Seneca Falls 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	2400566010
1.2	Library Name	SENECA FALLS 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	Seneca Falls
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   47 CAYUGA STREET

1.15   City   SENECA FALLS

1.16   Zip Code   13148

1.17   Mailing Address   47 CAYUGA STREET

1.18   City   SENECA FALLS

1.19   Zip Code   13148

1.20   Telephone Number (enter 10 digits only   (315) 568-8265
and hit the Tab key; enter N/A if no telephone
number)

1.21   Fax Number (enter 10 digits only and hit   (315) 856-8460
the Tab key; enter N/A if no fax number)

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

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

1.24	Population Chartered to Serve (per 2020 Census)	9,699
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):	School District
1.27	During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No.	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	7/16/2012
1.30	Date the library was last registered	12/31/1975
1.31	Federal Employer Identification Number	166075457
1.32	County	SENECA
1.33	School District	Seneca Falls Central Schools
1.34	Town/City	Seneca Falls
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   Jenny

1.38   Last Name of Library Director/Manager   Burnett

1.39   NYS Public Librarian Certification Number   HA3ZMKV

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

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

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

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

1.44   Fax Number of the Director/Manager   (315) 856-8460

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.   Y

Public Votes/Contracts

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

1.	Name of municipality or district holding the public vote	Seneca Falls School District

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

3.	Date the vote was held (mm/dd/2022)	05/17/2022

4.	Was the vote successful? Y/N	Y

5.	What type of public vote was it?	school district ballot proposition (Ed. Law §259(1)(a))

6a.	Most recent prior year approved appropriation from a public vote:	$322,000

6b.	Proposed increase in appropriation as a result of the vote held on the date reported in question number 3:	$15,000

6c.	Total proposed appropriation (sum of 6a and 6b):	$337,000

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 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.	N

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

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 from the last successful vote?	N/A

1.48	Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for *each* contract. If no, go to question 1.49.	Y

Unusual Circumstances

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

1.	Name of contracting municipality or district	Seneca County

2.	Is this a written contractual agreement?	Y

3.	Population of the geographic area served by this contract	33,814

4.	Dollar amount of contract	$23,500

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

1.49   For the reporting year, has the library   Y
experienced any unusual circumstance(s) that
affected the statistics reported (e.g., natural
disaster, fire, closed for renovations, massive
weeding of collection, etc.)? If yes, please
annotate explaining the circumstance(s) and the
impact on the library using the Note; if no, please
go to Part 2, Library Collection.

Note: Continuing COVID19 restrictions continued to impact our circulation and program numbers.

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   11,489

2.2   Adult Non-fiction Books   5,667

2.3   Total Adult Books (Total questions 2.1 & 17,156
2.2)

2.4   Children's Fiction Books   5,854

2.5   Children's Non-fiction Books   2,366

2.6   Total Children's Books (Total questions   8,220
2.4 & 2.5)

2.7 Total Cataloged Books (Total questions 25,376
2.3 & 2.6)

Other Print Materials

2.8 Total Uncataloged Books 656

2.9 Total Print Serials 55

2.10 All Other Print Materials 0

2.11 Total Other Print Materials (Total 711
questions 2.8 through 2.10)

2.12 Total Print Materials (Total questions 2.7 26,087
and 2.11)

ALL OTHER MATERIALS
Electronic Materials

2.13 Electronic Books 21,281

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 11,440

2.18 Video - Downloadable Units 79

2.19 Other Electronic Materials (Include 359
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.)

Note: This year we digitized our scrapbook collection making it fully searchable. We have also
digitized our onsite collection of propriety business files, both of these digitization processes lead to
the increase seen in this question.

| 2.20 | Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19) | 33,179 |

Non-Electronic Materials

| 2.21 | Audio - Physical Units | 625 |

| 2.22 | Video - Physical Units | 2,593 |

| 2.23 | Other Circulating Physical Items | 270 |

| 2.24 | Total Other Materials - Non-Electronic (Total questions 2.21 through 2.23) | 3,488 |

Grand Total/Additions to Holdings

| 2.25 | **GRAND TOTAL HOLDINGS** (Total questions 2.12, 2.20 and 2.24) | 62,754 |

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

| 2.26 | Cataloged Books | 1,874 |

| 2.27 | All Other Print Materials | 0 |

| 2.28 | Electronic Materials | 17,144 |

| 2.29 | All Other Materials | 269 |

| 2.30 | Total Additions (Total questions 2.26 through 2.29) | 19,287 |

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 <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)	41,684

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	3,943

3.3	Registered non-resident borrowers	1,140

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 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 12/31/22.

