Kellogg Free Library
Annual Report For Public And Association Libraries - 2022

1. GENERAL LIBRARY INFORMATION

Library/Director Information

[Outline of Major Changes](#)

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, 2022, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	2400111370
1.2	Library Name	KELLOGG FREE 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	Cincinnatus
1.6	Beginning Fiscal Reporting Year	01/01/2022
1.7	Ending Fiscal Reporting Year	12/31/2022
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   N/A
of library's new reporting year. Enter N/A if No
was answered to Question 1.8.

1.10   Please indicate the ending date of   N/A
library's new reporting year. Enter N/A if No was
answered to Question 1.8.

1.11   Beginning <u>Local</u> Fiscal Year   01/01/2022

1.12   Ending <u>Local</u> Fiscal Year   12/31/2022

1.13   Address Status   00 (for no change from
previous year)

1.14   Street Address   5681 TELEPHONE ROAD
EXTENSION

1.15   City   CINCINNATUS

1.16   Zip Code   13040

1.17   Mailing Address   P.O. BOX 150

1.18   City   CINCINNATUS

1.19   Zip Code   13040

1.20   Telephone Number (enter 10 digits only   (607) 863-4300
and hit the Tab key; enter N/A if no telephone
number)

1.21   Fax Number (enter 10 digits only and hit   (607) 863-3430
the Tab key; enter N/A if no fax number)

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

1.23   Library Home Page URL (Enter N/A if   https://kelloggfreelibrary.org
no home page URL)

1.24	Population Chartered to Serve (per 2020 Census)	902
1.25	Indicate the type of library as stated in the library's charter (select one):	ASSOCIATION
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	Town
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 <u>or</u> the date of the provisional charter if the library does not have an absolute charter	01/10/1930
1.30	Date the library was last registered	09/06/1932
1.31	Federal Employer Identification Number	150594533
1.32	County	CORTLAND
1.33	School District	Cincinnatus Central School
1.34	Town/City	Cincinnatus
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 <u>current</u> library director/manager.

1.37   First Name of Library Director/Manager   Martha

1.38   Last Name of Library Director/Manager   Nettleton

1.39   NYS Public Librarian Certification Number   N/A

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.   N/A

1.43   E-mail Address of the Director/Manager   director@kelloggfreelibrary.org

1.44   Fax Number of the Director/Manager   (607) 863-3430

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

1.46   Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2022? (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

Public Votes/Contracts

Please Note: last year's answers for repeating groups cannot be displayed.

1.	Name of municipality or district holding N/A
the public vote

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

3.	Date the vote was held (mm/dd/2022) 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 N/A
appropriation from a public vote:

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

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

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 N
appropriation which was approved by public vote
in a prior year? (Prior to Calendar Year 2022)
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.

Please Note: last year's answers for repeating groups cannot be displayed.

1.	Name of municipality or district holding N/A
the public vote

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

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

4.   What type of public vote was it?

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

1.48   Does the reporting library have a   N
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.

Unusual Circumstances

Please Note: last year's answers for repeating groups cannot be displayed.

1.   Name of contracting municipality or   N/A
district

2.   Is this a written contractual agreement?   N/A

3.   Population of the geographic area served N/A
by this contract

4.   Dollar amount of contract   N/A

5.   Enter the appropriate code for range of N/A
services provided (select one):

1.49   For the reporting year, has the library   N
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 <u>Note</u>; if no, please
go to Part 2, Library Collection.

