Springport Free Library
Annual Report For Public And Association Libraries - 2021

1. GENERAL LIBRARY INFORMATION

Library/Director Information

Please note: Bibliostat CollectConnect is now compatible with major browsers including Google Chrome, Mozilla Firefox, Safari and Internet Explorer.

Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old Bibliostat Collect, please click the new link here and you will be taken to the new interface. Please be sure you exit and close the old Bibliostat Collect before you begin your survey.

To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will cause data to be lost.

Libraries should not have reports from two different years open at the same time.

Report all information in Part 1 as of December 31, 2021, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	2400056560
1.2	Library Name	SPRINGPORT 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	Union Springs
1.6	Beginning Fiscal Reporting Year	01/01/2021
1.7	Ending Fiscal Reporting Year	12/31/2021
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No
1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.11	Beginning Local Fiscal Year	01/01/2021

1.12	Ending <u>Local</u> Fiscal Year	12/31/2021
1.13	Address Status	00 (for no change from previous year)
1.14	Street Address	171 CAYUGA STREET
1.15	City	UNION SPRINGS
1.16	Zip Code	13160
1.17	Mailing Address	P.O. BOX 501
1.18	City	UNION SPRINGS
1.19	Zip Code	13160
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(315) 889-7766
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(315) 889-7766
1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	ctpjones@yahoo.com
1.23	Library Home Page URL (Enter N/A if no home page URL)	www.springportfreelibrary.org
1.24	Population Chartered to Serve (per 2010 Census)	2,367
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	03/31/1910
1.30	Date the library was last registered	10/17/1907
1.31	Federal Employer Identification Number	135114230

1.32	County	CAYUGA
1.33	School District	Union Springs Central School
1.34	Town/City	Springport
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	Carla
1.38	Last Name of Library Director/Manager	Piperno-Jones
1.39	NYS Public Librarian Certification Number	19622
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	ctpjones@yahoo.com
1.44	Fax Number of the Director/Manager	(315) 889-7766
1.45	Does the library charge fees for library cards to people residing outside the system's service area?	N

Public Votes/Contracts

1.46   Was all or part of the library's funding   Y
subject to a public vote(s) held during Calendar
Year 2021? (Please respond even if the vote was
unsuccessful). Enter Y for Yes, N for No. If Yes,
complete one record for the public vote from each
funding source. If no, go to question 1.47.

1.   Name of municipality or district holding   Union Springs Central School
the public vote   District

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

3.   Date the vote was held (mm/dd/2021)   05/18/2021

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 $81,500
appropriation from a public vote:

6b.   Proposed increase in appropriation as a $3,500
result of the vote held on the date reported in
question number 3:

6c.   Total proposed appropriation (sum of 6a $85,000
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
appropriation which was approved by public vote
in a prior year? (Prior to Calendar Year 2021)
Enter Y for Yes, N for No. If Yes, complete one
record for the vote from each funding source. If
No, go to question 1.48.

1.   Name of municipality or district holding
the public vote

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

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

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?

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

1.	Name of contracting municipality or district	village of Union Springs

2.	Is this a written contractual agreement?	Y

3.	Population of the geographic area served by this contract	1,197

4.	Dollar amount of contract	$2,000

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

1.49	For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, 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.	N

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 <u>read</u> 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	4,067
2.2	Adult Non-fiction Books	2,174
2.3	Total Adult Books (Total questions 2.1 & 2.2)	6,241
2.4	Children's Fiction Books	3,098
2.5	Children's Non-fiction Books	646
2.6	Total Children's Books (Total questions 2.4 & 2.5)	3,744
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	9,985

Other Print Materials

2.8	Total Uncataloged Books	42
2.9	Total Print Serials	16
2.10	All Other Print Materials	0
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	58
2.12	Total Print Materials (Total questions 2.7 and 2.11)	10,043

ALL OTHER MATERIALS
Electronic Materials

2.13	Electronic Books	26,309
2.14	Local Electronic Collections	5
2.15	NOVEL$_{NY}$ Electronic Collections	15
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	20

2.17	Audio - Downloadable Units	8,741
2.18	Video - Downloadable Units	0
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	6
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	35,076

