

Springfield Library

Annual Report For Public And Association Libraries - 2004

1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2004

1.1	Library ID Number	2800476060
1.2	Library Name	Springfield Library
1.3	Community	Springfield Center
1.4	Beginning Fiscal Reporting Year	1/1/2004
1.5	Ending Fiscal Reporting Year	12/31/2004
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	Population Chartered to Serve (per 2000 Census)	1,350
1.19	Indicate the type of library as stated in the library's charter (select one):	ASSOCIATION
1.20	Indicate the area chartered to serve as stated in the library's charter (select one):	Town
1.21	Indicate the type of charter the library currently holds (select one):	PROVISIONAL
1.22	Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter	4271999

1.23	Date the library was last registered	N/A
1.24	Federal Employer Identification Number	16158022
1.25	County	Otsego
1.26	School District	Cherry Valley-Springfield Central School District
1.27	Library System	Four County Library System
1.28	Title of Library Director/ Manager (select one):	Mrs.
1.29	First Name of Library Director/Manager	Nancy
1.30	Last Name of Library Director/Manager	sloan
1.31	NYS Public Librarian Certification Number	N/A
1.32	E-mail Address of the Director/Manager	sp_ill@4cty.org
1.33	Fax Number of the Director/Manager	(315) 858-5876
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 2004, was all or part of the library's budget subject to a public vote (see instructions)? Enter Y for Yes, N for No. If yes, please complete one record for each vote held. If no, go to question 1.36.	N
1.	Name of municipality or district holding the vote	N/A
2.	Indicate the type of municipality or district holding the vote	N/A
3.	Was this a Chapter 414 vote?	N/A
4.	Dollar amount	N/A
5.	Was the vote successful?	N/A
6.	Date the vote was held	N/A
1.36	For the fiscal year that ended in 2004, 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/vote that is still in effect.	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?	N

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?	N
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.)?	N

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	2,921
2.2	Adult Non-fiction Books	1,052
2.3	Total Adult Books (2.1 + 2.2)	3,973
2.4	Children's Fiction Books	985
2.5	Children's Non-fiction Books	486
2.6	Total Children's Books (2.4 + 2.5)	1,471
2.7	Total Cataloged Books (2.3 + 2.6)	5,444

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 (2.8 + 2.9 + 2.10)	0
2.12	Total Print Materials (2.7 + 2.11)	5,444

ELECTRONIC MATERIALS

2.13	Electronic Books	0
2.14	NOVEL Databases	11
2.15	Other Databases	4
2.16	Total Databases (2.14 + 2.15)	15

2.17	Other Electronic Materials (includes, films, slides, filmstrips, CD-ROMs, etc.)	0
2.18	Total Electronic Materials (2.13 + 2.16 + 2.17)	15

ALL OTHER MATERIALS

2.19	Audio Recordings (includes audio CDs, tapes, etc.)	68
2.20	Video Recordings (includes VHS, DVD, etc.)	164
2.21	All Other Materials (includes microform, films, slides, filmstrips, etc.)	0
2.22	Total Other Materials Holdings (2.19 + 2.20 + 2.21)	232
2.23	GRAND TOTAL HOLDINGS (2.12 + 2.18 + 2.22)	5,691

CURRENT SERIAL SUBSCRIPTIONS

2.24	Current Print Serial Subscriptions	0
2.25	Current Electronic Serial Subscriptions	0
2.26	Total Current Subscriptions (2.24 + 2.25)	0

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.27	Cataloged Books	127
2.28	All Other Print Materials	0
2.29	Electronic Materials	0
2.30	All Other Materials	0
2.31	Total Additions (2.27 + 2.28 + 2.29 + 2.30)	127

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	32
3.2	Young Adult Program Sessions	0
3.3	Children's Program Sessions	31
3.4	All Other Program Sessions	1
3.5	Total Number of Program Sessions (3.1 + 3.2 + 3.3 + 3.4)	64
3.6	Adult Program Attendance	182
3.7	Young Adult Program Attendance	0
3.8	Children's Program Attendance	408
3.9	All Other Program Attendance	275
3.10	Total Program Attendance (3.6 + 3.7 + 3.8 + 3.9)	865

LIBRARY USE

3.11	Library visits (total annual attendance)	4,929
3.12	Registered Resident Borrowers	220
3.13	Registered Non-Resident borrowers	16

