

Solvay Public Library

Annual Report For Public And Association Libraries - 2011

1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2011, except for questions related to the current library director/manager (questions 1.32 through 1.37).

1.1	Library ID Number	6000426160
1.2	Library Name	Solvay Public 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	Solvay
1.6a	Beginning Fiscal Reporting Year	06/01/2010
1.6b	Beginning <u>Local</u> Fiscal Year	06/01/2010
1.7a	Ending Fiscal Reporting Year	05/31/2011
1.7b	Ending <u>Local</u> Fiscal Year	05/31/2011
1.8	Address Status	00 (for no change from previous year)
1.9	Street Address	615 Woods Road
1.10	City	Solvay
1.11	Zip Code	13209
1.12	Four-Digit Zip Code Extension	1679
1.13	Mailing Address	615 Woods Road
1.14	City	Solvay
1.15	Zip Code	13209
1.16	Four-Digit Zip Code Extension	1697
1.17	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(315) 468-2441
1.18	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(315) 468-0373
1.19	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	cburton@onlib.org
1.20	Library Home Page URL (Enter N/A if no home page URL)	www.solvaylibrary.org
1.21	Population Chartered to Serve (per 2000 Census)	6,845
1.22	Indicate the type of library as stated in the library's charter (select one):	PUBLIC
1.23	Indicate the area chartered to serve as stated in the library's charter (select one):	Village
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):	Absolute
1.26	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	05/21/1903
1.27	Date the library was last registered	10/17/1907
1.28	Federal Employer Identification Number	300115992
1.29	County	Onondaga
1.30	School District	Solvay Union Free

1.31 Library System Onondaga County Public Library

NOTE: For questions 1.32 through 1.37, report all information for the current library director/manager.

1.32 Title of Library Director/ Manager (select one): Ms.
1.33 First Name of Library Director/Manager Cara Jane
1.34 Last Name of Library Director/Manager Burton
1.35 NYS Public Librarian Certification Number 52256
1.36 E-mail Address of the Director/Manager cburton@onlib.org
1.37 Fax Number of the Director/Manager N/A

1.38 Does the library charge fees for library cards to people residing outside the system's service area? N

1.39 For the fiscal reporting year (questions 1.6 and 1.7) 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 1.40. 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 (mm/dd/yyyy) N/A

1.40 For the fiscal year that ended in 2011, indicate the total percentage of the library's local public funding that was either subject to public vote(s) or 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 each 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 State 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 8,880
2.2 Adult Non-fiction Books 6,432
2.3 **Total Adult Books (Total questions 2.1 & 2.2)** 15,312
2.4 Children's Fiction Books 5,471

2.5	Children's Non-fiction Books	5,126
2.6	Total Children's Books (Total questions 2.4 & 2.5)	10,597
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	25,909
Other Print Materials		
2.8	Total Uncataloged Books	0
2.9	Total Print Serials	1,903
2.10	All Other Print Materials	
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	1,903
2.12	Total Print Materials (Total questions 2.7 and 2.11)	27,812
ELECTRONIC MATERIALS		
2.13	Electronic Books	1
2.14	Local Databases	0
2.15	NOVELNY Databases	9
2.16	Other Databases	0
2.17	Total Databases (Total questions 2.14, 2.15 and 2.16)	9
2.18	Other Electronic Materials (includes all other materials in digital format such as e-serials, government documents, electronic files, reference tools, scores, maps, etc.)	0
2.19	Total Electronic Materials (Total questions 2.13, 2.17 and 2.18)	10
ALL OTHER MATERIALS		
2.20	Audio - Physical Units	1,508
2.21	Audio - Downloadable Titles	0
2.22	Video - Physical Units	2,243
2.23	Video - Downloadable Titles	0
2.24	All Other Materials (includes microform, films, slides, etc.)	74
2.25	Total Other Materials Holdings (Total questions 2.20 through 2.24)	3,825
2.26	GRAND TOTAL HOLDINGS (Total questions 2.12, 2.19 and 2.25)	31,647
CURRENT SERIAL SUBSCRIPTIONS		
2.27	Current Print Serial Subscriptions	83
ADDITIONS TO HOLDINGS - Do <u>not</u> subtract withdrawals or discards.		
2.28	Cataloged Books	3,932
2.29	All Other Print Materials	795
2.30	Electronic Materials	0
2.31	All Other Materials	807
2.32	Total Additions (Total questions 2.28 through 2.31)	5,534

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Report all information on questions 3.1 through 3.10 and 3.49 through 3.57 as of the end of the fiscal year reported in Part 1; report information on questions 3.11 through 3.48 for the 2011 calendar year.