Non-Electronic Materials

2.21	Audio - Physical Units	84
2.22	Video - Physical Units	684
2.23	Other Circulating Physical Items	26
2.24	Total Physical Items in Collection (Total questions 2.21 through 2.23)	794

Grand Total/Additions to Holdings

2.25	**GRAND TOTAL HOLDINGS** (Total questions 2.12, 2.20 and 2.24)	45,913

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

2.26	Cataloged Books	1,025
2.27	All Other Print Materials	0
2.28	Electronic Materials	9,751
2.29	All Other Materials	102
2.30	Total Additions (Total questions 2.26 through 2.29)	10,878

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits/Borrowers/Policies/Accessibility

Report all information on questions 3.1 through 3.29 as of the end of the <u>fiscal</u> year reported in Part 1; report information on questions 3.30 through 3.82 for the 2021 <u>calendar</u> year. Please click 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) | 8,730 |

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?   ES - Annual Estimate Based on Typical Week(s)

| 3.2 | Registered resident borrowers | 582 |

| 3.3 | Registered non-resident borrowers | 298 |

Please report information on WRITTEN POLICIES as of 12/31/21.

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

3.4   Does the library have an open meeting policy?   Y

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

3.6   Does the library have an Internet use policy?   Y

3.7   Does the library have a disaster plan?   Y

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

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

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

Please report information on ACCESSIBILITY as of 12/31/21.

ACCESSIBILITY (Answer Y for Yes, N for No)

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

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

Library Sponsored Programs/Summer Reading Program

SYNCHRONOUS PROGRAM SESSIONS and ATTENDANCE

For Questions 3.19, 3.19a, 3.19b,

- If you have broken out Synchronous Program Sessions for Children by age group, 0–5 and 6–11, please complete Q3.19a and Q3.19b. Enter the total in Q3.19.
- If you have not broken out Synchronous Program Sessions by age group, enter the Number of Children's Programs in Q3.19, and enter N/A in Q3.19a and Q3.19b.

For Questions 3.26, 3.26a, 3.26b,

- If you have broken out Synchronous Children's Program Attendance by age group, 0–5 and 6–11, please complete Q3.26a and Q3.26b. Enter that total in Q3.26.
- If you have not broken out Synchronous Children's Program Attendance by age group, enter the Children's Program Attendance in Q3.26, and enter N/A in Q3.26a and Q3.26b.

3.17 Number of Synchronous Program Sessions Targeted at Adults Age 19 or Older	0
3.18 Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18	10
3.19 Number of Children's Programs	51
3.19a Number of Synchronous Program Sessions Targeted at Children Ages 0-5	N/A
3.19b Number of Synchronous Program Sessions Targeted at Children Ages 6-11	N/A

3.20   **Number of Synchronous General Interest Program Sessions**   0

3.20a   **Total Number of Synchronous Program Sessions for those libraries who are not reporting the number of Children's Programs in Q3.19a and Q3.19b (Total questions 3.17, 3.18, 3.19, 3.20)**   61

3.21   **Total Number of Synchronous Program Sessions (Total questions 3.17, 3.18, 3.19a, 3.19b, 3.20). This is the Total Number for those libraries who are breaking out Children's Programming questions by age.**   10

3.21a   **Number of Synchronous In-Person Onsite Program Sessions**   0

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

3.21c   **Number of Synchronous Virtual Program Sessions**   61

3.22   **One-on-One Program Sessions**   73

3.23   **Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?**   Yes

3.24   **Attendance at Synchronous Programs Targeted at Adults Age 19 or Older**   0

3.25   **Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18**   1,132

3.26   **Children's Program Attendance**   3,042

3.26a   **Attendance at Synchronous Programs Targeted at Children Ages 0-5**   N/A

3.26b   **Attendance at Synchronous Programs Targeted at Children Ages 6-11**   N/A

3.27   **Attendance at Synchronous General Interest Programs**   0

3.27a   **Total Attendance at Synchronous Programs for those libraries who are not reporting the Children's Program Attendance in Q3.26a and Q3.26b (Total questions 3.24, 3.25, 3.26, 3.27)**   4,174

