Tompkins County Public Library
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	2400613230
1.2	Library Name	TOMPKINS COUNTY PUBLIC LIBRARY
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	Ithaca *
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 Annual Report?	No
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	101 E GREEN STREET
1.15	City	ITHACA
1.16	Zip Code	14850
1.17	Mailing Address	101 E GREEN STREET
1.18	City	ITHACA
1.19	Zip Code	14850
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(607) 272-4557
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(607) 272-8111

1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	tvadakin@tcpl.org
1.23	Library Home Page URL (Enter N/A if no home page URL)	http://tcpl.org
1.24	Population Chartered to Serve (per 2010 Census)	101,564
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):	County
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.	N
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	06/29/1973
1.30	Date the library was last registered	01/23/1970
1.31	Federal Employer Identification Number	161098211

1.32	County	TOMPKINS
1.33	School District	Ithaca City School District
1.34	Town/City	Ithaca
1.35	Library System	Finger Lakes Library System

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 <u>current</u> library director/manager.

1.37	First Name of Library Director/Manager	Teresa
1.38	Last Name of Library Director/Manager	Vadakin
1.39	NYS Public Librarian Certification Number	21644
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	Y

without an active certificate in
a Note.

| 1.43 | E-mail Address of the Director/Manager | tvadakin@tcpl.org |

| 1.44 | Fax Number of the Director/Manager | (607) 272-8111 |

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

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. | 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 | N/A |

| 3. | Date the vote was held (mm/dd/2021) | N/A |

| 4. | Was the vote successful? Y/N | N/A |

| 5. | What type of public vote was it? | N/A |

6a.	Most recent prior year approved appropriation from a public vote:	N/A

6b.	Proposed increase in appropriation as a result of the vote held on the date reported in question number 3:	N/A

6c.	Total proposed appropriation (sum of 6a and 6b):	N/A

This question should only be answered if "No" was answered in Q1.46 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

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)	N/A

4.	What type of public vote was it?	

5.	What was the total dollar amount of the appropriation from tax dollars resulting	N/A

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   N
        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   N/A
        (select one):

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,   Y
        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: TCPL complied with all NYS requirements, but some COVID 19 restrictions continued to affect usage and services offered.

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	73,421
2.2	Adult Non-fiction Books	57,697
2.3	Total Adult Books (Total questions 2.1 & 2.2)	131,118
2.4	Children's Fiction Books	42,541
2.5	Children's Non-fiction Books	26,640
2.6	Total Children's Books (Total questions 2.4 & 2.5)	69,181
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	200,299

Other Print Materials

2.8	Total Uncataloged Books	0
2.9	Total Print Serials	1,988
2.10	All Other Print Materials	0
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	1,988
2.12	Total Print Materials (Total questions 2.7 and 2.11)	202,287

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	26,309
2.14	Local Electronic Collections	2
2.15	NOVEL$_{NY}$ Electronic Collections	15
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	17
2.17	Audio - Downloadable Units	8,741
2.18	Video - Downloadable Units	0
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.)	229

| 2.20 | Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19) | 35,296 |

Non-Electronic Materials

2.21	Audio - Physical Units	15,867
2.22	Video - Physical Units	19,025
2.23	Other Circulating Physical Items	1,720
2.24	Total Physical Items in Collection (Total questions 2.21 through 2.23)	36,612

Grand Total/Additions to Holdings

| 2.25 | **GRAND TOTAL HOLDINGS** (Total questions 2.12, 2.20 and 2.24) | 274,195 |

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.26	Cataloged Books	11,975
2.27	All Other Print Materials	911
2.28	Electronic Materials	4,967
2.29	All Other Materials	1,516
2.30	Total Additions (Total questions 2.26 through 2.29)	19,369

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 <u>fiscal</u> year reported in Part 1; report information on questions 3.30 through 3.82 for the 2021 <u>calendar</u> year. Please click <u>here</u> 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)	112,983
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	32,241
3.3	Registered non-resident borrowers	5,570

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)? | Y |

| 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? | Y |

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 | Yes |

| 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   Y
Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)?