2. LIBRARY COLLECTION

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	8,246
2.2	Adult Non-fiction Books	4,232
2.3	Total Adult Books (Total questions 2.1 & 2.2)	12,478
2.4	Children's Fiction Books	4,592
2.5	Children's Non-fiction Books	1,917
2.6	Total Children's Books (Total questions 2.4 & 2.5)	6,509
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	18,987

Other Print Materials

2.8	Total Uncataloged Books	0
2.9	Total Print Serials	33
2.10	All Other Print Materials	0

2.11   Total Other Print Materials (Total   33
questions 2.8 through 2.10)

2.12   Total Print Materials (Total questions 2.7   19,020
and 2.11)

ALL OTHER MATERIALS
Electronic Materials

2.13   Electronic Books   20,986

2.14   Local Electronic Collections   5

2.15   NOVEL$_{NY}$ Electronic Collections   15

2.16   Total Electronic Collections (Total   20
questions 2.14 and 2.15)

2.17   Audio - Downloadable Units   10,419

2.18   Video - Downloadable Units   0

2.19   Other Electronic Materials (Include   0
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.)

2.20   Total Electronic Materials (Total   31,425
questions 2.13, 2.16, 2.17, 2.18 and 2.19)

Non-Electronic Materials

2.21   Audio - Physical Units   322

2.22   Video - Physical Units   1,033

2.23   Other Circulating Physical Items   76

Note: There have not been any new items added to this collection. The number was provided by
Finger Lakes Library System.

2.24   Total Other Materials - Non-Electronic   1,431
(Total questions 2.21 through 2.23)

Grand Total/Additions to Holdings

2.25   **GRAND TOTAL HOLDINGS** (Total   51,876
questions 2.12, 2.20 and 2.24)

ADDITIONS TO HOLDINGS - Do <u>not</u> subtract withdrawals or discards.

2.26   Cataloged Books   477

2.27   All Other Print Materials   0

2.28   Electronic Materials   17,144

2.29   All Other Materials   2

2.30   Total Additions (Total questions 2.26   17,623
through 2.29)

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 3.32 through 3.84 for the 2022 <u>calendar</u> 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)   3,102

Note: We had a very good increase in library users this past year.

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

3.2   Registered resident borrowers   429

3.3   Registered non-resident borrowers   349

Please report information on WRITTEN POLICIES as of 12/31/22.

WRITTEN POLICIES (Answer Y for Yes, N for No)

3.4   Does the library have an open meeting   Y
policy?

3.5   Does the library have a policy protecting   Y
the confidentiality of library records?

3.6   Does the library have an Internet use   Y
policy?

3.7   Does the library have a disaster plan?   N

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

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

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

Please report information on ACCESSIBILITY as of 12/31/22.

ACCESSIBILITY (Answer Y for Yes, N for No)

3.11   Does the library provide service to   Y
persons who cannot visit the library (homebound
persons, persons in nursing homes, persons in jail,
etc.)?

3.12   Does the library have assistive devices   Y
for persons who are deaf and hearing impaired
(TTY/TDD)?

3.13   Does the library have large print books?   Y

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

screen reader, such as JAWS, Windoweyes or NVDA	Yes
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)?   N

Library Sponsored Programs/Summer Reading Program

SYNCHRONOUS PROGRAM SESSIONS and ATTENDANCE

Synchronous Program Sessions

A synchronous (live) program session is any planned event which introduces the group attending to library services or which provides information to participants.
Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information.
Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.

For specific examples, please refer to the chart in Instructions.

3.17   Number of Synchronous Program Sessions Targeted at Adults Age 19 or Older   49

3.18   Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18   49

Note: Our library was more open this past year and offered more in person programming. We hired a Youth Program Aid who has been very proactive.

3.19a   Number of Synchronous Program   30
Sessions Targeted at Children Ages 0-5

3.19b   Number of Synchronous Program   12
Sessions Targeted at Children Ages 6-11

3.20   Number of Synchronous General Interest 2
Program Sessions

3.21   Total Number of Synchronous Program   142
Sessions (Total questions 3.17, 3.18, 3.19a, 3.19b,
3.20)

Note: We instituted many more programs this past year.

3.21a   Number of Synchronous In-Person   142
Onsite Program Sessions

3.21b   Number of Synchronous In-Person   0
Offsite Program Sessions

3.21c   Number of Synchronous Virtual Program 0
Sessions

3.21d   Total number of synchronous programs   142
(3.21a + 3.21b + 3.21c)

3.22   One-on-One Program Sessions   0

3.23   Do library staff, trustees and/or   Yes
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?

3.24   Attendance at Synchronous Programs   160
Targeted at Adults Age 19 or Older

3.25   Attendance at Synchronous Programs   96
Targeted at Young Adults Ages 12-18

Note: We have hired a very proactive Youth Program Aid who has really put a lot of effort into our
youth programs.

