

Springfield Library

Annual Report For Public And Association Libraries - 2003

1. General Library Information

Report all information in Part 1 as of December 31, 2003

1.1	Library ID Number	2800476060
1.2	Library Name	Springfield Library
1.3	Community	Springfield Center
1.4	Beginning Fiscal Reporting Year	1/1/2003
1.5	Ending Fiscal Reporting Year	12/31/2003
1.6	Street Address	129 County Route 29A
1.7	City	Springfield Ctr
1.8	Zip Code (5 Digits Only)	13468
1.9	Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown)	0142
1.10	Mailing Address	P. O. Box 142
1.11	City	Springfield Ctr
1.12	Zip Code (5 digits only)	13468
1.13	Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown)	0142
1.14	Telephone Number (enter 10 digits only; enter N/A if no telephone number)	(315) 858-5802
1.15	Fax Number (enter 10 digits only; enter N/A if no fax number)	(315) 858-5876
1.16	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	sp_ill@4cty.org
1.17	Library Home Page URL (Enter N/A if no home page URL)	NA
1.18	Indicate the type of library as stated in the library's charter (select one):	ASSOCIATION
1.19	Population Chartered to Serve (per 2000 Census)	1,350
1.20	Indicate the area chartered to serve as stated in the library's charter (select one):	Town
1.21	Federal Employer Identification Number	16158022
1.22	County	Otsego
1.23	School District	Cherry Valley-Springfield Central School District
1.24	Library System	Four County Library System

1.25	Title of Library Director/ Manager (select one):	Mrs.
1.26	First Name of Library Director/Manager	Nancy
1.27	Last Name of Library Director/Manager	sloan
1.28	NYS Public Librarian Certification Number	N/A
1.29	E-mail Address of the Director/Manager	sp_ill@4cty.org
1.30	Fax Number of the Director/Manager	(315) 858-5876
1.31	Indicate the type of charter the library currently holds (select one):	PROVISIONAL
1.32	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	4271999
1.33	Date the library was last registered	N/A
1.34	Does the library charge fees for library cards to people residing outside the system's service area?	N
1.35	In the fiscal year that ended in 2003, was all or part of the library's budget subject to a public vote? Enter Y for Yes, N for No. If yes, please complete one record for <i>each</i> vote held. If no, enter N/A for question 1 and 3, and 0 for question 2 of one repeating group.	N
1.	Name of municipality or district holding the vote	N/A
2.	Dollar amount	\$0
3.	Was the vote successful?	N/A
1.36	For the fiscal year that ended in 2003, indicate the total percentage of the library's local public funding that was either subject to public vote(s) <u>or</u> that came from a previous appropriation that is still in effect. (report to the nearest whole number)	0

1.37 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. N
If yes, please complete one record for *each* contract. If no, enter N/A for questions 1, 2, and 5, and 0 for question 3 and 4 of one repeating group.

1. Name of contracting municipality or district N/A

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

3. Population of the geographic area served by this contract 0

4. Dollar amount of contract \$0

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

1.38 During the reporting year, has there been any change to the library's legal service area boundaries? Changes may be the result of a Regents charter action or due to a new contract to provide N library services to residents of an area not served by a public library or due to a change to an existing contract. Answer Y for Yes, N for No.

1.39 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 N annotate explaining the circumstance(s) and the impact on the library using the State note; if no, please go to Part 2, Library Collection.

2. Library Collection

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1.

PRINT MATERIALS

Cataloged Books

2.1 Adult Fiction Books 2,803

2.2	Adult Non-fiction Books	1,048
2.3	Total Adult Books (Total questions 2.1 & 2.2)	3,851
2.4	Children's Fiction Books	983
2.5	Children's Non-fiction Books	485
2.6	Total Children's Books (Total questions 2.4 & 2.5)	1,468
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	5,319

Other Print Materials

2.8	Total Uncataloged Books	0
2.9	Total Print Serials	0
2.10	All Other Print Materials	0
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	0
2.12	Total Print Materials (Total questions 2.7 and 2.11)	5,319

ELECTRONIC MATERIALS

2.13	Electronic Books	1
2.14	Audio Recordings (includes audio CDs, tapes, etc.)	68
2.15	Video Recordings (includes VHS, DVD, etc.)	164
2.16	Other Electronic Materials (includes, films, slides, filmstrips, CD-ROMs, etc.)	0
2.17	Total Electronic Materials (Total questions 2.13 through 2.16)	233