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   275
Adults Age 19 or Older

3.18   Number of Synchronous Program Sessions Targeted at   88
Young Adults Ages 12-18

3.19   Number of Children's Programs   245

3.19a   Number of Synchronous Program Sessions Targeted at   127
Children Ages 0-5

3.19b	Number of Synchronous Program Sessions Targeted at Children Ages 6-11	118
3.20	Number of Synchronous General Interest Program Sessions	3
3.20a	Total Number of Synchronous Program Sessions for those libraries who are not reporting the number of Children's Programs 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.	611
3.21a	Number of Synchronous In-Person Onsite Program Sessions	145
3.21b	Number of Synchronous In-Person Offsite Program Sessions	160
3.21c	Number of Synchronous Virtual Program Sessions	306
3.22	One-on-One Program Sessions	2,188
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	Yes

	educational activities sponsored by the Library?	
3.24	Attendance at Synchronous Programs Targeted at Adults Age 19 or Older	7,791
3.25	Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18	639
3.26	Children's Program Attendance	5,465
3.26a	Attendance at Synchronous Programs Targeted at Children Ages 0-5	3,524
3.26b	Attendance at Synchronous Programs Targeted at Children Ages 6-11	1,941
3.27	Attendance at Synchronous General Interest Programs	278
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)	
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.	14,173
3.28a	Synchronous In-Person Onsite Program Attendance	3,391

3.28b	Synchronous In-Person Offsite Program Attendance	9,246
3.28c	Synchronous Virtual Program Attendance	1,536
3.29	One-on-One Program Attendance	2,188
3.29a	Total Number of Asynchronous Program Presentations	23
3.29b	Total Views of Asynchronous Program Presentations within 7 Days	231

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)	Yes
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	3,285
3.33	Young adults registered for the library's summer reading program	56
3.34	Adults registered for the library's summer reading program	125
3.35	Total number registered for the library's summer reading program (total 3.32 + 3.33 + 3.34)	3,466
3.36	Children's program sessions - Summer 2021	97
3.37	Young adult program sessions - Summer 2021	23
3.38	Adult program sessions - Summer 2021	11
3.39	Total program sessions - Summer 2021 (total 3.36 + 3.37 + 3.38)	131
3.40	Children's program attendance - Summer 2021	3,684
3.41	Young adult program attendance - Summer 2021	342
3.42	Adult program attendance - Summer 2021	125

3.43	Total program attendance - Summer 2021 (total 3.40 + 3.41 + 3.42)	4,151

COLLABORATORS

3.44	Public school district(s) and/or BOCES	4
3.45	Non-public school(s)	1
3.46	Childcare center(s)	5
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)	10

Note: Local Businesses

3.51	Total Collaborators (total 3.44 through 3.50)	22

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	No
d.	N/A	No

3.54 - Number of sessions

a.	Focus on birth - school entry (kindergarten)	100
b.	Focus on parents & caregivers	0
c.	Combined audience	0
d.	N/A	0
3.55	Total Sessions	100

3.56 - Attendance at sessions

a.	Focus on birth - school entry (kindergarten)	1,335
b.	Focus on parents & caregivers	0
c.	Combined audience	0
d.	N/A	0
3.57	Total Attendance	1,335

3.58 - Collaborators (check all that apply):

a.	Childcare center(s)	Yes
b.	Public School District(s) and/or BOCES	Yes
c.	Non-Public School(s)	Yes
d.	Health care providers/agencies	No

| e. | Other (describe using the State note) | Yes |

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

ADULT LITERACY

3.59	Did the library offer adult literacy programs?	Yes
3.60	Total group program sessions	3
3.61	Total one-on-one program sessions	23
3.62	Total group program attendance	17
3.63	Total one-on-one program attendance	23

3.64 - Collaborators (check all that apply)

a.	Literacy NY (Literacy Volunteers of America)	No
b.	Public School District(s) and/or BOCES	Yes
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) | Y |

3.66	Children's program sessions	15
3.67	Young adult program sessions	0
3.68	Adult program sessions	17
3.69	Total program sessions (total 3.66 + 3.67 + 3.68)	32
3.70	One-on-one program sessions	0
3.71	Children's program attendance	241
3.72	Young adult program attendance	0
3.73	Adult program attendance	12
3.74	Total program attendance (total 3.71 + 3.72 + 3.73)	253
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)	Yes
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	29
3.79	Total one-on-one program sessions	12
3.80	Total group program attendance	170
3.81	Total one-on-one program attendance	12
3.82	Did your library offer teen-led activities during the 2021 calendar year?	Y

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 <u>not</u> considered part of circulation.)