3.26a   Attendance at Synchronous Programs   207
Targeted at Children Ages 0-5

3.26b   Attendance at Synchronous Programs   70
Targeted at Children Ages 6-11

3.27   Attendance at Synchronous General   46
Interest Programs

3.28   Total Attendance at Synchronous   579
Programs (Total questions 3.24, 3.25, 3.26a,
3.26b, 3.27).

Note: Our programming has increased immensely, thus the uptick in attendance.

3.28a   Synchronous In-Person Onsite Program   579
Attendance

3.28b   Synchronous In-Person Offsite Program   0
Attendance

3.28c   Synchronous Virtual Program   0
Attendance

3.28d   Total synchronous program attendance   579
(3.28a + 3.28b + 3.28c)

3.29   One-on-One Program Attendance   0

3.29a   Total Number of Asynchronous Program   110
Presentations

3.29b   Total Views of Asynchronous Program   0
Presentations within 30 Days

Note: We have had no virtual programs as all have been programs in house.

3.30   Total Number of Children's Programs   42
(sum of Q3.19a and Q3.19b)

3.31   Total Children's Program Attendance   277
(sum of Q3.26a and Q3.26b)

Please report information on SUMMER READING PROGRAMS for the 2022 calendar year.

SUMMER READING PROGRAM

3.32 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2022 (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

3.33   Library outlets offering the summer reading program   1

3.34   Children registered for the library's summer reading program   26

3.35   Young adults registered for the library's summer reading program   6

3.36   Adults registered for the library's summer reading program   20

3.37   Total number registered for the library's summer reading program (total 3.34 + 3.35 + 3.36)   52

3.38   Children's program sessions - Summer 2022   14

3.39   Young adult program sessions - Summer 2022   2

3.40   Adult program sessions - Summer 2022   3

3.41   Total program sessions - Summer 2022   19
(total 3.38 + 3.39 + 3.40)

3.42   Children's program attendance - Summer   69
2022

3.43   Young adult program attendance -   6
Summer 2022

3.44   Adult program attendance - Summer   28
2022

3.45   Total program attendance - Summer   103
2022 (total 3.42 + 3.43 + 3.44)

COLLABORATORS

3.46   Public school district(s) and/or BOCES   1

3.47   Non-public school(s)   0

3.48   Childcare center(s)   0

3.49   Summer camp(s)   0

3.50   Municipality/Municipalities   0

3.51   Literacy provider(s)   0

3.52   Other (describe using the State note)   0

3.53   Total Collaborators (total 3.46 through   1
3.52)

Early/Adult/English Speaker/Digital Literacy

Please report information on EARLY LITERACY PROGRAMS for the 2022 calendar year.
EARLY LITERACY PROGRAMS

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

3.55 - Indicate types of programs offered (check all that apply)

a.   Focus on birth - school entry   Yes
(kindergarten)

b.   Focus on parents & caregivers   Yes

c.   Combined audience   Yes

d.   N/A   No

3.56 - Number of sessions

a.   Focus on birth - school entry   0
(kindergarten)

b.   Focus on parents & caregivers   0

c.   Combined audience   30

d.   N/A   N/A

3.57   Total Sessions   30

3.58 - Attendance at sessions

a.   Focus on birth - school entry   0
(kindergarten)

b.   Focus on parents & caregivers   0

c.   Combined audience   327

d.   N/A   N/A

3.59   Total Attendance   327

3.60 - Collaborators (check all that apply):

a.	Childcare center(s)	No
b.	Public School District(s) and/or BOCES	Yes
c.	Non-Public School(s)	No
d.	Health care providers/agencies	No
e.	Other (describe using the State note)	No

Please report information on ADULT LITERACY for the 2022 calendar year.