LIBRARY SPONSORED PROGRAMS

3.1	Adult Program Sessions	19
3.2	Young Adult Program Sessions	19
3.3	Children's Program Sessions	59
3.4	All Other Program Sessions	5
3.5	Total Number of Program Sessions (Total questions 3.1 through 3.4)	102
3.6	Adult Program Attendance	356
3.7	Young Adult Program Attendance	48

3.8	Children's Program Attendance	661
3.9	All Other Program Attendance	120
3.10	Total Program Attendance (Total questions 3.6 through 3.9)	1,185

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 2011 (check all that apply):

a.	Program(s) for children	Yes
b.	Program(s) for young adults	Yes
c.	Summer Reading at New York Libraries name and/or logo used	Yes
d.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used	Yes
e.	N/A	Yes

3.12	Library outlets offering the summer reading program	1
3.13	Children registered for the library's summer reading program	43
3.14	Young adults registered for the library's summer reading program	51
3.15	Total number registered for the library's summer reading program (total 3.13 + 3.14)	94
3.16	Children's program sessions - Summer 2011	10
3.17	Young adult program sessions - Summer 2011	8
3.18	Total program sessions - Summer 2011 (total 3.16 + 3.17)	18
3.19	Children's program attendance - Summer 2011	103
3.20	Young adult program attendance - Summer 2011	131
3.21	Total program attendance - Summer 2011 (total 3.19 + 3.20)	234

COLLABORATORS

3.22	Public school district(s) and/or BOCES	3
3.23	Non-public school(s)	2
3.24	Childcare center(s)	1
3.25	Summer camp(s)	1
3.26	Municipality/Municipalities	2
3.27	Literacy provider(s)	0
3.28	Other (describe using the State note)	0
3.29	Total Collaborators (total 3.22 through 3.28)	9

EARLY LITERACY PROGRAMS

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

- | | | |
|------|--|-----|
| 3.39 | Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No) | Y |
| 3.40 | Children's program sessions | 0 |
| 3.41 | Young adult program sessions | 0 |
| 3.42 | Adult program sessions | 78 |
| 3.43 | Total program sessions (total 3.40 + 3.41 + 3.42) | 78 |
| 3.44 | Children's program attendance | 0 |
| 3.45 | Young adult program attendance | 0 |
| 3.46 | Adult program attendance | 78 |
| 3.47 | Total program attendance (total 3.44 + 3.45 + 3.46) | 78 |
| 3.48 | Collaborators (check all that apply): | |
| a. | Literacy NY (Literacy Volunteers of America) | Yes |
| 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

- | | | |
|------|--|--------|
| 3.49 | Library visits (total annual attendance) | 53,469 |
| 3.50 | Registered resident borrowers | 5,027 |
| 3.51 | Registered non-resident borrowers | 0 |

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

- | | | |
|------|---|---|
| 3.52 | Does the library have an open meeting policy? | Y |
| 3.53 | Does the library have a policy protecting the confidentiality of library records? | Y |
| 3.54 | Does the library have an Internet use policy? | Y |
| 3.55 | Does the library have a disaster policy? | Y |

ACCESSIBILITY (Answer Y for Yes, N for No)/b>

- | | | |
|------|--|---|
| 3.56 | Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)? | Y |
| 3.57 | Does the library have assistive devices for persons who are 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 | 25,526 |
| 4.2 | Adult Non-fiction Books | 15,298 |
| 4.3 | Total Adult Books (Total questions 4.1 & 4.2) | 40,824 |
| 4.4 | Children's Fiction Books | 14,156 |
| 4.5 | Children's Non-fiction Books | 6,460 |
| 4.6 | Total Children's Books (Total questions 4.4 & 4.5) | 20,616 |
| 4.7 | Total Cataloged Book Circulation (Total question 4.3 & 4.6) | 61,440 |

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	37,800
4.9	Circulation of Children's Other Materials	7,697
4.10	Total Circulation of Other Materials (Total questions 4.8 & 4.9)	45,497
4.11	Grand Total Circulation Transactions (Total questions 4.7 & 4.10)	106,937
4.12	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	28,313

