

Tompkins County Public Library

Annual Report For Public And Association Libraries - 2001

1. General Library Information

Report all information in Part 1 as of December 31, 2001

1.1	<i>Library ID Number: SYSTCD</i>	24
1.2	<i>SUBSYSTCD</i>	00
1.3	<i>COCD</i>	61
1.4	<i>LIBCD</i>	3230
1.5	<i>CSS Number</i>	N/A
1.6	<i>Library Name</i>	Tompkins County Public Library
1.7	<i>Community</i>	Ithaca *
1.8	<i>Beginning Fiscal Reporting Year (mm/dd/yyyy)</i>	1/1/2001
1.9	<i>Ending Fiscal Reporting Year (mm/dd/yyyy)</i>	12/31/2001
1.10	Street Address	101 E Green Street
1.11	City	Ithaca
1.12	Zip Code (5 Digits Only)	14850
1.13	Four-Digit Zip Code Extension (Enter N/A if unknown)	5613
1.14	Mailing Address	101 E Green Street

1.15	City	Ithaca
1.16	Zip Code (5 Digits Only)	14850
1.17	Four-Digit Zip Code Extension (Enter N/A if unknown)	5613
1.18	Telephone Number - enter 10 digits only (Enter N/A if no telephone number)	(607) 272-4557
1.19	Fax Number - enter 10 digits only (Enter N/A if no fax number)	(607) 272-8111
1.20	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	jsteiner@tcpl.org
1.21	Library Home Page URL (Enter N/A if no home page URL)	www.tcpl.org
1.22	<i>Indicate the type of library as stated in the library's charter:</i>	PUBLIC
1.23	<i>Population Chartered to Serve (per 2000 Census)</i>	96501
State: The New York State Library is now using 2000 census figures.		
1.24	<i>Indicate the area chartered to serve as stated in the library's charter:</i>	County
1.25	<i>Federal Employer Identification Number</i>	161098211
1.26	<i>County</i>	Tompkins
1.27	<i>School District</i>	Ithaca City School District
1.28	<i>Library System</i>	Finger Lakes Library System
1.29	Title of Library Director/ Manager (select one):	Mrs.

1.30	First Name of Library Director/Manager	Janet
1.31	Last Name of Library Director/Manager	Steiner
1.32	NYS Public Librarian Certification Number	16603
1.33	E-mail Address of the Director/Manager	jsteiner@tcpl.org
1.34	Fax Number of the Director/Manager	(607) 272-8111
1.35	Indicate the type of charter the library currently holds (select one):	ABSOLUTE
1.36	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 (mm/dd/yyyy)	6291973
1.37	Date the library was last registered (mm/dd/yyyy)	1231970
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 budget subject to a public vote for the fiscal year ending in 2001?	N
1.40	Enter the code that indicates the outcome of public vote(s) for the library's budget (select one):	N/A

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? If yes, please complete the following section. If no, please go to question 1.42

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

REPORT OF UNUSUAL CIRCUMSTANCE(S)

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 explain the circumstance(s) and the impact on the library using the state note; if no, please go to Part 2, Library Collection.)

1.42 Unusual circumstance(s) and the impact on the library Y

State: Tompkins County Public Library opened at it's new site at 101 East Green Street in November 2000. We have experienced dramatic increases in usage and have increased funding for staff and the collection.

2. Library Collection

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

CATALOGED BOOK HOLDINGS

2.1 Adult Fiction Books 49,171

2.2	Adult Non-fiction Books	51,600
2.3	TOTAL Adult Books (Total questions 2.1 & 2.2)	100,771
2.4	Children's Fiction Books	24,056
2.5	Children's Non-fiction Books	14,403
2.6	TOTAL Children's Books (Total questions 2.4 & 2.5)	38,459
2.7	TOTAL CATALOGED BOOKS (Total questions 2.3 & 2.6)	139,230

UNCATALOGED BOOK HOLDINGS

2.8	TOTAL UNCATALOGED BOOK HOLDINGS	0
-----	---------------------------------	---

SERIAL HOLDINGS

2.9	TOTAL SERIALS (Count print and microform only. Do <u>not</u> count electronic holdings).	3,713
-----	--	-------

AUDIO-VISUAL HOLDINGS

2.10	Audio recordings (includes CDs, tapes, etc.)	10,738
2.11	Video recordings	9,072
2.12	Other Audio-Visual materials	0
2.13	TOTAL AUDIO-VISUAL (Total questions 2.10 - 2.12)	19,810

