

# Newfield Public Library

## Annual Report For Public And Association Libraries - 2023

### 1. GENERAL LIBRARY INFORMATION

No Notes

### 2. LIBRARY COLLECTION

2.7 Total Cataloged Books (Total questions 2.3 & 2.6)

The total number of cataloged books increased

2.10 All Other Print Materials

15 periodicals x 6 months each for a total of 90.

### 3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

3.31 One-on-One Program Sessions

We cut down on the number of take home kits in 2023 compared to 2022

3.54 Other (describe using the State note)

We collaborated with 4 community organizations: Newfield Historical Society, Newfield Masons, Newfield Fire Department, Newfield Old Home Days.

### 4. LIBRARY TRANSACTIONS

4.19 Total Reference Transactions

Estimated as follows: 4 per day is normal average (4 x 6 days per week x 52 weeks=1248).

### 5. TECHNOLOGY AND TELECOMMUNICATIONS

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

Due to technical difficulties and a change in the way our hosted server collects analytics, we had to provide an estimate in 2022 and earlier. The 2023 figure is accurate and will continue to be in the future.

### 6. STAFF INFORMATION

6.10 Other Staff

62 hours budgeted (for 8 staff positions) / 28 (from 6.1) for a total of 2.21.

## 7. MINIMUM PUBLIC LIBRARY STANDARDS

No Notes

## 8. PUBLIC SERVICE INFORMATION

8.10 Annual Total Hours - Main Library

We were open our full hours for the entire year. Estimated at 37 hours x 52 weeks for a total of 1924 hours.

## 9. SERVICE OUTLET INFORMATION

No Notes

## 10. OFFICERS AND TRUSTEES

10.2 If the library's charter documents (incorporation) state a range of trustees, what is it? If a range is not stated, enter N/A.

This question was different last year, our answer No.

10.3 If your library has a range, how many voting positions are stated in the library's current by-laws? If a range is not stated, enter N/A.

This question was automatically skipped last year since we answered No to 10.2.

Repeating Group 6

1. Status

Previous term ended 12/31/23 and was held by Tammy Kubinec-Smith who opted out of renewal.

Repeating Group 2

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.

Trustee Rachel is filling a vacant term which was to run from January 2022 to December 2026. She became a trustee 2/15/22 and became Vice President on 1/31/23.

Repeating Group 3

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.

Trustee Amanda is filling remainder of Vanessa Greenlee term which was to run from January 2020 to December 2024. Amanda became a trustee on 8/17/20 and became president on 1/31/22.

#### Repeating Group 5

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.

Trustee Jessica is filling a vacant term which was to run from January 2022 to December 2026. She became a trustee on October 18, 2022.

## 11. OPERATING FUNDS RECEIPTS

### 11.11 Other Federal Aid

We submitted a grant application to Tompkins County on behalf of the 6 public libraries in the county (Newfield, Trumansburg, Lansing, Groton, Dryden, Tompkins County Public Library) to receive county ARPA funds. We received the full amount of \$36,470 from Tompkins County and then dispersed \$26,402 to the other libraries (included on line 12.23). We also purchased 6 laptops, one for each of library for a total cost of \$4,776 or \$796 each. The net amount we received was  $\$36,470 - 26,402 = \$10,068$  minus  $796 \times 5 = \$6,088$ .

## 12. OPERATING FUND DISBURSEMENTS

### 12.7 Electronic Materials Expenditures

We increased our Overdrive contribution and our Hoopla usage has increased.

12.23 Other Miscellaneous

We submitted a grant application to Tompkins County on behalf of the 6 public libraries in the county (Newfield, Trumansburg, Lansing, Groton, Dryden, Tompkins County Public Library) to receive county ARPA funds. We received the full amount of \$36,470 (included on line 11.11) from Tompkins County and then dispersed \$26,402 to the other libraries (included on line 12.23). We also purchased 6 laptops, one for each of library for a total cost of \$4,776 or \$796 each. The net amount we received was  $\$36,470 - 26,402 = \$10,068$  minus  $796 \times 5 = \$6,088$ .

**13. CAPITAL FUND RECEIPTS**

No Notes

**14. CAPITAL FUND DISBURSEMENTS**

No Notes

**15. CENTRAL LIBRARIES**

No Notes

**16. FEDERAL TOTALS**

No Notes

**17. FOR NEW YORK STATE LIBRARY USE ONLY**

No Notes

**SUGGESTED IMPROVEMENTS**

No Notes