

| Account | Budgeted | Pot-Decem | YTD | | Remaining | |
|---|------------------|---------------|------------------|-------------|----------------|------------|
| Revenue | | | | | | |
| 5000100 LIBRARY COPY FEES | 12,000 | - | 12,067 | 101% | -67 | -1% |
| 5000177 RENTALS & FEES | 8,500 | - | 7,200 | 85% | 1,300 | 15% |
| 5000189 OTHER LOCAL GOVERNMENTS | 846,573 | - | 846,573 | 100% | 0 | 0% |
| 5000312 RENTAL CHARGEBACKS | 49,000 | - | 49,000 | 100% | 0 | 0% |
| 5000426 MISCELLANEOUS | 10,000 | - | 5,028 | 50% | 4,972 | 50% |
| 5000431 MISCELLANEOUS | 15,000 | - | - | 0% | 15,000 | 100% |
| 5000451 INTEREST AND EARNINGS | 17,500 | - | 69,604 | 398% | -52,104 | -298% |
| 5000470 VENDING MACHINE | 0 | 92 | 291 | | -199 | |
| 5000530 REFUNDS OF PRIOR YEARS EXPENDIT | - | - | 2,166 | | -2,166 | |
| 5000531 GIFTS AND DONATIONS | 500 | - | - | 0% | 500 | 100% |
| 5000545 CREDIT CARD REBATES | 100 | - | - | 0% | 100 | 100% |
| 5000546 Trust Account Inflows | 500 | 21,074 | 21,074 | 4215% | 500 | |
| 5000562 TRANSFER FROM GENERAL FUND | 1,500,059 | - | 1,500,059 | 100% | - | 0% |
| 5000569 TRANSFER - DEBT SERVICE FUND | 1,770 | - | 1,791 | 101% | -21 | |
| 5000808 OTHER STATE AID | 98,690 | - | 97,436 | 99% | 1,254 | 1% |
| 5000952 ARRA DEBT REIMBURSEMENT | 237 | - | 240 | 101% | -3 | -1% |
| Total Revenue (operating): | 2,560,429 | 21,166 | 2,612,530 | 102% | -30,935 | -1% |

| Projects & Grants | | | | | | |
|--|----------------|--------|----------------|------------|---------------|-----------|
| 6004117 STATE CONSTRUCTION AID - 2022 | 378,023 | - | 340,221 | 90% | 37,802 | 10% |
| 6004117 STATE CONSTRUCTION AID - 2023 | 157,447 | - | 141,702 | 90% | 15,075 | 10% |
| 6004117 BROOME COUNTY CIP - 2023 | 100,000 | - | 100,000 | 100% | - | 0% |
| 6004138 COMMUNITY FOUNDATION - Period Pant | 1,280 | - | 1,280 | 100% | - | 0% |
| Friends HOYT GRANT - Reading Garden | 50,000 | 50,000 | 50,000 | 100% | - | 0% |
| Friends KRESGE GRANT | 31,700 | - | 31,700 | 100% | - | 0% |
| Friends COMMUNITY FOUNDATION - bilungual | 5,000 | - | 5,000 | 100% | - | 0% |
| Friends COMMUNITY FOUNDATION - Narcan | 2,000 | - | 2,000 | 100% | - | 0% |
| Friends COMMUNITY FOUNDATION - Farm2Lib | 9,125 | - | 9,125 | 100% | - | 0% |
| Friends KLEE GRANT #2 | 45,000 | 45,000 | 45,000 | 100% | - | 0% |
| Friends KLEE SUPPLEMENTAL | 30,350 | - | 30,350 | 100% | - | 0% |
| Friends Period Pantry | 6,703 | - | 6,703 | 100% | - | 0% |
| Friends 2024 Library Support | 34,400 | 3,700 | 24,084 | 70% | 10,316 | 30% |
| Friends Friends - Farm to Library | 6,000 | - | 6,000 | 100% | - | 0% |
| Projects & Grants Revenue | 857,028 | | 793,165 | 93% | 63,193 | 7% |

| Account | Budget-orig | Budget-adjust | Encumbered | Post-Decem | YTD | Remaining |
|--|------------------|------------------|------------|-----------------|----------------------|------------------|
| Salary and Benefits | | | | | | |
| 6001000 SALARIES FULL-TIME | 920,950 | 920,950 | | - | 890,756 97% | 30,194 3% |
| 6001001 SALARIES PART-TIME | 149,560 | 149,560 | | - | 123,130 82% | 26,430 18% |
| 6001002 SALARIES TEMPORARY | 20,070 | 20,070 | | - | 54,838 273% | (34,768) -173% |
| 6001003 SALARIES OVERTIME | - | - | | - | 8,399 | (8,399) |
| Total Salary | 1,090,580 | 1,090,580 | | - | 1,077,123 99% | 13,457 1% |
| 6008001 STATE RETIREMENT | 136,887 | 136,887 | | (18,360) | 103,413 76% | 15,114 11% |
| 6008002 SOCIAL SECURITY | 82,514 | 82,514 | | - | 79,090 96% | 3,424 4% |
| 6008004 WORKERS COMPENSATION | 6,304 | 6,304 | | - | 6,304 100% | 0 0% |
| 6008006 LIFE INSURANCE | 285 | 285 | | - | 94 33% | 191 67% |
| 6008007 HEALTH INSURANCE | 143,359 | 135,954 | | - | 133,753 98% | 2,202 2% |
| 6008009 RETIREE HEALTH INSURANCE | 351,529 | 324,951 | | (496) | 324,455 100% | 0 0% |
| 6008012 EMPLOYEE TUITION REIMBURSEMENT | 3,500 | 0 | | - | - | - |
| 6008013 HEALTH INS - RETIRE INCENTIVE | 0 | 0 | | 496 | 496 | |
| 6008014 NYS Voluntary Defined Contribution | 6,967 | 6,967 | | - | 6,967 100% | 0 0% |
| Total Benefits | 731,345 | 693,862 | | (18,360) | 654,571 94% | 20,931 3% |
| Salary and Benefits | 1,821,925 | 1,784,442 | | (18,360) | 1,731,694 97% | 34,388 2% |
| Contractual Expenditures | | | | | | |
| 6004012 OFFICE SUPPLIES | 2,000 | 6,607 | - 0% | - | 6,833 103% | (226) -3% |
| 6004021 BLDG MAINTENANCE SUPPLIES | 1,000 | 3,153 | - 0% | - | 2,220 70% | 933 30% |
| 6004022 FUEL AND HEATING SUPPLIES | 26,000 | 19,365 | - 0% | - | 14,254 74% | 5,111 26% |
| 6004023 BLDG AND GROUNDS SUPPLIES | 4,300 | 5,244 | - 0% | - | 4,100 78% | 1,144 22% |
| 6004030 FOOD AND BEVERAGES | 100 | 0 | - | - | - | - |
| 6004048 MISC OPERATIONAL SUPPLIES | 5,785 | 285 | - 0% | - | 121 42% | 164 58% |
| 6004055 COMPUTER SOFTWARE AND SUPPLIES | 70,684 | 69,619 | - 0% | - | 69,619 100% | - 0% |
| 6004056 COMPUTER EQUIPMENT(NON CAPITAL) | 5,000 | 311 | - 0% | - | 311 100% | - 0% |
| 6004070 BOOKS ADULT SERVICES | 67,550 | 67,593 | - 0% | - | 63,682 94% | 3,910 6% |
| 6004071 JUVENILE BOOKS | 54,000 | 53,665 | - 0% | - | 53,538 100% | 127 0% |
| 6004073 SUBSCRIPTIONS | 7,563 | 5,052 | - 0% | - | 5,052 100% | - 0% |
| 6004074 AUDIOVISUAL MATERIALS | 33,000 | 21,064 | - 0% | - | 21,420 102% | (356) -2% |
| 6004075 ELECTRONIC ACCESS MATERIALS | 33,650 | 64,962 | - 0% | - | 60,954 94% | 4,008 6% |

| | | | | | | | | | |
|--|----------------|----------------|----------|-----------|--------------|----------------|------------|---------------|-----------|
| 6004100 POSTAGE AND FREIGHT | 700 | 1,420 | - | 0% | - | 1,435 | 101% | (15) | -1% |
| 6004105 DUES AND MEMBERSHIPS | 1,500 | 1,288 | - | 0% | - | 1,288 | 100% | - | 0% |
| 6004112 BLDG GROUNDS AND EQUIP REPAIR | 2,060 | 5,540 | - | 0% | - | 4,617 | 83% | 923 | 17% |
| 6004113 WATER AND SEWAGE CHARGES | 3,200 | 3,272 | - | 0% | - | 3,272 | 100% | - | 0% |
| 6004115 ELECTRIC CURRENT | 48,000 | 73,000 | - | 0% | - | 70,606 | 97% | 2,394 | 3% |
| 6004117 BUILDING AND GROUNDS EXPENSES | 42,807 | 40,594 | - | 0% | - | 40,837 | 101% | (243) | -1% |
| 6004136 OPERATIONAL EQUIPMENT REPAIRS | 3,000 | 0 | - | | - | - | | - | |
| 6004137 ADVERTISING AND PROMOTION EXPE | 3,000 | 1,800 | - | 0% | - | 1,741 | 97% | 59 | 3% |
| 6004138 OTHER OPERATIONAL EXPENSES | 16,000 | 26,334 | - | 0% | - | 24,513 | 93% | 1,821 | 7% |
| 6004139 Trust Account Outflows | 0 | 0 | - | | 3,560 | 3,560 | | (3,560) | |
| 6004147 OTHER PROGRAM EXPENSES | 15,000 | 15,000 | - | 0% | - | - | 0% | 15,000 | 100% |
| 6004160 MILEAGE AND PARKING-LOCAL | 700 | 740 | - | 0% | - | 764 | 103% | (24) | -3% |
| 6004161 TRAVEL HOTEL AND MEALS | 2,000 | 1,466 | - | 0% | - | 1,466 | 100% | - | 0% |
| 6004162 EDUCATION AND TRAINING | 2,000 | 2,804 | - | 0% | - | 2,804 | 100% | - | 0% |
| 6004165 ADVISORY BD/TRUSTEES EXPENSES | 175 | 0 | - | | - | - | | - | |
| 6004193 HARDWARE MAINTENANCE | 8,610 | 2,800 | - | 0% | - | 2,800 | 100% | - | 0% |
| 6004196 COPYING MACHINE RENTALS | 7,000 | 16,519 | - | 0% | - | 16,519 | 100% | - | 0% |
| 6004504 OTHER FINANCIAL SERVICES | 12 | 12 | - | 0% | - | 12 | 97% | 0 | 3% |
| 6004573 OTHER FEES FOR SERVICES | 9,260 | 3,630 | - | 0% | - | 4,139 | 114% | (510) | -14% |
| Total | 475,656 | 513,139 | - | 0% | 3,560 | 482,476 | 94% | 30,663 | 6% |

Chargebacks

| | | | | | | | | | |
|---|----------------|----------------|--|--|----------|----------------|------------|--------------|-----------|
| 6004602 INSURANCE PREMIUM CHARGEBACK | 26,181 | 26,181 | | | - | 26,181 | 100% | 0 | 0% |
| 6004604 DPW SECURITY CHARGEBACKS | 105,991 | 105,991 | | | - | 105,991 | 100% | 0 | 0% |
| 6004606 TELEPHONE BILLING ACCOUNT | 5,963 | 5,963 | | | - | 5,963 | 100% | 0 | 0% |
| 6004609 DATA PROCESSING CHARGEBACKS | 56,892 | 56,892 | | | - | 55,603 | 98% | 1,289 | 2% |
| 6004617 DUPLICATING/PRINTING CHARGEBACK | 166 | 166 | | | - | - | 0% | 166 | 100% |
| 6004618 OFFICE SUPPLIES CHARGEBACK | 8 | 8 | | | - | - | 0% | 8 | 100% |
| 6004619 BUILDING SERVICE CHARGEBACK | 5,000 | 5,000 | | | - | 5,000 | 100% | 0 | 0% |
| Total Chargebacks | 200,201 | 200,201 | | | - | 198,738 | 99% | 1,463 | 1% |

Debt

| | | | | | | | | | |
|-----------------------------------|--------|--------|--|--|---|--------|------|---|----|
| 6006000 PRINCIPAL ON SERIAL BONDS | 6,849 | 6,849 | | | - | 6,849 | 100% | 0 | 0% |
| 6006001 BANS Principal | 47,578 | 47,578 | | | - | 47,578 | 100% | 0 | 0% |

| | | | | | | | | |
|----------------------------------|------------------|------------------|-------------|----------------|------------------|------------|---------------|-----------|
| 6007000 INTEREST ON SERIAL BONDS | 628 | 628 | | - | 628 | 100% | 0 | 0% |
| 6007001 BANS Interest | 7,592 | 7,592 | | - | 7,591 | 100% | 1 | 0% |
| Grand Total (operating): | 2,560,429 | 2,560,429 | 0 0% | -14,800 | 2,475,555 | 97% | 66,514 | 3% |

Fund Balance **912,271**
Trust Account Balance **16,209**

| Projects & Grants | | | | | | | | |
|--|----------------|----------|-----------|--------------|----------------|------------|----------------|------------|
| 6004117 STATE CONSTRUCTION AID - 2022 | 378,023 | | 0% | - | - | 0% | 378,023 | 100% |
| 6004117 STATE CONSTRUCTION AID - 2023 | 157,447 | - | 0% | - | 3,531 | 2% | 153,916 | 98% |
| 6004117 BROOME COUNTY CIP - 2023 | 100,000 | - | 0% | - | 61,941 | 62% | 38,059 | 38% |
| 6004138 CF - Period Pantry | 1,280 | - | 0% | - | 1,280 | 100% | - | 0% |
| Friends HOYT GRANT - Reading Garden | 50,000 | - | 0% | 2,451 | 2,451 | 5% | 47,549 | 95% |
| Friends KRESGE GRANT | 31,700 | - | 0% | - | 28,584 | 90% | 3,116 | 10% |
| Friends COMMUNITY FOUNDATION - bilingual | 5,000 | - | 0% | - | 3,739 | 75% | 1,261 | 25% |
| Friends COMMUNITY FOUNDATION - Narcan | 2,000 | - | 0% | - | 1,509 | 75% | 491 | 25% |
| Friends COMMUNITY FOUNDATION - Farm2Lib | 10,275 | | | - | 6,752 | 66% | 3,523 | 34% |
| Friends KLEE GRANT #2 | 45,000 | - | 0% | - | 2,006 | 4% | 42,994 | 96% |
| Friends KLEE SUPPLEMENTAL | 30,350 | | | - | 30,350 | 100% | 0 | 0% |
| Friends Period Pantry | 6,703 | | | - | 5,626 | 84% | 1,077 | 16% |
| Friends 2024 Library Support | 34,400 | | | 2,884 | 24,084 | 70% | 10,316 | 30% |
| Friends Friends - Farm to Library | 6,000 | | | - | 6,000 | 100% | 0 | 0% |
| Total Projects & Grants | 858,178 | 0 | 0% | 5,335 | 177,852 | 21% | 680,326 | 79% |

| Account | | Budget | YTD Actuals | | February (16.7%) | Remaining | |
|---------|------------------------------|-----------|-------------|-----|------------------|-----------|------|
| Revenue | | | | | | | |
| 5000100 | LIBRARY COPY FEES | 13,000 | 1,949 | 15% | 660 | 11,711 | 90% |
| 5000177 | RENTALS & FEES | 7,200 | 1,200 | 17% | 600 | 6,600 | 92% |
| 5000189 | OTHER LOCAL GOVERNMENTS | 879,589 | 522 | 0% | 0 | 879,067 | 100% |
| 5000312 | RENTAL CHARGEBACKS | 49,000 | 0 | 0% | 0 | 49,000 | 100% |
| 5000426 | MISCELLANEOUS | 6,900 | 342 | 5% | 267 | 6,825 | 99% |
| 5000451 | INTEREST AND EARNINGS | 20,000 | 0 | 0% | 0 | 20,000 | 100% |
| 5000470 | VENDING MACHINE | 1,000 | 0 | 0% | 0 | 1,000 | 100% |
| 5000531 | GIFTS AND DONATIONS | 300 | 0 | 0% | 0 | 300 | 100% |
| 5000546 | Trust Account Inflows | 200 | 0 | 0% | 0 | 200 | 100% |
| 5000562 | TRANSFER FROM GENERAL FUND | 1,427,325 | 0 | 0% | 0 | 1,427,325 | 100% |
| 5000569 | TRANSFER - DEBT SERVICE FUND | 1,915 | 0 | 0% | 0 | 1,915 | 100% |
| 5000808 | OTHER STATE AID | 92,000 | 0 | 0% | 0 | 92,000 | 100% |
| 5000952 | ARRA DEBT REIMBURSEMENT | 85 | 0 | 0% | 0 | 85 | 100% |
| Total | | 2,498,514 | 4,014 | 0% | 1,527 | 2,496,028 | 100% |

| Balances | |
|---------------------------------|------------------|
| 3150899 FUND BALANCE | 1,027,153 |
| 4660036 TRUST FUND | 12,669 |
| 8990001 CAPITAL BALANCE | 38,059 |
| 8990001 PROJECT BALANCE | 477,111 |
| subtotal (Library funds) | 1,554,992 |
| GRANT BALANCE (Friends) | 84,132 |
| | 1,639,124 |

| Account | | Budget | YTD Actuals | | February (16.7%) | Encumbered | Remaining | |
|----------|--------------------|-----------|-------------|-----|---------------------|------------|-----------|-----|
| Salaries | | | | | | | | |
| 6001000 | SALARIES FULL-TIME | 1,028,661 | 125,898 | 12% | 114,849 | | 902,763 | 88% |
| 6001001 | SALARIES PART-TIME | 159,571 | 19,034 | 12% | 17,641 | | 140,537 | 88% |
| 6001002 | SALARIES TEMPORARY | 11,122 | 6,023 | 54% | 5,841 | | 5,099 | 46% |
| 6001003 | SALARIES OVERTIME | 0 | 343 | | 343 | | -343 | |
| Total | | 1,199,354 | 151,298 | 13% | 138,676 | | 1,048,056 | 87% |