OTHER MATERIAL HOLDINGS

2.14	CD-ROMs	14
2.15	Other Materials in Electronic Format	0
2.16	All Other Materials	1,167
2.17	TOTAL OTHER MATERIAL HOLDINGS (Total questions 2.14 - 2.16)	1,181
2.18	GRAND TOTAL HOLDINGS (Total questions 2.7, 2.8, 2.9, 2.13 and 2.17)	163,934.00

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.19	Cataloged Books	23,143
2.20	Serials	391
2.21	Audio-Visual	3,569
2.22	Other Materials	80
2.23	TOTAL ADDITIONS (Total questions 2.19 - 2.22)	27,183.00

CURRENT SUBSCRIPTION TITLES

2.24	TOTAL PRINT AND MICROFORM SUBSCRIPTION TITLES	287
------	---	-----

3. 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	313
3.2	Young Adult Program Sessions	18
3.3	Children's Program Sessions	210
3.4	All Other Program Sessions	0
3.5	Adult Program Attendance	3,007
3.6	Young Adult Program Attendance	133
3.7	Children's Program Attendance	8,748
3.8	All Other Program Attendance	0

LIBRARY USE

3.9	Library visits (total annual attendance)	556,013
3.10	Library materials used in the library	279,746

State: Per in-house statistical sampling taken the week of September 23, 2001.

3.11	Registered borrowers	43,169
3.12	Registered non-resident borrowers	4,509

WRITTEN POLICIES

3.13	Does the library have an open meeting policy?	Y
3.14	Does the library have a policy which protects the confidentiality of library records?	Y

3.15 Does the library have an Internet use policy? Y

3.16 Does the library have a disaster policy? N

ACCESSIBILITY

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

3.18 Does the library have devices for the deaf and hearing impaired (TTY/TDD)? Y

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 188,985

4.2 Adult Non-fiction Books 180,889

4.3 **TOTAL Adult Books (Total questions 4.1 & 4.2)** 369,874

4.4 Children's Fiction Books 201,389

4.5 Children's Non-fiction Books 54,604

4.6 **TOTAL Children's Books (Total questions 4.4 & 4.5)** 255,993

4.7 **TOTAL CATALOGED BOOK CIRCULATION (Total questions 4.3 & 4.6)** 625,867

CIRCULATION OF OTHER MATERIALS

4.8	TOTAL CIRCULATION OF OTHER MATERIALS	326,956
-----	--------------------------------------	---------

4.9	GRAND TOTAL CIRCULATION TRANSACTIONS (Total questions 4.7 & 4.8)	952,823.00
-----	---	------------

4.10	GRAND TOTAL CIRCULATION OF CHILDREN'S MATERIALS	347,188
------	--	---------

REFERENCE TRANSACTIONS

4.11	Adult (Include Young Adult Transactions)	38,018
------	--	--------

4.12	Children's	10,892
------	------------	--------

4.13	TOTAL REFERENCE TRANSACTIONS (Total questions 4.11 & 4.12)	48,910
------	---	--------

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.14	TOTAL MATERIALS RECEIVED	7,640
------	--------------------------	-------

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.15	TOTAL MATERIALS PROVIDED	12,409
------	--------------------------	--------

5. Automation and Telecom.

Report all information as of December 31, 2001.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y
5.2	Online public access catalog (OPAC)	Y
5.3	Electronic access to your OPAC from outside the library?	Y
5.4	Microcomputer (IBM-compatible Pentium or greater) for staff use?	Y
5.5	Microcomputer (IBM-compatible Pentium or greater) for public use?	Y
5.6	Number of microcomputers (IBM-compatible Pentium or greater)	113
5.7	Does the library have Internet access?	Y
5.8	If the library has Internet access, is the Internet used by (select one):	PE
5.9	Does the library use Internet filtering software on any computer?	N
5.10	Number of Internet terminals used by library staff only	64
5.11	Number of Internet terminals used by the general public	49
5.12	Total number of Internet terminals (Total questions 5.10 & 5.11)	113
5.13	Number of in-library users (only) of electronic resources in a typical week	4,363

5.14 Instructions for library customers by library staff or others on use of Internet resources? Y

5.15 Access to electronic services (e.g., bibliographic and full-text databases, multi-media products, indexes or reference tools, and full text serials)? Y

5.16 Capacity to place ILL/document delivery request electronically? Y

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. 35

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS - Report positions to two decimal places.

