

# Springfield Library

## Annual Report For Public And Association Libraries - 2008

### 1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2008

1.1	Library ID Number	2800476060
1.2	Library Name	Springfield 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	Springfield Center
1.6	Beginning Fiscal Reporting Year	1/1/2008
1.7	Ending Fiscal Reporting Year	12/31/2008
1.8	Street Address	129 County Route 29A
1.9	City	Springfield Center
1.10	Zip Code (5 Digits Only)	13468
1.11	Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown)	0142
1.12	Address Status	00 (for no change from previous year)
1.13	Mailing Address	P. O. Box 142
1.14	City	Springfield Center
1.15	Zip Code (5 digits only)	13468
1.16	Four-Digit Zip Code Extension (4 digits only; enter N/A if unknown)	0142
1.17	Telephone Number (enter 10 digits only; enter N/A if no telephone number)	(315) 858-5802
1.18	Fax Number (enter 10 digits only; enter N/A if no fax number)	(315) 858-5876
1.19	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	sp.ill@4cls.org
1.20	Library Home Page URL (Enter N/A if no home page URL)	<a href="http://www.4cls.org/Otsego.html">http://www.4cls.org/Otsego.html</a>
1.21	Population Chartered to Serve (per 2000 Census)	1,350
1.22	Indicate the type of library as stated in the library's charter (select one):	ASSOCIATION
1.23	Indicate the area chartered to serve as stated in the library's charter (select one):	Town

- 1.24 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 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. N
- 1.25 Indicate the type of charter the library currently holds (select one): Provisional
- 1.26 Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter 4/27/1999
- 1.27 Date the library was last registered 2/28/2003
- 1.28 Federal Employer Identification Number 16158022
- 1.29 County Otsego
- 1.30 School District Cherry Valley-Springfield Central School District
- 1.31 Library System Four County Library System
- 1.32 Title of Library Director/ Manager (select one): Mrs.
- 1.33 First Name of Library Director/Manager Nancy
- 1.34 Last Name of Library Director/Manager sloan
- 1.35 NYS Public Librarian Certification Number N/A
- 1.36 E-mail Address of the Director/Manager sp.ill@4cls.org
- 1.37 Fax Number of the Director/Manager (315) 858-5876
- 1.38 Does the library charge fees for library cards to people residing outside the system's service area? N
- 1.39 Was all or part of the library's 2008 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 1.40. 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 (Ed. Law Â§259.1.b)? N/A

4.	Dollar amount	N/A
5.	Was the vote successful?	N/A
6.	Date the vote was held	N/A
1.40	For the fiscal year that ended in 2008, 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(s) approved by public vote(s) still in effect.	0%
1.41	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 <i>each</i> contract. If no, go to question 1.42.	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	N/A
4.	Dollar amount of contract	N/A
5.	Enter the appropriate code for range of services provided (select one):	N/A
1.42	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>State</u> note; if no, please go to Part 2, Library Collection.	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	1,939
2.2	Adult Non-fiction Books	726

2.3	Total Adult Books (Total questions 2.1 & 2.2)	2,665
2.4	Children's Fiction Books	1,221
2.5	Children's Non-fiction Books	458
2.6	Total Children's Books (Total questions 2.4 & 2.5)	1,679
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	4,344

#### 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)	4,344

#### ELECTRONIC MATERIALS

2.13	Electronic Books	0
2.14	Local Databases	0
2.15	NOVEL <sub>NY</sub> Databases	14
2.16	Other Databases	0
2.17	Total Databases (Total questions 2.14, 2.15 and 2.16)	14
2.18	Other Electronic Materials (includes all other materials in digital format such as e-serials, CD-ROMs, government documents, electronic files, reference tools, scores, maps, etc.)	0
2.19	Total Electronic Materials (Total questions 2.13, 2.17 and 2.18)	14