ADULT LITERACY

3.61	Did the library offer adult literacy programs?	No
3.62	Total group program sessions	0
3.63	Total one-on-one program sessions	0
3.64	Total group program attendance	0
3.65	Total one-on-one program attendance	0

3.66 - 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 2022 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

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

3.68   Children's program sessions   0

3.69   Young adult program sessions   0

3.70   Adult program sessions   0

3.71   Total program sessions (total 3.68 + 3.69   0
+ 3.70)

3.72   One-on-one program sessions   0

3.73   Children's program attendance   0

3.74   Young adult program attendance   0

3.75   Adult program attendance   0

3.76   Total program attendance (total 3.73 +   0
3.74 + 3.75)

3.77   One-on-one program attendance   0

3.78 - Collaborators (check all that apply):

a.   Literacy NY (Literacy Volunteers of   No
America)

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 2022 calendar year.
DIGITAL LITERACY

3.79   Did the library offer digital literacy   N
programs?

3.80   Total group program sessions   0

3.81   Total one-on-one program sessions   0

3.82   Total group program attendance   0

3.83   Total one-on-one program attendance   0

3.84   Did your library offer teen-led activities   N
during the 2022 calendar year?

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   3,727

4.2   Adult Non-fiction Books   612

4.3   Total Adult Books (Total questions 4.1 &   4,339
4.2)

4.4   Children's Fiction Books   1,959

4.5   Children's Non-fiction Books   281

4.6   Total Children's Books (Total questions   2,240
4.4 & 4.5)

4.7   Total Cataloged Book Circulation (Total   6,579
question 4.3 & 4.6)

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	564
4.9	Circulation of Children's Other Materials	42
4.10	Circulation of Other Physical Items (Total questions 4.8, 4.9)	606
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	7,185

ELECTRONIC USE

4.12	Use of Electronic Material	919
4.13	Successful Retrieval of Electronic Information	0
4.14	Electronic Content Use (Total questions 4.12 & 4.13)	919
4.15	Total Circulation of Materials (Total questions 4.11 & 4.12)	8,104
4.16	Total Collection Use (Total questions 4.13 & 4.15)	8,104
4.17	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	2,282
4.18	As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due?	Yes

REFERENCE TRANSACTIONS

4.19	Total Reference Transactions	260
4.19a	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)

4.20   Does the library offer virtual reference?   Y

Interlibrary Loan

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.21   TOTAL MATERIALS RECEIVED   1,479

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.22   TOTAL MATERIALS PROVIDED   2,787

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2022.

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   Y
outside the library?

5.4   Annual number of visits to the library's   16,160
web site

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

5.6   Does your library use social media?   Y

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

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

5.9   If yes, in which consortium are you   Finger Lakes Library System
participating?

5.10   Name of the person responsible for the   Martha Nettleton
library's Information Technology (IT) services

5.11   IT contact's telephone number (enter 10   (607) 863-4300
digits only and hit the Tab key)

5.12   IT contact's email address   director@kelloggfreelibrary.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 26
to compute FTE for all paid library personnel in
this section.

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2   Library Director (certified)   0

6.3   Vacant Library Director (certified)   0

6.4   Librarian (certified)   0

6.5   Vacant Librarian (certified)   0

6.6   Library Manager (not certified)   .58

6.7   Vacant Library Manager (not certified)   0

6.8   Library Specialist/Paraprofessional (not   1
certified)

6.9   Vacant Library   0
Specialist/Paraprofessional (not certified)

6.10   Other Staff   1.33

6.11   Vacant Other Staff   0

6.12   TOTAL PAID STAFF (Total questions   2.91
6.2, 6.4, 6.6, 6.8 & 6.10)

6.13   VACANT TOTAL PAID STAFF (Total   0.00
questions 6.3, 6.5, 6.7, 6.9 & 6.11)

SALARY INFORMATION

6.14   FTE - Entry Level Librarian (certified)   0

6.15   Salary - Entry Level Librarian (certified) $0

6.16   FTE - Library Director (certified)   0

6.17   Salary - Library Director (certified) $0

6.18   FTE - Library Manager (not certified)   .58

6.19   Salary - Library Manager (not certified) $17,900

7. MINIMUM PUBLIC LIBRARY STANDARDS

As of January 1, 2023 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, 2022**. 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   Y
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.