6.2 Female Library Director (certified) 1

6.3 Male Library Director (certified) 0

6.4 Vacant Library Director (certified) 0

6.5 Female Librarian (certified) 14.0

6.6 Male Librarian (certified) 1

6.7 Vacant Librarian (certified) 1

6.8 Female Library Manager (not certified) 0

6.9	Male Library Manager (not certified)	0
6.10	Vacant Library Manager (not certified)	0
6.11	Female Library Specialist/Paraprofessional (not certified)	3.5
6.12	Male Library Specialist/Paraprofessional (not certified)	0
6.13	Vacant Library Specialist/Paraprofessional (not certified)	0
6.14	Female Other Staff	25.5
6.15	Male Other Staff	8.7
6.16	Vacant Other Staff	1
6.17	Female Building Maintenance and Operation Staff	0
6.18	Male Building Maintenance and Operation Staff	0
6.19	Vacant Building Maintenance and Operation Staff	0
6.20	FEMALE TOTAL PAID STAFF (Total questions 6.2, 6.5, 6.8, 6.11, 6.14 & 6.17)	44.00
6.21	MALE TOTAL PAID STAFF (Total questions 6.3, 6.6, 6.9, 6.12, 6.15 & 6.18)	9.70

6.22 VACANT TOTAL PAID STAFF 2.00
(Total questions 6.4, 6.7, 6.10, 6.13,
6.16 & 6.19)

SALARY INFORMATION

6.23	FTE - Entry Level Librarian (certified)	1
6.24	Salary - Entry Level Librarian (certified)	\$34,343
6.25	FTE - Library Director (certified)	1
6.26	Salary - Library Director (certified)	\$76,639
6.27	FTE - Library Manager (not certified)	0
6.28	Salary - Library Manager (not certified)	\$0

7. Min. Public Library Standards

Report all information as of December 31, 2001.

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	3
8.5	TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)	4

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

8.6 Minimum Weekly Total Hours - 58
Main Library

8.7 Minimum Weekly Total Hours - 0
Branch Libraries

8.8 Minimum Weekly Total Hours - 0
Bookmobiles

8.9 **Minimum Weekly Total Hours - 58.0**
Total Hours Open (Total questions 8.6 - 8.8)

8.10 Weekly Total Hours for a Typical Week - Main Library 62

8.11	Weekly Total Hours for a Typical Week - Branch Libraries	0
8.12	Weekly Total Hours for a Typical Week - Bookmobiles	0
8.13	Weekly Total Hours for a Typical Week - Total Hours Open (Total questions 8.10 - 8.12)	62.0
8.14	Annual Total Hours - Main Library	3,037
8.15	Annual Total Hours - Branch Libraries	0
8.16	Annual Total Hours - Bookmobiles	0
8.17	Annual Hours Open - Total Hours Open (Total questions 8.14 - 8.16)	3,037.0

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.

1.	Outlet Name	Tompkins County Public Library
2.	Street Address	101 EAST GREEN STREET
3.	City or Town	ITHACA
4.	Zip Code	14850
5.	Four-Digit Zip Code Extension	5613
6.	Phone (enter 10 digits only)	6072724557

7. Telefacsimile Number (enter 10 digits only) 6072728111
8. Internet E-mail Address jsteiner@tcpl.org
9. Outlet URL www.tcpl.org
10. County Tompkins
11. Outlet Type Code (select one): CE
12. Enter the appropriate outlet code (select one): LRF

Local: Library building is owned and maintained by Tompkins County.

13. Date of initial construction of the outlet 11/01/2000

14. Indicate the year this outlet underwent a major renovation costing \$25,000 or more 2000

15. Square footage of the outlet 67,000

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* NY0160

19. *FSCSID* 2400613230

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, 2001. All public and association libraries are required by Education Law to hold at least four meetings a year.