ALL OTHER MATERIALS

2.18	All Other Materials	0
2.19	GRAND TOTAL HOLDINGS (Total questions 2.12, 2.17 and 2.18)	5,552

DATABASES

2.20	NOVEL	0
2.21	Other Databases	0
2.22	Total Databases (Total questions 2.20 and 2.21)	0

CURRENT SERIAL SUBSCRIPTIONS

2.23	Current Print Serial Subscriptions	0
2.24	Current Electronic Serial Subscriptions	0
2.25	Total Current Subscriptions (Total questions 2.23 and 2.24)	0

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.26	Cataloged Books	174
2.27	All Other Print Materials	0

2.28	Electronic Materials	0
2.29	All Other Materials	0
2.30	TOTAL ADDITIONS (Total questions 2.26 - 2.29)	174

3. Library Programs, Policies and Services

Report all information as of the end of the fiscal year reported in Part 1.

LIBRARY SPONSORED PROGRAMS

3.1	Adult Program Sessions	17
3.2	Young Adult Program Sessions	0
3.3	Children's Program Sessions	27
3.4	All Other Program Sessions	1
3.5	Adult Program Attendance	204
3.6	Young Adult Program Attendance	0
3.7	Children's Program Attendance	353
3.8	All Other Program Attendance	103

LIBRARY USE

3.9	Library visits (total annual attendance)	4,637
3.10	Registered Resident Borrowers	179
3.11	Registered non-resident borrowers	16

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

3.12	Does the library have an open meeting policy?	Y
3.13	Does the library have a policy which protects the confidentiality of library records?	Y
3.14	Does the library have an Internet use policy?	Y
3.15	Does the library have a disaster policy?	Y

ACCESSIBILITY (Answer Y for Yes, N for No)

3.16	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y
3.17	Does the library have devices for the deaf and hearing impaired (TTY/TDD)?	N

4. Library Transactions

Report all transactions as of the end of the fiscal year reported in Part 1.

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	1,544
4.2	Adult Non-fiction Books	326

4.3	Total Adult Books (Total questions 4.1 & 4.2)	1,870
4.4	Children's Fiction Books	526
4.5	Children's Non-fiction Books	168
4.6	Total Children's Books (Total questions 4.4 & 4.5)	694
4.7	Total Cataloged Book Circulation (Total questions 4.3 & 4.6)	2,564

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	164
4.9	Circulation of Children's Other Materials	125
4.10	Total Circulation of Other Materials (Total questions 4.8 & 4.9)	289
4.11	Grand Total Circulation Transactions (Total questions 4.7 & 4.10)	2,853
4.12	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	819

REFERENCE TRANSACTIONS

4.13	Total Reference Transactions	27
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INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.14	TOTAL MATERIALS RECEIVED	382
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.15	TOTAL MATERIALS PROVIDED	1
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5. Automation and Telecommunications

Report all information as of December 31, 2003.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	N
5.2	Online public access catalog (OPAC)?	N
5.3	Electronic access to your OPAC from outside the library?	Y
5.4	Does the library use Internet filtering software on any computer?	Y
5.5	Total number of Internet terminals used by the general public.	1
5.6	Number of users (in-library only) of electronic resources per year	578

6. Staff Information

Report all staff information as of the end of the fiscal year reported in Part 1.

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. 20

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	0
6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	0
6.5	Vacant Librarian (certified)	0
6.6	Library Manager (not certified)	1
6.7	Vacant Library Manager (not certified)	0
6.8	Library Specialist/Paraprofessional (not certified)	0
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0
6.10	Other Staff	0
6.11	Vacant Other Staff	0
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8, & 6.10)	1.00
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)	N/A
6.17	Salary - Library Director (certified)	N/A
6.18	FTE - Library Manager (not certified)	1
6.19	Salary - Library Manager (not certified)	\$6,400

7. Minimum Public Library Standards

Report all information as of December 31, 2003.