| | | | | | | | | | |
|--------------------------|---------------------------------|--------|--------|-----|-------|--------|-----|--------|------|
| Contractual Expenditures | | | | | | | | | |
| 6004012 | OFFICE SUPPLIES | 2,060 | 527 | 26% | 381 | 1,353 | 66% | 180 | 9% |
| 6004021 | BLDG MAINTENANCE SUPPLIES | 1,030 | 0 | 0% | 0 | 750 | 73% | 280 | 27% |
| 6004022 | FUEL AND HEATING SUPPLIES | 22,000 | 4,915 | 22% | 2,360 | 0 | 0% | 17,085 | 78% |
| 6004023 | BLDG AND GROUNDS SUPPLIES | 4,429 | 141 | 3% | 141 | 2,709 | 61% | 1,579 | 36% |
| 6004048 | MISC OPERATIONAL SUPPLIES | 4,000 | 0 | 0% | 0 | 0 | 0% | 4,000 | 100% |
| 6004055 | COMPUTER SOFTWARE AND SUPPLIES | 72,461 | 0 | 0% | 0 | 0 | 0% | 72,461 | 100% |
| 6004056 | COMPUTER EQUIPMENT(NON CAPITAL) | 3,000 | 0 | 0% | 0 | 0 | 0% | 3,000 | 100% |
| 6004070 | BOOKS ADULT SERVICES | 69,577 | 9,064 | 13% | 4,401 | 53,722 | 77% | 6,791 | 10% |
| 6004071 | JUVENILE BOOKS | 55,620 | 7,810 | 14% | 4,359 | 36,363 | 65% | 11,447 | 21% |
| 6004073 | SUBSCRIPTIONS | 9,700 | 0 | 0% | 0 | 0 | 0% | 9,700 | 100% |
| 6004074 | AUDIOVISUAL MATERIALS | 25,000 | 1,831 | 7% | 928 | 22,813 | 91% | 356 | 1% |
| 6004075 | ELECTRONIC ACCESS MATERIALS | 53,450 | 4,686 | 9% | 0 | 0 | 0% | 48,764 | 91% |
| 6004100 | POSTAGE AND FREIGHT | 1,400 | 438 | 31% | 0 | 0 | 0% | 962 | 69% |
| 6004105 | DUES AND MEMBERSHIPS | 1,500 | 0 | 0% | 0 | 0 | 0% | 1,500 | 100% |
| 6004112 | BLDG GROUNDS AND EQUIP REPAIR | 3,000 | 0 | 0% | 0 | 1,250 | 42% | 1,750 | 58% |
| 6004113 | WATER AND SEWAGE CHARGES | 3,200 | 0 | 0% | 0 | 0 | 0% | 3,200 | 100% |
| 6004115 | ELECTRIC CURRENT | 60,000 | 10,020 | 17% | 3,016 | 0 | 0% | 49,980 | 83% |
| 6004117 | BUILDING AND GROUNDS EXPENSES | 42,244 | 808 | 2% | 255 | 9,160 | 22% | 32,276 | 76% |
| 6004136 | OPERATIONAL EQUIPMENT REPAIRS | 3,090 | 0 | 0% | 0 | 0 | 0% | 3,090 | 100% |

| | | | | | | | | | |
|--------------|--------------------------------|----------------|---------------|-----------|---------------|----------------|------------|----------------|------------|
| 6004137 | ADVERTISING AND PROMOTION EXPE | 3,000 | 494 | 16% | 0 | 0 | 0% | 2,506 | 84% |
| 6004138 | OTHER OPERATIONAL EXPENSES | 20,000 | 2,827 | 14% | 544 | 9,986 | 50% | 7,187 | 36% |
| 6004160 | MILEAGE AND PARKING-LOCAL | 700 | 53 | 8% | 0 | 0 | 0% | 648 | 93% |
| 6004161 | TRAVEL HOTEL AND MEALS | 2,000 | 0 | 0% | 0 | 0 | 0% | 2,000 | 100% |
| 6004162 | EDUCATION AND TRAINING | 2,000 | 690 | 35% | 650 | 0 | 0% | 1,310 | 66% |
| 6004193 | HARDWARE MAINTENANCE | 9,025 | 0 | 0% | 0 | 0 | 0% | 9,025 | 100% |
| 6004196 | COPYING MACHINE RENTALS | 10,000 | 1,430 | 14% | 0 | 0 | 0% | 8,570 | 86% |
| 6004504 | OTHER FINANCIAL SERVICES | 4 | 0 | 0% | 0 | 0 | 0% | 4 | 100% |
| 6004573 | OTHER FEES FOR SERVICES | 6,000 | 14 | 0% | -252 | 0 | 0% | 5,986 | 100% |
| Total | | 489,490 | 45,747 | 9% | 16,784 | 138,107 | 28% | 305,636 | 62% |

| Chargebacks | | | | | | | | | |
|--------------|--------------------------------|----------------|----------|-----------|----------|--|--|----------------|-------------|
| 6004602 | INSURANCE PREMIUM CHARGEBACK | 26,606 | 0 | 0% | 0 | | | 26,606 | 100% |
| 6004604 | DPW SECURITY CHARGEBACKS | 125,080 | 0 | 0% | 0 | | | 125,080 | 100% |
| 6004606 | TELEPHONE BILLING ACCOUNT | 5,882 | 0 | 0% | 0 | | | 5,882 | 100% |
| 6004609 | DATA PROCESSING CHARGEBACKS | 57,499 | 0 | 0% | 0 | | | 57,499 | 100% |
| 6004617 | DUPLICATING/PRINTING CHARGEBAC | 92 | 0 | 0% | 0 | | | 92 | 100% |
| 6004618 | OFFICE SUPPLIES CHARGEBACK | 6 | 0 | 0% | 0 | | | 6 | 100% |
| 6004619 | BUILDING SERVICE CHARGEBACK | 5,000 | 0 | 0% | 0 | | | 5,000 | 100% |
| Total | | 220,165 | 0 | 0% | 0 | | | 220,165 | 100% |

| Debt | | | | | | | | | |
|--------------|---------------------------|---------------|----------|-----------|----------|--|--|---------------|-------------|
| 6006000 | PRINCIPAL ON SERIAL BONDS | 7,123 | 0 | 0% | 0 | | | 7,123 | 100% |
| 6006001 | PRINCIPAL ON BANS | 67,577 | 0 | 0% | 0 | | | 67,577 | 100% |
| 6007000 | INTEREST ON SERIAL BONDS | 212 | 0 | 0% | 0 | | | 212 | 100% |
| 6007001 | INTEREST ON BANS | 10,923 | 0 | 0% | 0 | | | 10,923 | 100% |
| Total | | 85,835 | 0 | 0% | 0 | | | 85,835 | 100% |

| Benefits | | | | | | | | | |
|----------|------------------|---------|--------|-----|--------|--|--|---------|-----|
| 6008001 | STATE RETIREMENT | 152,059 | 17,395 | 11% | 15,947 | | | 134,664 | 89% |

| | | | | | | | | |
|---------------------|--------------------------------|-----------|---------|-----|---------|---------------|---------|---------------|
| 6008002 | SOCIAL SECURITY | 91,751 | 11,023 | 12% | 10,109 | | 80,728 | 88% |
| 6008004 | WORKERS COMPENSATION | 6,889 | 0 | 0% | 0 | | 6,889 | 100% |
| 6008006 | LIFE INSURANCE | 190 | 17 | 9% | 17 | | 173 | 91% |
| 6008007 | HEALTH INSURANCE | 163,740 | 22,203 | 14% | 20,160 | | 141,537 | 86% |
| 6008009 | RETIREE HEALTH INSURANCE | 328,156 | 53,362 | 16% | 53,362 | | 274,794 | 84% |
| 6008012 | EMPLOYEE TUITION REIMBURSEMENT | 3,500 | 0 | 0% | 0 | | 3,500 | 100% |
| 6008014 | NYS ERS VDC EXPENSE | 7,385 | 934 | 13% | 849 | | 6,451 | 87% |
| Total | | 753,670 | 104,933 | 14% | 100,444 | 648,737 86% | | |
| Salary and benefits | | 1,953,024 | 256,231 | 13% | 239,119 | 1,696,793 87% | | |
| Total expenses | | 2,748,514 | 301,978 | 11% | 255,903 | 138,107 | 5% | 2,308,429 84% |

| Account | | Approved total | Revenue received | | Revenue outstanding | | Encumbered | | Spent | | Remaining | |
|-------------------------------|-------------------------------|-------------------|---------------------|------|------------------------|-----|------------|----|--------|-----|-----------|------|
| Active BCPL Projects & Grants | | | | | | | | | | | | |
| 6004117 | STATE CONSTRUCTION AID - 2022 | 378,023 | 340,221 | 90% | 37,802 | 10% | 0 | 0% | 0 | 0% | 378,023 | 100% |
| 6004117 | STATE CONSTRUCTION AID - 2023 | 157,447 | 141,702 | 90% | 15,075 | 10% | 0 | 0% | 3,531 | 2% | 153,916 | 98% |
| 6004117 | BROOME COUNTY CIP - 2023 | 100,000 | 100,000 | 100% | 0 | 0% | 6,895 | 7% | 61,941 | 62% | 31,164 | 31% |
| subtotal | | 635,470 | 581,923 | 92% | 52,877 | 8% | 6,895 | 1% | 65,472 | 10% | 563,103 | 89% |

| | | | | | | | | | | | | |
|----------------------------------|------------------------------------|---------|---------|------|--------|-----|-------|----|---------|-----|---------|-----|
| Active Friends Projects & Grants | | | | | | | | | | | | |
| | HOYT GRANT - Reading Garden | 50,000 | 50,000 | 100% | 0 | | 0 | | 7,496 | 15% | 42,504 | 85% |
| | KRESGE GRANT | 31,700 | 31,700 | 100% | 0 | | 0 | | 28,584 | 90% | 3,116 | 10% |
| | COMMUNITY FOUNDATION - bilingual | 5,000 | 5,000 | 100% | 0 | | 0 | | 3,739 | 75% | 1,261 | 25% |
| | COMMUNITY FOUNDATION - Narcan | 2,000 | 2,000 | 100% | 0 | | 0 | | 1,509 | 75% | 491 | 25% |
| | COMMUNITY FOUNDATION - Farm2Lib #2 | 5,000 | 5,000 | 100% | 0 | | 250 | | 1,727 | 35% | 3,273 | 65% |
| | KLEE GRANT #2 | 45,000 | 45,000 | 100% | 0 | | 0 | | 12,638 | 28% | 32,362 | 72% |
| | Period Pantry | 6,703 | 6,703 | 100% | 0 | | 0 | | 5,659 | 84% | 1,044 | 16% |
| | 2025 Library Support | 29,260 | 1,093 | 4% | 28,167 | 96% | 0 | | 1,093 | 4% | 28,167 | 96% |
| subtotal | | 174,663 | 146,496 | 84% | 28,167 | 16% | | | 62,446 | 36% | 112,218 | 64% |
| Total Active Projects & Grants | | 810,133 | 728,419 | 90% | 81,044 | 10% | 6,895 | 1% | 127,917 | 16% | 675,320 | 83% |

Director's Report

Josias Bartram

March 13, 2025

Staffing/Personnel

- Michelle Ford has submitted her retirement, effective 3/17. This is bittersweet since she's been with BCPL since before the move to this building and has been the institutional memory of our Youth Services Department, not to mention the heart and soul of our story times for so many local families. That said, this does give us the opportunity to fully staff Youth Services for the first time in months.
- I'm very pleased that we've been able to create a temporary Library Assistant position as a placeholder for Riley Maley, who's been one of our YS Clerks while she's in library school. She is set to finish her MSLIS degree in May, at which point she'll be eligible for appointment into the Librarian I position that Michelle is vacating. Broome County Personnel has been great about working with us to figure out these types of moves within the civil service rules, and I think that we've developed a solid model. This is something that I will speak about a bit more during the meeting.
- James Ingram has been doing a wonderful job as our first Library Assistant for Programs & Exhibits and will speak more about this at the meeting. He is another example of our ability to promote from within.

Budget & Financials

- My hope is that THIS is the final 2024 financial report. For those of you who are new to the board, I end up submitting the "final" report multiple times every year.
- I've continued to slightly tweak the format for the 2025 reports and am always looking for feedback:
 - I added our fund balances to the revenue tab. I also moved revenue before expenses which is the way they show up in our County budget materials because the revenue account numbers are lower.
 - I added Projects & Grants as their own tab and separated Library Projects/Grants and Friends Projects/Grants. These will disappear from the report as they are closed out. Several of the grants are highlighted and I will speak about them at the meeting.
- I added the percentage of the way through the year under the column headings for the February totals. My intention is that this gives you more context for the year-to-date percentage of budgeted revenue or expenses.

Annual Report

- The attached 2024 Annual Report is the one that we submit to New York State every year and it's a comprehensive look at our statistics and financials. All of this data is publicly available once approve, and — among other purposes—it allows for comparisons between libraries. This is primarily my task and it's a heavy lift every year, although it has gotten easier with each repetition. I'm glad to have it done!
- Next, Laura Haynes will take some of the highlights from this data and puts it in a much more visual format, and that becomes our second annual report, also required. We will print it as a glossy pamphlet and distribute it to our various funders and stakeholders as well as posting it to our website. Unlike the state report, which needs your approval but comes to you after it's already submitted, the report for the community will be submitted for your feedback prior to finalizing it, most likely at the April or May meeting.
- I will go over some of the takeaways and answer questions at the meeting, but one thing that I want to highlight is that our door count for 2024 was higher than 2019! Meanwhile, our circulation hasn't recovered to pre-pandemic levels, so our community is using the Library as much as ever, but for different purposes.

E-rate

- E-Rate is a federal program that funds internet access for the community through schools and libraries. It has been around for quite a while, and this approval is routine.

Assistant Director's Report

Sherry Kowalski

March 12, 2025

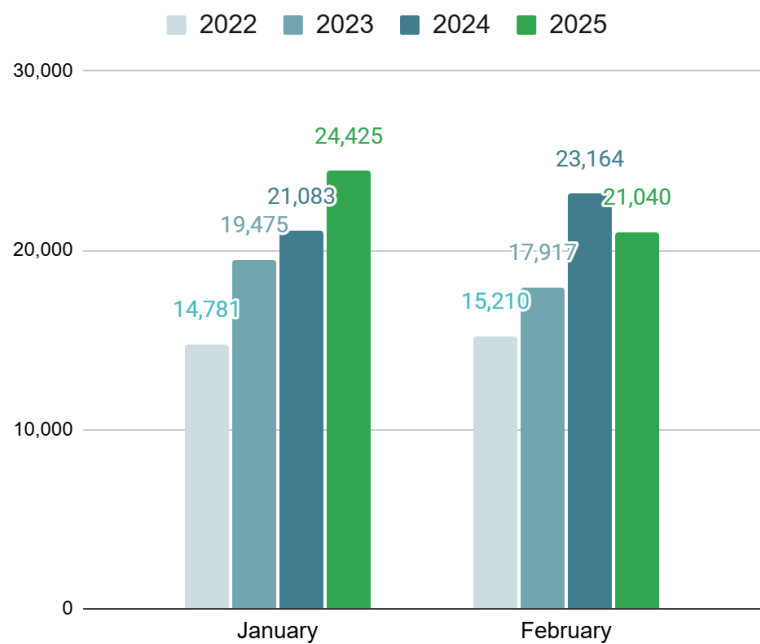
- The 2025 Farm to Library season will begin June 5th. We are working with Russell Farms to get weekly produce deliveries. I am ecstatic to report that we will be partnering with Cutler Garden once again! They will donate the produce they grow in their vegetable garden to F2L. I am hoping for another excellent growing season!
- I have all the donated tablets boxed and will send those in the 4CLS delivery this week. I am relieved to have that project completed.
- I am working on a series hiring check lists. I have a check list for new employees completed, my next task is to complete a check list for current employees that are moving into another position. There are many steps, and we don't hire often enough to have the process mastered.
- We are getting a taste of what it will be like when Jackie officially retires. OMB is now handling our accounts payable functions, but that is only a small part of what she does. When she returns in April, we will need to work with her to document this and begin training.

Data Analytics Monthly Report (January and February 2025)

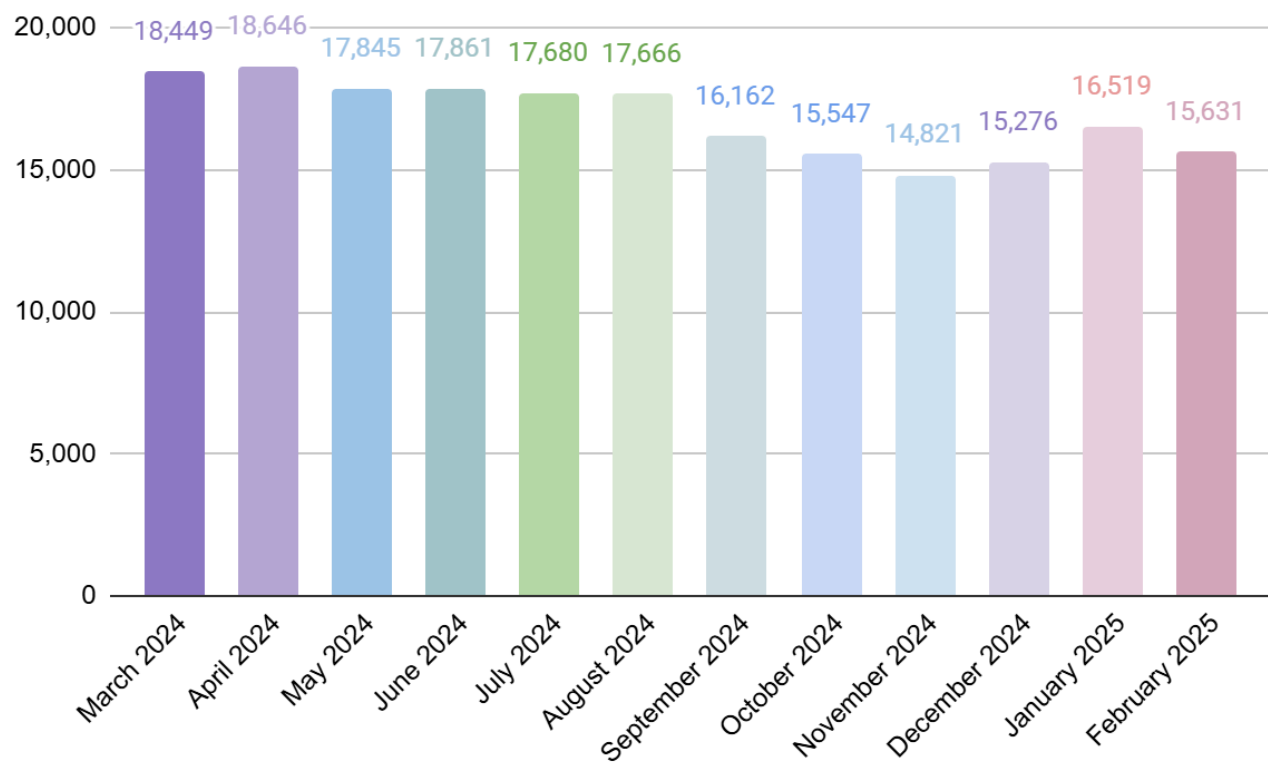
Submitted by Laura Haynes

Circulation:

This graph shows circulation for January and February of 2022-2025.