TRUSTEE MEETINGS

10.1 Total number of trustee meetings held during calendar year (January 1, 2001 to December 31, 2001) 13

10.2 Number of voting trustee positions on library board. 15

TRUSTEE SELECTION

10.3 Enter Trustee Selection Code (select one): A

List Officers and Trustees for the *2002 Calendar Year*

1. Title of Trustee (select one): Mr.
2. First Name of Trustee Lee
3. Last Name of Trustee Miller
4. Home Mailing Address 185 Midline Road
5. City Slaterville Springs
6. Zip Code (5 digits only) 14881
7. Four-Digit Zip Code Extension N/A
8. Phone for the Board President only (enter 10 digits only) (607) 539-7508
9. E-mail address lnm@cornell.edu
10. Office Held Chairman

- | | | |
|-----|---|------------------------|
| 11. | Term Expires - Month | December |
| 12. | Term Expires - Year (yyyy) | 2002 |
| 1. | Title of Trustee (select one): | Ms. |
| 2. | First Name of Trustee | Irene |
| 3. | Last Name of Trustee | Stein |
| 4. | Home Mailing Address | 101 Brandywine Drive |
| 5. | City | Ithaca |
| 6. | Zip Code (5 digits only) | 14850 |
| 7. | Four-Digit Zip Code Extension | N/A |
| 8. | Phone for the Board President only (enter 10 digits only) | N/A |
| 9. | E-mail address | istein@tompkins-co.org |
| 10. | Office Held | Vice Chair |
| 11. | Term Expires - Month | December |
| 12. | Term Expires - Year (yyyy) | 2002 |
| 1. | Title of Trustee (select one): | Mr. |
| 2. | First Name of Trustee | Thomas |
| 3. | Last Name of Trustee | Colbert |
| 4. | Home Mailing Address | 120 White Park Road |
| 5. | City | Ithaca |

- | | | |
|-----|---|------------------------------|
| 6. | Zip Code (5 digits only) | 14850 |
| 7. | Four-Digit Zip Code Extension | N/A |
| 8. | Phone for the Board President only (enter 10 digits only) | N/A |
| 9. | E-mail address | tomc@inteprop.compcenter.com |
| 10. | Office Held | Trustee |
| 11. | Term Expires - Month | December |
| 12. | Term Expires - Year (yyyy) | 2002 |
| 1. | Title of Trustee (select one): | Ms. |
| 2. | First Name of Trustee | Brigid |
| 3. | Last Name of Trustee | Hubberman |
| 4. | Home Mailing Address | 608 Spencer Road |
| 5. | City | Ithaca |
| 6. | Zip Code (5 digits only) | 14850 |
| 7. | Four-Digit Zip Code Extension | N/A |
| 8. | Phone for the Board President only (enter 10 digits only) | N/A |
| 9. | E-mail address | reading@clarityconnect.com |
| 10. | Office Held | Secretary |
| 11. | Term Expires - Month | December |
| 12. | Term Expires - Year (yyyy) | 2002 |

1. Title of Trustee (select one): Mr.

2. First Name of Trustee Vacant

3. Last Name of Trustee Vacant

4. Home Mailing Address

5. City

6. Zip Code (5 digits only)

7. Four-Digit Zip Code Extension

8. Phone for the Board President
only (enter 10 digits only)

9. E-mail address

10. Office Held

11. Term Expires - Month

12. Term Expires - Year (yyyy)

1. Title of Trustee (select one): Mr.

2. First Name of Trustee Vacant

3. Last Name of Trustee Vacant

4. Home Mailing Address

5. City

6. Zip Code (5 digits only)

7. Four-Digit Zip Code Extension

8. Phone for the Board President only (enter 10 digits only)

9. E-mail address

10. Office Held

11. Term Expires - Month

12. Term Expires - Year (yyyy)

1. Title of Trustee (select one): Mr.

2. First Name of Trustee John

3. Last Name of Trustee Gilbert

4. Home Mailing Address 303 Highgate Rd.

5. City Ithaca

6. Zip Code (5 digits only) 14850

7. Four-Digit Zip Code Extension N/A

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

9. E-mail address jackinger@webtv.net

10. Office Held Trustee

11. Term Expires - Month December

12. Term Expires - Year (yyyy) 2004

1. Title of Trustee (select one): Ms.

2. First Name of Trustee Tonya

3. Last Name of Trustee Engst
4. Home Mailing Address 50 Hickory Road
5. City Ithaca
6. Zip Code (5 digits only) 14850
7. Four-Digit Zip Code Extension N/A
8. Phone for the Board President only (enter 10 digits only) N/A