3.28 **Total Attendance at Synchronous Programs (Total questions 3.24, 3.25, 3.26a, 3.26b, 3.27). This is the Total Number for those libraries who are breaking out Children's Programming questions by age.**   1,132

3.28a   Synchronous In-Person Onsite Program Attendance   0

3.28b   Synchronous In-Person Offsite Program Attendance   0

3.28c   Synchronous Virtual Program Attendance   4,174

3.29   One-on-One Program Attendance   73

3.29a   Total Number of Asynchronous Program Presentations   34

3.29b   Total Views of Asynchronous Program Presentations within 7 Days   2,154

Please report information on SUMMER READING PROGRAMS for the 2021 calendar year.
SUMMER READING PROGRAM

3.30 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2021 (check all that apply):

a.   **Program(s) for children**   Yes

b.   **Program(s) for young adults**   Yes

c.   **Program(s) for Adults**   No

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

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

f.   **N/A**   No

3.31   **Library outlets offering the summer reading program**   1

3.32   **Children registered for the library's summer reading program**   N/A

3.33   **Young adults registered for the library's summer reading program**   N/A

3.34   **Adults registered for the library's summer reading program**   N/A

3.35 **Total number registered for the library's summer reading program (total 3.32 + 3.33 + 3.34)** 0

3.36 **Children's program sessions - Summer 2021** 24

3.37 **Young adult program sessions - Summer 2021** 10

3.38 **Adult program sessions - Summer 2021** 0

3.39 **Total program sessions - Summer 2021 (total 3.36 + 3.37 + 3.38)** 34

3.40 **Children's program attendance - Summer 2021** 1,716

3.41 **Young adult program attendance - Summer 2021** 1,132

3.42 **Adult program attendance - Summer 2021** N/A

3.43 **Total program attendance - Summer 2021 (total 3.40 + 3.41 + 3.42)** 2,848

COLLABORATORS

3.44 **Public school district(s) and/or BOCES** 1

3.45 **Non-public school(s)** 0

3.46 **Childcare center(s)** 0

3.47 **Summer camp(s)** 0

3.48 **Municipality/Municipalities** 1

3.49 **Literacy provider(s)** 0

3.50 **Other (describe using the State note)** 2

3.51 **Total Collaborators (total 3.44 through 3.50)** 4

Early/Adult/English Speaker/Digital Literacy

Please report information on EARLY LITERACY PROGRAMS for the 2021 calendar year.
EARLY LITERACY PROGRAMS

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

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

**a.   Focus on birth - school entry   No
(kindergarten)**

b.   Focus on parents & caregivers   No

c.   Combined audience   No

d.   N/A   Yes

3.54 - Number of sessions

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

b.   Focus on parents & caregivers   0

c.   Combined audience   0

d.   N/A   N/A

3.55   Total Sessions   0

3.56 - Attendance at sessions

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

b.   Focus on parents & caregivers   0

c.   Combined audience   0

d.   N/A   N/A

3.57   Total Attendance   0

3.58 - Collaborators (check all that apply):

a.   Childcare center(s)   No

**b.   Public School District(s) and/or   No
BOCES**

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 2021 calendar year.
ADULT LITERACY**

3.59 **Did the library offer adult literacy programs?** No

3.60 **Total group program sessions** 0

3.61 **Total one-on-one program sessions** 0

3.62 **Total group program attendance** 0

3.63 **Total one-on-one program attendance** 0

3.64 - 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 2021 calendar year.
PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

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

3.66 **Children's program sessions** 0

3.67 **Young adult program sessions** 0

3.68 **Adult program sessions** 0

3.69 **Total program sessions (total 3.66 + 3.67 + 3.68)** 0

3.70 **One-on-one program sessions** 0

3.71 **Children's program attendance** 0

3.72 **Young adult program attendance** 0

3.73 **Adult program attendance** 0

3.74 **Total program attendance (total 3.71 + 3.72 + 3.73)** 0

3.75 **One-on-one program attendance** 0

3.76 - Collaborators (check all that apply):

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

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

3.77	Did the library offer digital literacy programs?	N
3.78	Total group program sessions	0
3.79	Total one-on-one program sessions	0
3.80	Total group program attendance	0
3.81	Total one-on-one program attendance	0
3.82	Did your library offer teen-led activities during the 2021 calendar year?	Y

4. LIBRARY TRANSACTIONS

Circulation/Electronic Use/Reference Transactions

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is <u>not</u> considered part of circulation.)