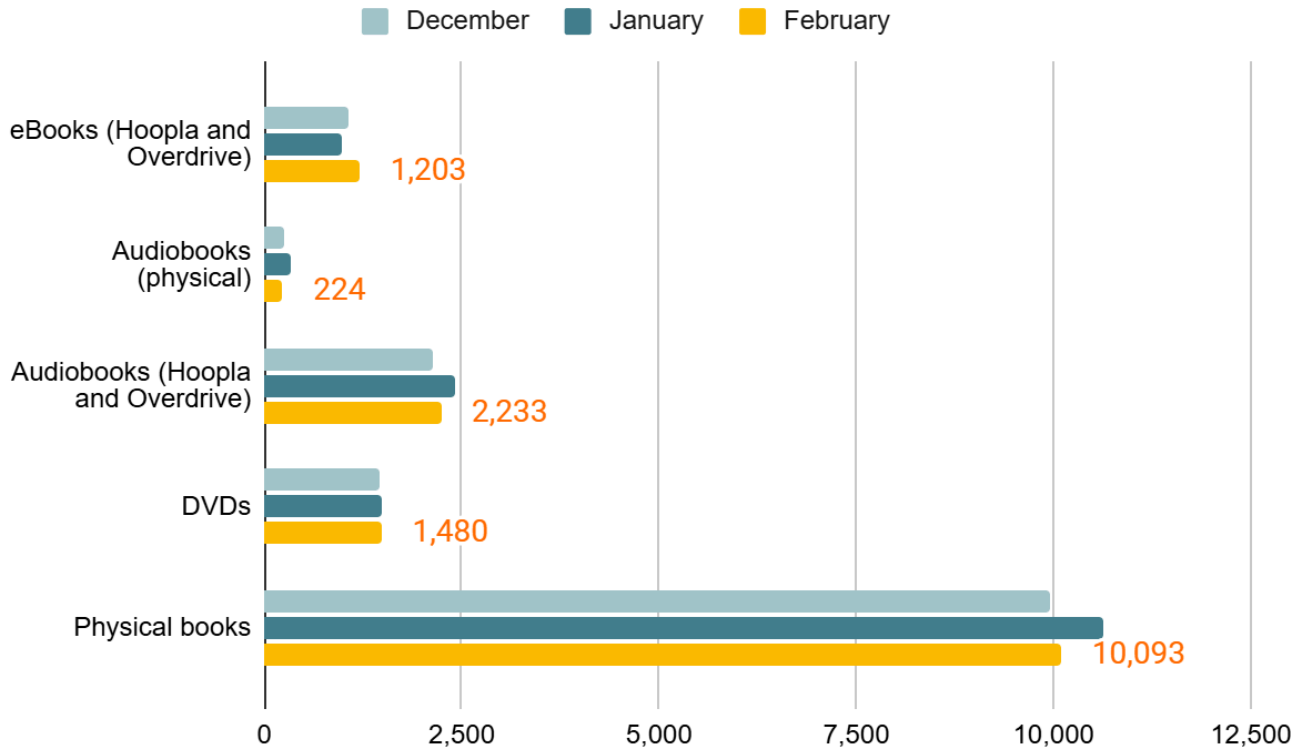


Circulation stats for the past year:



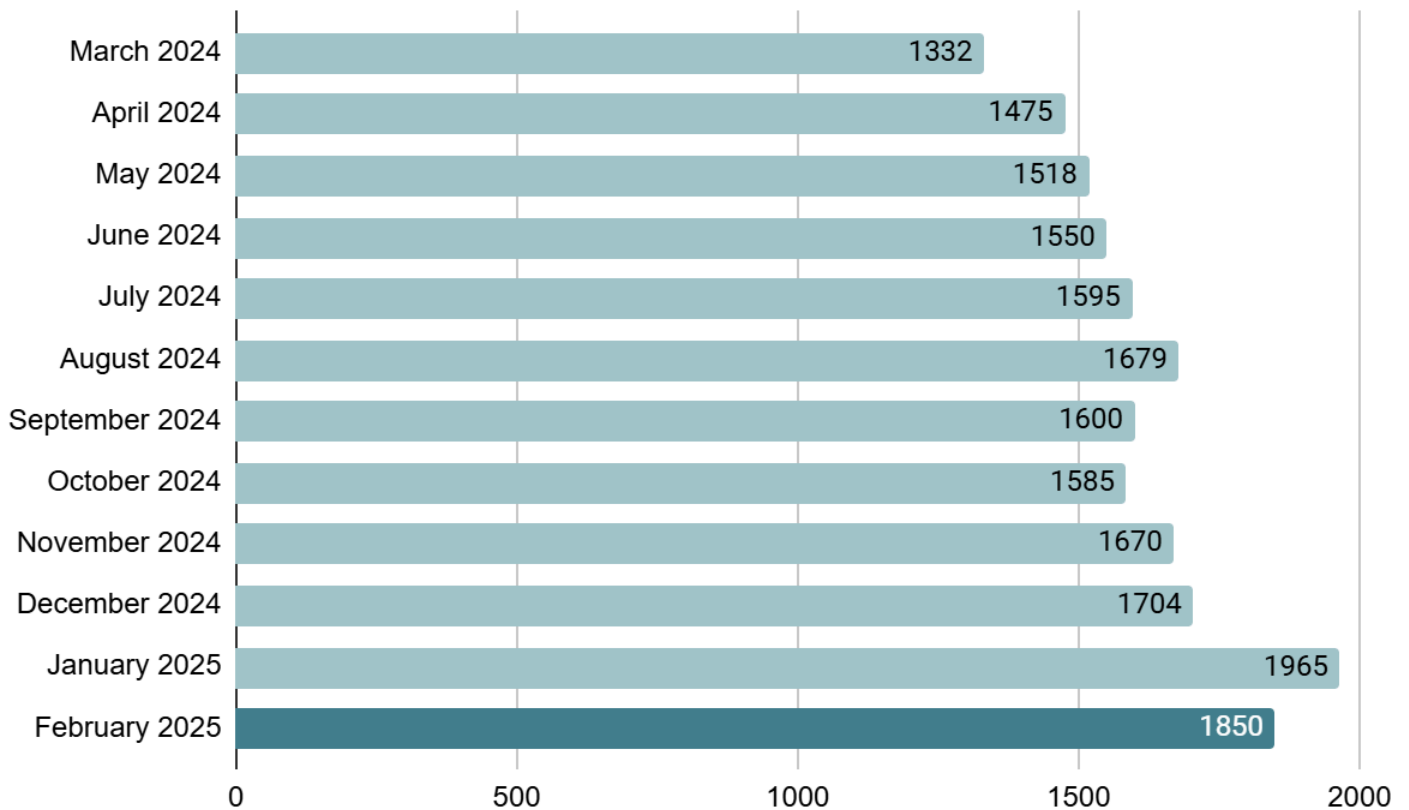
Circulation by format:

Circulation increased for eBooks in February.



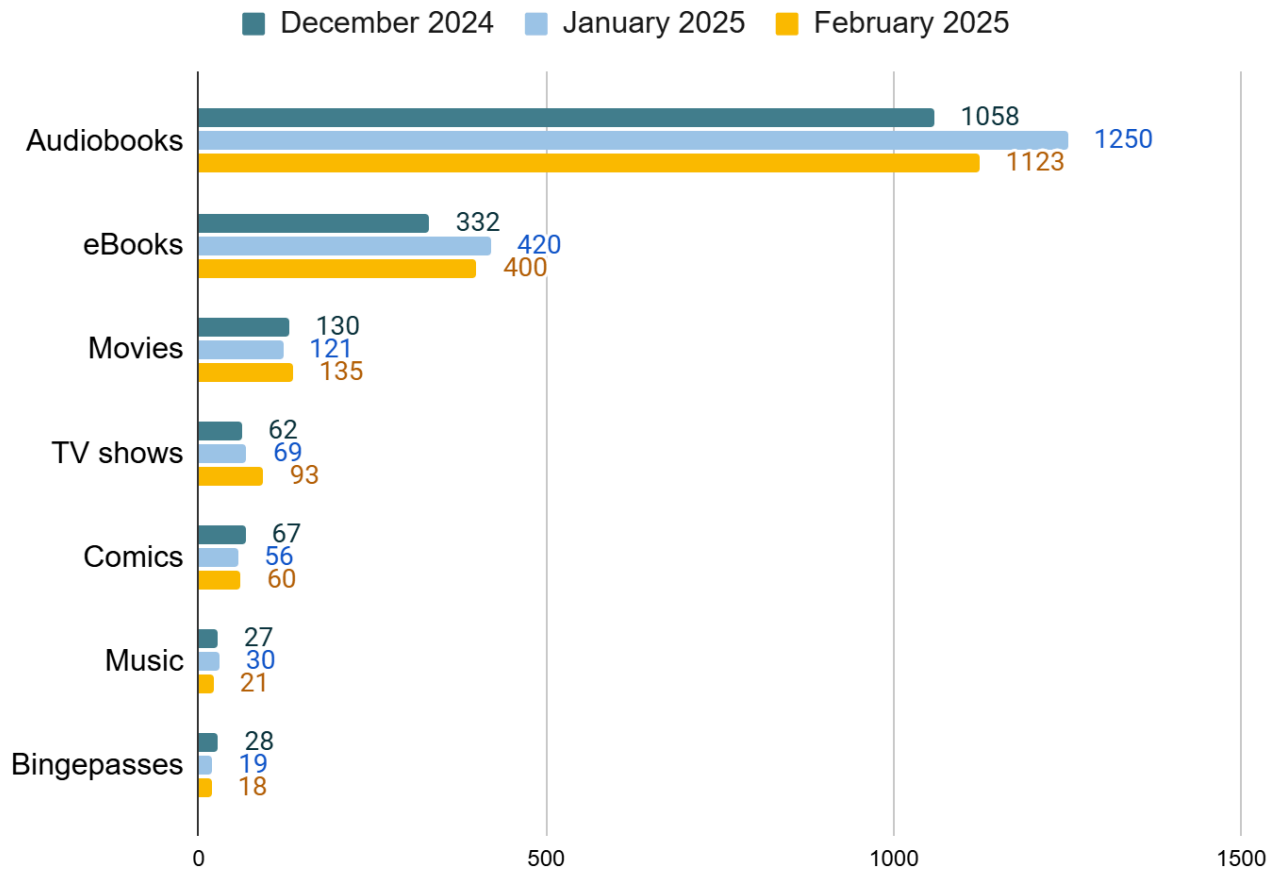
Hoopla Circulation:

Hoopla circulation usage increased drastically.



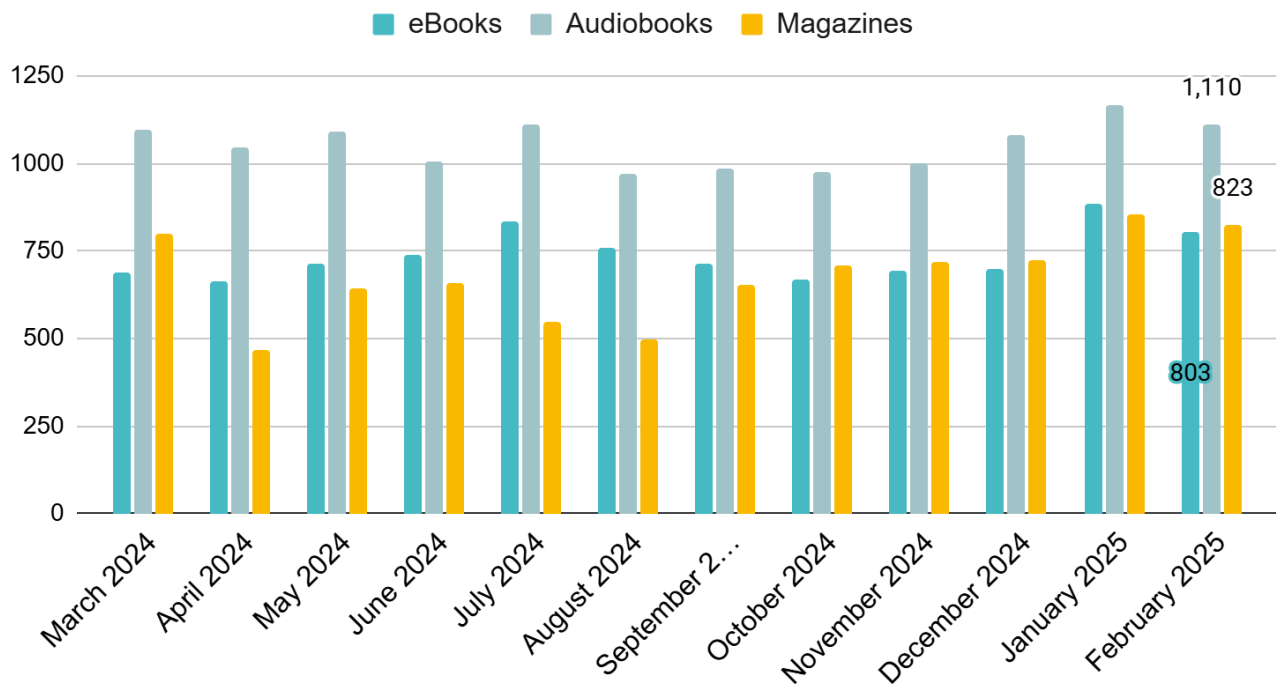
Hoopla Circulation by format:

Audiobook and eBook usage spiked in January!



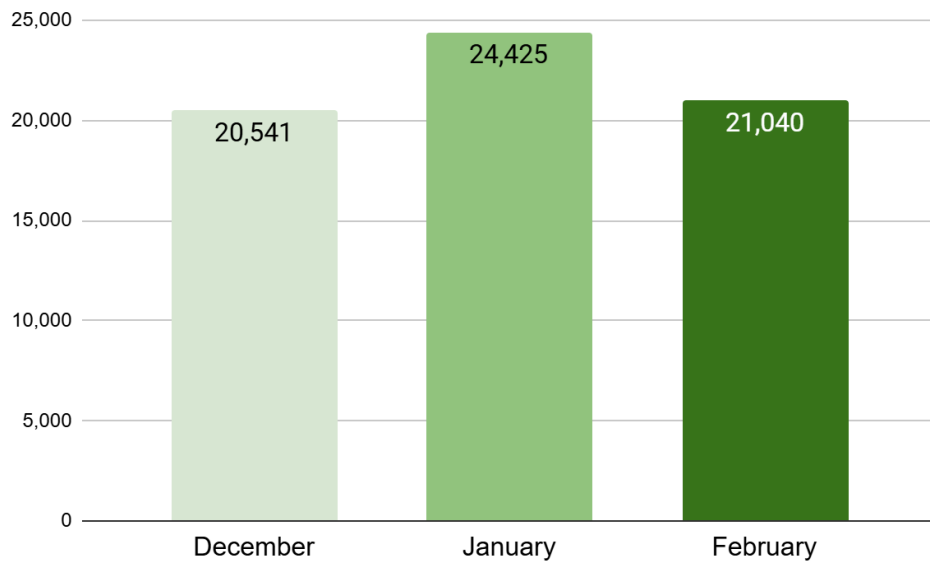
Libby Circulation for eBooks, Audiobooks, and Magazines over the last year:

Libby usage increased in January!



Door Count:

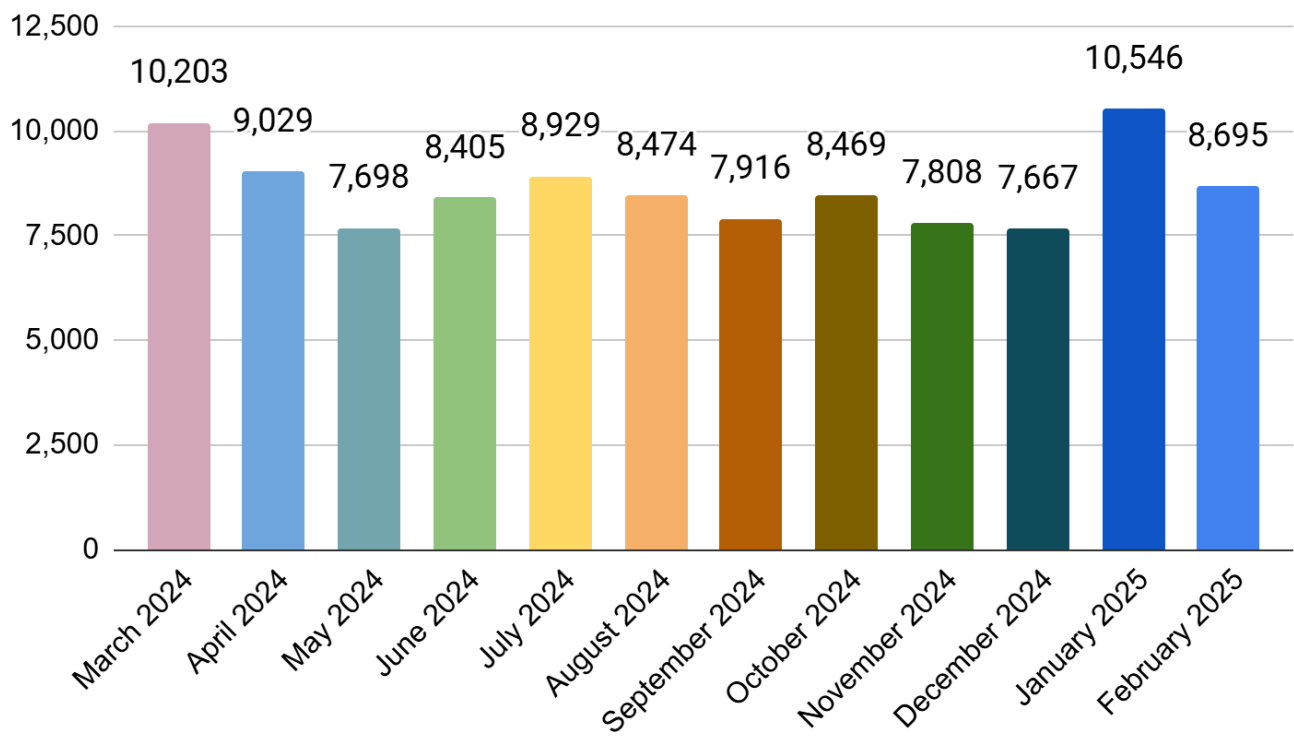
Door count followed the trend of increased activity in January and lowered again in February.



Website Analytics:

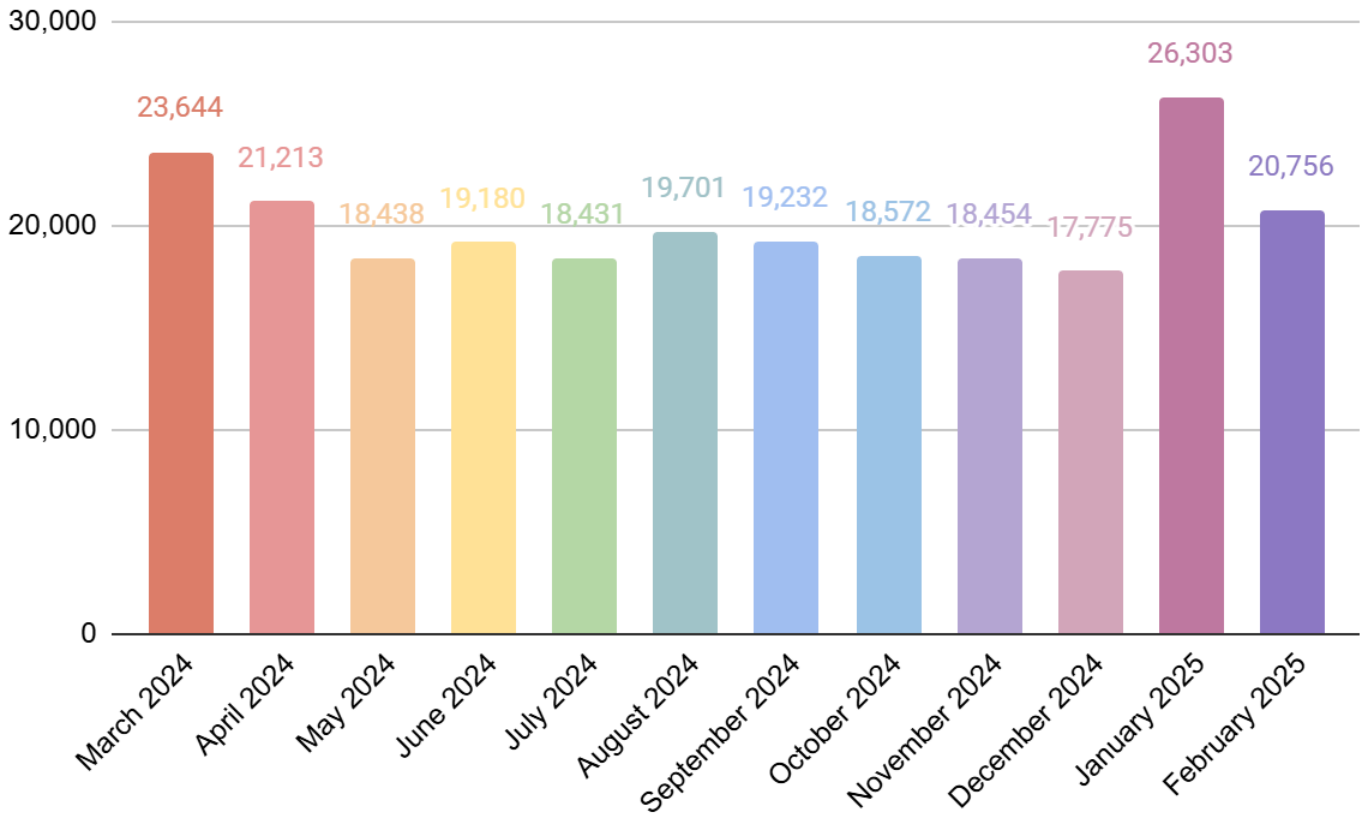
Total sessions:

Website traffic increased sharply for January. Staff notes that we have received numerous webform responses by bots, which could explain part of the increase.