ACCESSIBILITY (Answer Y for Yes, N for No)

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

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

3.13   Does the library have large print books?   Y

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

3.15 - If so, what do you have?

screen reader, such as JAWS, Windoweyes or NVDA   No

refreshable Braille commonly referred to as a refreshable Braille display   No

screen magnification software, such as Zoomtext   No

electronic scanning and reading software, such as OpenBook   No

3.16   Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)?   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   59
Sessions Targeted at Adults Age 19 or Older

3.18   Number of Synchronous Program   71
Sessions Targeted at Young Adults Ages 12-18

3.19a   Number of Synchronous Program   62
Sessions Targeted at Children Ages 0-5

Note: We are increasing our programming offerings as COVID19 restrictions recede. In addition we have also hired an additional Teen & Adult Services Coordinator and are able to provide more programming as a result.

3.19b   Number of Synchronous Program   317
Sessions Targeted at Children Ages 6-11

Note: We are increasing our programming offerings as COVID19 restrictions recede. In addition we have also hired an additional Teen & Adult Services Coordinator and are able to provide more programming as a result.

3.20   Number of Synchronous General Interest 91
Program Sessions

3.21   Total Number of Synchronous Program   600
Sessions (Total questions 3.17, 3.18, 3.19a, 3.19b, 3.20)

Note: We are increasing our programming offerings as COVID19 restrictions recede. In addition we have also hired an additional Teen & Adult Services Coordinator and are able to provide more programming as a result.

3.21a   Number of Synchronous In-Person   485
Onsite Program Sessions

3.21b   Number of Synchronous In-Person   56
Offsite Program Sessions

3.21c   Number of Synchronous Virtual Program 59
Sessions

3.21d   Total number of synchronous programs   600
(3.21a + 3.21b + 3.21c)

3.22   One-on-One Program Sessions   568

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   300
Targeted at Adults Age 19 or Older

3.25   Attendance at Synchronous Programs   337
Targeted at Young Adults Ages 12-18

3.26a   Attendance at Synchronous Programs   1,175
Targeted at Children Ages 0-5

3.26b   Attendance at Synchronous Programs   6,950
Targeted at Children Ages 6-11

3.27   Attendance at Synchronous General   5,303
Interest Programs

3.28   Total Attendance at Synchronous   14,065
Programs (Total questions 3.24, 3.25, 3.26a,
3.26b, 3.27).

Note: We are increasing our programming offerings as COVID19 restrictions recede. In addition we
have also hired an additional Teen & Adult Services Coordinator and are able to provide more
programming as a result.

3.28a   Synchronous In-Person Onsite Program   9,473
Attendance

3.28b   Synchronous In-Person Offsite Program   3,364
Attendance

Note: We were able to provide services in the schools once again this year due to Covid19 restrictions easing. This lead to an increase in our offsite programs numbers.

3.28c   Synchronous Virtual Program   1,228
Attendance

Note: Due to easing of COVID19 restrictions we have returned mainly to in person programming, leading to a decrease in overall attendance for online programs.

3.28d   Total synchronous program attendance   14,065
(3.28a + 3.28b + 3.28c)

3.29   One-on-One Program Attendance   568

Note: We more accurately tracked out Take and Make projects this year, and included several more grab and go projects that were pre-counted to be sure that we kept accurate records in this area.