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

3.14	Does the library have an open meeting policy?	Y
3.15	Does the library have a policy protecting the confidentiality of library records?	Y
3.16	Does the library have an Internet use policy?	Y
3.17	Does the library have a disaster policy?	Y

ACCESSIBILITY (Answer Y for Yes, N for No)

3.18	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y
3.19	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	1,772
4.2	Adult Non-fiction Books	197
4.3	Total Adult Books (4.1 + 4.2)	1,969
4.4	Children's Fiction Books	580
4.5	Children's Non-fiction Books	188
4.6	Total Children's Books (4.4 + 4.5)	768
4.7	Total Cataloged Book Circulation (4.3 + 4.6)	2,737

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	119
4.9	Circulation of Children's Other Materials	227
4.10	Total Circulation of Other Materials (4.8 + 4.9)	346
4.11	Grand Total Circulation Transactions (4.7 + 4.10)	3,083
4.12	Grand Total Circulation of Children's Materials (4.6 + 4.9)	995

REFERENCE TRANSACTIONS

4.13 Total Reference Transactions 133

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.14 Total Materials Received 269

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.15 Total Materials Provided 2

5. AUTOMATION AND TELECOMMUNICATIONS

Report all information as of December 31, 2004.

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 551

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 - Report positions to two decimal places.

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 (6.2 + 6.4 + 6.6 + 6.8 + 6.10)** 1.00

6.13	VACANT TOTAL PAID STAFF (6.3 + 6.5 + 6.7 + 6.9 + 6.11)	0.00
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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, 2004.

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. 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 (8.1 + 8.2 + 8.3 + 8.4)** 1

PUBLIC SERVICE HOURS - Report public service hours to two decimal places.

- 8.6 Minimum Weekly Total Hours - Main Library 20
- 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 (8.6 + 8.7 + 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 (8.10 + 8.11 + 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 detailed outlet information on main libraries, branches or bookmobiles only. Complete one record for *each* main library, branch or bookmobile.

1. Outlet Name Springfield Library
2. Street Address 129 County Route 29A
3. City or Town Springfield Center
4. Zip Code 13468
5. Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown) 0142
6. Phone (enter 10 digits only; enter N/A if no telephone number) 3158585802

7.	Fax Number (enter 10 digits only; enter N/A if no fax number)	(315) 858-5867
8.	E-mail Address (enter N/A if no e-mail address)	sp_ill@4cty.org
9.	Outlet URL (enter N/A if no 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.	<i>LIBID</i>	2800476060
19.	<i>FSCSID</i>	NY9006
20.	<i>Metropolitan Status Code</i>	NO
21.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0

10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2004. 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, 2004 to December 31, 2004)	4
10.2	Number of <u>voting</u> positions on library board.	9

BOARD MEMBER SELECTION

10.3	Enter Selection Code (select one):	EA
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List Officers and Board Members for the *2005 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.	Mailing Address	PO Box 206
5.	City	Springfield Center
6.	Zip Code (5 digits only)	13468

7.	Phone for the Board President only (enter 10 digits only; for other trustees, enter N/A)	N/A
8.	E-mail address (enter N/A if unknown)	N/A
9.	Enter Office Held or Trustee	trustee
10.	Term Expires - Month or N/A	December
11.	Term Expires - Year (yyyy) or N/A	2005
1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	Noel
3.	Last Name of Board Member	Dries
4.	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; for other trustees, enter N/A)	(607) 547-8809
8.	E-mail address (enter N/A if unknown)	NA
9.	Enter Office Held or Trustee	president
10.	Term Expires - Month or N/A	December
11.	Term Expires - Year (yyyy) or N/A	2006
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Suzanne
3.	Last Name of Board Member	Goodrich
4.	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; for other trustees, enter N/A)	N/A
8.	E-mail address (enter N/A if unknown)	NA
9.	Enter Office Held or Trustee	secretary
10.	Term Expires - Month or N/A	December
11.	Term Expires - Year (yyyy) or N/A	2006
1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	Fred
3.	Last Name of Board Member	Culbert
4.	Mailing Address	5467 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; for other trustees, enter N/A)	N/A
8.	E-mail address (enter N/A if unknown)	NA
9.	Enter Office Held or Trustee	trustee
10.	Term Expires - Month or N/A	December
11.	Term Expires - Year (yyyy) or N/A	2005
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Jeanette
3.	Last Name of Board Member	Dorn
4.	Mailing Address	220 Texas Rd
5.	City	Springfield Center
6.	Zip Code (5 digits only)	13468
7.	Phone for the Board President only (enter 10 digits only; for other trustees, enter N/A)	N/A
8.	E-mail address (enter N/A if unknown)	NA
9.	Enter Office Held or Trustee	trustee
10.	Term Expires - Month or N/A	December
11.	Term Expires - Year (yyyy) or N/A	2007
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Ruth
3.	Last Name of Board Member	Schultz
4.	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; for other trustees, enter N/A)	N/A
8.	E-mail address (enter N/A if unknown)	NA
9.	Enter Office Held or Trustee	vice president
10.	Term Expires - Month or N/A	December
11.	Term Expires - Year (yyyy) or N/A	2006
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Sandra
3.	Last Name of Board Member	VanAlstine
4.	Mailing Address	2750 Co Hwy 31
5.	City	Cherry Valley
6.	Zip Code (5 digits only)	13320