9. E-mail address tonya@tidbits.com

10. Office Held Trustee

11. Term Expires - Month December

12. Term Expires - Year (yyyy) 2002

1. Title of Trustee (select one): Mr.

2. First Name of Trustee Carl

3. Last Name of Trustee Gortzig

4. Home Mailing Address 7 Stormy View Road

5. City Ithaca

6. Zip Code (5 digits only) 14850

7. Four-Digit Zip Code Extension N/A

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

9. E-mail address cfg@cornell.edu

10.	Office Held	Trustee
11.	Term Expires - Month	December
12.	Term Expires - Year (yyyy)	2004
1.	Title of Trustee (select one):	Ms.
2.	First Name of Trustee	Dorothy
3.	Last Name of Trustee	Reddington
4.	Home Mailing Address	106 Cascadilla Park Road
5.	City	Ithaca
6.	Zip Code (5 digits only)	14850
7.	Four-Digit Zip Code Extension	N/A
8.	Phone for the Board President only (enter 10 digits only)	N/A
9.	E-mail address	dr33@cornell.edu
10.	Office Held	Trustee
11.	Term Expires - Month	December
12.	Term Expires - Year (yyyy)	2002
1.	Title of Trustee (select one):	Mr.
2.	First Name of Trustee	Martin
3.	Last Name of Trustee	Shapiro
4.	Home Mailing Address	1962 Elmira Road

- | | | |
|-----|---|----------------------|
| 5. | City | Newfield |
| 6. | Zip Code (5 digits only) | 14867 |
| 7. | Four-Digit Zip Code Extension | N/A |
| 8. | Phone for the Board President only (enter 10 digits only) | N/A |
| 9. | E-mail address | shepbear@aol.com |
| 10. | Office Held | Treasurer |
| 11. | Term Expires - Month | December |
| 12. | Term Expires - Year (yyyy) | 2003 |
| 1. | Title of Trustee (select one): | Mr. |
| 2. | First Name of Trustee | Ronald |
| 3. | Last Name of Trustee | Ehrenberg |
| 4. | Home Mailing Address | 125 Eastwood Terrace |
| 5. | City | Ithaca |
| 6. | Zip Code (5 digits only) | 14850 |
| 7. | Four-Digit Zip Code Extension | N/A |
| 8. | Phone for the Board President only (enter 10 digits only) | N/A |
| 9. | E-mail address | rge2@cornell.edu |
| 10. | Office Held | Trustee |
| 11. | Term Expires - Month | December |

- | | | |
|-----|---|---------------------------|
| 12. | Term Expires - Year (yyyy) | 2002 |
| 1. | Title of Trustee (select one): | Ms. |
| 2. | First Name of Trustee | Laurie |
| 3. | Last Name of Trustee | Brooks |
| 4. | Home Mailing Address | 1107 Hanshaw Road |
| 5. | City | Ithaca |
| 6. | Zip Code (5 digits only) | 14850 |
| 7. | Four-Digit Zip Code Extension | N/A |
| 8. | Phone for the Board President only (enter 10 digits only) | N/A |
| 9. | E-mail address | lbrooks@mail.tstboces.org |
| 10. | Office Held | Trustee |
| 11. | Term Expires - Month | December |
| 12. | Term Expires - Year (yyyy) | 2003 |
| 1. | Title of Trustee (select one): | Mr. |
| 2. | First Name of Trustee | Gary |
| 3. | Last Name of Trustee | Woloszyn |
| 4. | Home Mailing Address | 10 Evergreen Lane |
| 5. | City | Ithaca |
| 6. | Zip Code (5 digits only) | 14850 |

7.	Four-Digit Zip Code Extension	N/A
8.	Phone for the Board President only (enter 10 digits only)	N/A
9.	E-mail address	sharonwl@twcny.rr.com
10.	Office Held	Trustee
11.	Term Expires - Month	December
12.	Term Expires - Year (yyyy)	2003
1.	Title of Trustee (select one):	Mr.
2.	First Name of Trustee	Rajindra
3.	Last Name of Trustee	Aneja
4.	Home Mailing Address	322 Sunnyview Lane
5.	City	Ithaca
6.	Zip Code (5 digits only)	14850
7.	Four-Digit Zip Code Extension	N/A
8.	Phone for the Board President only (enter 10 digits only)	N/A
9.	E-mail address	RajindraAneja@aol.com
10.	Office Held	Trustee
11.	Term Expires - Month	December
12.	Term Expires - Year (yyyy)	2003