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	73,559
4.2	Adult Non-fiction Books	58,548
4.3	Total Adult Books (Total questions 4.1 & 4.2)	132,107
4.4	Children's Fiction Books	176,108
4.5	Children's Non-fiction Books	34,603
4.6	Total Children's Books (Total questions 4.4 & 4.5)	210,711

| 4.7 | Total Cataloged Book Circulation (Total question 4.3 & 4.6) | 342,818 |

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	61,060
4.9	Circulation of Children's Other Materials	14,549
4.10	Circulation of Other Physical Items (Total questions 4.8, 4.9)	75,609
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	418,427

ELECTRONIC USE

| 4.12 | Use of Electronic Material | 104,985 |
| 4.13 | Successful Retrieval of Electronic Information | 9,907 |

Note: No longer provided by FLLS as of 2021, not tracked by TCPL- checking with Asia to see if there's another way to get this. -MM

4.14	Electronic Content Use (Total questions 4.12 & 4.13)	114,892
4.15	Total Circulation of Materials (Total questions 4.11 & 4.12)	523,412
4.16	Total Collection Use (Total questions 4.13 & 4.15)	533,319
4.17	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	225,260

REFERENCE TRANSACTIONS

| 4.18 | Total Reference Transactions | 18,096 |

4.18a	Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?	CT - Annual Count
4.19	Does the library offer virtual reference?	Y

Interlibrary Loan

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.20	TOTAL MATERIALS RECEIVED	36,842

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.21	TOTAL MATERIALS PROVIDED	35,960

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2021.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y
5.2	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	332,225
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	Evan Wray
5.11	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(607) 272-4557
5.12	IT contact's email address	ITsupport@tcpl.org

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.	35

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1

6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	11.71
6.5	Vacant Librarian (certified)	1.29
6.6	Library Manager (not certified)	0
6.7	Vacant Library Manager (not certified)	0
6.8	Library Specialist/Paraprofessional (not certified)	4.0
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0
6.10	Other Staff	21
6.11	Vacant Other Staff	0
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	37.71
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	1.29

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	1
6.15	Salary - Entry Level Librarian (certified)	$55,237
6.16	FTE - Library Director (certified)	1

6.17	Salary - Library Director (certified)	$95,000
6.18	FTE - Library Manager (not certified)	0
6.19	Salary - Library Manager (not certified)	$0

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	Y

reviewed and updated at least once every five years or earlier if required by law.

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

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

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

8g.   public restroom   Y

9.   Provides programming to address community needs, as   Y

outlined in the library's long-range plan of service.

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 90.8.	Y
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.	Y
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	Y

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	2
8.5	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)	3

PUBLIC SERVICE HOURS - Report hours to <u>two</u> decimal places.

8.6	Minimum Weekly Total Hours - Main Library	60
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)	60.00
8.10	Annual Total Hours - Main Library	2,511.00
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)	2,511.00

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?	Yes

CV5	Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19)	Yes

CV6   Did the library intentionally
        provide Wi-Fi Internet access
        to users outside the building   Yes
        at one or more outlets during
        COVID-19 pandemic?

CV7   Did the library increase
        access to Wi-Fi Internet
        access to users outside the
        building at one or more   Yes
        outlets during the
        Coronavirus (COVID-19)
        pandemic?

CV8   Did library staff work for
        other government agencies or
        nonprofit organizations
        instead of, or in addition to,   No
        their normal duties during the
        Coronavirus (COVID-19)
        pandemic?

