,540

BUDGET LOANS $0

Transfers/Grant Total

TRANSFERS
11.22 From Capital Fund (Same as Question 14.8) $680,064

11.23 From Other Funds $0

11.24 TOTAL TRANSFERS (Add Questions 11.22 and 11.23) $680,064

11.25 BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2021 (Same as Question 12.40 of previous year if fiscal year has not changed) $1,778,784

11.26 GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.40) $3,392,388

12. OPERATING FUND DISBURSEMENTS

Staff/Collection/Capital/Operation and Maintenance

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.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1 Certified Librarians $239,620

12.2 Other Staff $381,053

12.3 Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2) $620,673

12.4 Employee Benefits Expenditures $129,298

12.5 Total Staff Expenditures (Add Questions 12.3 and 12.4) $749,971
## COLLECTION EXPENDITURES

12.6 Print Materials Expenditures $67,242

12.7 Electronic Materials Expenditures $18,485

12.8 Other Materials Expenditures $15,063

12.9 **Total Collection Expenditures** (Add Questions 12.6, 12.7 and 12.8) $100,790

## CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10 From Local Public Funds (71PF) $0

12.11 From Other Funds (71OF) $681,526

12.12 **Total Capital Expenditures** (Add Questions 12.10 and 12.11) $681,526

## OPERATION AND MAINTENANCE OF BUILDINGS

### Repairs to Building & Building Equipment

12.13 From Local Public Funds (72PF) $4,153

12.14 From Other Funds (72OF) $0

12.15 **Total Repairs** (Add Questions 12.13 and 12.14) $4,153

12.16 Other Disbursements for Operation & Maintenance of Buildings $57,346

12.17 **Total Operation & Maintenance of Buildings** (Add Questions 12.15 and 12.16) $61,499

## MISCELLANEOUS EXPENSES

12.18 Office and Library Supplies $10,312

12.19 Telecommunications $5,420

12.20 Postage and Freight $307
12.21 Professional & Consultant Fees $34,461

Note: IT Support $15,600

12.22 Equipment $24,136

12.23 Other Miscellaneous $13,648

12.24 Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22 and 12.23) $88,284

Contracts/Debt Service/Transfers/Grand Total

12.25 CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE $14,450

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)
12.26 From Local Public Funds (73PF) $0

12.27 From Other Funds (73OF) $0

12.28 Total (Add Questions 12.26 and 12.27) $0

Other Loans
12.29 Budget Loans (Principal and Interest) $0

12.30 Short-Term Loans $0

12.31 Total Debt Service (Add Questions 12.28, 12.29 and 12.30) $0

12.32 TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31) $1,696,520
TRANSFERS

Transfers to Capital Fund
12.33 From Local Public Funds (76PF) $0
12.34 From Other Funds (76OF) $0
12.35 Total Transfers to Capital Fund (Add Questions 12.33 and 12.34; same as Question 13.8) $0

Transfer to Other Funds $0

TOTAL TRANSFERS (Add Questions 12.35 and 12.36) $0

TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.32 and 12.37) $1,696,520

BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2021 $1,695,868

GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.38 and 12.39; same as Question 11.26) $3,392,388

ASSURANCE
12.41 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). 02/22/2022

FISCAL AUDIT
12.42 Last audit performed (mm/dd/yyyy) 04/27/2021
12.43 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) 01/01/2020-12/31/2020
12.44  Indicate type of audit (select one): Private Accounting Firm

**CAPITAL FUND**

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

---

**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 $0

13.3  **Total Revenues from Local Sources** (Add Questions 13.1 and 13.2) $0

**STATE AID FOR CAPITAL PROJECTS**

13.4  State Aid Received for Construction $282,674

13.5  Other State Aid $0

13.6  **Total State Aid** (Add Questions 13.4 and 13.5) $282,674

**FEDERAL AID FOR CAPITAL PROJECTS**

13.7  **TOTAL FEDERAL AID** $0

**INTERFUND REVENUE**

13.8  Transfer from Operating Fund (Same as Question 12.35) $0

13.9  **TOTAL REVENUES** (Add Questions 13.3, 13.6, 13.7 and 13.8) $282,674

13.10  **NON-REVENUE RECEIPTS** $0
13.11 **TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10) $282,674

13.12 **BALANCE IN CAPITAL FUND** - Beginning Balance for Fiscal Year Ending 2021 (Same as Question 14.11 of previous year, if fiscal year has not changed) $397,390

13.13 **TOTAL CASH RECEIPTS AND BALANCE** (Add Questions 13.11 and 13.12; same as Question 14.12) $680,064

### 14. CAPITAL FUND DISBURSEMENTS

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.

**PROJECT EXPENDITURES**

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) $680,064

14.9 **NON-PROJECT EXPENDITURES** $0
14.10 **TOTAL CASH DISBURSEMENTS AND TRANSFERS** (Add Questions 14.7, 14.8 and 14.9) $680,064

14.11 **BALANCE IN CAPITAL FUND** - Ending Balance for the Fiscal Year Ending 2021 $0

14.12 **TOTAL CASH DISBURSEMENTS AND BALANCE** (Add Questions 14.10 and 14.11; same as Question 13.13) $680,064

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 6.00

16.2 Total Librarians 6.00

16.3 All Other Paid Staff 9.63

16.4 Total Paid Employees 15.63

16.5 State Government Revenue $17,760

16.6 Federal Government Revenue $4,070

*Note*: Q11.6 - CARES FUNDING. NYLS added note

16.7 Other Operating Revenue $75,089

16.8 Total Operating Revenue $933,540

16.9 Other Operating Expenditures $164,233

16.10 Total Operating Expenditures $1,014,994
16.11 Total Capital Expenditures  $1,361,590

16.12 Print Materials  55,141

16.13 Total Registered Borrowers  11,361

16.14 Other Capital Revenue and Receipts  $0

16.15 Number of Internet Computers Used by General Public  4

16.16 Total Uses (sessions) of Public Internet Computers Per Year  1,744

16.17 Wireless Sessions  7,181

16.18 Total Capital Revenue  $282,674

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1 LIB ID  2400050330

17.2 Interlibrary Relationship Code  ME

17.3 Legal Basis Code  LD

17.4 Administrative Structure Code  SO

17.5 FSCS Public Library Definition  Y

17.6 Geographic Code  OTH

17.7 FSCS ID  NY0134

17.8 SED CODE  050100700114

17.9 INSTITUTION ID  800000054549
SUGGESTED IMPROVEMENTS

Library Name: SEYMOUR PUBLIC LIBRARY DISTRICT

Library System: Finger Lakes Library System

Name of Person Completing Form: Lisa Carr

Phone Number: (315) 252-2571

I am satisfied that this resource (Collect) is meeting library needs: Agree

Applying this resource (Collect) will help improve library services to the public: Neither Agree nor Disagree

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!

1. The constant errors requiring me to log off and log back in were frustrating. 2. Is there a better way to enter and show trustee information? Several board members commented they found the format difficult to read through.