11. Operating Fund Receipts

Report financial data based on the Fiscal Reporting Year reported in Part 1.
PLEASE 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 funds from any county(ies)? If yes, complete one record for each county. Y

1. County Tompkins County

2. Amount \$2,044,982

3. Subject to Public Vote N

4. Written Contractual Agreement N

11.2 Does the library receive funds from any town(s)? If yes, complete one record for each town. N

1. Town N/A

2. Amount N/A

3. Subject to Public Vote N/A

4. Written Contractual Agreement N/A

11.3 Does the library receive funds from any village(s)? If yes, complete one record for each village. N

1. Village N/A

2. Amount N/A

3. Subject to Public Vote N/A

4. Written Contractual Agreement N/A

11.4 Does the library receive funds from any city(ies)? If yes, complete one record for each city. Y

1. City City of Ithaca

2. Amount \$8,375

3. Subject to Public Vote N

4. Written Contractual Agreement N

11.5 Does the library receive funds from any school district(s)? If yes, complete one record for each school district. N

1. School District N/A

2. Amount N/A

3. Subject to Public Vote N/A

4. Written Contractual Agreement N/A

11.6 Does the library receive any tax or non-tax receipts designated by a community or district not reported above? If yes, complete one record for each community or district not reported above. N

1. Funding Source N/A

- | | | |
|----|-------------------------------|-----|
| 2. | Amount | N/A |
| 3. | Subject to Public Vote | N/A |
| 4. | Written Contractual Agreement | N/A |

11.7 **TOTAL LOCAL PUBLIC FUNDS** \$2,053,357

Federal: Tompkins County Public Library moved to a new site in November 2000 dramatically increasing it's size, operating budget, and local funding.

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.8 Local Library Services Aid (LLSA) \$29,170

11.9 Central Library Aid \$105,000

11.10 Other State Aid \$0

11.11 Federal Aid \$0

11.12 Other Cash Grants \$0

11.13 **TOTAL SYSTEM CASH GRANTS (Total questions 11.8 - 11.12)** \$134,170

OTHER STATE AID

11.14 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

11.15 LSTA \$0

11.16 Other Federal Aid \$0

Local: Reported E-rate rebates under 11.23 Other this year.

11.17 **TOTAL FEDERAL AID (Total \$0 questions 11.15 & 11.16)**

11.18 **CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** \$0

OTHER RECEIPTS

11.19 Gifts and Endowments \$81,873

11.20 Fund Raising \$627,351

Local: Capital Campaign to raise funds for the new library. Friends of the Library Book Sale.

11.21 Income from Investments \$9,852

11.22 Library Charges \$124,795

11.23 Other \$20,408

11.24 **TOTAL OTHER RECEIPTS \$864,279 (Total questions 11.19-11.23)**

11.25 **TOTAL OPERATING FUND RECEIPTS (Total questions 11.7, 11.13, 11.14, 11.17, 11.18, 11.24)** \$3,051,806

11.26 **BUDGET LOANS** \$0

TRANSFERS

11.27 From Capital Fund \$0

11.28	From Other Funds	\$0
11.29	TOTAL TRANSFERS (Total questions 11.27 & 11.28)	\$0
11.30	BALANCE - Beginning of Fiscal Year Ending 2001 (Same as 12.43 of previous year if fiscal year has not changed)	\$124,240
11.31	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Same as 12.44) (Total questions 11.25, 11.26, 11.29, 11.30)	\$3,176,046

12. Operating Fund Disbursements

PERSONNEL COSTS

Salaries

12.1	Certified Librarians	\$656,154
12.2	Other Staff	\$859,773
12.3	TOTAL SALARIES (Total questions 12.1 & 12.2)	\$1,515,927
12.4	Employee Benefits	\$371,598
12.5	TOTAL PERSONNEL COSTS (Total questions 12.3 & 12.4)	\$1,887,525

LIBRARY MATERIALS AND BINDING

12.6	Books	\$362,884
12.7	Serials	\$13,701
12.8	AV Materials	\$102,889

12.9	Other Materials and Binding	\$851
12.10	Operating Expenditures for Library Materials in Electronic Format	\$0
12.11	Search Services (question deleted)	N/A
12.12	TOTAL LIBRARY MATERIALS & BINDING (Total questions 12.6 - 12.10)	\$480,325

Federal: Tompkins County Public Library moved to a new site in November 2000 dramatically increasing it's size, operating budget, and local funding.