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	8,599
4.2	Adult Non-fiction Books	1,454
4.3	Total Adult Books (Total questions 4.1 & 4.2)	10,053
4.4	Children's Fiction Books	3,344
4.5	Children's Non-fiction Books	682
4.6	Total Children's Books (Total questions 4.4 & 4.5)	4,026
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	14,079

CIRCULATION OF OTHER MATERIALS

4.8   **Circulation of Adult Other Materials**   2,578

4.9   **Circulation of Children's Other Materials**   543

4.10   **Circulation of Other Physical Items (Total questions 4.8, 4.9)**   3,121

4.11   **Physical Item Circulation (Total questions 4.7 & 4.10)**   17,200

ELECTRONIC USE

4.12   **Use of Electronic Material**   1,825

4.13   **Successful Retrieval of Electronic Information**   0

4.14   **Electronic Content Use (Total questions 4.12 & 4.13)**   1,825

4.15   **Total Circulation of Materials (Total questions 4.11 & 4.12)**   19,025

4.16   **Total Collection Use (Total questions 4.13 & 4.15)**   19,025

4.17   **Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)**   4,569

REFERENCE TRANSACTIONS

4.18   **Total Reference Transactions**   182

4.18a   **Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?**   **ES - Annual Estimate Based on Typical Week(s)**

4.19   **Does the library offer virtual reference?**   Y

Interlibrary Loan

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.20   **TOTAL MATERIALS RECEIVED**   3,469

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.21   **TOTAL MATERIALS PROVIDED**   3,202

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2021.

SYSTEMS AND SERVICES

5.1	**Automated circulation system?**	Y
5.2	**Online public access catalog (OPAC)?**	Y
5.3	**Electronic access to the OPAC from outside the library?**	Y
5.4	**Annual number of visits to the library's web site**	17,340
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?**	N
5.8	**Is the library part of a consortium for E-rate benefits?**	N
5.9	**If yes, in which consortium are you participating?**	N/A
5.10	**Name of the person responsible for the library's Information Technology (IT) services**	Rex Helwig
5.11	**IT contact's telephone number (enter 10 digits only and hit the Tab key)**	(607) 273-4074
5.12	**IT contact's email address**	rhelwig@flls.org

6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1	**The number of hours per workweek used to compute FTE for all paid library personnel in this section.**	28

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	**Library Director (certified)**	1.0

6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	1.0
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 certified)	1
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0
6.10	Other Staff	1
6.11	Vacant Other Staff	0
6.12	**TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)**	4.00
6.13	**VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)**	0.00

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	N/A
6.15	Salary - Entry Level Librarian (certified)	N/A
6.16	FTE - Library Director (certified)	1.0
6.17	Salary - Library Director (certified)	$30,200
6.18	FTE - Library Manager (not certified)	N/A
6.19	Salary - Library Manager (not certified)	N/A

7. MINIMUM PUBLIC LIBRARY STANDARDS

As of January 1, 2021 all public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of December 31, 2021. Please click here to read general instructions before completing this section. Helpful information for meeting minimum public library standards is available on the State Library's website. Questions about the new standards should be directed to your library system.

1.	**Is governed by written bylaws which**	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**	Y
for 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**	Y
number of 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** Y
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.

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   1
OUTLETS (Total questions 8.1 - 8.4)

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

8.6   Minimum Weekly Total Hours - Main   28.00
Library

8.7   Minimum Weekly Total Hours -   0.00
Branch Libraries

8.8   Minimum Weekly Total Hours -   0.00
Bookmobiles

8.9   Minimum Weekly Total Hours - Total   28.00
Hours Open (Total questions 8.6 - 8.8)

8.10   Annual Total Hours - Main Library   1,456.00

8.11   Annual Total Hours - Branch   0.00
Libraries

8.12   Annual Total Hours - Bookmobiles   0.00

8.13   Annual Hours Open - Total Hours   1,456.00
Open (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, 2021 to December 31, 2021.