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

3.   Provides a board-approved written   Y
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.

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

5.   Annually prepares and publishes a   Y
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.

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

7.   Is open the minimum standard number of Y
public service 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   Y
community needs, as outlined in the library's long-
range plan of service.

10. Provides

10a.   a circulation system that facilitates   Y
access to the local library collection and other
library catalogs

10b.   equipment, technology, and internet   Y
connectivity to address community needs and
facilitate access to information.

11.   Provides access to current library   Y
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.

12.   Employs a paid director in accordance   Y
with the provisions of Commissioner's Regulation
90.8.

13.   Provides library staff with annual   Y
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   Y
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   1
(Total questions 8.1 - 8.4)

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

8.6   Minimum Weekly Total Hours - Main   26.00
Library

8.7   Minimum Weekly Total Hours - Branch   0.00
Libraries

8.8   Minimum Weekly Total Hours -   0.00
Bookmobiles

8.9   Minimum Weekly Total Hours - Total   26.00
Hours Open (Total questions 8.6 - 8.8)

8.10   Annual Total Hours - Main Library   1,352.00

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   1,352.00
(Total questions 8.10 through 8.12)

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, 2022 to December 31, 2022.

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

CV2   Did library staff continue to provide   No
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?

Note: N/A

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

CV4   Did the library provide reference service   Yes
via the Internet or telephone when the building
was physically closed to the public during the
Coronavirus (COVID-19) pandemic?

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

CV6   Did the library intentionally provide Wi-   No
Fi Internet access to users outside the building at
one or more outlets during COVID-19 pandemic?

CV7   Did the library increase access to Wi-Fi   No
Internet access to users outside the building at one
or more outlets during the Coronavirus (COVID-
19) pandemic?

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

CV9   Number of Weeks an Outlet Had Limited 0
Occupancy Due to COVID-19

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 will enter the data into the spreadsheet form available in the survey by clicking a link to an Excel sheet listing prior year outlets is located in section 9. Complete this form and email it to collectconnect@baker-taylor.com and your data will be uploaded into CollectConnect within 24 hours. The data will be loaded in the same order in which it appears in your file, so libraries should be in the correct order on the spreadsheet.

1.	Outlet Name	Kellogg Free Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	5681 Telephone Road Ext.
4.	Outlet Street Address Status	00 (for no change)
5.	City	Cincinnatus
6.	Zip Code	13040
7.	Phone (enter 10 digits only)	(607) 863-4300
8.	Fax Number (enter 10 digits only)	(607) 863-3430
9.	E-mail Address	director@kelloggfreelibrary.org
10.	Outlet URL	http://www.flls.org/memberpages/cincin.html
11.	County	Cortland
12.	School District	Cincinnatus

13.	Library System	Finger Lakes
14.	Outlet Type Code (select one):	CE
15.	Public Service Hours Per Year for This Outlet	1,352
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)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	Y
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	2
20.	Enter the appropriate outlet code (select one):	LO
21.	Who owns this outlet building?	Library Board
22.	Who owns the land on which this outlet is built?	Library Board
23.	Indicate the year this outlet was initially constructed	1930
24.	Indicate the year this outlet underwent a major renovation costing $25,000 or more	2021
25.	Square footage of the outlet	5,000

26. Number of Internet Computers Used by General Public — 7

27. Number of uses (sessions) of public Internet computers per year — 1,560

27a Reporting Method for Number of Uses of Public Internet Computers Per Year — ES - Annual Estimate Based on Typical Week(s)

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

29. Maximum <u>download</u> speed of connection on the outlet's public Internet computers — 2 Greater than 200 kbps and less than 768 kbps

30. Maximum <u>upload</u> speed of connection on the outlet's public Internet computers — 7 Greater than or equal to 10 mbps and less than 15 mbps

31. Internet Provider — Spectrum/Time Warner Cable

32. WiFi Access — Available only when the library is open

33. Wireless Sessions — 365

Note: Number provided by Finger Lakes Library System. According to the Meraki Router software the library averaged 1 connected user per day in 2022, multiplied by 365 = 365.