#### ALL OTHER MATERIALS

2.20	Audio Recordings (includes audio CDs, tapes, etc.)	93
2.21	Video Recordings (includes VHS, DVD, etc.)	251
2.22	All Other Materials (includes microform, films, slides, filmstrips, etc.)	0
2.23	Total Other Materials Holdings (Total questions 2.20, 2.21 and 2.22)	344
2.24	<b>GRAND TOTAL HOLDINGS</b> (Total questions 2.12, 2.19 and 2.23)	4,702

#### CURRENT SERIAL SUBSCRIPTIONS

2.25	Current Print Serial Subscriptions	0
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2.26 Current Electronic Serial Subscriptions 0

2.27 Total Current Subscriptions (Total questions 2.25 and 2.26) 0

**ADDITIONS TO HOLDINGS** - Do not subtract withdrawals or discards.

2.28 Cataloged Books 159

2.29 All Other Print Materials 0

2.30 Electronic Materials 0

2.31 All Other Materials 0

2.32 Total Additions (Total questions 2.28 through 2.31) 159

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

Report all information on questions 3.1 through 3.10 and 3.51 through 3.59 as of the end of the fiscal year reported in Part 1; report information on questions 3.11 through 3.50 for the 2008 calendar year.

#### LIBRARY SPONSORED PROGRAMS

3.1 Adult Program Sessions 12

3.2 Young Adult Program Sessions 0

3.3 Children's Program Sessions 11

3.4 All Other Program Sessions 0

3.5 Total Number of Program Sessions (Total questions 3.1 through 3.4) 23

3.6 Adult Program Attendance 156

3.7 Young Adult Program Attendance 0

3.8 Children's Program Attendance 225

3.9 All Other Program Attendance 0

3.10 Total Program Attendance (Total questions 3.6 through 3.9) 381

#### SUMMER READING PROGRAM

3.11- Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2008 (check all that apply):

a. Program(s) for children Yes

b. Program(s) for young adults No

c. NYS Summer Reading Program theme for children used Yes

d. NYS Summer Reading Program theme for young adults used No

e. N/A No

3.12 Library outlets offering the summer reading program 1

3.13 Children registered for the library's summer reading program 122

3.14 Young adults registered for the library's summer reading program 0

3.15 Total number registered for the library's summer reading program (total 3.13 + 3.14) 122

3.16	Children's program sessions - Summer 2008	4
3.17	Young adult program sessions - Summer 2008	0
3.18	<b>Total program sessions - Summer 2008 (total 3.16 + 3.17)</b>	4
3.19	Children's program attendance - Summer 2008	122
3.20	Young adult program attendance - Summer 2008	0
3.21	<b>Total program attendance - Summer 2008 (total 3.19 + 3.20)</b>	122

#### COLLABORATORS

3.22	Public school district(s) and/or BOCES	0
3.23	Non-public school(s)	0
3.24	Childcare center(s)	0
3.25	Summer camp(s)	0
3.26	Municipality/Municipalities	0
3.27	Literacy provider(s)	0
3.28	Other (describe using the State note)	0
3.29	<b>Total Collaborators (total 3.22 through 3.28)</b>	0

#### EARLY LITERACY PROGRAMS

3.30	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	Y
3.31	Indicate age group(s) (check all that apply):	
a.	Birth - 3 years	Yes
b.	4 - 5 years	No
c.	Parents and Caregivers	No
d.	N/A	No
3.32	Ages birth to three years program sessions	7
3.33	Ages four to five years program sessions	0
3.34	Parent and/or caregiver program sessions	0
3.35	<b>Total program sessions (total 3.32 + 3.33 + 3.34)</b>	7
3.36	Ages birth to three years program attendance	103
3.37	Ages four to five years program attendance	0
3.38	Parent and/or caregiver program attendance	0



3.39 Total program attendance (total  
3.36 + 3.37 + 3.38) 103

3.40 Collaborators (check all that apply):

- a. Childcare center(s) No
- b. Public School District(s) and/or  
BOCES No
- c. Non-Public School(s) No
- d. Other (describe using the State  
note) No
- e. N/A Yes

#### PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

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

3.42 Children's program sessions 0

3.43 Young adult program sessions 0

3.44 Adult program sessions 0

3.45 Total program sessions (total 3.42  
+ 3.43 + 3.44) 0

3.46 Children's program attendance 0

3.47 Young adult program attendance 0

3.48 Adult program attendance 0

3.49 Total program attendance (total  
3.46 + 3.47 + 3.48) 0

3.50 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 State  
note) No
- e. N/A No

#### LIBRARY USE

3.51 Library visits (total annual  
attendance) 3,863

3.52 Registered resident borrowers 243

3.53 Registered non-resident borrowers 28

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

3.54 Does the library have an open  
meeting policy? Y

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

3.56 Does the library have an Internet  
use policy? Y

3.57 Does the library have a disaster policy? Y

**ACCESSIBILITY (Answer Y for Yes, N for No)**

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

3.59 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. (Please note: Internal Library usage is not considered part of circulation)

**CATALOGED BOOK CIRCULATION**

4.1	Adult Fiction Books	1,955
4.2	Adult Non-fiction Books	151
4.3	Total Adult Books (Total questions 4.1 & 4.2)	2,106
4.4	Children's Fiction Books	687
4.5	Children's Non-fiction Books	140
4.6	Total Children's Books (Total questions 4.4 & 4.5)	827
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	2,933

**CIRCULATION OF OTHER MATERIALS**

4.8	Circulation of Adult Other Materials	67
4.9	Circulation of Children's Other Materials	297
4.10	Total Circulation of Other Materials (Total questions 4.8 & 4.9)	364
4.11	Grand Total Circulation Transactions (Total questions 4.7 & 4.10)	3,297
4.12	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	1,124

**REFERENCE TRANSACTIONS**

4.13 Total Reference Transactions 409

**INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)**

4.14 TOTAL MATERIALS RECEIVED 266

**INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)**

4.15 TOTAL MATERIALS PROVIDED 0



## 5. AUTOMATION AND TELECOMMUNICATIONS

Report all information as of December 31, 2008.

### 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?                | N   |
| 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 public Internet computers per year | 288 |
| 5.7 | Type of connection on public library Internet computers                 |     |
| a.  | Dial-Up   | No  |
| b.  | DSL   | No  |
| c.  | Cable   | Yes |
| d.  | Leased Line   | No  |
| e.  | Municipal Networks (wireless or other)                                  | No  |
| f.  | State Network   | No  |
| g.  | Fiber   | No  |
| h.  | Other (specify using the State note)                                    | No  |
| 5.8 | Maximum speed of connection on public library Internet computers        |     |
| a.  | Less than 128 kilobits per second                                       | No  |
| b.  | 129 to 256 kilobits per second  | No  |
| c.  | 257 to 768 kilobits per second  | No  |
| d.  | 769 kilobits to 1.4 megabits per second                                 | No  |
| e.  | 1.5 megabits per second   | No  |
| f.  | 1.6 to 5.0 megabits per second  | No  |
| g.  | 6.0 to 10 megabits per second   | Yes |
| h.  | Greater than 10 megabits per second                                     | No  |

## 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	1
6.11	Vacant Other Staff	0
6.12	<b>TOTAL PAID STAFF</b> (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	2.00
6.13	<b>VACANT TOTAL PAID STAFF</b> (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.00

**SALARY INFORMATION**

6.14	FTE - Entry Level Librarian (certified)	0
6.15	Salary - Entry Level Librarian (certified)	\$0
6.16	FTE - Library Director (certified)	0
6.17	Salary - Library Director (certified)	\$0
6.18	FTE - Library Manager (not certified)	1
6.19	Salary - Library Manager (not certified)	\$6,887

**7. MINIMUM PUBLIC LIBRARY STANDARDS**

Report all information as of December 31, 2008.