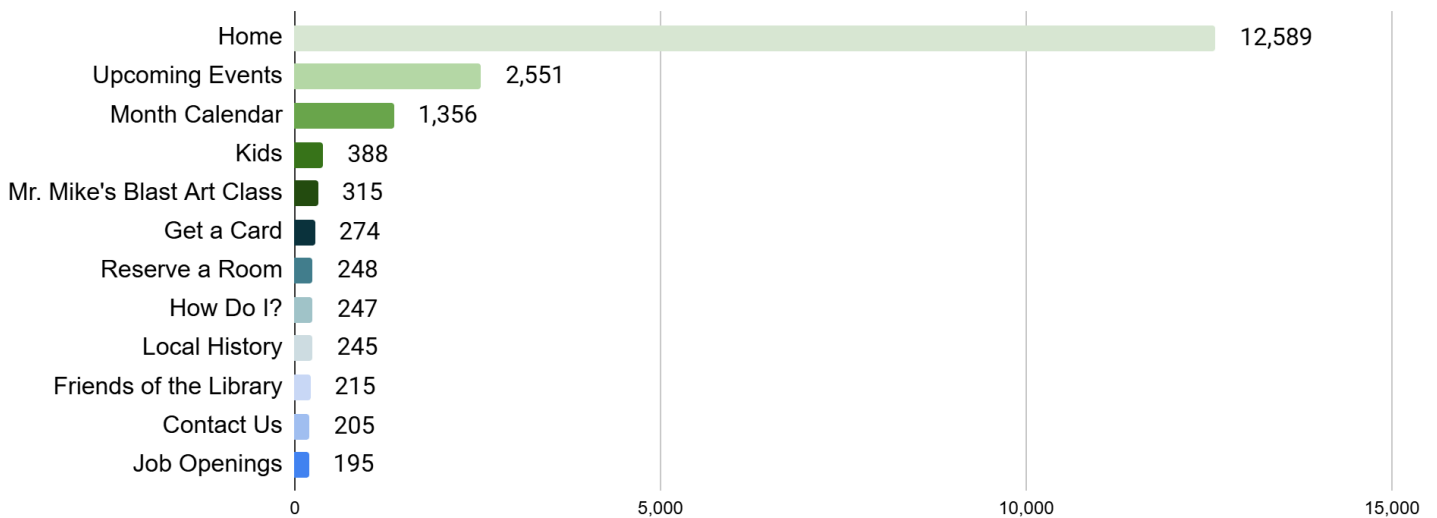


Pageviews:

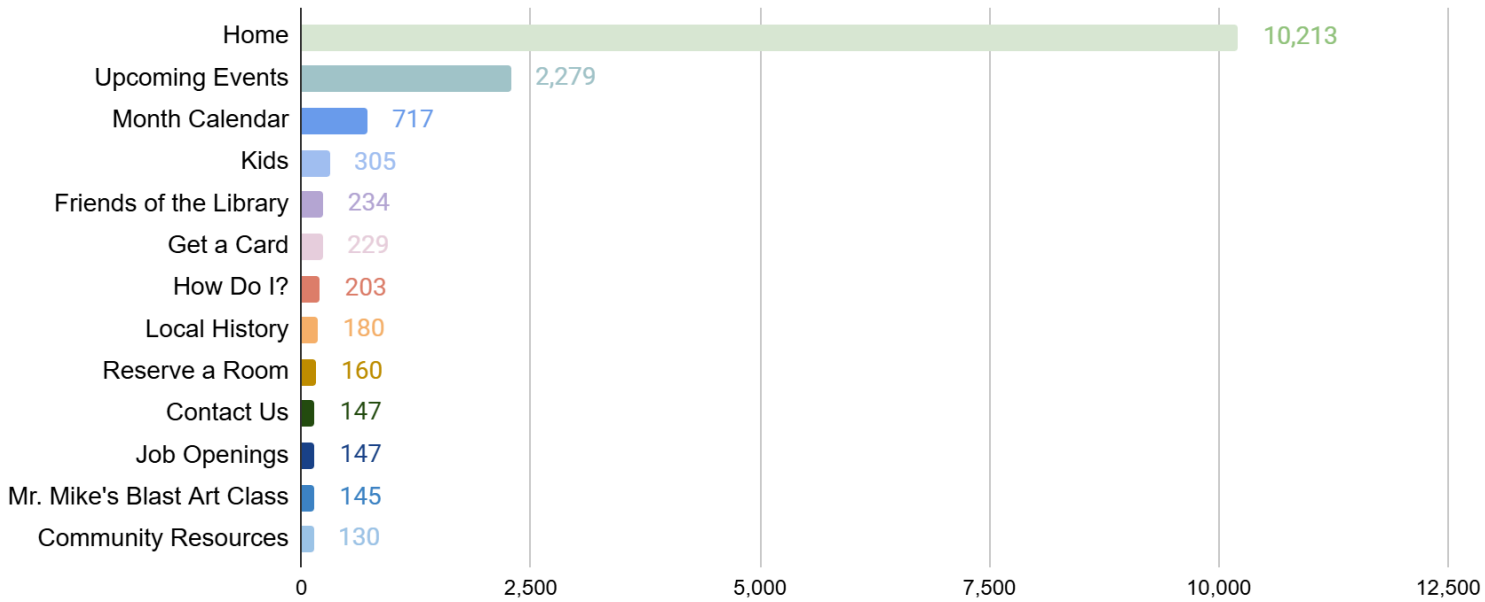
This graph shows total pageviews for the past 12 months.



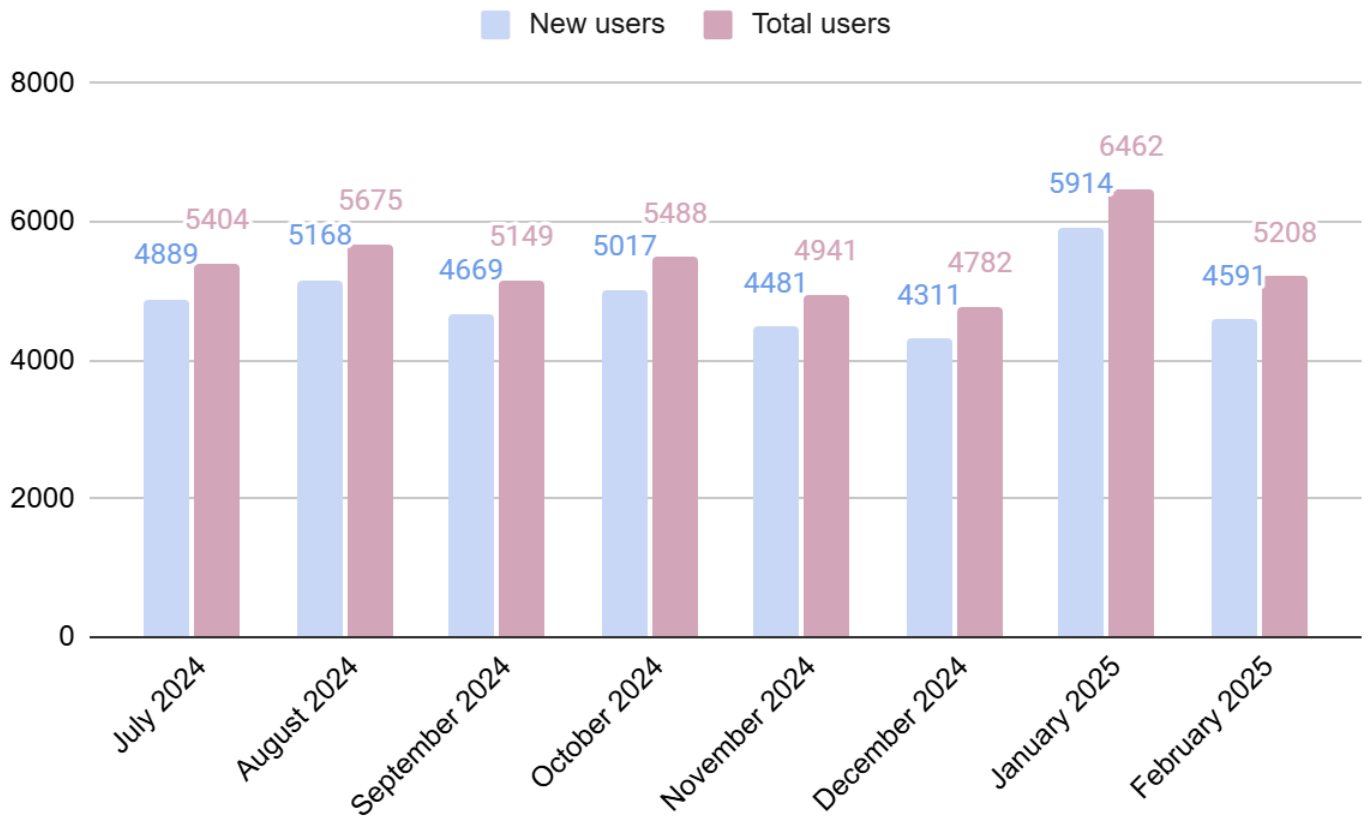
This graph shows a breakdown of views for the most popularly accessed webpages in January. The 'Home' page had 2,468 more views from December to January.



Between January and February the pageview numbers have decreased.

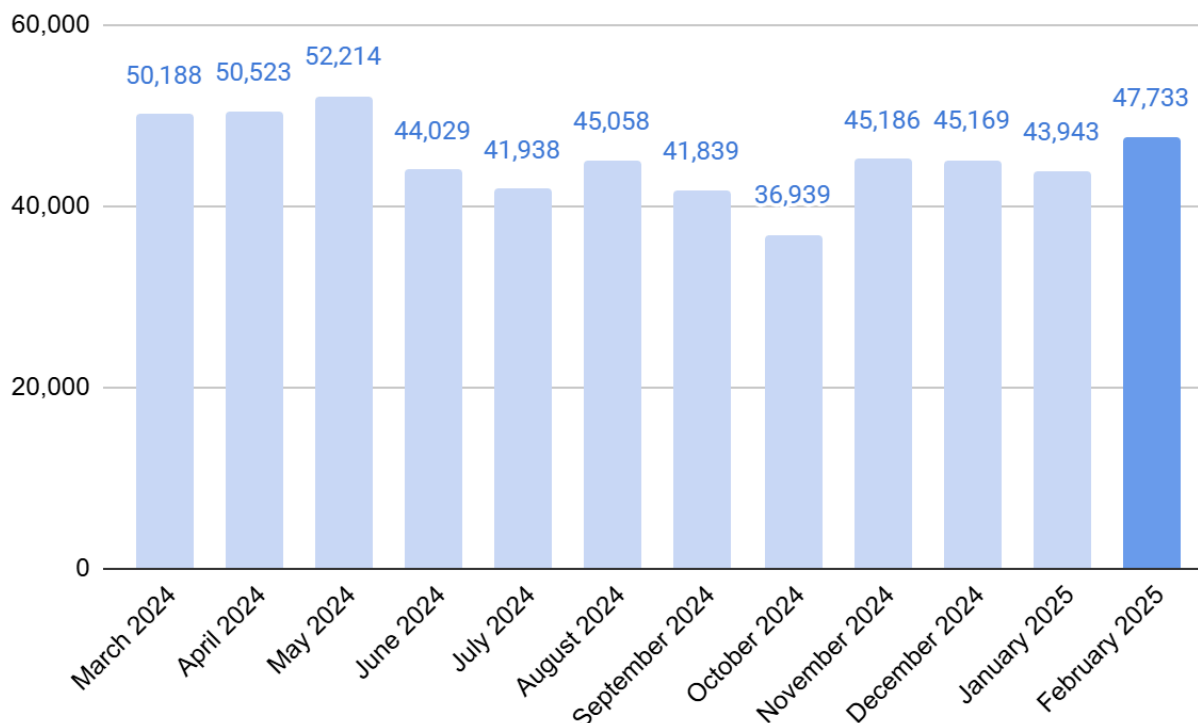


The total number of website users increased for January and decreased again in February.



Number of Wireless Sessions:

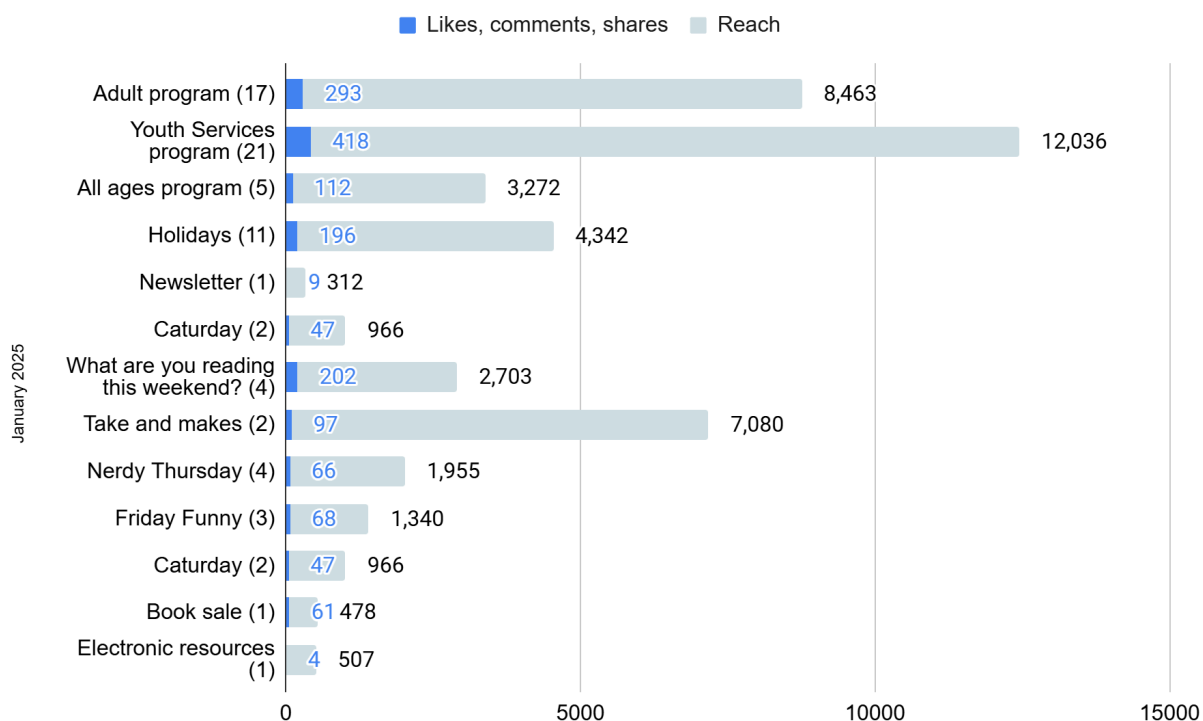
Wireless sessions increased in February.



Public computer usage module has changed and we don't have training yet on how to retrieve the statistics.

Social Media:

This graph shows social media posts for January. The number beside the title is the amount of posts in that category.



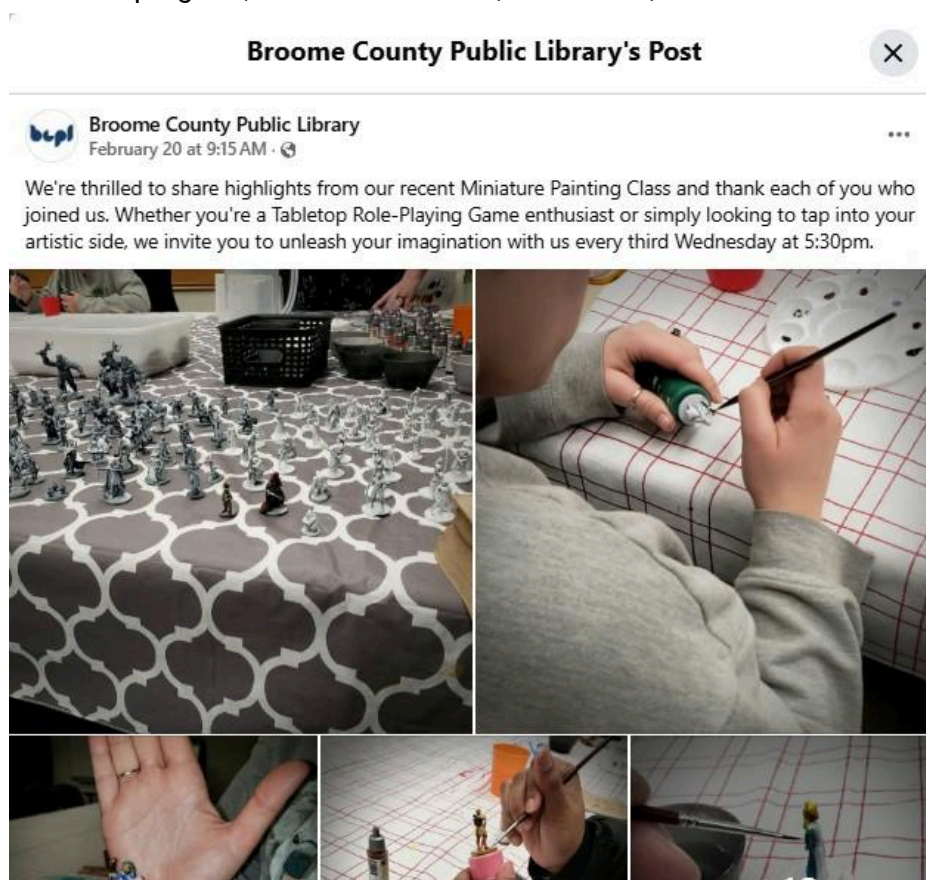
The most popular social media post for January was the second post about our January Take and Makes on January 24th. This post had a whopping reach of 6,413 and 62 likes, comments, and shares!:

We still have Embroidered Journal Adult Take & Makes available! Come visit the Reference Desk to get yours. These kits contain detailed instructions, so these are for anyone 18 & older, even if you don't consider yourself "crafty." January is the perfect time to try something new!