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|-----|---|--------------------|
| 7. | Phone for the Board President only
(enter 10 digits only; for other trustees, enter N/A) | N/A |
| 8. | E-mail address (enter N/A if unknown) | NA |
| 9. | Enter Office Held or Trustee | trustee |
| 10. | Term Expires - Month or N/A | December |
| 11. | Term Expires - Year (yyyy) or N/A | 2005 |
| 1. | Title of Board Member (select one): | Mrs. |
| 2. | First Name of Board Member | Marie |
| 3. | Last Name of Board Member | Saltys |
| 4. | Mailing Address | 5216 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; for other trustees, enter N/A) | N/A |
| 8. | E-mail address (enter N/A if unknown) | NA |
| 9. | Enter Office Held or Trustee | trustee |
| 10. | Term Expires - Month or N/A | December |
| 11. | Term Expires - Year (yyyy) or N/A | 2007 |
| 1. | Title of Board Member (select one): | Mrs. |
| 2. | First Name of Board Member | Mary |
| 3. | Last Name of Board Member | Williams |
| 4. | 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; for other trustees, enter N/A) | N/A |
| 8. | E-mail address (enter N/A if unknown) | N/A |
| 9. | Enter Office Held or Trustee | trustee |
| 10. | Term Expires - Month or N/A | December |
| 11. | Term Expires - Year (yyyy) or N/A | 2007 |

11. OPERATING FUNDS RECEIPTS - Fiscal Year 2004

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, go to question 11.3. 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
11.2	TOTAL LOCAL PUBLIC FUNDS(#3)	\$2,000

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$150
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	\$164
11.8	TOTAL SYSTEM CASH GRANTS (11.3 + 11.4 + 11.5 + 11.6 + 11.7)	\$314

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 (11.10 + 11.11)	\$0

11.13	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	0
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OTHER RECEIPTS

11.14	Gifts and Endowments	\$180
11.15	Fund Raising	\$1,570
11.16	Income from Investments	\$5,125
11.17	Library Charges	\$202
11.18	Other	\$2,861
11.19	Total Other Receipts (11.14 + 11.15 + 11.16 + 11.17 + 11.18)	\$9,938
11.20	TOTAL OPERATING FUND RECEIPTS (11.2 + 11.8 + 11.9 + 11.12 + 11.13 + 11.19)	\$12,252
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 (11.22 + 11.23)	\$0
11.25	BALANCE - Beginning of Fiscal Year Ending 2004 (Same as Question 12.38 of previous year if fiscal year has not changed)	\$100,627
11.26	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (11.20 + 11.21 + 11.24 + 11.25)	\$112,879

12. OPERATING FUND DISBURSEMENTS

Note: Federal Aid - Library Operation. Funds for operating purposes received from such Federal programs as Library Services Technology Act (LSTA) (reported as receipts in question 11.10) or Library Services and Construction Titles (LSCA) IV, V and VI, etc. (reported as receipts in question 11.11) must be shown as disbursements in the Operating Fund Disbursement report. For example, LSTA or LSCA Title V money used for library materials must be included in an appropriate section within Collection Expenditures (questions 12.6 through 12.8).