CV9   Number of Weeks an Outlet
        Had Limited Occupancy Due   22
        to COVID-19

9. SERVICE OUTLET INFORMATION

Outlets should be arranged in alphabetical order if possible. br>
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   Tompkins County Public Library

2.	Outlet Name Status	00 (for no change)
3.	Street Address	101 EAST GREEN STREET
4.	Outlet Street Address Status	00 (for no change)
5.	City	ITHACA
6.	Zip Code	14850
7.	Phone (enter 10 digits only)	(607) 272-4557
8.	Fax Number (enter 10 digits only)	(607) 272-8111
9.	E-mail Address	tvadakin@tcpl.org
10.	Outlet URL	http://tcpl.org
11.	County	Tompkins
12.	School District	Ithaca City School District
13.	Library System	Finger Lakes Library System
14.	Outlet Type Code (select one):	CE
15.	Public Service Hours Per Year for This Outlet	2,511
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	22

17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
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	130
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	County
22.	Who owns the land on which this outlet is built?	County
23.	Indicate the year this outlet was initially constructed	2000
24.	Indicate the year this outlet underwent a major renovation costing $25,000 or more	2017
25.	Square footage of the outlet	60,888
26.	Number of Internet Computers Used by General Public	39
27.	Number of uses (sessions) of public Internet computers per year	6,904

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 <u>download</u> 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 <u>upload</u> 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	Clarity Connect
32.	WiFi Access	No restrictions to access
33.	Wireless Sessions	3,649
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?	Y
36.	Does your **outlet** have a Makerspace?	Y
37.	*LIBID*	2400613230
38.	*FSCSID*	NY0160

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)	14

NUMBER OF TRUSTEES AND TERMS

10.2	Does your library have a range of trustees stated in the library's charter documents (incorporation)?	Yes

10.3	If yes, what is the range?	5 to 15

10.4	If your library has a range, how many voting positions are stated in the library's current by-laws?	15

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

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

| 10.7 | If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)? | 3 |

BOARD MEMBER SELECTION

| 10.8 | Enter Board Member Selection Code (select one): | A - board members are appointed by municipality(ies) |

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

| 10.9 | First Name | Ingrid |

| 10.10 | Last Name | Jensen |

| 10.11 | Mailing Address | 108 Auburn St |

| 10.12 | City | Ithaca |

| 10.13 | Zip Code (5 digits only) | 14850 |

| 10.14 | Phone (enter 10 digits only) | (203) 809-3725 |

| 10.15 | E-mail Address | imj8@cornell.edu |

| 10.16 | Term Begins - Month | January |

| 10.17 | Term Begins - Year (yyyy) | 2022 |

| 10.18 | Term Expires - Month | December |

| 10.19 | Term Expires - Year (yyyy) | 2024 |

| 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, | Yes |

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.

| 10.21 | The date the Oath of Office was taken (mm/dd/yyyy) | 01/25/2022 |

| 10.22 | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 02/08/2022 |

| 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 Presidentâ€"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	Martha
3.	Last Name of Board Member	Hardesty
4.	Mailing Address	102 W Main St
5.	City	Trumansburg
6.	Zip Code (5 digits only)	14886
7.	E-mail address	martha.hardesty@icsd.k12.ny.us
8.	Office Held or Trustee	Vice President
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2021

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	01/26/2021

15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/27/2021

16.	Is this a brand new trustee?	N

1.	Status	Filled

2.	First Name of Board Member	Blixy

3.	Last Name of Board Member	Taetzsch

4.	Mailing Address	219 Horton Rd

5.	City	Newfield

6.	Zip Code (5 digits only)	14867

7.	E-mail address	blixyt@gmail.com

8.	Office Held or Trustee	Financial Officer
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	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	01/24/2022
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/28/2022
16.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name of Board Member	Jason
3.	Last Name of Board Member	Moore
4.	Mailing Address	66 Searles Rd

5.	City	Groton
6.	Zip Code (5 digits only)	13073
7.	E-mail address	jmoore@tompkinsfinancial.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2020
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	01/15/2020
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/25/2020
16.	Is this a brand new trustee?	N
1.	Status	Filled

2.	First Name of Board Member	LaWanda
3.	Last Name of Board Member	Cook
4.	Mailing Address	1216 E. Pointe Drive
5.	City	Ithaca
6.	Zip Code (5 digits only)	14850
7.	E-mail address	lhc62@cornell.edu
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	February
10.	Term Begins - Year (year)	2021
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.	No

Note: Delayed start. Sworn in 2/23/21.