REFERENCE TRANSACTIONS

4.13	Total Reference Transactions	1,000
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INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.14	TOTAL MATERIALS RECEIVED	29,772
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.15	TOTAL MATERIALS PROVIDED	25,648
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5. AUTOMATION AND TELECOMMUNICATIONS

Report all information as of December 31, 2011.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y
5.2	Online public access catalog (OPAC)?	Y
5.3	Electronic access to the OPAC from outside the library?	Y
5.4	Annual number of visits to the library's web site	3,650
5.5	Does the library use Internet filtering software on any computer?	Y
5.6	Number of uses (sessions) of public Internet computers per year	10,011
5.7	Name of the person at the library to contact regarding Information Technology (IT) services	Cara Burton
5.8	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(315) 468-2441
5.9	IT contact's email address	cburton@onlib.org

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.	40
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BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1
6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	1
6.5	Vacant Librarian (certified)	0
6.6	Library Manager (not certified)	0
6.7	Vacant Library Manager (not certified)	0
6.8	Library Specialist/Paraprofessional (not certified)	0
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0
6.10	Other Staff	6
6.11	Vacant Other Staff	0
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	8.00
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.00

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	0.5
6.15	Salary - Entry Level Librarian (certified)	\$16,488
6.16	FTE - Library Director (certified)	1
6.17	Salary - Library Director (certified)	55533
6.18	FTE - Library Manager (not certified)	0
6.19	Salary - Library Manager (not certified)	\$0

7. MINIMUM PUBLIC LIBRARY STANDARDS

Report all information as of December 31, 2011.

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' Regulations. (see instructions)	Y

8. PUBLIC SERVICE INFORMATION

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

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

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

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	60
8.7	Minimum Weekly Total Hours - Branch Libraries	0
		0

8.8	Minimum Weekly Total Hours - Bookmobiles	
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	60.00
8.10	Annual Total Hours - Main Library	3,000
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)	3,000.00

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	Solvay Public Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	615 WOODS ROAD
4.	Outlet Street Address Status	00 (for no change)
5.	City	SOLVAY
6.	Zip Code	13209
7.	Four-Digit Zip Code Extension	1679
8.	Phone (enter 10 digits only)	(315) 468-2441
9.	Fax Number (enter 10 digits only)	(315) 468-0373
10.	E-mail Address	cburton@onlib.org
11.	Outlet URL	www.solvaylibrary.org
12.	County	Onondaga
13.	Outlet Type Code (select one):	CE
14.	Public Service Hours Per Year for This Outlet	
15.	Number of Weeks This Outlet is Open	52
16.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
17.	Is the meeting space available for public use even when the outlet is closed?	Y
18.	Total number of non-library sponsored programs, meetings and/or events at this outlet	122
19.	Enter the appropriate outlet code (select one):	LRF
20.	Who owns this outlet building?	Village
21.	Who owns the land on which this outlet is built?	Village
22.	Indicate the year this outlet was initially constructed	1905
23.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2005
24.	Square footage of the outlet	11,712
25.	Total number of Internet terminals at this outlet used by the general public	11
26.	Type of connection on the outlet's public Internet computers	Fiber
27.	Maximum <u>download</u> speed on the outlet's public access Internet computers <u>only</u> .	Greater than 10 mbps and less than 25 mbps
28.	Maximum <u>upload</u> speed on the outlet's public access Internet computers <u>only</u> .	Greater than 3 mbps and less than 6 mbps
29.	Internet Provider	Verizon Wireless
30.	WiFi Access (click the hyperlink for types of WiFi Access)	Password required

31.	Does the outlet have interactive videoconferencing capability for public use?	N
32.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
33.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
34.	<i>LIBID</i>	6000426160
35.	<i>FSCSID</i>	NY0495
36.	<i>Metropolitan Status Code</i>	NC
37.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
38.	<i>Outlet Structure Status</i>	00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2011. 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, 2011 to December 31, 2011)	12
10.2	Number of voting library board positions stated in the library's charter.	7
10.3	Number of current <u>voting</u> positions on library board.	7

BOARD MEMBER SELECTION

10.4	Enter Board Member Selection Code (select one):	A - board members are appointed by municipality(ies)
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List Officers and Board Members for the *2012 Calendar Year*. Complete one record for *each* board member.