3.29a   Total Number of Asynchronous Program 0
Presentations

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

3.30   Total Number of Children's Programs   379
(sum of Q3.19a and Q3.19b)

3.31   Total Children's Program Attendance   8,125
(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   No

d.		Summer Reading at New York Libraries	Yes
name and/or logo used

e.		Collaborative Summer Library Program	Yes
(CSLP Manual, provided through the New York
State Library, used)

f.		N/A						No

3.33	Library outlets offering the summer		1
reading program

3.34	Children registered for the library's		148
summer reading program

3.35	Young adults registered for the library's	21
summer reading program

3.36	Adults registered for the library's		59
summer reading program

3.37	Total number registered for the library's	228
summer reading program (total 3.34 + 3.35 +
3.36)

3.38	Children's program sessions - Summer		140
2022

3.39	Young adult program sessions - Summer	10
2022

3.40	Adult program sessions - Summer 2022	9

3.41	Total program sessions - Summer 2022	159
(total 3.38 + 3.39 + 3.40)

3.42	Children's program attendance - Summer	5,112
2022

3.43	Young adult program attendance -		136
Summer 2022

3.44   Adult program attendance - Summer   51
2022

3.45   Total program attendance - Summer   5,299
2022 (total 3.42 + 3.43 + 3.44)

COLLABORATORS

3.46   Public school district(s) and/or BOCES   4

3.47   Non-public school(s)   1

3.48   Childcare center(s)   3

3.49   Summer camp(s)   1

3.50   Municipality/Municipalities   1

3.51   Literacy provider(s)   0

3.52   Other (describe using the State note)   2

Note: We partnered with Moziac at two locations and the NYS summer lunch program.

3.53   Total Collaborators (total 3.46 through   12
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 (kindergarten)	51
b.	Focus on parents & caregivers	7
c.	Combined audience	4
d.	N/A	0
3.57	Total Sessions	62

3.58 - Attendance at sessions

a.	Focus on birth - school entry (kindergarten)	937
b.	Focus on parents & caregivers	117
c.	Combined audience	121
d.	N/A	0
3.59	Total Attendance	1,175

3.60 - 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	Yes

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   Yes
programs?

3.62   Total group program sessions   18

3.63   Total one-on-one program sessions   0

3.64   Total group program attendance   113

3.65   Total one-on-one program attendance   0

3.66 - Collaborators (check all that apply)

a.   Literacy NY (Literacy Volunteers of   Yes
America)

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

c.   Non-Public Schools   Yes

d.   Other (see instructions and describe   No
using Note)

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 + 3.70)	0
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 + 3.74 + 3.75)	0
3.77	One-on-one program attendance	0

3.78 - Collaborators (check all that apply):

a.	Literacy NY (Literacy Volunteers of America)	No
b.	Public School District(s) and/or BOCES	No
c.	Non-Public School(s)	No
d.	Other (describe using the Note)	No

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

DIGITAL LITERACY

3.79	Did the library offer digital literacy programs?	Y
3.80	Total group program sessions	2
3.81	Total one-on-one program sessions	0
3.82	Total group program attendance	9
3.83	Total one-on-one program attendance	0

3.84   Did your library offer teen-led activities   Y
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	12,229
4.2	Adult Non-fiction Books	3,866
4.3	Total Adult Books (Total questions 4.1 & 4.2)	16,095
4.4	Children's Fiction Books	10,682
4.5	Children's Non-fiction Books	2,330
4.6	Total Children's Books (Total questions 4.4 & 4.5)	13,012
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	29,107

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	5,671
4.9	Circulation of Children's Other Materials	4,171
4.10	Circulation of Other Physical Items (Total questions 4.8, 4.9)	9,842
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	38,949

ELECTRONIC USE

| 4.12 | Use of Electronic Material | 5,423 |

4.13   Successful Retrieval of Electronic   0
Information

4.14   Electronic Content Use (Total questions   5,423
4.12 & 4.13)

4.15   Total Circulation of Materials (Total   44,372
questions 4.11 & 4.12)

4.16   Total Collection Use (Total questions   44,372
4.13 & 4.15)

4.17   Grand Total Circulation of Children's   17,183
Materials (Total questions 4.6 & 4.9)

4.18   As of the end of the reporting period,   No
does the library charge overdue fines to any users
when they fail to return physical print materials by
the date due?