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$0
12.2	Other Staff	\$5,922
12.3	Total Salaries & Wages Expenditures (12.1 + 12.2)	\$5,922
12.4	Employee Benefits Expenditures	\$679
12.5	Total Staff Expenditures (12.3 + 12.4)	\$6,601

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$1,754
12.7	Electronic Materials Expenditures	0
12.8	Other Materials Expenditures	0
12.9	Total Collection Expenditures (12.6 + 12.7 + 12.8)	\$1,754

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	0
12.11	From Other Funds (71OF)	\$1,110
12.12	Total Capital Expenditures (12.10 + 12.11)	\$1,110

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 (12.13 + 12.14)	\$0

12.16	Other Disbursements for Operation & Maintenance of Buildings	0
12.17	Total Operation & Maintenance of Buildings (12.15 + 12.16)	\$0
MISCELLANEOUS EXPENSES		
12.18	Office and Library Supplies	\$460
12.19	Telecommunications	\$852
12.20	Binding Expenses	0
12.21	Postage and Freight	\$24
12.22	Other Miscellaneous	\$686
12.23	Total Miscellaneous Expenses(12.18 through 12.22)	\$2,022
12.24	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	0
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 (12.25 + 12.26)	\$0
12.28	Budget Loans (Principal and Interest)	0
12.29	Short-Term Loans	0
12.30	Total Debt Service (12.27 + 12.28 + 12.29)	\$0
12.31	TOTAL OPERATING FUND DISBURSEMENTS (12.5A + 12.9 + 12.12 + 12.17 + 12.23 + 12.24 + 12.30)	\$11,487
TRANSFERS		
Transfers to Capital Fund		
12.32	From Local Public Funds (76PF)	0
12.33	From Other Funds (76OF)	0
12.34	Total Transfers to Capital fund (12.32 + 12.33)	\$0
12.35	Transfer to Other Funds	0
12.36	TOTAL TRANSFERS (12.34 + 12.35)	\$0
12.37	TOTAL DISBURSEMENTS AND TRANSFERS (12.31 + 12.36)	\$11,487
12.38	BALANCE IN OPERATING FUND-at the End of Fiscal Year Ending 2004	\$101,392
12.39	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (12.37 + 12.38)	\$112,879

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). 01/20/2005

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 Revenues from Local Government Sources 0

13.2 All Other Revenues from Local Sources 0

13.3 **Total Revenues from Local Sources (13.1 + 13.2)** \$0

STATE AID FOR CAPITAL PROJECTS

13.4 State Aid Received for Construction 0

13.5 Other State Aid 0

13.6 **Total State Aid (13.4 + 13.5)** \$0

FEDERAL AID FOR CAPITAL PROJECTS

13.7 Total Federal Aid 0

INTERFUND REVENUE

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

13.9 **TOTAL REVENUES (13.3 + 13.6 + 13.7 + 13.8)** \$0

13.10 **NON-REVENUE RECEIPTS** 0

13.11 **TOTAL RECEIPTS(13.9 + 13.10)** \$0

13.12	CASH BALANCE - Beginning of Fiscal Year Ending 2004 (Same as Question 14.11 of previous year, if fiscal year has not changed)	0
13.13	TOTAL RECEIPTS AND BALANCE (13.11 + 13.12)	\$0

14. CAPITAL FUNDS 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 (14.3 + 14.5)	\$0

14.7	Total Project Expenditures (14.1 + 14.2 + 14.6)	\$0
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14.8	TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0
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14.9	NON-PROJECT EXPENDITURES	0
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14.10	TOTAL DISBURSEMENTS AND TRANSFERS (14.7 + 14.8 + 14.9)	\$0
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14.11	CASH BALANCE - End Of Fiscal Year ending 2004	0
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14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (14.10 + 14.11)	\$0
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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	\$150
15.6	Federal Aid Revenue	\$0
15.7	Other Operating Revenue	\$10,102
15.8	Total Operating Revenue	\$12,252
15.9	Other Operating Expenditures	\$2,022
15.10	Total Operating Expenditures	\$10,377
15.11	Capital Revenue	\$0
15.12	Capital Expenditures	\$1,110
15.13	Print Materials	5,444

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

Click [here](#) to print a copy of the Comment Sheet.