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.13	From Local Public Funds	\$136,298
12.14	From Other Funds	\$0
12.15	TOTAL CAPITAL EXPENDITURES (Total questions 12.13 & 12.14)	\$136,298

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.16	From Local Public Funds	\$0
12.17	From Other Funds	\$0
12.18	TOTAL REPAIRS (Total questions 12.16 & 12.17)	\$0
12.19	Fuel And Utilities	\$0
12.20	Insurance	\$8,373
12.21	Other Disbursements For Operation & Maintenance of Buildings	\$0

12.22 **TOTAL OPERATION & MAINTENANCE OF BUILDINGS** \$8,373
(Total questions 12.18 - 12.21)

MISCELLANEOUS EXPENSES

12.23 Office and Library Supplies \$51,390

12.24 Telecommunication \$19,949

12.25 Operating Expenditures for Electronic Access \$85,679

12.26 Postage and Freight \$16,219

12.27 Other Miscellaneous \$230,121

12.28 **TOTAL MISCELLANEOUS EXPENSES**(Total questions 12.23 - 12.27) \$403,358

12.29 **CONTRACT WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE** \$70,000

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.30 From Local Public Funds \$0

12.31 From Other Funds \$0

12.32 **TOTAL (Total questions 12.30 & 12.31)** \$0

12.33 Budget Loans (Principal and Interest) \$0

12.34 Short-Term Loans \$0

12.35 **TOTAL DEBT SERVICE** \$0
(Total questions 12.32 - 12.34)

12.36 **TOTAL OPERATING FUND** \$2,985,879
DISBURSEMENTS (Total questions
12.6, 12.12, 12.15, 12.22, 12.28, 12.29,
12.35)

TRANSFERS

Transfers to Capital Fund

12.37 From Local Public Funds \$0

12.38 From Other Funds \$0

12.39 **TOTAL** (Total questions 12.37 & 12.38) \$0

12.40 **Transfer to Other Funds** \$0

12.41 **TOTAL TRANSFERS** (Total questions 12.39 & 12.40) \$0

12.42 **TOTAL DISBURSEMENTS AND TRANSFERS** \$2,985,879
(Total questions 12.36 & 12.41)

12.43 **BALANCE IN OPERATING FUND-at the End of Fiscal Year Ending 2001** \$190,167

12.44 **GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE** \$3,176,046
(Total questions 12.42 & 12.43)

FISCAL AUDIT

12.45 Last audit performed 4/20/2000
(mm/dd/yyyy)

12.46 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) 01/01/1999-12/31/1999

12.47 Indicate type of audit (select one): PRIVATE ACCOUNTING FIRM

CAPITAL FUND

12.48 Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, skip to part 15. 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.

13.1 **REVENUES FROM LOCAL SOURCES** N/A

INTERFUND REVENUE

13.2 **Transfer from Operating Fund** \$0
(Same as 12.39)

STATE AID FOR CAPITAL PROJECTS

13.3 State Aid Received for Construction N/A

FEDERAL AID FOR CAPITAL PROJECTS

13.4 LSCA Title II N/A

13.5 Other N/A

13.6 **TOTAL FEDERAL AID (Total questions 13.4 & 13.5)** \$0

13.7 **TOTAL REVENUES** (Total questions 13.1, 13.2, 13.3, 13.6) \$0

13.8 **NON REVENUE RECEIPTS** N/A

13.9 **TOTAL CASH RECEIPTS**(Total questions 13.7 & 13.8) \$0

13.10 **CASH BALANCE - Beginning of Fiscal Year Ending 2001** (Same as code H8067 of previous year, if fiscal year has not changed) N/A