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?

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   No
service 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 for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic?   Yes

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

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

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

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

9. SERVICE OUTLET INFORMATION

Outlets should be arranged in alphabetical order if possible. br>
Report all information as of the end of the fiscal year reported in Part 1. Please click here to read general instructions before completing this section.

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking here. Complete this form and email it to collectconnect@baker-taylor.com

1.	**Outlet Name**	**Springport Free Library**
2.	**Outlet Name Status**	**00 (for no change)**
3.	**Street Address**	**171 Cayuga St.**
4.	**Outlet Street Address Status**	**00 (for no change)**
5.	**City**	**Union Springs**
6.	**Zip Code**	**13160**
7.	**Phone (enter 10 digits only)**	**(315) 889-7766**
8.	**Fax Number (enter 10 digits only)**	**(315) 889-7766**

9.	E-mail Address	ctpjones@yahoo.com
10.	Outlet URL	http://www.flls.org/springport/index.htm
11.	County	Cayuga
12.	School District	Union Springs Central School District
13.	Library System	Finger Lakes Library System
14.	Outlet Type Code (select one):	CE
15.	Public Service Hours Per Year for This Outlet	1,456
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	20
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	1857
24.	Indicate the year this outlet underwent a major renovation costing $25,000 or more	2001
25.	Square footage of the outlet	2,587
26.	Number of Internet Computers Used by General Public	10
27.	Number of uses (sessions) of public Internet computers per year	2,369

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   1 Less than or equal to 200 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   No restrictions to access

33.   Wireless Sessions   2,555

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?   Y

37.   *LIBID*   2400056560

38.   *FSCSID*   NY0140

39.   *Number of Bookmobiles in the Bookmobile Outlet Record*   0

40.   *Outlet Structure Status*   00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2021. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

10.1   Total number of board meetings held during calendar year (January 1, 2021 to December 31, 2021)   12

NUMBER OF TRUSTEES AND TERMS

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

10.3   If yes, what is the range?   5-25

**10.4   If your library has a range, how many   7
voting positions are stated in the library's
current by-laws?**

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

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

**10.7   If yes, what is the trustee term length,   5 years
as stated in your library's charter documents
(incorporation)?**

BOARD MEMBER SELECTION

**10.8   Enter Board Member Selection Code   O - other (specify using the
(select one):   State note)**

**List Officers and Board Members as of February 1, 2022. Complete one record for each board
member. There must be a record for each voting position, whether filled or vacant. Do not
include non-voting positions.**

BOARD PRESIDENT

10.9	**First Name**	**Christy**
10.10	**Last Name**	**Cooper**
10.11	**Mailing Address**	**10 Basin St.**
10.12	**City**	**Union Springs**
10.13	**Zip Code (5 digits only)**	**13160**
10.14	**Phone (enter 10 digits only)**	**(315) 406-1070**
10.15	**E-mail Address**	**christy13160@gmail.com**
10.16	**Term Begins - Month**	**January**
10.17	**Term Begins - Year (yyyy)**	**2021**
10.18	**Term Expires - Month**	**January**
10.19	**Term Expires - Year (yyyy)**	**2026**

10.20   Is the trustee serving a full term? If   Yes
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.

10.21   The date the Oath of Office was taken   N/A
(mm/dd/yyyy)

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

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. Complete this form and email it to collectconnect@baker-
taylor.com.

1.	**Status**	**Filled**
2.	**First Name of Board Member**	**Patricia**
3.	**Last Name of Board Member**	**Vaughn**
4.	**Mailing Address**	**174 cayuga St. P.O. Box 352**
5.	**City**	**Union Springs**
6.	**Zip Code (5 digits only)**	**13160**
7.	**E-mail address**	**zzurdun@yahoo.com**
8.	**Office Held or Trustee**	**Vice President**
9.	**Term Begins - Month**	**January**
10.	**Term Begins - Year (year)**	**2019**
11.	**Term Expires**	**January**
12.	**Term Expires - Year (yyyy)**	**2024**