33a Reporting Method for Wireless Sessions — ES - Annual Estimate Based on Typical Week(s)

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? — N

37. *LIBID* — 2400111370

| 38. | *FSCSID* | NY0142 |

| 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, 2022. 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, 2022 to December 31, 2022)   12

NUMBER OF TRUSTEES AND TERMS

10.2 Does your library have a range of trustees stated in the library's charter documents (incorporation)?   No

10.5 If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)?   5

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)?   5 yrs

BOARD MEMBER SELECTION

10.8 Enter Board Member Selection Code (select one):   EA - board members are elected by the library association membership

List Officers and Board Members as of February 1, 2023. 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	George
10.10	Last Name	Pryor
10.11	Mailing Address	2788 State Rt 26
10.12	City	Cincinnatus
10.13	Zip Code (5 digits only)	13040
10.14	Phone (enter 10 digits only)	(607) 863-3508
10.15	E-mail Address	sgddistrib@yahoo.com
10.16	Term Begins - Month	January
10.17	Term Begins - Year (yyyy)	2023
10.18	Term Expires - Month	December
10.19	Term Expires - Year (yyyy)	2027
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)	01/01/2023
10.22	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A

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. Please Note: It is customized and contains all the data entered last year to be updated this year. Complete this form and email it to collectconnect@baker-taylor.com.

#	Field	Value
1.	Status	Filled
2.	First Name of Board Member	Philip
3.	Last Name of Board Member	Totman
4.	Mailing Address	5622 Piety Hill Rd
5.	City	Cincinnatus
6.	Zip Code (5 digits only)	13040
7.	E-mail address	totshome@yahoo.com
8.	Office Held or Trustee	Vice President
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2023
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2027
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	01/01/2021
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A
16.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name of Board Member	David
3.	Last Name of Board Member	Christy
4.	Mailing Address	2810 Cincinnatus Rd
5.	City	Cincinnatus
6.	Zip Code (5 digits only)	13040
7.	E-mail address	sales@uniformpro.com
8.	Office Held or Trustee	Financial Officer
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2019
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	01/01/2019
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A
16.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name of Board Member	Gretchen
3.	Last Name of Board Member	Shufelt
4.	Mailing Address	P.O. Box 352
5.	City	Cincinnatus
6.	Zip Code (5 digits only)	13040
7.	E-mail address	N/A
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)	2026
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	01/01/2022
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A
16.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name of Board Member	Brenda
3.	Last Name of Board Member	Comolli
4.	Mailing Address	151 NYS Rt 23
5.	City	Cincinnatus
6.	Zip Code (5 digits only)	13040
7.	E-mail address	brendacomolli@ymail.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)	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   01/01/2020
(mm/dd/yyyy) was taken

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

16.   Is this a brand new trustee?   N

Trustee Education

Please Note: last year's answers for repeating groups cannot be displayed.

Complete one record for each person serving as a trustee as of December 31, 2022. These trustees will not be exactly the same as the trustees listed in the section above.

1.   Trustee Name   George Pryor

2.   Has the trustee participated in trustee   Y
education in the last calendar year (2022)?

1.   Trustee Name   Brenda Commoli

2.   Has the trustee participated in trustee   Y
education in the last calendar year (2022)?

1.   Trustee Name   Phil Totman

2.   Has the trustee participated in trustee   Y
education in the last calendar year (2022)?

1.   Trustee Name   Gretchen Shufelt

2.   Has the trustee participated in trustee   Y
education in the last calendar year (2022)?

1.   Trustee Name   Dave Christy

2.   Has the trustee participated in trustee   Y
education in the last calendar year (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. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). *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   N
funds? If yes, complete one record for each taxing
authority; if no, go to question 11.3.