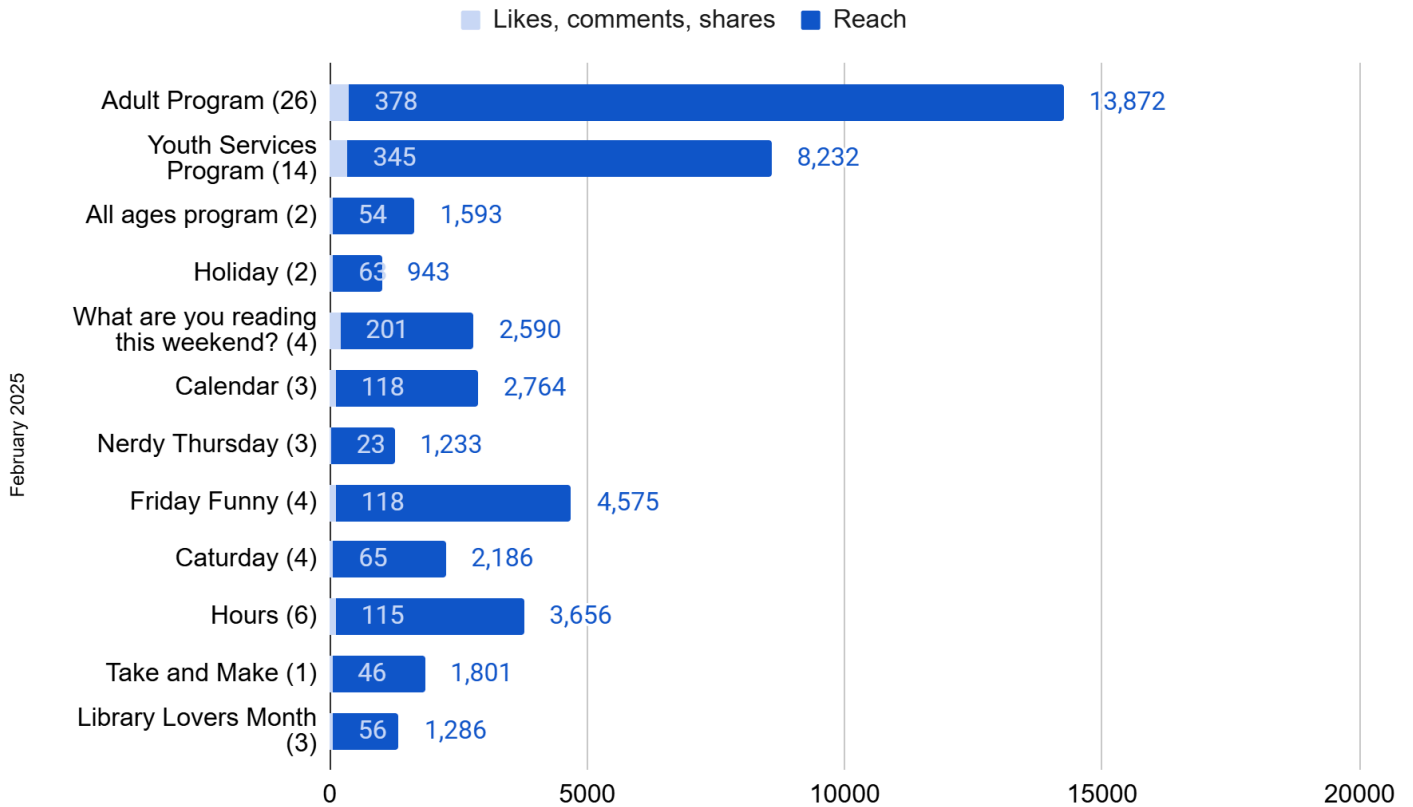
There is a limit of one kit per person. The Reference Desk is now located up front with the Circulation Desk. Reference staff sit at the station on the end of the desk furthest from the front door.



For February, the post with the furthest reach of 3,314 was the post from February 20th about our mini painting program, which had 51 likes, comments, and shares:

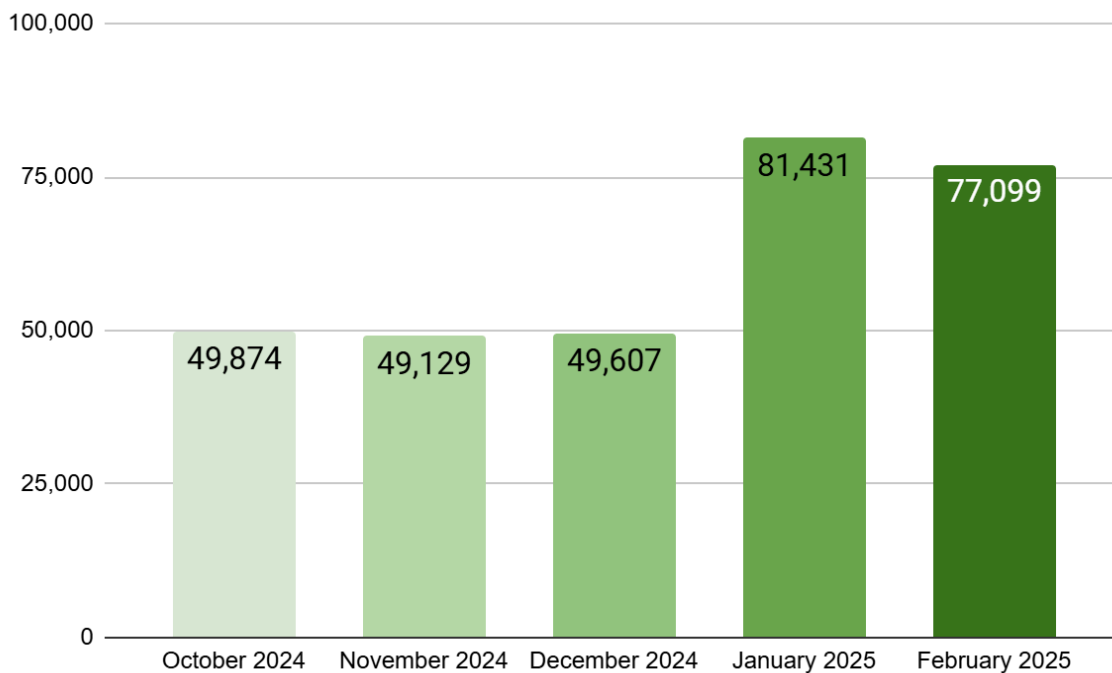


This graph shows social media posts for February.

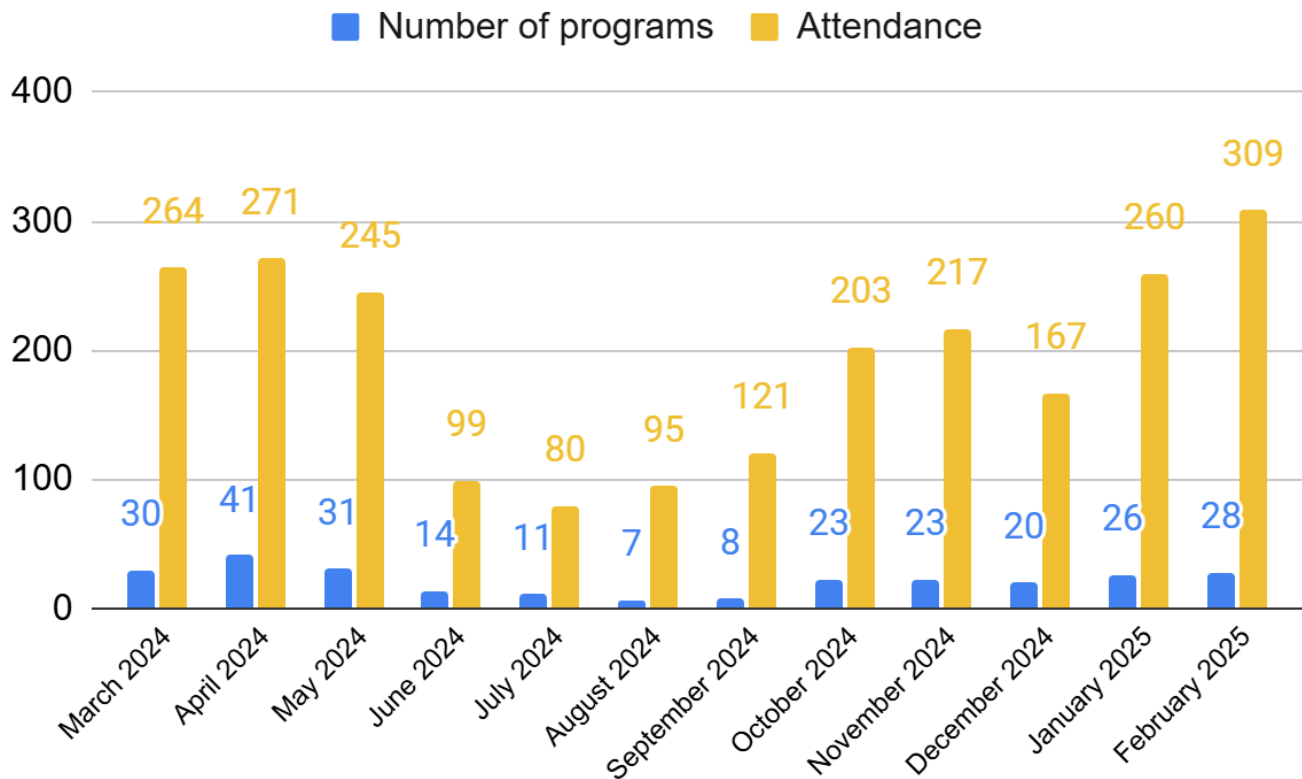


Facebook pageviews:

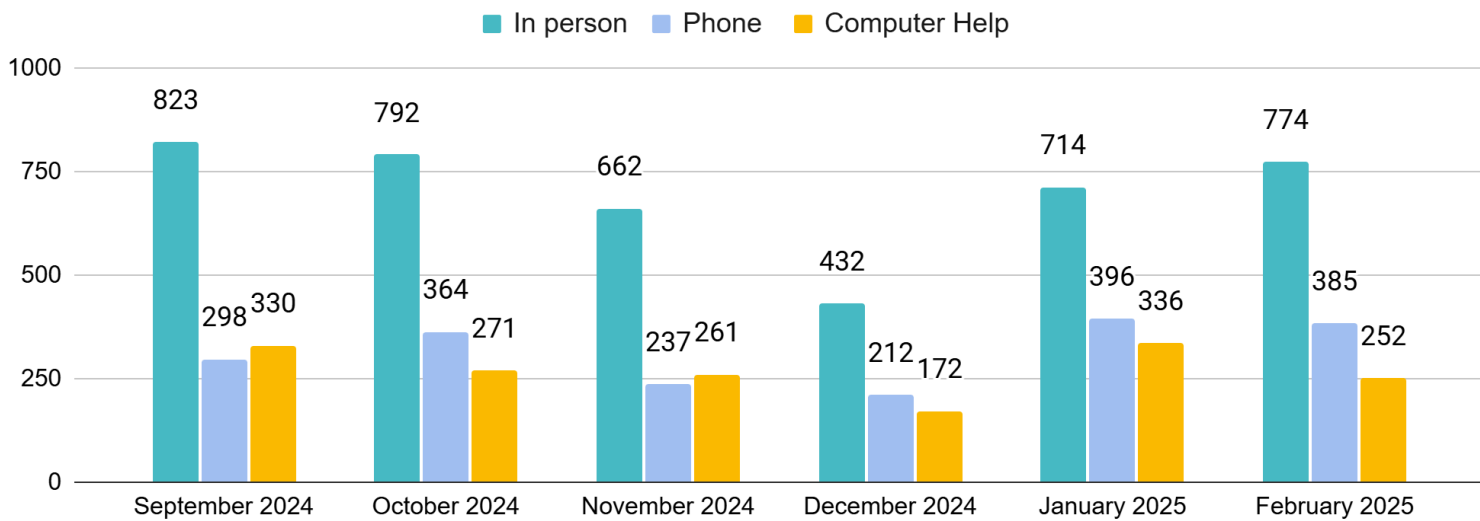
Pageviews increased 64% from December to January, which is when James started coordinating our social media! Cher's humor posts are also popular and increase our reach.



Adult program attendance:

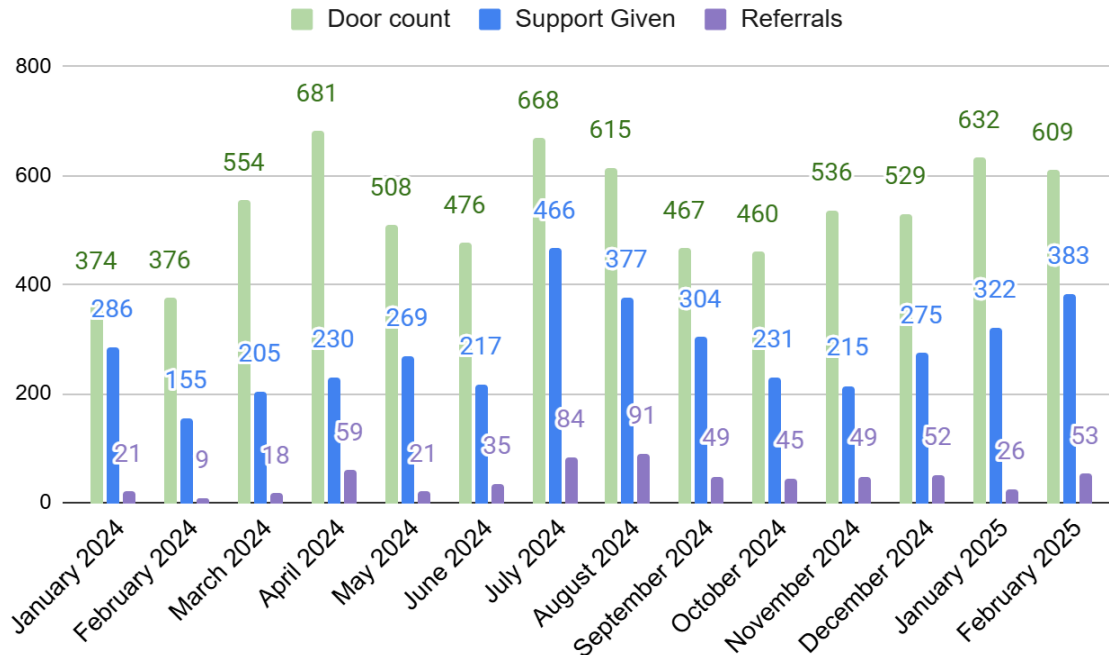


Reference transactions:

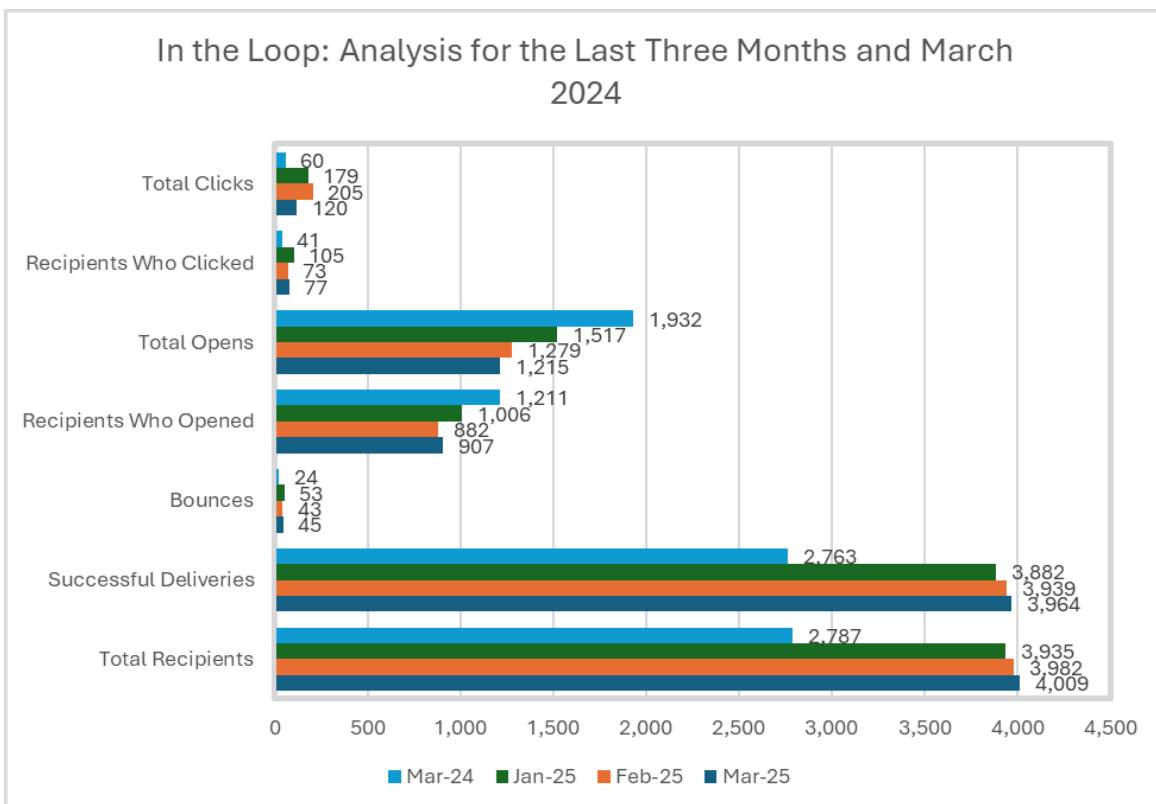


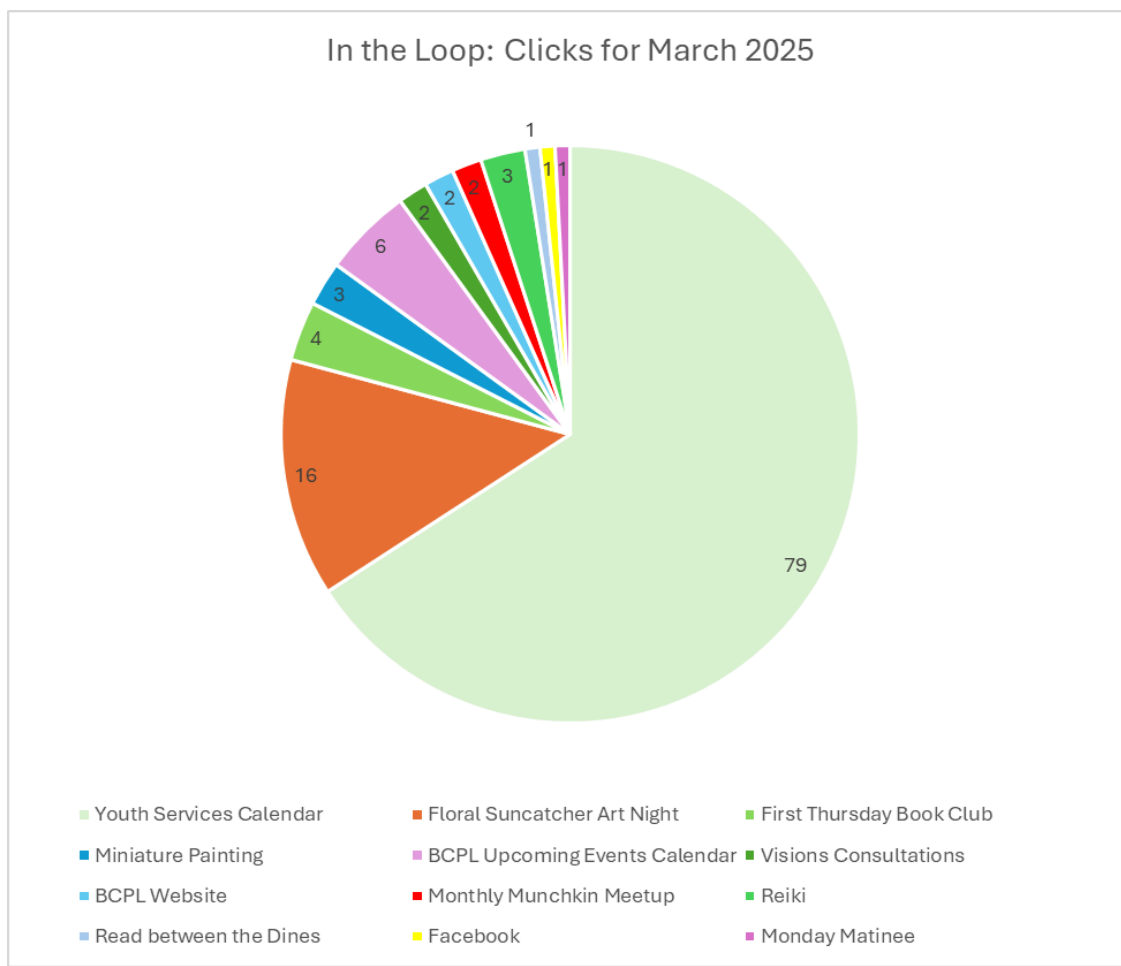
Peer support:

For peer support, door count means foot traffic per month. Support given entails a number of things including providing a listening ear, usage of the room's phone, a number of hygiene items distributed, and printing social services documents for people. Referrals include organizations like ACBC, the VA, community meals and food banks, the Office of the Aging, and United Way.