BOARD PRESIDENT

10.5	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), or Vacant	Mrs.
10.6	First Name	Lorraine
10.7	Last Name	Page
10.8	Mailing Address	212 Alice Ave
10.9	City	Solvay
10.10	Zip Code (5 digits only)	13209
10.11	Phone (enter 10 digits only)	(315) 468-3473
10.12	E-mail Address	
10.13	Term Expires - Month	
10.14	Term Expires - Year (yyyy)	2012
10.15	The date the Oath of Office was taken (mm/dd/yyyy)	04/24/2009
10.16	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	

1.	Title of Board Member (select one):	Ms.
2.	First Name of Board Member	Cindy
3.	Last Name of Board Member	Cook
4.	Mailing Address	37 Heritage Circle
5.	City	Solvay
6.	Zip Code (5 digits only)	13209
7.	E-mail address	N/A
8.	Office Held or Trustee	Trustee

9.	Term Expires	February
10.	Term Expires - Year (yyyy)	2012
11.	The date the Oath of Office (mm/dd/yyyy) was taken	04/02/2009
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	
1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	John
3.	Last Name of Board Member	Briggman
4.	Mailing Address	330 Darrow Avenue
5.	City	Solvay
6.	Zip Code (5 digits only)	13209
7.	E-mail address	N/A
8.	Office Held or Trustee	Vice President
9.	Term Expires	July
10.	Term Expires - Year (yyyy)	2012
11.	The date the Oath of Office (mm/dd/yyyy) was taken	04/19/2007
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	
1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	Patrick
3.	Last Name of Board Member	O'Neill
4.	Mailing Address	213 Montrose Ave
5.	City	Solvay
6.	Zip Code (5 digits only)	13209
7.	E-mail address	n/a
8.	Office Held or Trustee	Trustee
9.	Term Expires	September
10.	Term Expires - Year (yyyy)	2010
11.	The date the Oath of Office (mm/dd/yyyy) was taken	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	
1.	Title of Board Member (select one):	Ms.
2.	First Name of Board Member	Mary
3.	Last Name of Board Member	Kocher
4.	Mailing Address	304 Westvale Road
5.	City	Solvay
6.	Zip Code (5 digits only)	13219
7.	E-mail address	N/A
8.	Office Held or Trustee	Treasurer
9.	Term Expires	April
10.	Term Expires - Year (yyyy)	2013
11.	The date the Oath of Office (mm/dd/yyyy) was taken	05/13/2003
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Jessica
3.	Last Name of Board Member	Mathews
4.	Mailing Address	407 Piercefield Dr.

5.	City	Solvay
6.	Zip Code (5 digits only)	13209
7.	E-mail address	N/A
8.	Office Held or Trustee	Trustee
9.	Term Expires	October
10.	Term Expires - Year (yyyy)	2014
11.	The date the Oath of Office (mm/dd/yyyy) was taken	04/25/2011
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	
1.	Title of Board Member (select one):	Vacant
2.	First Name of Board Member	
3.	Last Name of Board Member	
4.	Mailing Address	
5.	City	
6.	Zip Code (5 digits only)	
7.	E-mail address	N/A
8.	Office Held or Trustee	
9.	Term Expires	April
10.	Term Expires - Year (yyyy)	2016
11.	The date the Oath of Office (mm/dd/yyyy) was taken	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	

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	Village
2.	Name of funding County, Municipality or District	Solvay
3.	Amount	\$303,373
4.	Subject to Public Vote	N
5.	Written Contractual Agreement	Y
1.	Source of Funds	Town
2.	Name of funding County, Municipality or District	Geddes
3.	Amount	\$50,000
4.	Subject to Public Vote	N
5.	Written Contractual Agreement	N
11.2	TOTAL LOCAL PUBLIC FUNDS	\$353,373

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$1,754
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	\$0

TOTAL SYSTEM CASH GRANTS

11.8	(Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$1,754
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	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0
OTHER RECEIPTS		
11.14	Gifts and Endowments	\$547
11.15	Fund Raising	\$0
11.16	Income from Investments	\$28
11.17	Library Charges	\$11,009
11.18	Other	\$5,436
11.19	TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$17,020
11.20	TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$372,147
11.21	BUDGET LOANS	\$0
TRANSFERS		
11.22	From Capital Fund (Same as Question 14.8)	\$0
11.23	From Other Funds	\$0
11.24	TOTAL TRANSFERS (Add Questions 11.22 and 11.23)	\$0
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2011 (Same as Question 12.38 of previous year if fiscal year has not changed)	\$13,567
11.26	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.39)	\$385,714