7.1	1. Is governed by board-approved written bylaws.	Y
7.2	2. Has a board-approved written long range plan of service.	Y
7.3	3. Presents an annual report to the community.	Y

7.4	4. Has board-approved written policies.	Y
7.5	5. Presents an annual written budget to appropriate funding agencies.	Y
7.6	6. Periodically evaluates the effectiveness of the collection and services in meeting community needs.	Y
7.7	7. Is open the minimum standard number of public service hours for population served. (see instructions)	Y
8. Maintains a facility to meet community needs, including adequate:		
7.8	8a. space	Y
7.9	8b. lighting	Y
7.10	8c. shelving	Y
7.11	8d. seating	Y
7.12	8e. restroom (see instructions)	Y
9. Has the equipment and connections necessary to facilitate access to information:		
7.13	9a. telephone	Y
7.14	9b. photocopier (see instructions)	Y
7.15	9c. microcomputer or terminal	Y
7.16	9d. printer	Y
7.17	9e. fax capability (see instructions)	Y
7.18	10. Distributes printed information listing the library's hours open, borrowing rules, services, location and phone number.	Y
7.19	11. Employs a paid director in accordance with the provisions of section 90.8 of Commissioner's Regulations (see instructions).	Y

8. Public Service Information

Report all information as of the end of the fiscal year reported in Part 1.

PUBLIC SERVICE OUTLETS - Libraries reporting main libraries, branches and bookmobiles should complete Service Outlets Information in Part 9.

8.1	Main Library	1
8.2	Branches	0
8.3	Bookmobiles	0
8.4	Other Outlets	0
8.5	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)	1

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	20
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8.7	Minimum Weekly Total Hours - Branch Libraries	0
8.8	Minimum Weekly Total Hours - Bookmobiles	0
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	20.00
8.10	Annual Total Hours - Main Library	1,040
8.11	Annual Total Hours - Branch Libraries	0
8.12	Annual Total Hours - Bookmobiles	0
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 - 8.12)	1,040.00

9. Service Outlet Information

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.

1.	Outlet Name	Springfield Library
2.	Street Address	129 County Route 29A
3.	City	Springfield Center
4.	Zip Code	13468
5.	Four-Digit Zip Code Extension	0142
6.	Phone (enter 10 digits only)	3158585802
7.	Fax Number (enter 10 digits only)	(315) 858-5867
8.	E-mail Address	sp_ill@4cty.org
9.	Outlet URL	none
10.	County	Otsego
11.	Outlet Type Code (select one):	CE
12.	Enter the appropriate outlet code (select one):	LRF
13.	Indicate the year this outlet was initially constructed	N/A
14.	Indicate the year the outlet underwent a major renovation costing \$25,000 or more	N/A
15.	Square footage of the outlet	1,095
16.	Does the outlet have a building entrance that is physically accessible to the person in a wheelchair?	Y
17.	Is every public part of the outlet accessible to the person in a wheelchair?	Y
18.	LIBID	2800476060
19.	FSCSID	NY9006
20.	Metropolitan Status Code	NO

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

10. Officers and Trustees

Report information about trustee meetings as of December 31, 2003. 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, 2003 to December 31, 2003) 4

10.2 Number of voting positions on library board. 9

BOARD MEMBER SELECTION

10.3 Enter Board Member Selection Code (select one): EA

List Officers and Board Members for the *2004 Calendar Year* Complete one record for *each* board member.