13.   Is the trustee serving a full term? If   Yes
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.

5.	City	Auburn
6.	Zip Code (5 digits only)	13021
7.	E-mail address	young53je@verizon.net
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2022
11.	Term Expires	January
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	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	Filled
2.	First Name of Board Member	Michelle
3.	Last Name of Board Member	Lowrie
4.	Mailing Address	10 Fox Lane
5.	City	Union Springs
6.	Zip Code (5 digits only)	13160
7.	E-mail address	michelleslowrie@protonmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2022
11.	Term Expires	January
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**   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**   Filled

2. **First Name of Board Member**   Gretchen

3. **Last Name of Board Member**   Weir

4. **Mailing Address**   4327 State Rt. 90

5. **City**   Union Springs

6. **Zip Code (5 digits only)**   13160

7. **E-mail address**   gweir@unionpringscsd.org

8. **Office Held or Trustee**   Trustee

9. **Term Begins - Month**   January

10. **Term Begins - Year (year)**   2022

11. **Term Expires**   January

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**   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	Filled
2.	First Name of Board Member	Jeanne
3.	Last Name of Board Member	Hardy
4.	Mailing Address	3 Center St.
5.	City	Union Springs
6.	Zip Code (5 digits only)	13160
7.	E-mail address	fastjeanne@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2022
11.	Term Expires	January
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	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, 2021. These trustees will not be exactly the same as the trustees listed in the section above.

1.	Trustee Name	Christy Cooper
2.	Has the trustee participated in trustee education in the last calendar year (2021)?	N
1.	Trustee Name	Patricia Vaughn

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

1.   Trustee Name   Robin Greer

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

11. OPERATING FUNDS RECEIPTS

Local Public Funds/System Cash Grants/Other State

Report financial data based on the fiscal reporting year reported in Part 1. *ROUND TO THE NEAREST DOLLAR.* Please click <u>here</u> 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   Y
public funds? If yes, complete one record for
each taxing authority; if no, go to question 11.3.**

1.   Source of Funds   County

**2.   Name of funding County, Municipality Cayuga County
or School District**

3.   Amount $3,500

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

5.   Written Contractual Agreement   Y

1.   Source of Funds   Town

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

3.   Amount $2,000

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

5.   Written Contractual Agreement   N

1.   Source of Funds   Village

**2.   Name of funding County, Municipality Village of Union Springs
or School District**

3.	Amount	$2,000
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	N
5.	Written Contractual Agreement	Y
1.	Source of Funds	School District
2.	Name of funding County, Municipality or School District	Union Springs Central School District
3.	Amount	$85,000
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	Y
5.	Written Contractual Agreement	N

11.2	**TOTAL LOCAL PUBLIC FUNDS**	$92,500

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	$1,631
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	$523
11.7	Other Cash Grants	$750
11.8	**TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)**	$2,904

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 LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE $0

OTHER RECEIPTS

11.14	**Gifts and Endowments**	**$7,998**
11.15	**Fund Raising**	**$181**
11.16	**Income from Investments**	**$3,434**
11.17	**Library Charges**	**$95**
11.18	**Other**	**$0**

11.19 TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18) $11,708

11.20 TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19) $107,112

11.21 BUDGET LOANS $0

Transfers/Grant Total

TRANSFERS

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

11.23 From Other Funds $0

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

11.25 BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2021 (Same as Question 12.40 of previous year if fiscal year has not changed) $212,723

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) $319,835

12. OPERATING FUND DISBURSEMENTS

Staff/Collection/Capital/Operation and Maintenance

Report financial data based on the fiscal reporting year reported in Part 1. ROUND TO THE NEAREST DOLLAR. Please click here to read general instructions before completing this section.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	**Certified Librarians**	$30,200
12.2	**Other Staff**	$8,257
12.3	**Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)**	$38,457
12.4	**Employee Benefits Expenditures**	$3,612
12.5	**Total Staff Expenditures (Add Questions 12.3 and 12.4)**	$42,069

COLLECTION EXPENDITURES

12.6	**Print Materials Expenditures**	$16,230
12.7	**Electronic Materials Expenditures**	$1,262
12.8	**Other Materials Expenditures**	$3,851
12.9	**Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)**	$21,343