In the Loop newsletter analysis: Compiled by Cher Armstrong





Circulation - January

Submitted by Kathleen Shores

- James Ingram officially left his position as part-time Library Clerk in the Circulation Department. There is now a vacant part-time position.
- While the Circulation Department has been short-staffed, James helped fill in when the desk needed coverage.
- Kelsey Matoushek, Michelle Brandone, and Kathleen Shores, served on the hiring committee to interview candidates for the open part-time Library Clerk position.
 - Four highly qualified candidates were interviewed during the month of January.
 - The hiring committee decided to offer the position to Ashleigh Beblavy, a Master's in Library and Informational Sciences student at the University of Buffalo. Ashleigh accepted and will begin working at BCPL on March 3.
- Full-time Circulation Clerk, Emma Wagaman, provided 28.50 hours of desk coverage/additional help to Youth Services.
- Full-time Circulation Clerk, Ethan Mellen, provided 45.50 hours of desk coverage/additional help to Youth Services.
- Part-time Circulation Clerk, Nursel Bagsever, provided 14.00 hours of desk coverage/additional help to Youth Services.

- The Circulation desk issued 110 guest passes to residents of Binghamton, Endicott, Johnson City, and Vestal. 27 guest passes were issued to visitors from other states such as Colorado, Connecticut, Illinois, Massachusetts, Montana, New Jersey, North Carolina, Pennsylvania, and South Carolina.

Circulation - February

Submitted by Kathleen Shores

- Library Assistant, James Ingram, continues to provide coverage at the Circulation Desk while the department has been short-staffed.
- Library Clerk, Ashleigh Beblavy, began March 3rd.
- Full-time Circulation Clerk, Emma Wagaman, provided 23.00 hours of desk coverage/additional help to Youth Services.
- Full-time Circulation Clerk, Ethan Mellen, provided 38.50 hours of desk coverage/additional help to Youth Services.
- Part-time Circulation Clerk, Nursel Bagsever, provided 20.00 hours of desk coverage/additional help to Youth Services.
- The Circulation desk issued 76 guest passes to residents of Binghamton, Endicott, Johnson City, and Vestal. 23 guest passes were issued to visitors from other states such as California, Maryland, Tennessee, and Texas.

Library Card Registrations

Physical library card registrations for adults, young adults, and juveniles:

- December 2023 – 124
- January 2024 – 147
- February 2024 – 157
- March 2024 – 159
- April 2024 – 171
- May 2024 – 172
- June 2024 – 171
- July 2024 – 208
- August 2024 – 218
- September 2024 – 129
- October 2024 – 138
- November 2024 – 144
- December 2024 – 96
- January 2025 – 169
- February 2025 – 143

Electronic library card registrations:

- December 2023 – 20
- January 2024 – 41
- February 2024 – 38
- March 2024 – 24
- April 2024 – 35
- May 2024 – 25

- June 2024 – 25
- July 2024 – 19
- August 2024 – 29
- September 2024 – 26
- October 2024 – 18
- November 2024 – 21
- December 2024 – 30
- January 2025 – 39
- February 2025 – 33

January 2025 Youth Services Board Report

Notable things to report in Youth Services:

- Michelle Ford will continue to be absent for the foreseeable future. Program offerings will remain limited, and the Youth Services Department will be unattended at times.
- Thank you to Kathleen for continuing to provide coverage for the Youth Services Department. Thank you also to Michelle Brandone, Monica, and James for their support. The Department could not function without all this assistance.
- Kelsey participated in the hiring committee for the Circulation clerical position.
- Kelsey attended a Head Start Policy Council meeting on January 22 to talk about the library.
- Our Borrow a Grandparent is on hiatus until March due to our Foster Grandmother's medical leave.
- The Youth Services Department has started up regular collaborations with the Discovery Center; the library participated in 3 events in the month of January. This has been lots of fun and has helped with promotion of library events as well as strengthening community connections, a specific goal the department is working on.
- There has been consistent growth in numbers for our teen programing, specifically the Monday night Craft and Chat. The event has been consistently pulling over 10 people, prompting us to have to add more chairs to accommodate participation.
- All three of our story time sessions have also been gaining popularity, we believe this is due to holding them at the same time each week and being patient while word spreads. 10am Toddler Story Time is drawing nearly 20 people some days.
- January Program attendance:
 - Weekly Borrow a Grandparent-Average attendance of 3
 - Weekly Teen Craft & Chat-Average attendance of 10
 - Weekly Family Game Night-Average attendance of 7
 - Weekly Toddler Story Time-Average attendance of 11
 - Weekly Preschool Story Time- Average attendance of 3
 - Weekly Baby Story Time-Average attendance of 6
 - Weekly Grab-N-Go Craft-144 craft kits were handed out
 - Bimonthly LEGO Club-Average attendance of 52
 - Bimonthly Therapy Dogs-Average attendance of 32
 - January 2-Outreach event at the Discovery Center-Attendance of 100
 - January 3- Outreach event at the Discovery Center-Attendance of 75
 - January 20-Story Time at the Discovery Center-Attendance of 60
 - January 22-Outreach at the Food Pantry-Attendance of 15
 - January 25-Art Classes with Mike-Attendance of 48

- January 25-Teen D&D-Attendance of 4
- January 25-"Not a Number" Presentation for Caregivers-Attendance of 8
- January 30-Button Craft for all ages-Attendance of 13
- Upcoming Programs:
 - Weekly scavenger hunt for Black History Month
 - Weekly Teen Craft & Chat
 - Weekly Family Game Night
 - Weekly Toddler Story Time
 - Weekly Preschool Story Time
 - Weekly Baby Story Time
 - Weekly Grab-N-Go Craft
 - Bimonthly LEGO Club
 - Bimonthly Therapy Dogs
 - February 6-Family Movie Night: Soul
 - February 8-Rainbow Pride Story Hour
 - February 8-Retro Game Day
 - February 14-Outreach event at the Discovery Center
 - February 15-Teen D&D
 - February 20-Teen Movie Night
 - February 21 & 28-Grab-N-Go craft
 - February 22-Art Classes with Mike
 - February 22-Raspberry Pi Class

February 2025 Youth Services Board Report

- Michelle Ford has decided to retire, and her last day will be on March 16, 2025. She will be greatly missed and is leaving a lasting legacy. Riley Maley, the current part-time clerk for Youth Services, will be promoted to a full-time Library Assistant position starting on March 17. Riley will be promoted to the Librarian I position upon graduating with her library degree and receiving her public librarian certification. We are now hiring for the part-time clerical position.
- Thank you to Kathleen for continuing to provide coverage for the Youth Services Department. Thank you also to Michelle Brandone, Monica, and James for their support. The Department could not function without this assistance.
- Two Youth Services and two Adult Services staff attended the programming palooza at the Sidney Memorial Library. We gained valuable input and ideas pertaining to running this year's Summer Reading Program such as "read and bead" where children exchange minutes read for beads which they can use to make bracelets or keychains.
- Kelsey attended a Head Start Policy Council meeting on February 26 to talk about the library.
- Our Borrow a Grandparent program is on hiatus until late March due to our Foster Grandmother's medical leave.
- Many programs including all story times, teen craft & chat, board game night, and LEGO club have been experiencing lots of success. Continuing to offer these programs at consistent times in addition to increased promotion by our new Programs and Exhibits Coordinator, James Ingram, have resulted in attendance numbers we are very proud of.

- BCPL will be partnering with NASA for a “Back to the Moon” event on August 27.
- February Program attendance:
 - Weekly Teen Craft & Chat-Average attendance of 9
 - Weekly Family Game Night-Average attendance of 11
 - Weekly Toddler Story Time-Average attendance of 18
 - Weekly Preschool Story Time- Average attendance of 4
 - Weekly Baby Story Time-Average attendance of 7
 - Weekly Grab-N-Go Craft-96 craft kits were handed out
 - Bimonthly LEGO Club-Average attendance of 56
 - Bimonthly Therapy Dogs-Average attendance of 38
 - February 8-Rainbow Pride Story Time-Attendance of 9
 - February 14-Outreach event at the Discovery Center-Attendance of 60
 - February 19-Outreach at the Food Pantry-Attendance of 5
 - February 20-Bookmark Bash for all ages-Attendance of 17
 - This program was a collaboration with the Information Services Department.
 - February 22-Art Classes with Mike-Attendance of 35
- Upcoming Programs:
 - Weekly Teen Craft & Chat
 - Weekly Family Game Night
 - Weekly Toddler Story Time
 - Weekly Preschool Story Time
 - Weekly Baby Story Time
 - Bimonthly LEGO Club
 - Bimonthly Therapy Dogs
 - March 6-Family Movie Night: Super Mario Bros. Movie
 - March 14-Grab-N-Go craft
 - March 15-Teen D&D
 - March 20-All ages Art Night
 - March 22-Art Classes with Mike

Respectfully submitted by
Kelsey Matoushek
Librarian II

Broome County Public Library

Annual Report For Public And Association Libraries - 2024

CURRENT YEAR

PREVIOUS YEAR

1. GENERAL LIBRARY INFORMATION

Library / Director Information

[Outline of Major Changes](#)

Please be advised of two improvements that have been implemented:

- The report now saves automatically after every new entry or change.
- Multiple users can now view and edit reports at the same time. When logging in, you will receive a pop-up message notifying you if someone else is also using the report to enable coordination.

Report all information in Part 1 as of December 31, 2024, except for questions related to the current library director/manager (questions 1.37 through 1.44).

| | | | |
|-----|---|--|--|
| 1.1 | Library ID Number | 2800030670 | 2800030670 |
| 1.2 | Library Name | BROOME COUNTY PUBLIC LIBRARY | BROOME COUNTY PUBLIC LIBRARY |
| 1.3 | Name Status (State use only) | 00 (for no change from previous year) | 00 (for no change from previous year) |
| 1.4 | Structure Status (State use only) | 00 (for no change from previous year) | 00 (for no change from previous year) |
| 1.5 | Community | Binghamton * | Binghamton * |
| 1.6 | Beginning Fiscal Reporting Year | 01/01/2024 | 01/01/2023 |
| 1.7 | Ending Fiscal Reporting Year | 12/31/2024 | 12/31/2023 |
| 1.8 | Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report? | No | No |
| 1.9 | If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8. | N/A | N/A |

| | | | |
|------|--|---------------------------------------|---------------------------------------|
| 1.10 | Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8. | N/A | N/A |
| 1.11 | Beginning <u>Local</u> Fiscal Year | 01/01/2024 | 01/01/2023 |
| 1.12 | Ending <u>Local</u> Fiscal Year | 12/31/2024 | 12/31/2023 |
| 1.13 | Address Status | 00 (for no change from previous year) | 00 (for no change from previous year) |
| 1.14 | Street Address | 185 COURT STREET | 185 COURT STREET |
| 1.15 | City | BINGHAMTON | BINGHAMTON |
| 1.16 | Zip Code | 13901 | 13901 |
| 1.17 | Mailing Address | 185 COURT STREET | 185 COURT STREET |
| 1.18 | City | BINGHAMTON | BINGHAMTON |
| 1.19 | Zip Code | 13901 | 13901 |
| 1.20 | Telephone Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number) | (607) 778-6400 | (607) 778-6400 |
| 1.21 | Fax Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number) | N/A | N/A |
| 1.22 | E-Mail Address (enter M (Missing) if no E-Mail) | josias.bartram@broomecountyny.gov | josias.bartram@broomecountyny.gov |
| 1.23 | Library Home Page URL (Enter M (Missing) if no home page URL) | https://www.thebcpl.org | https://www.thebcpl.org |
| 1.24 | Population Chartered to Serve (per 2020 Census) | 198,683 | 198,683 |
| 1.25 | Indicate the type of library as stated in the library's charter (select one): | PUBLIC | PUBLIC |
| 1.26 | Indicate the area chartered to serve as stated in the library's charter (select one): | County | County |
| 1.27 | During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No. | N | N |

| | | | |
|------|--|----------------------------|-----------------------------------|
| 1.28 | Indicate the type of charter the library currently holds (select one): | Absolute | <i>Absolute</i> |
| 1.29 | 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 | 09/15/1989 | <i>09/15/1989</i> |
| 1.30 | Date the library was last registered | 02/22/1985 | <i>02/22/1985</i> |
| 1.31 | Federal Employer Identification Number | 161594438 | <i>161594438</i> |
| 1.32 | County | BROOME | <i>BROOME</i> |
| 1.33 | School District | Binghamton | <i>Binghamton</i> |
| 1.34 | Town/City | Binghamton | <i>Binghamton</i> |
| 1.35 | Library System | Four County Library System | <i>Four County Library System</i> |

THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.

| | | | |
|-------|----------------------------|-----|------------|
| 1.36a | President/CEO Name | N/A | <i>N/A</i> |
| 1.36b | President/CEO Phone Number | N/A | <i>N/A</i> |
| 1.36c | President/CEO Email | N/A | <i>N/A</i> |

NOTE: For questions 1.37 through 1.44, report all information for the current library director/manager.

| | | | |
|------|---|-----------------|------------------------|
| 1.37 | First Name of Library Director/Manager | Josias | <i>Josias</i> |
| 1.38 | Last Name of Library Director/Manager | Bartram | <i>Bartram</i> |
| 1.39 | NYS Public Librarian Certification Number | GRSYGLH | <i>GRSYGLH</i> |
| 1.40 | What is the highest education level of the library manager/director? | Master's Degree | <i>Master's Degree</i> |
| 1.41 | If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science? | Y | <i>Y</i> |
| 1.42 | Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note. | Y | <i>Y</i> |

1.43 E-mail Address of the Director/Manager josias.bartram@broomecountyny.gov josias.bartram@broomecountyny.gov

1.44 Fax Number of the Director/Manager N/A (607) 778-6429

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

Public Votes / Contracts

1.46 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2024? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.47. N N

Please Note: last year's answers for repeating groups cannot be displayed.

1. Name of municipality or district holding the public vote N/A N/A

2. Indicate the type of municipality or district holding the public vote N/A N/A

3. Date the vote was held (mm/dd/2024) N/A N/A

4. Was the vote successful? Y/N N/A N/A

5. What type of public vote was it? N/A N/A

6a. Most recent prior year approved appropriation from a public vote: N/A N/A

6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: N/A N/A

6c. Total proposed appropriation (manually sum of 6a and 6b): N/A N/A

This question should only be answered if "No" was answered in Q1.46 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

| | | | |
|------|--|---|---|
| 1.47 | Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2024) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.48. | N | N |
|------|--|---|---|

Please Note: last year's answers for repeating groups cannot be displayed.

| | | | |
|----|---|-----|-----|
| 1. | Name of municipality or district holding the public vote | N/A | N/A |
| 2. | Indicate the type of municipality or district holding the public vote | N/A | |
| 3. | Date the last successful vote was held (mm/dd/yyyy) | N/A | N/A |
| 4. | What type of public vote was it? | N/A | |
| 5. | What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? | N/A | N/A |

Unusual Circumstances

| | | | |
|------|--|---|---|
| 1.48 | 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 1.49. | N | N |
|------|--|---|---|

Please Note: last year's answers for repeating groups cannot be displayed.

| | | | |
|----|---|-----|-----|
| 1. | Name of contracting municipality or district | N/A | N/A |
| 2. | Is this a written contractual agreement? | N/A | N/A |
| 3. | Population of the geographic area served by this contract | N/A | N/A |
| 4. | Dollar amount of contract | N/A | N/A |
| 5. | Enter the appropriate code for range of services provided (select one): | N/A | N/A |

1.49 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 Note; if no, please go to Part 2, Library Collection.

N N

2. LIBRARY COLLECTION

Physical Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please [read](#) general information instructions below before completing this section.

This section of the survey (2.1-2.16) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange.

PRINT MATERIALS

Cataloged Books

| | | | |
|-----|---|---------|---------|
| 2.1 | Adult Fiction Books | 38,822 | 38,663 |
| 2.2 | Adult Non-fiction Books | 75,376 | 68,227 |
| 2.3 | Total Adult Books (Total questions 2.1 & 2.2) | 114,198 | 106,890 |
| 2.4 | Children's Fiction Books | 28,241 | 29,131 |
| 2.5 | Children's Non-fiction Books | 13,429 | 12,450 |
| 2.6 | Total Children's Books (Total questions 2.4 & 2.5) | 41,670 | 41,581 |
| 2.7 | Total Cataloged Books (Total questions 2.3 & 2.6) | 155,868 | 148,471 |

Other Print Materials

| | | | |
|-----|-------------------------|---|---|
| 2.8 | Total Uncataloged Books | 0 | 0 |
|-----|-------------------------|---|---|

| | | | |
|------|--|---------|---------|
| 2.9 | Total Print Serials | 2,042 | 2,123 |
| 2.10 | All Other Print Materials | 0 | 2,013 |
| 2.11 | Total Other Print Materials (Total questions 2.8 through 2.10) | 2,042 | 4,136 |
| 2.12 | Total Print Materials (Total questions 2.7 and 2.11) | 157,910 | 152,607 |

ALL OTHER MATERIALS

| | | | |
|------|--|--------|--------|
| 2.13 | Audio - Physical Units | 4,236 | 6,851 |
| 2.14 | Video - Physical Units | 11,040 | 15,210 |
| 2.15 | Other Circulating Physical Items | 1,135 | 2,015 |
| 2.16 | Total Other Physical Materials (Total questions 2.13 through 2.15) | 16,411 | 24,076 |

Grand Total / Additions to Holdings

| | | | |
|------|--|---------|---------|
| 2.17 | GRAND TOTAL HOLDINGS (Total questions 2.12 and 2.16) | 174,321 | 209,408 |
|------|--|---------|---------|

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

| | | | |
|------|---|-------|--------|
| 2.18 | Cataloged Books | 8,323 | 9,636 |
| 2.19 | All Other Print Materials | 3 | 17 |
| 2.20 | All Other Materials | 1,195 | 1,568 |
| 2.21 | Total Additions (Total questions 2.18 through 2.20) | 9,521 | 12,450 |

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits / Borrowers / Policies / Accessibility

Report all information on questions 3.1 through 3.3 and 3.17a through 3.34e as of the last day of the fiscal year stated in 1.6. and 1.7 in Part 1; report information on questions 3.4 through 3.16 and 3.35 through 3.77b based on the 2024 calendar year. Please click [here](#) to read general instructions before completing this section.