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. telefacsimile 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	<b>TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)</b>	1

**PUBLIC SERVICE HOURS** - Report 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 (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 through 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.	Outlet Name Status (State Use Only - Do <u>Not</u> Modify)	00 (for no change)
3.	Street Address	129 County Route 29A
4.	Outlet Street Address Status	00 (for no change)
5.	City	Springfield Center
6.	Zip Code	13468
7.	Four-Digit Zip Code Extension	0142
8.	Phone (enter 10 digits only)	(315) 858-5802
9.	Fax Number (enter 10 digits only)	(315) 858-5867
10.	E-mail Address	sp.ill@4cls.org
11.	Outlet URL	none
12.	County	Otsego
13.	Outlet Type Code (select one):	CE
14.	Enter the appropriate outlet code (select one):	LRF
15.	Indicate the year this outlet was initially constructed	N/A
16.	Indicate the year the outlet underwent a major renovation costing \$25,000 or more	N/A
17.	Square footage of the outlet	1,095
18.	Does the outlet have a building entrance that is physically accessible to the person in a wheelchair?	Y
19.	Is every public part of the outlet accessible to the person in a wheelchair?	Y
20.	LIBID	2800476060
21.	FSCSID	NY9006
22.	Metropolitan Status Code (State Use Only - Do <u>Not</u> Modify)	NO

23. *Number of Bookmobiles in the Bookmobile Outlet Record* 0
24. *Structure Status (State Use Only - Do Not Modify)* 00 (for no change from previous year)

## 10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2008. 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, 2008 to December 31, 2008) 4
- 10.2 Number of voting positions on library board. 9

### BOARD MEMBER SELECTION

- 10.3 Enter Selection Code (select one): EA - board members are elected by the library association membership

List Officers and Board Members for the **2009 Calendar Year**. Complete one record for *each* board member.

- |     |   |                    |
|-----|---|--------------------|
| 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   | 5489 U.S. Hwy. 20  |
| 5.  | City  | East Springfield   |
| 6.  | Zip Code (5 digits only)                                  | 13333              |
| 7.  | Phone for the Board President only (enter 10 digits only) | (607) 264-3375     |
| 8.  | E-mail address  | N/A                |
| 9.  | Office Held or Trustee                                    | President          |
| 10. | Term Expires  | December           |
| 11. | Term Expires - Year (yyyy)                                | 2011               |
| 1.  | Title of Board Member (select one):                       | Mrs.               |
| 2.  | First Name of Board Member                                | Dorothy            |
| 3.  | Last Name of Board Member                                 | Harvey             |
| 4.  | Mailing Address   | PO Box 29          |
| 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  | NA                 |
| 9.  | Office Held or Trustee                                    | Vice President     |
| 10. | Term Expires  | December           |
| 11. | Term Expires - Year (yyyy)                                | 2011               |
| 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)	N/A
8.	E-mail address	NA
9.	Office Held or Trustee	trustee
10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2011
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)	N/A
8.	E-mail address	NA
9.	Office Held or Trustee	trustee
10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2011
1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	Les
3.	Last Name of Board Member	Gray
4.	Mailing Address	PO Box 201
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 or Trustee	trustee
10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2009
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Cindy
3.	Last Name of Board Member	Bellinger
4.	Mailing Address	4838 U.S.Hwy 20
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 or Trustee	trustee

10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2009
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Violetta
3.	Last Name of Board Member	Elsy
4.	Mailing Address	107 Barlett Road
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 or Trustee	Secretary
10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2010
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Florence
3.	Last Name of Board Member	Matteson
4.	Mailing Address	PO Box 144
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 or Trustee	trustee
10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2010
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Carole
3.	Last Name of Board Member	Westerman
4.	Mailing Address	7723 St Hwy 80
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 or Trustee	Trustee
10.	Term Expires	December
11.	Term Expires - Year (yyyy)	2009

## 11. OPERATING FUNDS 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, go to question 11.3. Y

1. Source of Funds Town  
2. Name of funding County, Municipality or District SpringfieldN/A

3. Amount \$5,000

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 CherryValley/SpringfieldN/A