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	**From Local Public Funds (71PF)**	$9,406
12.11	**From Other Funds (71OF)**	$0
12.12	**Total Capital Expenditures (Add Questions 12.10 and 12.11)**	$9,406

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	**From Local Public Funds (72PF)**	$358
12.14	**From Other Funds (72OF)**	$0
12.15	**Total Repairs (Add Questions 12.13 and 12.14)**	$358

**12.16   Other Disbursements for Operation & $6,068
Maintenance of Buildings**

**12.17   Total Operation & Maintenance of $6,426
Buildings (Add Questions 12.15 and 12.16)**

MISCELLANEOUS EXPENSES

12.18   Office and Library Supplies $1,468

12.19   Telecommunications $1,599

12.20   Postage and Freight $33

12.21   Professional & Consultant Fees $5,939

12.22   Equipment $916

12.23   Other Miscellaneous $1,163

**12.24   Total Miscellaneous Expenses (Add $11,118
Questions 12.18, 12.19, 12.20, 12.21, 12.22 and
12.23)**

Contracts/Debt Service/Transfers/Grand Total

**12.25   CONTRACTS WITH PUBLIC $5,700
LIBRARIES AND/OR PUBLIC LIBRARY
SYSTEMS IN NEW YORK STATE**

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 $0
12.28, 12.29 and 12.30)**

**12.32   TOTAL OPERATING FUND $96,062
DISBURSEMENTS (Add Questions 12.5, 12.9,
12.12, 12.17, 12.24, 12.25 and 12.31)**

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)**	**$96,062**
12.39	**BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2021**	**$223,773**
12.40	**GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.38 and 12.39; same as Question 11.26)**	**$319,835**

ASSURANCE

12.41	**The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).**	02/16/2022

FISCAL AUDIT

12.42	**Last audit performed (mm/dd/yyyy)**	12/31/2015
12.43	**Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)**	01/01/2015-12/31/2015
12.44	**Indicate type of audit (select one):**	Other (specify using the State note)

CAPITAL FUND

12.45	**Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report.**	N

13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Part 1. *ROUND TO THE NEAREST DOLLAR.* Please click here to read general instructions before completing this section.

REVENUES FROM LOCAL SOURCES

13.1   Revenues from Local Government $0
Sources

13.2   All Other Revenues from Local $0
Sources

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 $0
as 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 2021
(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 Questions 14.3, 14.4 and 14.5) $0

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 AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9) $0

14.11   BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2021 $0

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

15. CENTRAL LIBRARIES

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   1.40

16.2	Total Librarians	2.10
16.3	All Other Paid Staff	0.70
16.4	Total Paid Employees	2.80
16.5	State Government Revenue	$1,631
16.6	Federal Government Revenue	$523
16.7	Other Operating Revenue	$12,458
16.8	Total Operating Revenue	$107,112
16.9	Other Operating Expenditures	$23,244
16.10	Total Operating Expenditures	$86,656
16.11	Total Capital Expenditures	$9,406
16.12	Print Materials	10,043
16.13	Total Registered Borrowers	880
16.14	Other Capital Revenue and Receipts	$0
16.15	Number of Internet Computers Used by General Public	10
16.16	Total Uses (sessions) of Public Internet Computers Per Year	2,369
16.17	Wireless Sessions	2,555
16.18	Total Capital Revenue	$0

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	*LIB ID*	2400056560
17.2	*Interlibrary Relationship Code*	ME
17.3	*Legal Basis Code*	NP
17.4	*Administrative Structure Code*	SO
17.5	*FSCS Public Library Definition*	Y
17.6	*Geographic Code*	OTH
17.7	*FSCS ID*	NY0140
17.8	*SED CODE*	051901700001
17.9	*INSTITUTION ID*	800000054470

SUGGESTED IMPROVEMENTS

Library Name: **SPRINGPORT FREE LIBRARY**

Library System: **Finger Lakes Library System**

Name of Person Completing Form: **Carla Piperno-Jones**

Phone Number: **(315) 889-7766**

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

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

Please share with us your suggestions for improving the *Annual Report*. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you!