1. Title of Board Member (select one): Mr.

2. First Name of Board Member Richard

3. Last Name of Board Member Daley

4. Home Mailing Address 103 Hinds Rd

5. City Springfield Center

6. Zip Code (5 digits only) 13468

7. Phone for the Board President only (enter 10 digits only) N/A

8. E-mail address N/A

9. Office Held trustee

10. Term Expires December

11. Term Expires - Year (yyyy) 2005

1. Title of Board Member (select one): Mr.

2. First Name of Board Member Noel

3. Last Name of Board Member Dries

4. Home Mailing Address PO Box 188

5. City Springfield Center

6. Zip Code (5 digits only) 13468

7. Phone for the Board President only (enter 10 digits only) (607) 547-8809

8. E-mail address NA

9. Office Held president

10. Term Expires December

11. Term Expires - Year (yyyy) 2006

1. Title of Board Member (select one): Mrs.

2. First Name of Board Member Suzanne

3. Last Name of Board Member Goodrich

4. Home Mailing Address 125 Swamp Rd

5.	City	Cherry Valley
6.	Zip Code (5 digits only)	13320
7.	Phone for the Board President only (enter 10 digits only)	N/A
8.	E-mail address	NA
9.	Office Held	secretary
10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2006
1.	Title of Board Member (select one):	Ms.
2.	First Name of Board Member	Debra
3.	Last Name of Board Member	Karas-Ostrander
4.	Home Mailing Address	2384 Co Hwy 31
5.	City	Cooperstown
6.	Zip Code (5 digits only)	13326
7.	Phone for the Board President only (enter 10 digits only)	N/A
8.	E-mail address	NA
9.	Office Held	trustee
10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2005
1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	Anthony
3.	Last Name of Board Member	Kasprowicz
4.	Home Mailing Address	5377 US Hwy 20
5.	City	East Springfield
6.	Zip Code (5 digits only)	13333
7.	Phone for the Board President only (enter 10 digits only)	N/A
8.	E-mail address	NA
9.	Office Held	trustee
10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2004
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Ruth
3.	Last Name of Board Member	Schultz
4.	Home Mailing Address	PO Box 53
5.	City	Springfield Center
6.	Zip Code (5 digits only)	13468
7.	Phone for the Board President only (enter 10 digits only)	N/A
8.	E-mail address	NA
9.	Office Held	vice president
10.	Term Expires	December

11.	Term Expires - Year (yyyy)	2006
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Sandra
3.	Last Name of Board Member	VanAlstine
4.	Home Mailing Address	2750 Co Hwy 31
5.	City	Cherry Valley
6.	Zip Code (5 digits only)	13320
7.	Phone for the Board President only (enter 10 digits only)	N/A
8.	E-mail address	NA
9.	Office Held	trustee
10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2005
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Kimberly
3.	Last Name of Board Member	VanDyke
4.	Home Mailing Address	PO Box 15
5.	City	Springfield Center
6.	Zip Code (5 digits only)	13468
7.	Phone for the Board President only (enter 10 digits only)	N/A
8.	E-mail address	NA
9.	Office Held	trustee
10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2004
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Mary
3.	Last Name of Board Member	Williams
4.	Home Mailing Address	5193 US Hwy 20
5.	City	Springfield Center
6.	Zip Code (5 digits only)	13468
7.	Phone for the Board President only (enter 10 digits only)	
8.	E-mail address	
9.	Office Held	trustee
10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2004

11. Operating Fund Receipts

Report financial data based on the fiscal reporting year reported in Part 1. *ROUND TO THE NEAREST DOLLAR.*

LOCAL PUBLIC FUNDS

Specify by name the municipalities or districts which are the source of funds.

11.1	Does the library receive any local public funds? If yes, complete one record for each funding source; if no, enter N/A for question 1, 2, 4 and 5, and 0 for question 3 of one repeating group.	Y
1.	Source of Funds	Town
2.	Name of funding County, Municipality or District	Springfield
3.	Amount	\$2,000
4.	Subject to Public Vote	N
5.	Written Contractual Agreement	N
1.	Source of Funds	School District
2.	Name of funding County, Municipality or District	Cherry Valley Springfield
3.	Amount	\$1,500
4.	Subject to Public Vote	N
5.	Written Contractual Agreement	N
11.2	TOTAL LOCAL PUBLIC FUNDS	\$3,500

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$1,350
11.4	Central Library Aid (CLDA and/or CBA)	\$0
11.5	Additional State Aid received from the System	\$0
11.6	Federal Aid received from the System	\$0
11.7	Other Cash Grants	\$175
11.8	TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$1,525

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
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FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	\$0
11.11	Other Federal Aid	\$0
11.12	TOTAL FEDERAL AID (Total questions 11.10 & 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	\$200
11.15	Fund Raising	\$1,605
11.16	Income from Investments	\$5,782
11.17	Library Charges	\$254
11.18	Other	\$2,886
11.19	TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$10,727
11.20	TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$15,752
11.21	BUDGET LOANS	\$0
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 - Beginning of Fiscal Year Ending 2003 (Same as 12.42 of previous year if fiscal year has not changed)	\$97,365
11.26	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.39)	\$113,117

QUESTIONS FOR CONNECT

-	Local Public Sources from Counties	
-	Local Public Sources from Towns	2000
-	Local Public Sources from Villages	
-	Local Public Sources from Cities	
-	Local Public Sources from School Districts	1500
-	Local Public Sources from Other Sources	
-	Local Public Sources from Special Legislative Districts	

12. Operating Fund Disbursements

STAFF EXPENDITURES

Salaries & Wages

12.1	Certified Librarians	\$0
12.2	Other Staff	\$6,014

12.3	Total Salaries & Wages (Add Questions 12.1 and 12.2)	\$6,014
12.4	Employee Benefits Expenditures	\$675
12.5	Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$6,689

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$2,051
12.7	Electronic Materials Expenditures	\$115
12.8	Other Materials Expenditures	\$0
12.9	Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$2,166

