Lansing Community Library
Annual Report For Public And Association Libraries - 2022

1. GENERAL LIBRARY INFORMATION

No Notes

2. LIBRARY COLLECTION

No Notes

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

3.19a	Number of Synchronous Program Sessions Targeted at Children Ages 0-5	We held many more in person programs in 2022.
3.21a	Number of Synchronous In-Person Onsite Program Sessions	We held many more in person programs in 2022.
3.21d	Total number of synchronous programs (3.21a + 3.21b + 3.21c)	We held many more in person programs in 2022.
3.22	One-on-One Program Sessions	We held less one on one programs and more general public programs.
3.26b	Attendance at Synchronous Programs Targeted at Children Ages 6-11	We held many more in person programs in 2022. Our building was fully open and people felt more comfortable attending in person programming. We did not need to hold the virtual programs.
3.28a	Synchronous In-Person Onsite Program Attendance	We held many more in person programs in 2022. Our building was fully open and people felt more comfortable attending in person programming. We did not need to hold the virtual programs.

3.29	One-on-One Program Attendance	We hosted more group programming and less one on one.We held many more in person programs in 2022. Our building was fully open and people felt more comfortable attending in person programming. We did not need to hold the virtual programs.

4. LIBRARY TRANSACTIONS

No Notes

5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

6. STAFF INFORMATION

No Notes

7. MINIMUM PUBLIC LIBRARY STANDARDS

No Notes

8. PUBLIC SERVICE INFORMATION

No Notes

8A. COVID

CV2	Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic?	N/A
CV4	Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic?	N/A

9. SERVICE OUTLET INFORMATION

10. OFFICERS AND TRUSTEES

10.1   Total number of board meetings held during calendar year (January 1, 2022 to December 31, 2022)

We did not hold a meeting in July.

11. OPERATING FUNDS RECEIPTS

11.2   **TOTAL LOCAL PUBLIC FUNDS**

Our 2022 Lansing school District tax levy was deposited in November of 2021. Our 2023 public vote Lansing school district tax levy was recieved/deposited in January 2023.

11.16   Income from Investments

The Board of Trustees decided not to take a $2,000 payout from our endowment in 2022 as we were successful with grants and gifts.

11.22   From Capital Fund (Same as Question 14.8)

PFL employee deductions reimbursed from 2017-2021. Did not have a PFL plan, but deductions were being taken.

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)

We usually deposit the Lansing Town Tax $ in December for the next year. We then make a journal entry to show that amount as income in the year it was given for. However, this year's tax $ was deposited in 2023 for 2023, but the bank balance is lower than usual, throwing our disbursements off.

12. OPERATING FUND DISBURSEMENTS

12.18   Office and Library Supplies

Purchased a tampon dispenser, 2 cabinets and a receiving cart.

12.21   Professional & Consultant Fees

We did not have a dungeon & dragons club this year or a large multi-library program like last year, David Kirk.

12.25   **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE**

Amount FLLS billed us in 2021, Polaris & Faronics.

12.26   From Local Public Funds (73PF)   Money invested into LPL Financial

12.39   BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2022

We usually deposit the Lansing Town Tax $ in December for the next year. We then make a journal entry to show that amount as income in the year it was given for. However, this year's tax $ was deposited in 2023 for 2023, but the bank balance is lower than usual, throwing our disbursements off.

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

We usually deposit the Lansing Town Tax $ in December for the next year. We then make a journal entry to show that amount as income in the year it was given for. However, this year's tax $ was deposited in 2023 for 2023, but the bank balance is lower than usual, throwing our disbursements off.

13. CAPITAL FUND RECEIPTS

13.2   All Other Revenues from Local Sources   Capital Savings Interest

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

Last year we transferred the 2020 surplus $28,054.86 & $6,000 PPP Loan Reimbursement to Capital Savings.

14. CAPITAL FUND DISBURSEMENTS

No Notes

15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

16.1   Total ALA-MLS   certified librarian position to equal 2.0

16.8	Total Operating Revenue	Our 2022 Lansing school District tax levy was deposited in November of 2021. Our 2023 public vote Lansing school district tax levy was recieved/deposited in January 2023.
16.9	Other Operating Expenditures	We purchased a 3D printer and other various equipment, through grant funding, in 2022. These purchases increased out" other operating expenditures" category.
16.11	Total Capital Expenditures	Last year, we opened an investment account with LPL financial. $30,005 is the amount we put into it. This year, we reimbursed our employees for PFL that had been taken out.
16.14	Other Capital Revenue and Receipts	Last year, we were reimbursed for our PPP Loan ($6,000) and $28,096 was our 2020 surplus that we put into our capital fund.
16.17	Wireless Sessions	Our wireless sessions went down in 2022. The library was open for public computer use which does not use our wireless service.
16.18	Total Capital Revenue	Last year, we were reimbursed for our PPP Loan ($6,000) and $28,096 was our 2020 surplus that we put into our capital fund.

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes

No Notes