REFERENCE TRANSACTIONS

4.19   Total Reference Transactions   4,484

4.19a   Regarding the number of Reference   CT - Annual Count
Transactions entered, is this an annual count or an
annual estimate based on a typical week or weeks?

4.20   Does the library offer virtual reference?   Y

Interlibrary Loan

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.21   TOTAL MATERIALS RECEIVED   6,641

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.22   TOTAL MATERIALS PROVIDED   4,678

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 outside the library?	Y
5.4	Annual number of visits to the library's web site	55,352
5.5	Does the library use Internet filtering software on any computer?	Y
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-rate benefits?	Y
5.9	If yes, in which consortium are you participating?	Finger Lakes Library System
5.10	Name of the person responsible for the library's Information Technology (IT) services	Jenny Burnett
5.11	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(315) 568-8265
5.12	IT contact's email address	director@senecafallslibrary.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 40
to compute FTE for all paid library personnel in
this section.

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2 Library Director (certified) 1

6.3 Vacant Library Director (certified) 0

6.4 Librarian (certified) 0

6.5 Vacant Librarian (certified) 0

6.6 Library Manager (not certified) 0

6.7 Vacant Library Manager (not certified) 0

6.8 Library Specialist/Paraprofessional (not 0
certified)

6.9 Vacant Library 0
Specialist/Paraprofessional (not certified)

6.10 Other Staff 7.13

Note: Four full time staff and five part time staff with various hours.

6.11 Vacant Other Staff 0

6.12 TOTAL PAID STAFF (Total questions 8.13
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)   1

6.17   Salary - Library Director (certified) $63,863

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, 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 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 service.   Y

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	1
8.4	Other Outlets	0
8.5	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)	2

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

8.6   Minimum Weekly Total Hours - Main   58.00
Library

8.7   Minimum Weekly Total Hours - Branch   0.00
Libraries

8.8   Minimum Weekly Total Hours -   0.31
Bookmobiles

8.9   Minimum Weekly Total Hours - Total   58.31
Hours Open (Total questions 8.6 - 8.8)

8.10   Annual Total Hours - Main Library   2,968.00

8.11   Annual Total Hours - Branch Libraries   0.00

8.12   Annual Total Hours - Bookmobiles   21.00

8.13   Annual Hours Open - Total Hours Open   2,989.00
(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   Yes
physically closed to the public for any period of
time due to the Coronavirus (COVID-19)
pandemic?

Note: Closure from 1/7/2022-1/17/2022.

CV2   Did library staff continue to provide   Yes
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?

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-   Yes
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   2
Occupancy Due to COVID-19

Note: Closure from 1/7/2022-1/17/2022

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	Seneca Falls Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	47 CAYUGA STREET
4.	Outlet Street Address Status	00 (for no change)
5.	City	Seneca Falls
6.	Zip Code	13148
7.	Phone (enter 10 digits only)	(315) 568-8256
8.	Fax Number (enter 10 digits only)	(315) 856-8460
9.	E-mail Address	director@senecafallslibrary.org
10.	Outlet URL	senecafallslibrary.org
11.	County	Seneca
12.	School District	Seneca Falls School District

13. Library System   Finger Lakes Library System

14. Outlet Type Code (select one):   CE

15. Public Service Hours Per Year for This   2,968
Outlet

16. Number of Weeks This Outlet is Open   50

16a   Number of weeks an outlet closed due to   2
COVID-19

16b   Number of weeks an outlet had limited   0
occupancy due to COVID-19

17.   Does this outlet have meeting space   Y
available for public use (non-library sponsored
programs, meetings and/or events)?