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$0
12.11	From Other Funds (71OF)	\$1,223
12.12	Total Capital Expenditures (Add Questions 12.10 and 12.11)	\$1,223

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	\$0
12.14	From Other Funds (72OF)	\$0
12.15	Total Repairs (Add Questions 12.13 and 12.14)	\$0
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$0
12.17	Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$0

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$484
12.19	Telecommunications	\$823
12.20	Binding Expenses	\$0
12.21	Postage and Freight	\$358
12.22	Other Miscellaneous	\$747
12.23	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21 and 12.22)	\$2,412

12.24	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0
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DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.25	From Local Public Funds (73PF)	\$0
12.26	From Other Funds (73OF)	\$0
12.27	Total (Add Questions 12.25 and 12.26)	\$0

12.28	Budget Loans (Principal and Interest)	\$0
12.29	Short-Term Loans	\$0
12.30	Total Debt Service (Add Questions 12.27, 12.28 and 12.29)	\$0
12.31	TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.23, 12.24 and 12.30)	\$12,490

TRANSFERS

Transfers to Capital Fund

12.32	From Local Public Funds (76PF)	\$0
12.33	From Other Funds (76OF)	\$0
12.34	Total (Add Questions 12.32 and 12.33; same as Question 13.2)	\$0
12.35	Transfer to Other Funds	\$0
12.36	TOTAL TRANSFERS (Add Questions 12.34 and 12.35)	\$0
12.37	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.31 and 12.36)	\$12,490
12.38	BALANCE IN OPERATING FUND -at the End of Fiscal Year Ending 2003	\$100,627
12.39	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.37 and 12.38; same as Question 11.26)	\$113,117

ASSURANCE

12.40 The Library operated under its plan of service in accordance with the 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). 02/23/2004

FISCAL AUDIT

12.41	Last audit performed (mm/dd/yyyy)	0
12.42	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	0
12.43	Indicate type of audit (select one):	N/A

CAPITAL FUND

12.44 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 of this report
PLEASE ROUND TO THE NEAREST DOLLAR.

REVENUES FROM LOCAL SOURCES

13.1 Revenue from Local Sources \$0

INTERFUND REVENUE

13.2 Transfer from Operating Fund \$0
(Same as Question 12.34)

STATE AID FOR CAPITAL PROJECTS

13.3 State Aid Received for \$0
Construction

FEDERAL AID FOR CAPITAL PROJECTS

13.4 LSCA Title II \$0

13.5 Other \$0

13.6 **TOTAL FEDERAL AID (Add \$0
Questions 13.4 and 13.5)**

13.7 **TOTAL REVENUES (Add \$0
Questions 13.1, 13.2, 13.3, and
13.6)**

13.8 **NON-REVENUE RECEIPTS \$0**

13.9 **TOTAL RECEIPTS (Add \$0
Questions 13.7 and 13.8)**

13.10 **CASH BALANCE - Beginning of \$0
Fiscal Year Ending 2003 (Same as
Question 14.11 of previous year, if
fiscal year has not changed)**

13.11 **Total Cash Receipts and Balance \$0
(Add Questions 13.9 and 13.10;
same as Question 14.12)**

14. Capital Fund Disbursements

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, 14.5)**

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

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

14.9	NON-PROJECT EXPENDITURES	\$0
14.10	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$0
14.11	CASH BALANCE - End Of Fiscal Year ending 2003	\$0
14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.11)	\$0

15. Federal Totals

Note: See instructions for definitions and calculations of each of these Federal Totals.

15.1	Total ALA-MLS	0.00
15.2	Total Librarians	0.50
15.3	All Other Paid Staff	0.00
15.4	Total Paid Employees	0.50
15.5	State Government Revenue	\$1,350
15.6	Federal Aid Revenue	\$0
15.7	Other Operating Revenue	\$10,902
15.8	Total Operating Revenue	\$15,752
15.9	Other Operating Expenditures	\$2,412
15.10	Total Operating Expenditures	\$11,267
15.11	Capital Revenue	\$0
15.12	Capital Expenditures	\$1,223
15.13	Print Materials	5,319

16. For New York State Library Use Only

16.1	<i>LIB ID</i>	2800476060
16.2	<i>Interlibrary Relationship Code</i>	ME
16.3	<i>Legal Basis Code</i>	NP
16.4	<i>Administrative Structure Code</i>	SO
16.5	<i>FSCS Public Library Definition</i>	Y
16.6	<i>Geographic Code</i>	OTH

Comment Sheet

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