3. Amount \$750

4. Subject to Public Vote N

5. Written Contractual Agreement N

11.2 **TOTAL LOCAL PUBLIC FUNDS** \$5,750

### SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3 Local Library Services Aid (LLSA) \$1,473

11.4 Central Library Aid (CLDA and/or CBA) \$0

11.5 Additional State Aid received from the System \$1,000

11.6 Federal Aid received from the System \$0

11.7 Other Cash Grants \$2,450

11.8 **TOTAL SYSTEM CASH GRANTS** (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7) \$4,923

### 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 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	<b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b>	\$0
<b>OTHER RECEIPTS</b>		
11.14	Gifts and Endowments	\$332
11.15	Fund Raising	\$1,804
11.16	Income from Investments	\$2,907
11.17	Library Charges	\$334
11.18	Other	\$120
11.19	<b>TOTAL OTHER RECEIPTS</b> (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$5,497
11.20	<b>TOTAL OPERATING FUND RECEIPTS</b> (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$16,170
11.21	<b>BUDGET LOANS</b>	\$0
<b>TRANSFERS</b>		
11.22	From Capital Fund (Same as Question 14.8)	\$0
11.23	From Other Funds	\$0
11.24	<b>TOTAL TRANSFERS</b> (Add Questions 11.22 and 11.23)	\$0
11.25	<b>BALANCE</b> - Beginning of Fiscal Year Ending 2008 (Same as Question 12.38 of previous year if fiscal year has not changed)	\$123,440
11.26	<b>GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE</b> (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.39)	\$139,610

## 12. OPERATING FUND DISBURSEMENTS

### STAFF EXPENDITURES

#### Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$0
12.2	Other Staff	\$8,910
12.3	<b>Total Salaries &amp; Wages Expenditures</b> (Add Questions 12.1 and 12.2)	\$8,910
12.4	<b>Employee Benefits Expenditures</b>	\$1,032
12.5	<b>Total Staff Expenditures</b> (Add Questions 12.3 and 12.4)	\$9,942

### COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$2,500
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12.7	Electronic Materials Expenditures	\$200
12.8	Other Materials Expenditures	\$0
12.9	<b>Total Collection Expenditures</b> (Add Questions 12.6, 12.7 and 12.8)	\$2,700

#### **CAPITAL EXPENDITURES FROM OPERATING FUNDS**

12.10	From Local Public Funds (71PF)	\$0
12.11	From Other Funds (71OF)	\$2,148
12.12	<b>Total Capital Expenditures</b> (Add Questions 12.10 and 12.11)	\$2,148

#### **OPERATION AND MAINTENANCE OF BUILDINGS**

##### **Repairs to Building & Building Equipment**

12.13	From Local Public Funds (72PF)	\$796
12.14	From Other Funds (72OF)	\$0
12.15	<b>Total Repairs</b> (Add Questions 12.13 and 12.14)	\$796
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$0
12.17	<b>Total Operation &amp; Maintenance of Buildings</b> (Add Questions 12.15 and 12.16)	\$796

#### **MISCELLANEOUS EXPENSES**

12.18	Office and Library Supplies	\$517
12.19	Telecommunications	\$1,103
12.20	Binding Expenses	\$0
12.21	Postage and Freight	\$47
12.22	Other Miscellaneous	\$318
12.23	<b>Total Miscellaneous Expenses</b> (Add Questions 12.18, 12.19, 12.20, 12.21 and 12.22)	\$1,985

12.24	<b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b>	\$500
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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	<b>Total</b> (Add Questions 12.25 and 12.26)	\$0
12.28	Budget Loans (Principal and Interest)	\$0
12.29	Short-Term Loans	\$0
12.30	<b>Total Debt Service</b> (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) \$18,071

#### **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**  
(Add Questions 12.32 and 12.33;  
same as Question 13.8) \$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) \$18,071

12.38 **BALANCE IN OPERATING  
FUND**-at the End of Fiscal Year  
Ending 2008 \$121,539