18.   Is the meeting space available for public   N
use even when the outlet is closed?

19.   Total number of non-library sponsored   159
programs, meetings and/or events at this outlet

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

21.   Who owns this outlet building?   Library Board

22.   Who owns the land on which this outlet   Library Board
is built?

23.   Indicate the year this outlet was initially   2002
constructed

24.   Indicate the year this outlet underwent a   2020
major renovation costing $25,000 or more

25.   Square footage of the outlet   11,900

26.   Number of Internet Computers Used by   9
General Public

27.   Number of uses (sessions) of public   2,699
Internet computers per year

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

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

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

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

31.   Internet Provider   Spectrum/Time Warner Cable

32.   WiFi Access   No restrictions to access

33.   Wireless Sessions   7,665

33a   Reporting Method for Wireless Sessions   CT - Annual Count

34.   Does the outlet have a building entrance   Y
that is physically accessible to a person in a
wheelchair?

35.   Is every public part of the outlet   Y
accessible to a person in a wheelchair?

36.   Does your **outlet** have a Makerspace?   Y

37.   *LIBID*   2400566010

38.   *FSCSID*   NY0150

39.	*Number of Bookmobiles in the Bookmobile Outlet Record*	0
40.	*Outlet Structure Status*	00 (for no change from previous year)
1.	Outlet Name	Bookmobile
2.	Outlet Name Status	00 (for no change)
3.	Street Address	47 CAYUGA STREET
4.	Outlet Street Address Status	00 (for no change)
5.	City	Seneca Falls
6.	Zip Code	13148
7.	Phone (enter 10 digits only)	(315) 568-8265
8.	Fax Number (enter 10 digits only)	(315) 856-8460
9.	E-mail Address	director@senecafallslibrary.org
10.	Outlet URL	N/A
11.	County	Seneca
12.	School District	Seneca Falls School District
13.	Library System	Finger Lakes Library System
14.	Outlet Type Code (select one):	BS
15.	Public Service Hours Per Year for This Outlet	21
16.	Number of Weeks This Outlet is Open	6

16a   Number of weeks an outlet closed due to 0
COVID-19

16b   Number of weeks an outlet had limited 0
occupancy due to COVID-19

17.   Does this outlet have meeting space   N
available for public use (non-library sponsored
programs, meetings and/or events)?

18.   Is the meeting space available for public N
use even when the outlet is closed?

19.   Total number of non-library sponsored N/A
programs, meetings and/or events at this outlet

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

21.   Who owns this outlet building?   Library Board

22.   Who owns the land on which this outlet Library Board
is built?

23.   Indicate the year this outlet was initially N/A
constructed

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

25.   Square footage of the outlet   N/A

26.   Number of Internet Computers Used by 0
General Public

27.   Number of uses (sessions) of public 0
Internet computers per year

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

28. Type of connection on the outlet's public Internet computers — Other (specify using the State note)

29. Maximum <u>download</u> speed of connection on the outlet's public Internet computers

30. Maximum <u>upload</u> speed of connection on the outlet's public Internet computers

31. Internet Provider

32. WiFi Access

33. Wireless Sessions — 0

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? — N

35. Is every public part of the outlet accessible to a person in a wheelchair? — N

36. Does your **outlet** have a Makerspace? — N

37. *LIBID* — 2400566010

38. *FSCSID* — NY0150

39. *Number of Bookmobiles in the Bookmobile Outlet Record* — 1

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)?   Yes

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

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

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 years

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   Martin

10.10 Last Name   Toombs

10.11 Mailing Address   84 Bridge Street

10.12	City	Seneca Falls
10.13	Zip Code (5 digits only)	13148
10.14	Phone (enter 10 digits only)	(315) 568-9125
10.15	E-mail Address	marty@toombs.info
10.16	Term Begins - Month	June
10.17	Term Begins - Year (yyyy)	2021
10.18	Term Expires - Month	June
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, 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)	N/A
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

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

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.

1.	Status	Filled

2.	First Name of Board Member	Mary

3.	Last Name of Board Member	Sandroni

4.	Mailing Address	98 Troy Street

5.	City	Seneca Falls

6.	Zip Code (5 digits only)	13148

7.	E-mail address	marisan2766@gmail.com

8.	Office Held or Trustee	Vice President

9.	Term Begins - Month	June

10.	Term Begins - Year (year)	2021

11.	Term Expires	June

12.	Term Expires - Year (yyyy)	2024

13.	Is the trustee serving a full term? If No,	Yes
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	N/A
(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