14.	The date the Oath of Office (mm/dd/yyyy) was taken	02/23/2021

15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/23/2021
16.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name of Board Member	Nina
3.	Last Name of Board Member	Miller
4.	Mailing Address	241 Strawberry Hill Circle #2
5.	City	Ithaca
6.	Zip Code (5 digits only)	14850
7.	E-mail address	nkmiller39@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)	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	Yes

remainder of [name]'s term, which was to run from beginning date to ending date.

14.	The date the Oath of Office (mm/dd/yyyy) was taken	01/25/2022
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/15/2022
16.	Is this a brand new trustee?	N

1.	Status	Filled
2.	First Name of Board Member	Liam G.B.
3.	Last Name of Board Member	Murphy
4.	Mailing Address	78 Genung Circle
5.	City	Ithaca
6.	Zip Code (5 digits only)	14850
7.	E-mail address	liamgbmurphy@twcny.rr.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)	2024
13.	Is the trustee serving a full term? If No, add a Note. The	Yes

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.

14.	The date the Oath of Office (mm/dd/yyyy) was taken	02/10/2022

15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	02/15/2022

16.	Is this a brand new trustee?	N

1.	Status	Filled

2.	First Name of Board Member	Nina

3.	Last Name of Board Member	Scholtz

4.	Mailing Address	63 Water Wagon Rd

5.	City	Ithaca

6.	Zip Code (5 digits only)	14850

7.	E-mail address	nbscholtz@gmail.com

8.	Office Held or Trustee	Trustee

9.	Term Begins - Month	January

10.	Term Begins - Year (year)	2020

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	01/28/2020

15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/29/2020

16.	Is this a brand new trustee?	N

1.	Status	Filled

2.	First Name of Board Member	Don

3.	Last Name of Board Member	Trotter

4.	Mailing Address	749 Millard Hill Rd

5.	City	Newfield

6.	Zip Code (5 digits only)	14867

7.	E-mail address	dtrotter@twcny.rr.com

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)	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	01/26/2021
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/27/2021
16.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name of Board Member	Shelley
3.	Last Name of Board Member	Wong
4.	Mailing Address	108 Irving Place

5.	City	Ithaca
6.	Zip Code (5 digits only)	14850
7.	E-mail address	ssw6@cornell.edu
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2020
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	01/28/2020
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/29/2020
16.	Is this a brand new trustee?	N
1.	Status	Filled

2.	First Name of Board Member	Melisa
3.	Last Name of Board Member	Sidle
4.	Mailing Address	35 Dart Dr.
5.	City	Ithaca
6.	Zip Code (5 digits only)	14850
7.	E-mail address	Melisa@sidlestudios.com
8.	Office Held or Trustee	Secretary
9.	Term Begins - Month	February
10.	Term Begins - Year (year)	2021
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.	No

Note: Delayed start. Sworn in 2/23/21.

14.	The date the Oath of Office (mm/dd/yyyy) was taken	02/23/2021
15.	The date the Oath of Office was filed with town or county	02/23/2021

clerk (mm/dd/yyyy)

16.   Is this a brand new trustee?   N

1.   Status   Vacant

2.   First Name of Board Member

3.   Last Name of Board Member

4.   Mailing Address

5.   City

6.   Zip Code (5 digits only)

7.   E-mail address

8.   Office Held or Trustee

9.   Term Begins - Month

10.   Term Begins - Year (year)

11.   Term Expires

12.   Term Expires - Year (yyyy)

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.

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

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

16. Is this a brand new trustee?

1. Status   Vacant

2. First Name of Board Member

3. Last Name of Board Member

4. Mailing Address

5. City

6. Zip Code (5 digits only)

7. E-mail address

8. Office Held or Trustee

9. Term Begins - Month

10. Term Begins - Year (year)

11. Term Expires

12. Term Expires - Year (yyyy)

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.