Please Note: last year's answers for repeating groups cannot be displayed.

1.	Source of Funds	N/A
2.	Name of funding County, Municipality or School District	N/A
3.	Amount	N/A
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	N/A
5.	Written Contractual Agreement	N/A

11.2   TOTAL LOCAL PUBLIC FUNDS $0

Note: We do not accept any public funding due to our charter. The Library is funded by an endowment. We cannot accept aid due to tax reasons.

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	$0
11.4	Record all Central Library Services Aid monies received from system headquarters	$0
11.5	Additional State Aid received from the System	$0
11.6	Federal Aid received from the System	$0
11.7	Other Cash Grants	$0

11.8   **TOTAL SYSTEM CASH GRANTS** $0
(Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)

OTHER STATE AID

11.9   State Aid other than LLSA, Central $0
Library Aid (CLDA and/or CBA), or other State
Aid reported as system cash grants

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 $0
Questions 11.10 and 11.11)

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

OTHER RECEIPTS

11.14   Gifts and Endowments $0

11.15   Fund Raising $0

11.16   Income from Investments $166,771

11.17   Library Charges $38

11.18   Other $0

11.19   **TOTAL OTHER RECEIPTS** (Add $166,809
Questions 11.14, 11.15, 11.16, 11.17 and 11.18)

11.20   **TOTAL OPERATING FUND RECEIPTS** (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19) $166,809

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 $185,000

11.24   **TOTAL TRANSFERS** (Add Questions 11.22 and 11.23) $185,000

11.25   BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2022 (Same as Question 12.39 of previous year if fiscal year has not changed) $18,280

Note: There is an error in your records. We have last year's beginning balance for 2022 as 232,658.

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) $370,089

Note: It does equal this. I cannot change it.

12. OPERATING FUND DISBURSEMENTS

Staff/Collection/Capital/Operation and Maintenance

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). 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	$0
12.2	Other Staff	$67,924
12.3	**Total Salaries & Wages Expenditures** (Add Questions 12.1 and 12.2)	$67,924
12.4	**Employee Benefits Expenditures**	$2,610
12.5	**Total Staff Expenditures (Add Questions 12.3 and 12.4)**	$70,534

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	$9,739
12.7	Electronic Materials Expenditures	$0
12.8	Other Materials Expenditures	$0
12.9	**Total Collection Expenditures** (Add Questions 12.6, 12.7 and 12.8)	$9,739

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	$0
12.11	From Other Funds (71OF)	$0
12.12	**Total Capital Expenditures** (Add Questions 12.10 and 12.11)	$0

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 | $42,750 |

| 12.17 | **Total Operation & Maintenance of Buildings** (Add Questions 12.15 and 12.16) | $42,750 |

MISCELLANEOUS EXPENSES

| 12.18 | Office and Library Supplies | $4,631 |

| 12.19 | Telecommunications | $2,407 |

Note: Expenses increased due to the purchase of a laptop, the phone charges went up, a domain was purchased and a printer was purchased

| 12.20 | Postage and Freight | $491 |

| 12.21 | Professional & Consultant Fees | $35,156 |

| 12.22 | Equipment | $0 |

| 12.23 | Other Miscellaneous | $179,151 |

Note: Contributed to the town of Cincinnatus sidewalk project.

| 12.24 | **Total Miscellaneous Expenses** (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22 and 12.23) | $221,836 |

Contracts/Debt Service/Transfers/Grand Total

| 12.25 | **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** | $6,950 |

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)	$351,809

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)	$351,809

12.39   BALANCE IN OPERATING FUND - $18,280
Ending Balance for the Fiscal Year Ending 2022

12.40   **GRAND TOTAL DISBURSEMENTS,** $370,089
TRANSFERS & BALANCE (Add Questions
12.38 and 12.39; same as Question 11.26)

Note: It does equal this amount. I cannot change it.