1.	Status	Filled

2.	First Name of Board Member	Robert
3.	Last Name of Board Member	Kernan
4.	Mailing Address	25 Tall Oaks Drive
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	E-mail address	rkernan3@rochester.rr.com
8.	Office Held or Trustee	Financial Officer
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	2021
11.	Term Expires	June
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	N/A
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	Daniel
3.	Last Name of Board Member	Emmo
4.	Mailing Address	117 Bridge Street
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	E-mail address	uncadan64@aol.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	2021
11.	Term Expires	June
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	N/A
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	Susan
3.	Last Name of Board Member	Sinicropi
4.	Mailing Address	117 Cayuga Street
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	E-mail address	susan117@rochester.rr.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	2020
11.	Term Expires	June
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	N/A
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	Marcy
3.	Last Name of Board Member	Neumire
4.	Mailing Address	56 Mason Street
5.	City	Geneva
6.	Zip Code (5 digits only)	14456
7.	E-mail address	marcyneumire@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	2020
11.	Term Expires	June
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	N/A
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	Vincent
3.	Last Name of Board Member	Sinicropi
4.	Mailing Address	25 Troy Street
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	E-mail address	v.sinicropi@yahoo.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	2020
11.	Term Expires	June
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	N/A
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	Laurie
3.	Last Name of Board Member	Lorenzetti
4.	Mailing Address	72 Cayuga St.
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	E-mail address	llorenzetti@me.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	2020
11.	Term Expires	June
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	N/A
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	Marie
3.	Last Name of Board Member	Leo
4.	Mailing Address	90 W. Bayard St.
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	E-mail address	leos@rochester.rr.com
8.	Office Held or Trustee	Secretary
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	2020
11.	Term Expires	June
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	N/A
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	Maggie
3.	Last Name of Board Member	Carson
4.	Mailing Address	31 Cayuga St.
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	E-mail address	magcarson@verizon.ne
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	2020
11.	Term Expires	June
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	N/A
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	Patricia
3.	Last Name of Board Member	Novak
4.	Mailing Address	33 Mechanic St., Seneca Falls
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	E-mail address	pathnovak@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	2020
11.	Term Expires	June
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	N/A
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	Conchetta
3.	Last Name of Board Member	Brown
4.	Mailing Address	PO Box 120
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	E-mail address	chettabrown1@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	2020
11.	Term Expires	June
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	N/A
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	Kelly
3.	Last Name of Board Member	Redder
4.	Mailing Address	2533 Lower Lake Road
5.	City	Seneca Falls
6.	Zip Code (5 digits only)	13148
7.	E-mail address	kellyredder@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2023
11.	Term Expires	June
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.	No
14.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A
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?	Y
1.	Status	Vacant

2.	First Name of Board Member	N/A
3.	Last Name of Board Member	N/A
4.	Mailing Address	N/A
5.	City	N/A
6.	Zip Code (5 digits only)	N/A
7.	E-mail address	N/A
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	N/A
11.	Term Expires	June
12.	Term Expires - Year (yyyy)	N/A
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.	N/A
14.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A
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	Vacant

2.	First Name of Board Member	N/A
3.	Last Name of Board Member	N/A
4.	Mailing Address	N/A
5.	City	N/A
6.	Zip Code (5 digits only)	N/A
7.	E-mail address	N/A
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	June
10.	Term Begins - Year (year)	N/A
11.	Term Expires	June
12.	Term Expires - Year (yyyy)	N/A
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.	N/A
14.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A
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?	Y

Trustee Education

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   Deborah Jones

Note: Term ended in June 2022.

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

1.   Trustee Name   Mary Sandroni

Note: Term ended in June 2022.

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

1.   Trustee Name   Robert Kernan

Note: Term ended in June 2022.

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

1.   Trustee Name   Daniel Emmo

Note: Term ended in June 2022.

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

1.   Trustee Name   Susan Sinicropi

Note: Term ended in June 2022.

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

1.   Trustee Name   Marcy Neumire

Note: Term ended in June 2022.

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

1.   Trustee Name   Vincent Sinicropi

Note: Term ended in June 2022.

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

1.   Trustee Name   Laure Lorenzetti

Note: Term ended in June 2022.