12.39 **GRAND TOTAL  
DISBURSEMENTS,  
TRANSFERS & BALANCE** \$139,610  
(Add Questions 12.37 and 12.38;  
same as Question 11.26)

#### **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). 01/15/2009

#### **FISCAL AUDIT**

12.41 Last audit performed  
(mm/dd/yyyy) 01/10/2008

12.42 Time period covered by this audit  
(mm/dd/yyyy) - (mm/dd/yyyy) 01/01/2007-12/31/2007

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

*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	<b>Total Revenues from Local Sources</b> (Add Questions 13.1 and 13.2)	\$0

**STATE AID FOR CAPITAL PROJECTS**

13.4	State Aid Received for Construction	\$0
13.5	Other State Aid	\$0
13.6	<b>Total State Aid</b> (Add Questions 13.4 and 13.5)	\$0

**FEDERAL AID FOR CAPITAL PROJECTS**

13.7	<b>TOTAL FEDERAL AID</b>	\$0
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**INTERFUND REVENUE**

13.8	Transfer from Operating Fund (Same as Question 12.34)	\$0
13.9	<b>TOTAL REVENUES</b> (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$0
13.10	<b>NON-REVENUE RECEIPTS</b>	\$0
13.11	<b>TOTAL RECEIPTS</b> (Add Questions 13.9 and 13.10)	\$0
13.12	<b>CASH BALANCE</b> - Beginning of Fiscal Year Ending 2008 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$0
13.13	<b>TOTAL RECEIPTS AND BALANCE</b> (Add Questions 13.11 and 13.12; same as Question 14.12)	\$0

**14. CAPITAL FUNDS DISBURSEMENTS**

**PROJECT EXPENDITURES**

14.1	Construction	\$0
14.2	Incidental Construction	\$0
<b>Other Disbursements</b>		
14.3	Purchase of Buildings	\$0
14.4	Interest	\$0
14.5	Collection Expenditures	\$0
14.6	<b>Total Other Disbursements</b> (Add Questions 14.3, 14.4 and 14.5)	\$0

14.7	<b>TOTAL PROJECT EXPENDITURES</b> (Add Questions 14.1, 14.2 and 14.6)	\$0
14.8	<b>TRANSFER TO OPERATING FUND</b> (Same as Question 11.22)	\$0
14.9	<b>NON-PROJECT EXPENDITURES</b>	\$0
14.10	<b>TOTAL DISBURSEMENTS AND TRANSFERS</b> (Add Questions 14.7, 14.8 and 14.9)	\$0
14.11	<b>CASH BALANCE</b> - End Of Fiscal Year ending 2008	\$0
14.12	<b>TOTAL CASH DISBURSEMENTS AND BALANCE</b> (Add Questions 14.10 and 14.11; same as Question 13.13)	\$0

## 15. FEDERAL TOTALS

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

*Note:* All fields in Part 15 are pre-calculated formulas; there is no need to enter data in the section."

15.1	Total ALA-MLS	0.00
15.2	Total Librarians	0.50
15.3	All Other Paid Staff	0.50
15.4	Total Paid Employees	1.00
15.5	State Government Revenue	\$2,473
15.6	Federal Aid Revenue	\$0
15.7	Other Operating Revenue	\$7,947
15.8	Total Operating Revenue	\$16,170
15.9	Other Operating Expenditures	\$3,281
15.10	Total Operating Expenditures	\$15,923
15.11	Capital Expenditures	\$2,148
15.12	Print Materials	4,344
15.13	Total Registered Borrowers	271
15.14	Other Capital Revenue and Receipts	\$0

## 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
16.7	<i>FSCS ID</i>	NY9006

## SUGGESTED IMPROVEMENTS

Library Name: Springfield Library  
Library System: Four County Library System  
Name of Person Completing Form: Nancy Sloan  
Phone Number: (315) 858-5802

Please share your suggestions for  
improving the *Annual Report*.  
Thank you!