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

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

16. Is this a brand new trustee?

1.   Status   Vacant

2.   First Name of Board Member

3.   Last Name of Board Member

4.   Mailing Address

5.   City

6.   Zip Code (5 digits only)

7.	E-mail address

8.	Office Held or Trustee

9.	Term Begins - Month

10.	Term Begins - Year (year)

11.	Term Expires

12.	Term Expires - Year (yyyy)

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.

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

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

16.	Is this a brand new trustee?

1.	Status Vacant

2.	First Name of Board Member

3.	Last Name of Board Member

4. Mailing Address

5. City

6. Zip Code (5 digits only)

7. E-mail address

8. Office Held or Trustee

9. Term Begins - Month

10. Term Begins - Year (year)

11. Term Expires

12. Term Expires - Year (yyyy)

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.

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

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

16. Is this a brand new trustee?

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	Ingrid Jensen

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

1.	Trustee Name	Martha Hardesty

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

1.	Trustee Name	Jason Moore

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

1.	Trustee Name	Blixy Taetzsch

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

1.	Trustee Name	Melisa Sidle

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

1.	Trustee Name	LaWanda Cook

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

1.   Trustee Name   Nina Miller

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

1.   Trustee Name   Liam G.B. Murphy

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

1.   Trustee Name   Nina Scholtz

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

1.   Trustee Name   Don Trotter

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

1.   Trustee Name   Shelley Wong

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

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.	Y

1.	Source of Funds	County

2.	Name of funding County, Municipality or School District	Tompkins County

3.	Amount	$3,298,191

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

5.	Written Contractual Agreement	N/A

1.	Source of Funds	Town

2.	Name of funding County, Municipality or School District	Town of Ithaca

3.	Amount	$15,000

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

5.	Written Contractual Agreement	Y

1.	Source of Funds	City

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

3.	Amount	$14,650

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

5.	Written Contractual Agreement	Y

11.2	**TOTAL LOCAL PUBLIC FUNDS**	$3,327,841

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	$34,230

11.4	Record all Central Library Services Aid monies received from system headquarters	$116,101

11.5	Additional State Aid received from the System	$4,775

Note: Bullet Aid 3,500 Music & memory 1,025 Literacy grant 250

11.6	Federal Aid received from the System	$7,866

Note: CARES Act $7,866

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) | $162,972 |

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 | $13,582 |

Note: Construction grant 13,582

Federal Aid/Other Receipts

FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	$0
11.11	Other Federal Aid	$589,865
11.12	**TOTAL FEDERAL AID** (Add Questions 11.10 and 11.11)	$589,865
11.13	**CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE**	$0

OTHER RECEIPTS

11.14	Gifts and Endowments	$191,435
11.15	Fund Raising	$38,000
11.16	Income from Investments	$1,648
11.17	Library Charges	$10,744
11.18	Other	$215,000

11.19	**TOTAL OTHER RECEIPTS** (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	$456,827
11.20	**TOTAL OPERATING FUND RECEIPTS** (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	$4,551,087
11.21	**BUDGET LOANS**	$0

Transfers/Grant Total

TRANSFERS

11.22	From Capital Fund (Same as Question 14.8)	$0
11.23	From Other Funds	$0
11.24	**TOTAL TRANSFERS** (Add Questions 11.22 and 11.23)	$0
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)	$896,272
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)	$5,447,359

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	$933,782

12.2	Other Staff	$992,755

12.3	**Total Salaries & Wages Expenditures** (Add Questions 12.1 and 12.2)	$1,926,537

12.4	**Employee Benefits Expenditures**	$1,170,438

12.5	**Total Staff Expenditures (Add Questions 12.3 and 12.4)**	$3,096,975

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	$178,133

Note: TCPL has returned to its regular collections budget after a cut in 2020.