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

1.   Trustee Name   Marie Leo

Note: Term ended in June 2022.

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

1.   Trustee Name   Maggie Carson

Note: Term ended in June 2022.

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

1.   Trustee Name   Patricia Novak

Note: Term ended in June 2022.

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

1.   Trustee Name   Conchetta Brown

Note: Term ended in June 2022.

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

| 1. | Trustee Name | Cindy Ody-Oretego |

Note: Term ended in June 2022.

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

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 funds? If yes, complete one record for each taxing authority; if no, go to question 11.3. | Y |

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

| 1. | Source of Funds | School District |

| 2. | Name of funding County, Municipality or School District | Seneca Falls CSD |

| 3. | Amount | $329,500 |

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

| 5. | Written Contractual Agreement | N/A |

| 1. | Source of Funds | County |

| 2. | Name of funding County, Municipality or School District | Seneca County |

| 3. | Amount | $23,500 |

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**	$353,000

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	$2,868

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

11.5	Additional State Aid received from the System	$2,000

11.6	Federal Aid received from the System	$0

11.7	Other Cash Grants	$1,560

11.8	**TOTAL SYSTEM CASH GRANTS** (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	$6,428

OTHER STATE AID

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

Federal Aid/Other Receipts

FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	$0

11.11	Other Federal Aid	$0

11.12	**TOTAL FEDERAL AID** (Add Questions 11.10 and 11.11)	$0

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

OTHER RECEIPTS

11.14 Gifts and Endowments $610,879

11.15 Fund Raising $9,331

11.16 Income from Investments $1,747

11.17 Library Charges $2,806

11.18 Other $27,340

Note: IRS Payroll Credit - Covid = 22308 Sale of Books - 3753 Employee 401k withholding note submitted until January 2023 - 1279

11.19 **TOTAL OTHER RECEIPTS** (Add $652,103
Questions 11.14, 11.15, 11.16, 11.17 and 11.18)

11.20 **TOTAL OPERATING FUND** $1,011,531
RECEIPTS (Add Questions 11.2, 11.8, 11.9,
11.12, 11.13 and 11.19)

11.21 **BUDGET LOANS** $0

Transfers/Grant Total

TRANSFERS

11.22 From Capital Fund (Same as Question $0
14.8)

11.23 From Other Funds $0

11.24 **TOTAL TRANSFERS** (Add Questions $0
11.22 and 11.23)

11.25   BALANCE IN OPERATING FUND - $701,315
Beginning Balance for Fiscal Year Ending 2022
(Same as Question 12.39 of previous year if fiscal
year has not changed)

11.26   **GRAND TOTAL RECEIPTS,** $1,712,846
BUDGET LOANS, TRANSFERS AND
BALANCE (Add Questions 11.20, 11.21, 11.24
and 11.25; Same as Question 12.40)

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	$63,693
12.2	Other Staff	$214,616
12.3	**Total Salaries & Wages Expenditures** (Add Questions 12.1 and 12.2)	$278,309
12.4	**Employee Benefits Expenditures**	$35,925
12.5	**Total Staff Expenditures (Add Questions 12.3 and 12.4)**	$314,234

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	$25,249
12.7	Electronic Materials Expenditures	$6,818
12.8	Other Materials Expenditures	$9,007

12.9   **Total Collection Expenditures** (Add $41,074
Questions 12.6, 12.7 and 12.8)

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10   From Local Public Funds (71PF) $0

12.11   From Other Funds (71OF) $20,554

12.12   **Total Capital Expenditures** (Add $20,554
Questions 12.10 and 12.11)

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 $0
12.14)

12.16   Other Disbursements for Operation & $106,777
Maintenance of Buildings

12.17   **Total Operation & Maintenance of** $106,777
Buildings (Add Questions 12.15 and 12.16)

MISCELLANEOUS EXPENSES

12.18   Office and Library Supplies $15,192

12.19   Telecommunications $5,231

12.20   Postage and Freight $1,168

12.21   Professional & Consultant Fees $17,001

12.22   Equipment $0

12.23   Other Miscellaneous $19,481

12.24 **Total Miscellaneous Expenses** (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22 and 12.23) $58,073