13.11 **TOTAL CASH RECEIPTS AND BALANCE** (Total questions 13.9 & 13.10) \$0

14. Capital Fund Disbursements

PROJECT EXPENDITURES

14.1 Construction N/A

14.2 Incidental Construction N/A

Other Disbursements

14.3 Purchase of Buildings N/A

14.4 Interest N/A

14.5 Books and Library Materials N/A

14.6 **Total Other Disbursements** (Total questions 14.3 - 14.5) \$0

14.7 **TOTAL PROJECT EXPENDITURES** (Total questions 14.1, 14.2, 14.6) \$0

14.8	<u>TRANSFER TO OPERATING FUND</u> (Same as 11.27)	\$0
14.9	<u>NON-PROJECT EXPENDITURES</u>	N/A
14.10	<u>TOTAL DISBURSEMENTS AND TRANSFERS</u> (Total questions 14.7 - 14.9)	\$0
14.11	CASH BALANCE - End Of Fiscal Year ending 2001	\$0
14.12	<u>TOTAL CASH DISBURSEMENTS AND BALANCE</u> (same as Code H8064) (Total questions 14.10 & 14.11)	\$0

15. Federal Totals

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

15.1	Total ALA-MLS (Total questions 6.2 - 6.7)	17.00
15.2	Total Librarians (Total questions 15.1, 6.8 - 6.13)	20.50
15.3	All Other Paid Staff (Total questions 6.14 - 6.19)	35.20
15.4	Total Paid Employees (Total questions 6.20 - 6.22)	55.70
15.5	State Government Aid (Total questions 11.8-11.10, 11.14)	\$134,170

Federal: Tompkins County Public Library received special legislative grants in 2000 that it did not receive in 2001.

15.6	Federal Aid (Total questions 11.11 & 11.17)	\$0
------	--	-----

15.7 Other Income (Total questions 11.12, 11.18, 11.24, 11.26, 11.29) \$864,279

15.8 Total Income (Total questions 11.7, 11.13, 11.14, 11.17, 11.18, 11.24, 11.26, 11.29) \$3,051,806

15.9 Other Operating Expenditures (Total questions 12.22, 12.28, 12.29, 12.33, 12.34, 12.41) \$481,731

Federal: Tompkins County Public Library moved to a new site in November 2000 dramatically increasing it's size, operating budget, and local funding.

15.10 Total Operating Expenditures (Total questions 12.5, 12.12, 15.9) \$2,849,581

Federal: Tompkins County Public Library moved to a new site in November 2000 dramatically increasing it's size, operating budget, and local funding.

15.11 Book/Serial Volumes (Total questions 2.7-2.9) 142,943

15.12 Materials in Electronic Format (Total questions 2.14 & 2.15) 14

16. Miscellaneous State Calculations

16.1 Local Public Funds from Counties \$2,044,982

16.2 Local Public Funds from Towns \$0

16.3 Local Public Funds from Villages \$0

16.4 Local Public Funds from Cities \$8,375

16.5 Local Public Funds from School Districts \$0

16.6 Local Public Funds from Other Municipalities or Districts \$0

16.7	Direct State Aid (Total questions 11.8 & 11.14)	\$29,170
16.8	Other Operating Fund Receipts (Total questions 11.24, 11.26, 11.29, 11.18, 11.12, 11.9, 11.10, 11.11)	\$969,279
16.9	Total Operating Fund Receipts (Total questions 11.25, 11.26, 11.29)	\$3,051,806
16.10	Adjusted Total Operating Fund Receipts (Total questions 11.25, 11.26, 11.29 minus 11.18)	\$3,051,806
16.11	Adjusted Total Operating Fund and Balance (11.31 minus 11.18)	\$3,176,046
16.12	Non-Book and Binding Disbursements (Total questions 12.9 - 12.11)	\$851
16.13	Other Operating Fund Disbursements (Total questions 12.22, 12.29, 12.35, 12.28)	\$481,731
16.14	Total Operating Fund Disbursements Excluding Capital (12.36 minus 12.15)	\$2,849,581
16.15	Adjusted Total Operating Fund Disbursements Excluding Capital (Total questions 12.36 minus 12.15 + 12.29)	\$2,919,581
16.16	Capital Disbursements from Operating Fund and Capital Fund (Total questions 12.15, 14.10)	\$136,298
16.17	Adjusted Total Operating Fund and Capital Fund Disbursements (Total questions 12.36, 14.10 minus 12.29)	\$2,915,879

17. Certification

Click [here](#) to print a copy of the Board Fiscal Officer certification.