12.7	Electronic Materials Expenditures	$64,815

12.8	Other Materials Expenditures	$84,899

12.9	**Total Collection Expenditures** (Add Questions 12.6, 12.7 and 12.8)	$327,847

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	$51,217

12.11	From Other Funds (71OF)	$0
12.12	**Total Capital Expenditures** (Add Questions 12.10 and 12.11)	$51,217

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	$0
12.14	From Other Funds (72OF)	$0
12.15	**Total Repairs** (Add Questions 12.13 and 12.14)	$0
12.16	Other Disbursements for Operation & Maintenance of Buildings	$18,852
12.17	**Total Operation & Maintenance of Buildings** (Add Questions 12.15 and 12.16)	$18,852

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	$62,266
12.19	Telecommunications	$21,180
12.20	Postage and Freight	$103
12.21	Professional & Consultant Fees	$207,328
12.22	Equipment	$24,042
12.23	Other Miscellaneous	$42,146

| 12.24 | **Total Miscellaneous Expenses** (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22 and 12.23) | $357,065 |

Contracts/Debt Service/Transfers/Grand Total

| 12.25 | **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** | $65,800 |

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) | $3,917,756 |

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
12.36	**Transfer to Other Funds**	$0
12.37	**TOTAL TRANSFERS** (Add Questions 12.35 and 12.36)	$0
12.38	**TOTAL DISBURSEMENTS AND TRANSFERS** (Add Questions 12.32 and 12.37)	$3,917,756
12.39	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2021	$1,529,603
12.40	**GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE** (Add Questions 12.38 and 12.39; same as Question 11.26)	$5,447,359

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) | 06/02/2021 |

| 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, complete the Capital Fund Report. | N |

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 | $0 |

| 13.5 | Other State Aid | $0 |

| 13.6 | **Total State Aid** (Add Questions 13.4 and 13.5) | $0 |

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 $0
        and 13.8)

13.10   **NON-REVENUE
        RECEIPTS** $0

13.11   **TOTAL CASH RECEIPTS**
        (Add Questions 13.9 and $0
        13.10)

13.12   BALANCE IN CAPITAL
        FUND - Beginning Balance
        for Fiscal Year Ending 2021
        (Same as Question 14.11 of $0
        previous year, if fiscal year
        has not changed)

13.13   **TOTAL CASH RECEIPTS
        AND BALANCE**(Add
        Questions 13.11 and 13.12; $0
        same as Question 14.12)

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

15. CENTRAL LIBRARIES

CENTRAL LIBRARY SERVICES AID (CLSA)

CENTRAL LIBRARY SERVICES AID (CLSA)

Statutory Reference: Education Law § 273(1)(b) Commissioners Regulations 90.4 Central Library Services Aid is a flat sum of $0.32 cents per capita of population within the chartered area of service of such library system with a minimum amount of $105,000, and an additional $71,500 to each library system for the purchase of books and materials including nonprint materials, as defined in regulations of the commissioner, for its central library.

The fiscal year for Central Library Services Aid is the calendar year. Please see the Central Library Program Guidelines at http://www.nysl.nysed.gov/libdev/clda/index.html for more information.
Library expenditures from Central Library Services Aid may only be used for adult non–fiction and foreign language library materials, including electronic content. Record the central/co–central library's actual disbursement of these State Aid funds as allocated to the Library by the public library system. Report here only those funds actually expended by the Library during the calendar year ending December 31, 2021. Do not report funds spent by the public library system on the Library's behalf.

15.1.1 - 15.1.2 **Professional Salaries:** Indicate total FTE and salaries for all professional central/co-central library employees (paid from CLDA funds).

15.1.1	Total Full-Time Equivalents (FTE)	.31
15.1.2	Total Expenditure for Professional Salaries	$24,321

15.1.3 - 15.1.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other central/co-central library employees (paid from CLDA funds).

15.1.3	Total Full-Time Equivalents (FTE)	1.1
15.1.4	Total Expenditures for Other Staff Salaries	$38,572
15.1.5	**Employee Benefits:** Indicate the total expenditures for all central/co-central library employee benefits (paid from CLDA funds).	$38,208
15.1.6	**Purchased Services**: Did the central/co-central library expend CLDA funds for purchased services? Enter Y for Yes, N for No.	Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1.	Expenditure Category	Vendor contract for automation
2.	Provider of Services	Finger Lakes Library System
3.	Expenditure	$15,000

15.1.7	Total Expenditure - Purchased Services	$15,000
15.1.8	**Supplies and Materials**: Did the central/co-central library expend funds for supply items, postage, adult nonfiction and foreign language library materials, or equipment and furnishings with a unit cost less than	N

$5,000? Enter Y for Yes, N for No.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1 and 2 of one repeating group.