Contracts/Debt Service/Transfers/Grand Total

12.25 **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** $11,458

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) $552,170

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 $0
Questions 12.33 and 12.34; same as Question
13.8)

12.36   **Transfer to Other Funds** $500,000

12.37   **TOTAL TRANSFERS** (Add Questions $500,000
12.35 and 12.36)

12.38   **TOTAL DISBURSEMENTS AND** $1,052,170
TRANSFERS (Add Questions 12.32 and 12.37)

12.39   BALANCE IN OPERATING FUND - $660,676
Ending Balance for the Fiscal Year Ending 2022

12.40   **GRAND TOTAL DISBURSEMENTS,** $1,712,846
TRANSFERS & BALANCE (Add Questions
12.38 and 12.39; same as Question 11.26)

ASSURANCE

12.41   The Library operated in accordance with   02/20/2023
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 Sources $0

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)

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 $0
Questions 14.3, 14.4 and 14.5)

14.7   TOTAL PROJECT EXPENDITURES $0
(Add Questions 14.1, 14.2 and 14.6)

14.8   TRANSFER TO OPERATING FUND $0
(Same as Question 11.22)

14.9   NON-PROJECT EXPENDITURES $0

14.10   TOTAL CASH DISBURSEMENTS $0
AND TRANSFERS (Add Questions 14.7, 14.8
and 14.9)

14.11   BALANCE IN CAPITAL FUND - $0
Ending Balance for the Fiscal Year Ending 2022

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

15. CENTRAL LIBRARIES

PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.
Note: See instructions for definitions and calculations of each of these Federal Totals.

16.1	Total ALA-MLS	1.00
16.2	Total Librarians	1.00
16.3	All Other Paid Staff	7.13

Note: We have hired one new full time Teen and Adult Services Coordinator and made three other members of our team full time, and have hired a substitute clerk. We now have one full time library director, four full time staff and five part time staff.

16.4	Total Paid Employees	8.13

Note: We have hired one new full time Teen and Adult Services Coordinator and made three other members of our team full time, and have hired a substitute clerk. We now have one full time library director, four full time staff and five part time staff.

16.5	State Government Revenue	$4,868
16.6	Federal Government Revenue	$0
16.7	Other Operating Revenue	$653,663

Note: IRS Payroll Credit - Covid = 22308 Sale of Books - 3753 Employee 401k withholding note submitted until January 2023 - 1279

16.8	Total Operating Revenue	$1,011,531

Note: In the last two years we have received large bequests from the estates of deceased library members. We do not expect any further large donations for the 2023 year at this time.

16.9	Other Operating Expenditures	$176,308

16.10	Total Operating Expenditures	$531,616
16.11	Total Capital Expenditures	$20,554
16.12	Print Materials	26,087
16.12a	Total Physical Items in Collection	29,575
16.13	Total Registered Borrowers	5,083
16.14	Other Capital Revenue and Receipts	$0
16.15	Number of Internet Computers Used by General Public	9
16.16	Total Uses (sessions) of Public Internet Computers Per Year	2,699
16.17	Wireless Sessions	7,665

Note: We have changed the way we are tracking these sessions using the Meraki dashboard for better accuracy. Last year we counted unique sessions only. This year we are counting all sessions.

16.18	Total Capital Revenue	$0

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	*LIB ID*	2400566010
17.2	*Interlibrary Relationship Code*	ME
17.3	*Legal Basis Code*	NP
17.4	*Administrative Structure Code*	MO
17.5	*FSCS Public Library Definition*	Y
17.6	*Geographic Code*	SU1
17.7	*FSCS ID*	NY0150

17.8	*SED CODE*	800000056307

17.9	*INSTITUTION ID*	800000056307

SUGGESTED IMPROVEMENTS

Library Name: SENECA FALLS LIBRARY

Library System: Finger Lakes Library System

Name of Person Completing Form: Jenny Burnett

Phone Number: (315) 568-8265

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
improving the *Annual Report.* When providing
feedback, if applicable please indicate the
question number each comment/suggestion refers
to. Thank you!