ASSURANCE

12.41   The Library operated in accordance with   02/25/2023
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).

FISCAL AUDIT

12.42   Last audit performed (mm/dd/yyyy)   N/A

12.43   Time period covered by this audit   N/A
(mm/dd/yyyy) - (mm/dd/yyyy)

12.44   Indicate type of audit (select one):   N/A

CAPITAL FUND

12.45   Does the library have a Capital Fund?   N
Enter Y for Yes, N for No. If No, stop here. If Yes,
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 $0
Sources

13.2   All Other Revenues from Local Sources $0

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

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 $0
and 13.5)

FEDERAL AID FOR CAPITAL PROJECTS

13.7   **TOTAL FEDERAL AID** $0

INTERFUND REVENUE

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

13.9   **TOTAL REVENUES** (Add Questions $0
13.3, 13.6, 13.7 and 13.8)

13.10   **NON-REVENUE RECEIPTS** $0

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

13.12   BALANCE IN CAPITAL FUND - $0
Beginning Balance for Fiscal Year Ending 2022
(Same as Question 14.11 of previous year, if fiscal
year has not changed)

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

Note: This amount does equal last year's total.

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 2022	$0
14.12	**TOTAL CASH DISBURSEMENTS AND BALANCE** (Add Questions 14.10 and 14.11; same as Question 13.13)	$0

15. CENTRAL LIBRARIES

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	0.00
16.2	Total Librarians	1.03
16.3	All Other Paid Staff	0.86
16.4	Total Paid Employees	1.89
16.5	State Government Revenue	$0
16.6	Federal Government Revenue	$0
16.7	Other Operating Revenue	$166,809
16.8	Total Operating Revenue	$166,809

Note: These are private funds and the total ended up being greater than last year due to increased expenses of salaries, utilities, and library materials. More funds were taken from the endowment.

16.9	Other Operating Expenditures	$271,536

Note: 12.19: Expenses increased due to the purchase of a laptop, the phone charges went up, a domain was purchased and a printer was purchased. 12.23: Contributed to the town of Cincinnatus sidewalk project. These increases explain the overall increase for Operating Expenditures.

16.10	Total Operating Expenditures	$351,809

Note: This is a higher number due to increased expenses in salaries, utilities and library materials and maintenance.

16.11	Total Capital Expenditures	$0
16.12	Print Materials	19,020
16.12a	Total Physical Items in Collection	20,451

16.13	Total Registered Borrowers	778
16.14	Other Capital Revenue and Receipts	$0
16.15	Number of Internet Computers Used by General Public	7
16.16	Total Uses (sessions) of Public Internet Computers Per Year	1,560

Note: This is based on an average use of our public computers each week, multiplied by the number of weeks the library is open. Due to decreased numbers of patronage in the previous year, more used online resources.

16.17	Wireless Sessions	365

Note: Number reported last year was incorrect; 100,100 actually equaled the number of individuals who passed by the library, not who actually connected to the wireless internet. The 2022 number was provided by Finger Lakes Library System.

16.18	Total Capital Revenue	$0

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	*LIB ID*	2400111370
17.2	*Interlibrary Relationship Code*	ME
17.3	*Legal Basis Code*	NP
17.4	*Administrative Structure Code*	SO
17.5	*FSCS Public Library Definition*	N
17.6	*Geographic Code*	CD1
17.7	*FSCS ID*	NY0142
17.8	*SED CODE*	800000056282
17.9	*INSTITUTION ID*	800000056282

SUGGESTED IMPROVEMENTS

Library Name: KELLOGG FREE LIBRARY

Library System: Finger Lakes Library System

Name of Person Completing Form: Martha Nettleton

Phone Number: (607) 863-4300

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

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

Please share with us your suggestions for   Make the program statistics
improving the *Annual Report.* When providing   clearer...ie: How many
feedback, if applicable please indicate the   programs total? How many
question number each comment/suggestion refers   attendees? Include summer
to. Thank you!   with regular programming.