12. OPERATING FUND DISBURSEMENTS

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$71,778
12.2	Other Staff	\$134,982
12.3	Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)	\$206,760
12.4	Employee Benefits Expenditures	\$54,390
12.5	Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$261,150

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$56,961
12.7	Electronic Materials Expenditures	\$13,302
12.8	Other Materials Expenditures	\$15,853
12.9	Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$86,116

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$0
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12.11	From Other Funds (71OF)	\$0
12.12	Total Capital Expenditures (Add Questions 12.10 and 12.11)	\$0
OPERATION AND MAINTENANCE OF BUILDINGS		
Repairs to Building & Building Equipment		
12.13	From Local Public Funds (72PF)	\$0
12.14	From Other Funds (72OF)	\$0
12.15	Total Repairs (Add Questions 12.13 and 12.14)	\$0
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$3,476
12.17	Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$3,476
MISCELLANEOUS EXPENSES		
12.18	Office and Library Supplies	\$26,551
12.19	Telecommunications	\$7,455
12.20	Binding Expenses	\$0
12.21	Postage and Freight	\$495
12.22	Other Miscellaneous	\$9,908
12.23	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21 and 12.22)	\$44,409
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 (Add Questions 12.25 and 12.26)	\$0
12.28	Budget Loans (Principal and Interest)	\$0
12.29	Short-Term Loans	\$0
12.30	Total Debt Service (Add Questions 12.27, 12.28 and 12.29)	\$0
12.31	TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.23, 12.24 and 12.30)	\$395,151
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)	\$395,151
12.38	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2011	\$-9,437
12.39	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.37 and 12.38; same as Question 11.26)	\$385,714
ASSURANCE		

12.40 The Library operated under its plan of service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy). 02/13/2012

FISCAL AUDIT

12.41 Last audit performed (mm/dd/yyyy) 05/31/2011
 12.42 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) 06/01/2010-05/31/2010
 12.43 Indicate type of audit (select one): Private Accounting Firm

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. *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** (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 **Total State Aid** (Add Questions 13.4 and 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** (Add Questions 13.3, 13.6, 13.7 and 13.8) \$0
 13.10 **NON-REVENUE RECEIPTS** \$0
 13.11 **TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10) \$0

13.12 BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2011 (Same as Question 14.11 of previous year, if fiscal year has not changed) \$0

13.13 **TOTAL CASH RECEIPTS AND BALANCE**(Add Questions 13.11 and 13.12; same as Question 14.12) \$0

14. CAPITAL FUND DISBURSEMENTS

PROJECT EXPENDITURES

14.1 Construction \$0
 14.2 Incidental Construction \$0

Other Disbursements

14.3 Purchase of Buildings \$0
 14.4 Interest \$0
 14.5 Collection Expenditures \$0
 14.6 **Total Other Disbursements** (Add Questions 14.3, 14.4 and 14.5) \$0

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

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

14.9	NON-PROJECT EXPENDITURES	\$0
14.10	TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$0
14.11	BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2011	\$0
14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13)	\$0

15. FEDERAL TOTALS

All questions in Part 15 are calculated. locked fields.

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

15.1	Total ALA-MLS	2.00
15.2	Total Librarians	2.00
15.3	All Other Paid Staff	6.00
15.4	Total Paid Employees	8.00
15.5	State Government Revenue	\$1,754
15.6	Federal Government Revenue	\$0
15.7	Other Operating Revenue	\$17,020
15.8	Total Operating Revenue	\$372,147
15.9	Other Operating Expenditures	\$47,885
15.10	Total Operating Expenditures	\$395,151
15.11	Total Capital Expenditures	\$0
15.12	Print Materials	27,812
15.13	Total Registered Borrowers	5,027
15.14	Other Capital Revenue and Receipts	\$0
15.15	Total Number of Internet Terminals Used by the General Public	11

16. FOR NEW YORK STATE LIBRARY USE ONLY

16.1	<i>LIB ID</i>	6000426160
16.2	<i>Interlibrary Relationship Code</i>	ME
16.3	<i>Legal Basis Code</i>	CI
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>	NY0495

SUGGESTED IMPROVEMENTS

Library Name: Solvay Public Library
 Library System: Onondaga County Public Library

Name of Person Completing Form:
 Phone Number:

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