1.   Expenditure Category   N/A

2.   Expenditure   N/A

15.1.9   **Total Expenditure - Supplies and Materials** $0

15.1.10   **Travel Expenditures:** Did the central/co-central library expend funds for travel? Enter Y for Yes, N for No.   N

If yes, complete one record for each type of travel; if no, enter N/A for questions 1 and 2 of one repeating group.

1.   Type of travel   N/A

2.   Expenditure   N/A

15.1.11   **Total Expenditures - Travel** $0

15.1.12   **Equipment and Furnishings:** Did the central/co-central library expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year? Enter Y for Yes, N for No.   N

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3 and 4 of one repeating group.

1.	Type of item	N/A	
2.	Quantity	N/A	
3.	Unit cost	N/A	
4.	Expenditure	N/A	

15.1.13	**Total Expenditure - Equipment and Furnishings**	$0
15.1.14	**Total Expenditure (total 15.1.2, 15.1.4, 15.1.5, 15.1.7, 15.1.9, 15.1.11 and 15.1.13)**	$116,101
15.1.15	**Cash Balance at the Opening of the Fiscal Year (total 15.1.15a + 15.1.15b)** NOTE: The opening balance must be the same as the closing balance of the previous year.	$0
15.1.15a	CBA Cash Balance at the Opening of the Fiscal Year	$0
15.1.15b	CLDA Cash Balance at the Opening of the Fiscal Year.	$0
15.1.16	**Total Allocation received from the system:**	$116,101
15.1.17	**Cash Balance at the end of the Current Fiscal Year (total 15.1.16 - 15.1.14 + 15.1.15)**	$0
15.1.18	**Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State	$15,000 was used to support a portion of the cost of the Polaris Integrated Library System, which is used by the Central Library for cataloging, maintaining and circulating the CBA collection. $15,974 was used to support the materials receiving activity at the Central Library. $85,127

Aid Funds.		was used to underwrite staff costs involved in selecting, acquiring, processing, maintaining, circulating, repairing and weeding of the CBA collection.

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	12.25
16.2	Total Librarians	15.75
16.3	All Other Paid Staff	18.38
16.4	Total Paid Employees	34.13
16.5	State Government Revenue	$168,688
16.6	Federal Government Revenue	$597,731
16.7	Other Operating Revenue	$456,827
16.8	Total Operating Revenue	$4,551,087
16.9	Other Operating Expenditures	$441,717
16.10	Total Operating Expenditures	$3,866,539
16.11	Total Capital Expenditures	$51,217
16.12	Print Materials	202,287
16.13	Total Registered Borrowers	37,811
16.14	Other Capital Revenue and Receipts	$0
16.15	Number of Internet Computers Used by General Public	39

| 16.16 | Total Uses (sessions) of Public Internet Computers Per Year | 6,904 |

| 16.17 | Wireless Sessions | 3,649 |

Note: Change due to pandemic. NYSL added note

| 16.18 | Total Capital Revenue | $0 |

17. FOR NEW YORK STATE LIBRARY USE ONLY

| 17.1 | *LIB ID* | 2400613230 |

| 17.2 | *Interlibrary Relationship Code* | ME |

| 17.3 | *Legal Basis Code* | CO |

| 17.4 | *Administrative Structure Code* | SO |

| 17.5 | *FSCS Public Library Definition* | Y |

| 17.6 | *Geographic Code* | CO1 |

| 17.7 | *FSCS ID* | NY0160 |

| 17.8 | *SED CODE* | 610600700023 |

| 17.9 | *INSTITUTION ID* | 800000036374 |

SUGGESTED IMPROVEMENTS

| Library Name: | TOMPKINS COUNTY PUBLIC LIBRARY |

| Library System: | Finger Lakes Library System |

| Name of Person Completing Form: | Teresa Vadakin |

Phone Number: (607) 272-4557

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

Applying this resource (Collect) will help improve library services to the public: Agree

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!