Please report information on LIBRARY USE as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1.

LIBRARY USE

| | | | |
|------|---|-------------------|--------------------------|
| 3.1 | Library visits (total annual attendance) | 275,339 | 253,073 |
| 3.1a | Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks? | CT - Annual Count | <i>CT - Annual Count</i> |
| 3.2 | Registered resident borrowers | 32,092 | 31,116 |
| 3.3 | Registered non-resident borrowers | 955 | 807 |

Please report information on WRITTEN POLICIES as of 12/31/24.

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

Answers are prefilled with the prior year's answers. If a change is made please add a note of explanation.

| | | | |
|------|---|---|---|
| 3.4 | Does the library have an open meeting policy? | Y | Y |
| 3.5 | Does the library have a policy protecting the confidentiality of library records? | Y | Y |
| 3.6 | Does the library have an Internet use policy? | Y | Y |
| 3.7 | Does the library have a disaster plan? | Y | Y |
| 3.8 | Does the library have a board-approved conflict of interest policy? | Y | Y |
| 3.9 | Does the library have a board-approved whistle blower policy? | Y | Y |
| 3.10 | Does the library have a board-approved sexual harassment prevention policy? | Y | Y |

Please report information on ACCESSIBILITY as of 12/31/24.

ACCESSIBILITY (Answer Y for Yes, N for No)

| | | | |
|------|--|---|---|
| 3.11 | Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)? | Y | Y |
| 3.12 | Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)? | Y | Y |

| | | | |
|------|--|---|---|
| 3.13 | Does the library have large print books? | Y | Y |
|------|--|---|---|

| | | | |
|------|---|---|---|
| 3.14 | Does the library have assistive technology for people who are visually impaired or blind? | Y | Y |
|------|---|---|---|

3.15 - If so, what do you have? If no, go to next question

| | | | |
|--|---|-----|-----|
| | screen reader, such as JAWS, Windoweyes or NVDA | Yes | Yes |
|--|---|-----|-----|

| | | | |
|--|---|--|----|
| | refreshable Braille commonly referred to as a refreshable Braille display | | No |
|--|---|--|----|

| | | | |
|--|---|-----|-----|
| | screen magnification software, such as Zoomtext | Yes | Yes |
|--|---|-----|-----|

| | | | |
|--|--|-----|-----|
| | electronic scanning and reading software, such as OpenBook | Yes | Yes |
|--|--|-----|-----|

| | | | |
|------|--|---|---|
| 3.16 | Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)? | Y | Y |
|------|--|---|---|

Library Sponsored Programs

LIVE PROGRAM SESSIONS and ATTENDANCE

Report information on Library Program Sessions and Attendance based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

Live Program Sessions

- A live program session is any planned event which introduces the group attending to library services or which provides information to participants.
- Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information.
- Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.
- For specific examples of live and prerecorded programs (previously called synchronous and asynchronous), please refer to the chart in Instructions.

IMPORTANT: If no programs within a category were offered/attended, enter 0. If they were offered/attended but that data is not available, enter M (Missing). N/A should not be entered for any programs.

NOTE: Summer Reading, Early Literacy, Adult Literacy, ESOL, and Digital Literacy programs are subsets of Live and Prerecorded programs and should be entered in those sections as well as in the appropriate subsequent section.

| | | | |
|-------|--|-------|-------|
| 3.17a | Number of Sessions Targeted at Children Ages 0-5 | 71 | 112 |
| 3.17b | Attendance at Sessions Targeted at Children Ages 0-5 | 908 | 1,670 |
| 3.18a | Number of Sessions Targeted at Children Ages 6-11 | 92 | 41 |
| 3.18b | Attendance at Sessions Targeted at Children Ages 6-11 | 1,467 | 1,167 |
| 3.19a | Number of Sessions Targeted at Young Adults Ages 12-18 | 68 | 75 |
| 3.19b | Attendance at Sessions Targeted at Young Adults Ages 12-18 | 326 | 366 |
| 3.20a | Number of Sessions Targeted at Adults Age 19 or Older | 249 | 401 |
| 3.20b | Attendance at Sessions Targeted at Adults Age 19 or Older | 2,211 | 3,359 |
| 3.21a | Number of General Interest Program Sessions | 339 | 265 |
| 3.21b | Attendance at General Interest Program Sessions | 3,886 | 2,267 |

| | | | |
|-------------------------------------|---|-------|-------|
| 3.22 | Total Sessions of Live Programs Categorized by Age (sum of 3.17a, 3.18a, 3.19a, 3.20a, 3.21a) | 819 | 894 |
| 3.23 | Total Attendance at Live Programs Categorized by Age (sum of 3.17b, 3.18b, 3.19b, 3.20b, 3.21b) | 8,798 | 8,829 |
| Live Programs Categorized by Venue | | | |
| 3.24a | Total Live Onsite Program Sessions | 788 | 882 |
| 3.24b | Total Live Onsite Program Attendance | 7,231 | 8,729 |
| 3.25a | Total Live Offsite Program Sessions | 31 | 12 |
| 3.25b | Total Live Offsite Program Attendance | 1,567 | 100 |
| 3.26a | Total Live Virtual Program Sessions | 0 | 0 |
| 3.26b | Total Live Virtual Program Attendance | 0 | 0 |
| 3.27 | Total Sessions of Live Programs Categorized by Venue (sum of 3.24a, 3.25a, 3.26a) | 819 | 894 |
| 3.28 | Total Attendance at Live Programs Categorized by Venue (sum of 3.24b, 3.25b, 3.26b) | 8,798 | 8,829 |
| Prerecorded and One-on-One Programs | | | |
| 3.29 | Total Number of Prerecorded Program Presentations | 0 | 0 |
| 3.30 | Total Views of Prerecorded Program Presentations within 30 Days | 0 | 0 |
| 3.31 | One-on-One Program Sessions | 950 | 472 |
| 3.32 | Attendance at One-on-One Program Sessions | 950 | 472 |

| | | | |
|-------|--|-----|-----|
| 3.33 | Did your library offer teen-led activities during the 2024 calendar year? | Y | Y |
| 3.34a | Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library? | Yes | Yes |
| 3.34b | Does your library use Facebook for promotion? | Yes | |
| 3.34c | Does your library use Instagram for promotion? | Yes | |
| 3.34d | Does your library use Twitter/X for promotion? | No | |
| 3.34e | Does your library use TikTok for promotion? | No | |

Please report information on SUMMER READING PROGRAMS for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

SUMMER READING PROGRAM

| | | | |
|-------|--|-----|-----|
| 3.35 | Did the library offer a summer reading program in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section. | Y | Y |
| 3.36 | Library outlets offering the summer reading program | N/A | 1 |
| 3.37 | Children registered for the library's summer reading program | 245 | 297 |
| 3.38 | Young adults registered for the library's summer reading program | 38 | 47 |
| 3.39 | Adults registered for the library's summer reading program | 233 | 191 |
| 3.40 | Total number registered for the library's summer reading program (total 3.37 + 3.38 + 3.39) | 516 | 535 |
| 3.41a | Children's program sessions - Summer 2024 | 91 | 69 |

| | | |
|---|-----|-------|
| 3.41b Children's program attendance - Summer 2024 | 861 | 1,427 |
| 3.42a Young adult program sessions - Summer 2024 | 15 | 17 |
| 3.42b Young adult program attendance - Summer 2024 | 75 | 92 |
| 3.43a Adult program sessions - Summer 2024 | 0 | 0 |
| 3.43b Adult program attendance - Summer 2024 | 0 | 0 |
| 3.44 Total program sessions - Summer 2024 (total 3.41a + 3.42a + 3.43a) | 106 | 86 |
| 3.45 Total program attendance - Summer 2024 (total 3.41b + 3.42b + 3.43b) | 936 | 1,519 |
| 3.46 Did the library use the Summer Reading at New York Libraries name and/or logo? | Y | N |
| 3.47 Did the library use the Collaborative Summer Library Program (CSLP) Manual, provided through the New York State Library? | Y | N |

COLLABORATORS

| | | |
|--|---|---|
| 3.48 Public school district(s) and/or BOCES | 1 | 1 |
| 3.49 Non-public school(s) | 0 | 0 |
| 3.50 Childcare center(s) | 0 | 0 |
| 3.51 Summer camp(s) | 0 | 0 |
| 3.52 Municipality/Municipalities | 1 | 2 |
| 3.53 Literacy provider(s) | 0 | 0 |
| 3.54 Other (describe using the State note) | 1 | 1 |
| 3.55 Total Collaborators (total 3.48 through 3.54) | 3 | 4 |

Please report information on EARLY LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

EARLY LITERACY PROGRAMS

| | | | |
|-------|---|-------|-------|
| 3.56 | Did the library offer early literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section. | Y | Y |
| 3.57a | Focus on birth - school entry (kindergarten) sessions | 61 | 112 |
| 3.57b | Focus on birth - school entry (kindergarten) attendance | 757 | 1,660 |
| 3.58a | Focus on parents & caregivers sessions | 0 | 0 |
| 3.58b | Focus on parents & caregivers attendance | 0 | 0 |
| 3.59a | Combined audience sessions | 301 | 140 |
| 3.59b | Combined audience attendance | 2,275 | 1,372 |
| 3.60 | Total Sessions | 362 | 252 |
| 3.61 | Total Attendance | 3,032 | 3,032 |
| 3.62 | Collaborators (check all that apply): | | |
| a. | Childcare center(s) | | Yes |
| b. | Public School District(s) and/or BOCES | Yes | Yes |
| c. | Non-Public School(s) | | No |
| d. | Health care providers/agencies | | No |
| e. | Other (describe using the State note) | | No |

Adult Literacy

Please report information on ADULT LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

ADULT LITERACY

3.63 Did the library offer adult literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section. Y N

3.64a Total group program sessions 3 0

3.64b Total group program attendance 33 0

3.65a Total one-on-one program sessions 36 50

3.65b Total one-on-one program attendance 47 121

3.66 - Collaborators (check all that apply)

a. Literacy NY (Literacy Volunteers of America) Yes Yes

b. Public School District(s) and/or BOCES Yes No

c. Non-Public Schools No

d. Other (see instructions and describe using Note) No

ESOL / Digital Literacy

Please report information on ESOL, for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) PROGRAMS

3.67 Did the library offer English for Speakers of Other Languages (ESOL) programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section. Y

| | | | |
|--|---|-----|-----|
| 3.68a | Children's program sessions | 6 | 8 |
| 3.68b | Children's program attendance | 93 | 117 |
| 3.69a | Young adult program sessions | 0 | 0 |
| 3.69b | Young adult program attendance | 0 | 0 |
| 3.70a | Adult program sessions | 0 | 0 |
| 3.70b | Adult program attendance | 0 | 0 |
| 3.71 | Total program sessions (total 3.68a + 3.69a + 3.70a) | 6 | 8 |
| 3.72 | Total program attendance (total 3.68b + 3.69b + 3.70b) | 93 | 117 |
| 3.73a | One-on-one program sessions | 0 | 0 |
| 3.73b | One-on-one program attendance | 0 | 0 |
| 3.74 - Collaborators (check all that apply): | | | |
| a. | Literacy NY (Literacy Volunteers of America) | Yes | Yes |
| b. | Public School District(s) and/or BOCES | | No |
| c. | Non-Public School(s) | | No |
| d. | Other (describe using the Note) | Yes | No |

Please report information on DIGITAL LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

DIGITAL LITERACY

| | | | |
|-------|--|----|-----|
| 3.75 | Did the library offer digital literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section. | Y | Y |
| 3.76a | Total group program sessions | 0 | 0 |
| 3.76b | Total group program attendance | 0 | 0 |
| 3.77a | Total one-on-one program sessions | 19 | 50 |
| 3.77b | Total one-on-one program attendance | 28 | 121 |

4. LIBRARY TRANSACTIONS

Circulation / Reference Transactions

Report all transactions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

CATALOGED BOOK CIRCULATION

| | | | |
|-----|--|---------|---------|
| 4.1 | Adult Fiction Books | 55,182 | 59,609 |
| 4.2 | Adult Non-fiction Books | 20,897 | 22,867 |
| 4.3 | Total Adult Books (Total questions 4.1 & 4.2) | 76,079 | 82,476 |
| 4.4 | Children's Fiction Books | 46,217 | 47,831 |
| 4.5 | Children's Non-fiction Books | 8,263 | 9,641 |
| 4.6 | Total Children's Books (Total questions 4.4 & 4.5) | 54,480 | 57,472 |
| 4.7 | Total Cataloged Book Circulation (Total question 4.3 & 4.6) | 130,559 | 139,948 |

CIRCULATION OF OTHER MATERIALS

| | | | |
|------|--|---------|---------|
| 4.8 | Circulation of Adult Other Materials | 25,482 | 31,498 |
| 4.9 | Circulation of Children's Other Materials | 5,482 | 6,411 |
| 4.10 | Circulation of Other Physical Items (Total questions 4.8, 4.9) | 30,964 | 37,909 |
| 4.11 | Physical Item Circulation (Total questions 4.7 & 4.10) | 161,523 | 177,857 |
| 4.12 | As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due? | No | No |
| 4.13 | Did your library offer automatic renewal for any physical materials during the reporting period? NOTE: Patrons do not have to take any action for automatic renewals. The Integrated Library System [ILS] rules determine how/when automatic renewals occur. | Yes | |

REFERENCE TRANSACTIONS

| | | | |
|-------|---|-------------------|--------------------------|
| 4.14 | Total Reference Transactions | 18,630 | <i>12,615</i> |
| 4.14a | Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks? | CT - Annual Count | <i>CT - Annual Count</i> |
| 4.15 | Does the library offer virtual reference? | Y | <i>Y</i> |

Interlibrary Loan / E-Rate

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

| | | | |
|------|--------------------------|--------|---------------|
| 4.16 | TOTAL MATERIALS RECEIVED | 10,940 | <i>11,894</i> |
|------|--------------------------|--------|---------------|

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

| | | | |
|------|--------------------------|--------|---------------|
| 4.17 | TOTAL MATERIALS PROVIDED | 25,849 | <i>26,215</i> |
|------|--------------------------|--------|---------------|

E-RATE

| | | | |
|------|--|----------------------------|-----------------------------------|
| 4.18 | Does the library file for E-rate benefits? | Y | <i>Y</i> |
| 4.19 | Is the library part of a consortium for E-rate benefits? | Y | <i>Y</i> |
| 4.20 | If yes, in which consortium are you participating? | Four County Library System | <i>Four County Library System</i> |

5. ELECTRONIC USE

Electronic Holdings

These are new questions added by IMLS that will be required to be answered for the 2025 report, and are voluntary for this year. All questions are simply reformulated methods of gathering data that has been previously required; no new data gathering should be needed by libraries to answer these questions.

For all questions: Answer *Missing* if the answer is unknown

Report information for Electronic Use based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

Electronic Books

E-books are the digital equivalent of printed books that may be accessed online from an electronic device. E-books also include e-comics. Do not consider resources available for free in the public domain when answering the following questions.

5.1 Did the library provide access to Yes
e-books purchased solely by the library?

5.2 Did the library provide access to Yes
e-books purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level?

5.3 Did the library provide access to No
e-books provided by the New York State
Library at no or minimal cost to the
library?

Electronic Serials

E-serials are periodic digital publications equivalent to printed newspapers, magazines, and similar media that are viewed as entire issues rather than as single articles returned from a research query. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.4 Did the library provide access to Yes
e-serials purchased solely by the
library?

5.5 Did the library provide access to Yes
e-serials purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level?

5.6 Did the library provide access to No
e-serials provided by the New York
State Library at no or minimal cost to
the library?

Electronic Audio

E-audio are digital files of sound only (e.g., audiobooks, music) that may be accessed online from an electronic device. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.7 Did the library provide access to Yes
e-audio purchased solely by the library?

5.8 Did the library provide access to Yes
e-audio purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level?

5.9 Did the library provide access to No
e-audio provided by the New York State
Library at no or minimal cost to the
library?

Electronic Video

E-videos are digital files of moving visual images with or without sound (e.g., movies, television shows) that may be accessed online from an electronic device. Examples include Hoopla, Kanopy, and cloudlibrary. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.10 Did the library provide access to Yes
e-videos purchased solely by the
library?

5.11 Did the library provide access to No
e-videos purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level? (Do
not include New York State Library-
provided content here; that should be
entered in 5.12.)

5.12 Did the library provide access to No
e-videos provided by the New York
State Library at no or minimal cost to
the library?

Databases / Online Learning / E-Material Circulation

Research Databases

Research databases are organized collections of electronic data or records (e.g., facts, abstracts, articles, bibliographic data, texts, photographs) that can be searched to retrieve information. Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

5.13 Did the library provide access to Yes
research databases purchased solely by
the library?

5.14 Did the library provide access to Yes
research databases purchased via a
consortium, cooperative, or other
similar group at the local, regional, or
state level?

5.15 Did the library provide access to Yes
research databases provided by the New
York State Library at no or minimal cost
to the library (e.g., NOVELny)?

Online Learning

Online learning platforms primarily provide instruction, tools, and resources to enhance education, lifelong learning, and skill building. Platforms may offer homework assistance, language learning, test preparation, professional development, resume assistance, hobby instruction, etc. Answer Yes if library provided access to a platform even if the platform itself is not owned by the library (e.g., paying for access to Ryan Dowd's Homeless Library). Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

5.16 Did the library provide access to No
online learning platforms purchased
solely by the library?

5.17 Did the library provide access to Yes
online learning platforms purchased via
a consortium, cooperative, or other
similar group at the local, regional, or
state level?

5.18 Did the library provide access to No
online learning platforms provided by
the New York State Library at no or
minimal cost to the library?

E-Material Circulation

Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals.

5.19 The total circulation of e-books 13,038
during the reporting period

5.20 The total circulation of e-serials 11,653
during the reporting period.

5.21 The total circulation of e-audio 24,244
during the reporting period

5.22 The total circulation of e-videos 2,016
during the reporting period.

6. STAFF INFORMATION

All staff questions refer to PAID staff.

Note: Report figures as of the last day of the fiscal year reported in Questions 1.6 and 1.7 in Part 1.

Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

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. | 37.5 | 37.5 |
|-----|--|------|------|

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

| | | | |
|------|--|-------|-------|
| 6.2 | Library Director (certified) | 1.07 | 1.06 |
| 6.3 | Vacant Library Director (certified) | 0 | 0 |
| 6.4 | Library Manager (not certified) | 0 | 0 |
| 6.5 | Vacant Library Manager (not certified) | 0 | 0 |
| 6.6 | Librarian | 6.07 | 6 |
| 6.7 | Vacant Librarian | 0 | 0 |
| 6.8 | Library Specialist/Paraprofessional | 0 | 0 |
| 6.9 | Vacant Library Specialist/Paraprofessional | 0 | 0 |
| 6.10 | Other Staff | 17.5 | 15.53 |
| 6.11 | Vacant Other Staff | .5 | 1 |
| 6.12 | TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10) | 24.64 | 22.59 |
| 6.13 | VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11) | 0.50 | 1.00 |

SALARY INFORMATION

| | | | |
|------|---------------------------------------|----------|----------|
| 6.14 | FTE - Library Director (certified) | 1.07 | 1.06 |
| 6.15 | Salary - Library Director (certified) | \$87,006 | \$85,377 |

| | | | |
|------|--|----------|----------|
| 6.16 | FTE - Library Manager (not certified) | 0 | 0 |
| 6.17 | Salary - Library Manager (not certified) | \$0 | \$0 |
| 6.18 | FTE - Librarian | 1 | 1 |
| 6.19 | Salary - Librarian | \$50,257 | \$49,031 |

7. MINIMUM PUBLIC LIBRARY STANDARDS

All public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of **December 31, 2024**. Please click [here](#) to read general instructions before completing this section. [Helpful information for meeting minimum public library standards](#) is available on the State Library's website.

- | | | | |
|----|---|---|---|
| 1. | Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law. | Y | Y |
| 2. | Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff. | Y | Y |
| 3. | Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service. | Y | Y |
| 4. | Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law. | Y | Y |
| 5. | Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service. | Y | Y |
| 6. | Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service. | Y | Y |

| | | | |
|------|---|---|---|
| 7. | Is open the minimum standard number of public service hours for population served. (see instructions) | Y | Y |
| 8. | Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate: | | |
| 8a. | space | Y | Y |
| 8b. | lighting | Y | Y |
| 8c. | shelving | Y | Y |
| 8d. | seating | Y | Y |
| 8e. | power infrastructure | Y | Y |
| 8f. | data infrastructure | Y | Y |
| 8g. | public restroom | Y | Y |
| 9. | Provides programming to address community needs, as outlined in the library's long-range plan of service. | Y | Y |
| 10. | Provides | | |
| 10a. | a circulation system that facilitates access to the local library collection and other library catalogs | Y | Y |
| 10b. | equipment, technology, and internet connectivity to address community needs and facilitate access to information. | Y | Y |
| 11. | Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above. | Y | Y |
| 12. | Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8. | Y | Y |
| 13. | Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service. | Y | Y |

| | | |
|--|---|---|
| 14. Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service. | Y | Y |
|--|---|---|

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please click [here](#) to read general instructions before completing this section. Questions 8.1-8.4 are pre-filled with prior year answers but not locked to allow updating.

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

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

PUBLIC SERVICE HOURS - Report hours to two decimal places.

| | | |
|--|----------|----------|
| 8.6 Minimum Weekly Total Hours - Main Library | 60.00 | 60.00 |
| 8.7 Minimum Weekly Total Hours - Branch Libraries | 0.00 | 0.00 |
| 8.8 Minimum Weekly Total Hours - Bookmobiles | 0.00 | 0.00 |
| 8.9 Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8) | 60.00 | 60.00 |
| 8.10 Annual Total Hours - Main Library | 3,120.00 | 3,120.00 |
| 8.11 Annual Total Hours - Branch Libraries | 0.00 | 0.00 |
| 8.12 Annual Total Hours - Bookmobiles | 0.00 | 0.00 |

| | | | |
|--|---------------------------|----------|----------|
| 8.13 | Annual Hours Open - Total | 3,120.00 | 3,120.00 |
| Hours Open (Total questions 8.10 through 8.12) | | | |

9. SERVICE OUTLET INFORMATION

Outlets should be arranged in alphabetical order if possible.

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please click [here](#) to read general instructions before completing this section. Questions 1–14, 20–25, and 34–36 are pre-filled with prior year answers but not locked to allow updating.

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.

NEW OUTLETS: If a new outlet was open in the reporting year for any amount of time, it must be entered here. For locked fields, use the note to input information; enter *New* in the note for Question 40.

CLOSED OUTLETS: Even if an outlet was closed for the entire year it still must be reported and not simply left out of reporting. In these cases, enter either *Closed*, *will reopen* or *Closed permanently* in the note for Question 40. Permanently closed outlets will be removed and not appear in subsequent reports.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you will enter the data into the spreadsheet form available in the survey by clicking [a link](#) to an Excel sheet listing prior year outlets is located in section 9. Complete this form and email it to collectconnect@baker-taylor.com and your data will be uploaded into CollectConnect within 24 hours. The data will be loaded in the same order in which it appears in your file, so libraries should be in the correct order on the spreadsheet.

Outlet fields 5–6, 11–14, and 20–23 should be locked.

| | | | |
|-----|-----------------------------------|-----------------------------------|--|
| 1. | Outlet Name | BROOME COUNTY PUBLIC LIBRARY | <i>BROOME COUNTY PUBLIC LIBRARY</i> |
| 2. | Outlet Name Status | 00 (for no change) | <i>00</i> |
| 3. | Street Address | 185 COURT STREET | <i>185 COURT STREET</i> |
| 4. | Outlet Street Address Status | 00 (for no change) | <i>00</i> |
| 5. | City | BINGHAMTON | <i>BINGHAMTON</i> |
| 6. | Zip Code | 13901 | <i>13901</i> |
| 7. | Phone (enter 10 digits only) | (607) 778-6400 | <i>(607) 778-6400</i> |
| 8. | Fax Number (enter 10 digits only) | N/A | <i>N/A</i> |
| 9. | E-mail Address | josias.bartram@broomecountyny.gov | <i>josias.bartram@broomecountyny.gov</i> |
| 10. | Outlet URL | https://www.thebcpl.org | <i>https://www.thebcpl.org</i> |

| | | | |
|-----|--|----------------------------|-----------------------------------|
| 11. | County | BROOME | <i>BROOME</i> |
| 12. | School District | Binghamton | <i>Binghamton</i> |
| 13. | Library System | Four County Library System | <i>Four County Library System</i> |
| 14. | Outlet Type Code (select one): | CE | <i>CE</i> |
| 15. | Public Service Hours Per Year for This Outlet | 3,120 | <i>3,120</i> |
| 16. | Number of Weeks This Outlet is Open | 52 | <i>52</i> |
| 17. | Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)? | Y | <i>Y</i> |
| 18. | Is the meeting space available for public use even when the outlet is closed? | N | <i>N</i> |
| 19. | Total number of non-library sponsored programs, meetings and/or events at this outlet | 708 | <i>528</i> |
| 20. | Enter the appropriate outlet code (select one): | LRF | <i>LRF</i> |
| 21. | Who owns this outlet building? | County | <i>County</i> |
| 22. | Who owns the land on which this outlet is built? | County | <i>County</i> |
| 23. | Indicate the year this outlet was initially constructed | 1999 | <i>1999</i> |
| 24. | Indicate the year this outlet underwent a major renovation costing \$25,000 or more | 2023 | <i>2023</i> |
| 25. | Square footage of the outlet | 72,000 | <i>72,000</i> |
| 26. | Number of Internet Computers Used by General Public | 35 | <i>46</i> |
| 27. | Number of uses (sessions) of public Internet computers per year | 13553 | <i>19,677</i> |
| 27a | Reporting Method for Number of Uses of Public Internet Computers Per Year | CT - Annual Count | <i>CT - Annual Count</i> |
| 28. | Type of connection on the outlet's public Internet computers | Fiber | <i>Fiber</i> |

| | | | |
|-----|---|---|--|
| 29. | Maximum <u>download</u> speed of connection on the outlet's public Internet computers | 11 Greater than or equal to 100 mbps and less than 1 gbps | <i>11 Greater than or equal to 100 mbps and less than 1 gbps</i> |
| 30. | Maximum <u>upload</u> speed of connection on the outlet's public Internet computers | 11 Greater than or equal to 100 mbps and less than 1 gbps | <i>11 Greater than or equal to 100 mbps and less than 1 gbps</i> |
| 31. | Internet Provider | Other (specify using the State note) | <i>Other (specify using the State note)</i> |
| 32. | WiFi Access | Other (specify using the State note) | <i>No restrictions to access</i> |
| 33. | Wireless Sessions | 540,464 | <i>543,951</i> |
| 33a | Reporting Method for Wireless Sessions | CT - Annual Count | <i>CT - Annual Count</i> |
| 34. | Does the outlet have a building entrance that is physically accessible to a person in a wheelchair? | Y | <i>Y</i> |
| 35. | Is every public part of the outlet accessible to a person in a wheelchair? | Y | <i>Y</i> |
| 36. | Does your outlet have a Makerspace? | Y | <i>Y</i> |
| 37. | <i>LIBID</i> | 2800030670 | <i>2800030670</i> |
| 38. | <i>FSCSID</i> | NY0164 | <i>NY0164</i> |
| 39. | <i>Number of Bookmobiles in the Bookmobile Outlet Record</i> | 0 | <i>0</i> |
| 40. | <i>Outlet Structure Status</i> | 00 (for no change from previous year) | <i>00</i> |

10. OFFICERS AND TRUSTEES

Trustees and Terms / Trustee Names

Report information about trustee meetings as of December 31, 2024. 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, 2024 to December 31, 2024) | 10 | <i>10</i> |
|------|---|----|-----------|

NUMBER OF TRUSTEES AND TERMS

| | | | |
|------|---|---------|---------|
| 10.2 | If the library's charter documents (incorporation) state a range of trustees, what is it? If a range is not stated, enter N/A. | N/A | N/A |
| 10.3 | If your library has a range, how many voting positions are stated in the library's current by-laws? If a range is not stated, enter N/A. | N/A | N/A |
| 10.4 | If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)? If library does have a range, enter N/A here. | 11 | 11 |
| 10.5 | What is the trustee term length, as stated in your library's charter documents (incorporation) ? If a term length is not stated, please explain in a Note. | 5 years | 5 years |
| 10.6 | I attest that all trustees participated in trustee education in the last calendar year (2024). If entering No, provide explanation in a Note. | Y | Y |

BOARD MEMBER SELECTION

| | | | |
|------|---|--|--|
| 10.7 | Enter Board Member Selection Code (select one): | A - board members are appointed by municipality(ies) | A - board members are appointed by municipality(ies) |
|------|---|--|--|

List Officers and Board Members as of February 1 of the CURRENT year.

Trustee information has been pre-filled with prior year answers but not locked; please make sure to delete former trustees, add new ones, and update position titles, dates and make any other needed changes. You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available [here](#) . Please Note: It is customized and contains previously entered data in need of updating. Complete this form and email it to collectconnect@baker-taylor.com.

| | | | |
|----|----------------------------|----------------|--------------------|
| 1. | Status | Filled | Filled |
| 2. | First Name of Board Member | Kelly | Chad |
| 3. | Last Name of Board Member | Sullivan | Miller |
| 4. | Mailing Address | 434 Jones Road | 204 Westview Drive |
| 5. | City | Vestal | Vestal |
| 6. | Zip Code (5 digits only) | 13850 | 13850 |

| | | | |
|-----|---|----------------------------|---------------------|
| 7. | E-mail address | kelly.h.sullivan@gmail.com | mill275us@gmail.com |
| 8. | Office Held or Trustee | Trustee | Trustee |
| 9. | Term Begins - Month | September | January |
| 10. | Term Begins - Year (year) | 2024 | 2024 |
| 11. | Term Expires | December | December |
| 12. | Term Expires - Year (yyyy) | 2028 | 2028 |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | No | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 10/25/2024 | 04/25/2024 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 10/25/2024 | 04/25/2024 |
| 16. | Is this a brand new trustee? | Y | Y |
| 1. | Status | Filled | Filled |
| 2. | First Name of Board Member | Katie | Katie |
| 3. | Last Name of Board Member | Bowers | Bowers |
| 4. | Mailing Address | 71 Mill St | 71 Mill St |
| 5. | City | Binghamton | Binghamton |
| 6. | Zip Code (5 digits only) | 13903 | 13903 |
| 7. | E-mail address | katiebwrs@gmail.com | katiebwrs@gmail.com |
| 8. | Office Held or Trustee | Secretary | Secretary |
| 9. | Term Begins - Month | January | January |
| 10. | Term Begins - Year (year) | 2021 | 2021 |
| 11. | Term Expires | December | December |
| 12. | Term Expires - Year (yyyy) | 2025 | 2025 |

| | | | |
|-----|---|---------------------|------------------------------------|
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes | <i>Yes</i> |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 02/11/2021 | <i>02/11/2021</i> |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 02/11/2021 | <i>02/11/2021</i> |
| 16. | Is this a brand new trustee? | N | <i>N</i> |
| 1. | Status | Filled | <i>Filled</i> |
| 2. | First Name of Board Member | Tom | <i>JoAnne</i> |
| 3. | Last Name of Board Member | Jahn | <i>Hanrahan</i> |
| 4. | Mailing Address | 14 Jefferson Avenue | <i>25 Linden Av</i> |
| 5. | City | Binghamton | <i>Binghamton</i> |
| 6. | Zip Code (5 digits only) | 13905 | <i>13901</i> |
| 7. | E-mail address | thejahn@yahoo.com | <i>joanne.hanrahan25@gmail.com</i> |
| 8. | Office Held or Trustee | Trustee | <i>Trustee</i> |
| 9. | Term Begins - Month | January | <i>January</i> |
| 10. | Term Begins - Year (year) | 2025 | <i>2023</i> |
| 11. | Term Expires | December | <i>December</i> |
| 12. | Term Expires - Year (yyyy) | 2027 | <i>2027</i> |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | No | <i>Yes</i> |

| | | | |
|-----|---|------------------------|--------------------------------------|
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 02/12/2025 | 04/27/2023 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 02/12/2025 | 04/27/2023 |
| 16. | Is this a brand new trustee? | Y | N |
| 1. | Status | Filled | <i>Filled</i> |
| 2. | First Name of Board Member | Emily | <i>Kate</i> |
| 3. | Last Name of Board Member | Jones | <i>Miller-Corcoran</i> |
| 4. | Mailing Address | 109 W Chenango Rd | <i>11 Stanford Pl.</i> |
| 5. | City | Castle Creek | <i>Binghamton</i> |
| 6. | Zip Code (5 digits only) | 13744 | <i>13905</i> |
| 7. | E-mail address | emilybalmer7@gmail.com | <i>kate.millercorcoran@gmail.com</i> |
| 8. | Office Held or Trustee | Trustee | <i>President</i> |
| 9. | Term Begins - Month | January | <i>January</i> |
| 10. | Term Begins - Year (year) | 2025 | <i>2020</i> |
| 11. | Term Expires | December | <i>December</i> |
| 12. | Term Expires - Year (yyyy) | 2029 | <i>2024</i> |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes | <i>Yes</i> |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 02/12/2025 | 02/06/2020 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 02/12/2025 | 03/16/2020 |
| 16. | Is this a brand new trustee? | Y | N |
| 1. | Status | Filled | <i>Filled</i> |
| 2. | First Name of Board Member | Jeffrey | <i>Jeffrey</i> |

| | | | |
|-----|---|-----------------------|------------------------------|
| 3. | Last Name of Board Member | Boisvert | <i>Boisvert</i> |
| 4. | Mailing Address | 77 Park Ave. #1 | <i>77 Park Ave. #1</i> |
| 5. | City | Binghamton | <i>Binghamton</i> |
| 6. | Zip Code (5 digits only) | 13903 | <i>13903</i> |
| 7. | E-mail address | jdb10585@hotmail.com | <i>jdb10585@hotmail.com</i> |
| 8. | Office Held or Trustee | Vice President | <i>Vice President</i> |
| 9. | Term Begins - Month | January | <i>January</i> |
| 10. | Term Begins - Year (year) | 2025 | <i>2020</i> |
| 11. | Term Expires | December | <i>December</i> |
| 12. | Term Expires - Year (yyyy) | 2029 | <i>2024</i> |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes | <i>Yes</i> |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 02/12/2025 | <i>05/14/2020</i> |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 02/12/2025 | <i>05/14/2020</i> |
| 16. | Is this a brand new trustee? | N | <i>N</i> |
| 1. | Status | Filled | <i>Filled</i> |
| 2. | First Name of Board Member | Jillian | <i>Jillian</i> |
| 3. | Last Name of Board Member | Sandy | <i>Sandy</i> |
| 4. | Mailing Address | 115 Oak Hill Avenue | <i>115 Oak Hill Avenue</i> |
| 5. | City | Endicott | <i>Endicott</i> |
| 6. | Zip Code (5 digits only) | 13760 | <i>13760</i> |
| 7. | E-mail address | jsandy@binghamton.edu | <i>jsandy@binghamton.edu</i> |
| 8. | Office Held or Trustee | Trustee | <i>Trustee</i> |
| 9. | Term Begins - Month | January | <i>January</i> |

| | | | |
|-----|---|---------------------------|-------------------------------|
| 10. | Term Begins - Year (year) | 2024 | <i>2024</i> |
| 11. | Term Expires | December | <i>December</i> |
| 12. | Term Expires - Year (yyyy) | 2028 | <i>2028</i> |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes | <i>Yes</i> |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 04/25/2024 | <i>04/25/2024</i> |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 04/25/2024 | <i>04/25/2024</i> |
| 16. | Is this a brand new trustee? | N | <i>Y</i> |
| 1. | Status | Filled | <i>Filled</i> |
| 2. | First Name of Board Member | Olivia | <i>Jill</i> |
| 3. | Last Name of Board Member | Shimkus | <i>Kissick-Castro</i> |
| 4. | Mailing Address | 530 Central Street Apt C9 | <i>10 St. Johns Ave</i> |
| 5. | City | Endicott | <i>Binghamton</i> |
| 6. | Zip Code (5 digits only) | 13760 | <i>13905</i> |
| 7. | E-mail address | oliviashimkus@gmail.com | <i>jkcastro2012@gmail.com</i> |
| 8. | Office Held or Trustee | Trustee | <i>Trustee</i> |
| 9. | Term Begins - Month | January | <i>January</i> |
| 10. | Term Begins - Year (year) | 2025 | <i>2021</i> |
| 11. | Term Expires | December | <i>December</i> |
| 12. | Term Expires - Year (yyyy) | 2025 | <i>2025</i> |

| | | | |
|-----|---|-----------------------|-----------------------|
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | No | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 02/12/2025 | 02/11/2021 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 02/12/2025 | 02/11/2021 |
| 16. | Is this a brand new trustee? | Y | N |
| 1. | Status | Filled | Filled |
| 2. | First Name of Board Member | Charmian | Charmian |
| 3. | Last Name of Board Member | Foster | Foster |
| 4. | Mailing Address | 67 Orchard Ave | 67 Orchard Ave |
| 5. | City | Johnson City | Johnson City |
| 6. | Zip Code (5 digits only) | 13790 | 13790 |
| 7. | E-mail address | cfoster15@stny.rr.com | cfoster15@stny.rr.com |
| 8. | Office Held or Trustee | Trustee | Trustee |
| 9. | Term Begins - Month | January | January |
| 10. | Term Begins - Year (year) | 2022 | 2022 |
| 11. | Term Expires | December | December |
| 12. | Term Expires - Year (yyyy) | 2026 | 2026 |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes | Yes |

| | | | |
|-----|---|-------------------|--------------------------|
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 02/10/2022 | 02/10/2022 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 02/11/2022 | 02/11/2022 |
| 16. | Is this a brand new trustee? | N | N |
| 1. | Status | Filled | <i>Filled</i> |
| 2. | First Name of Board Member | Sarah | <i>Sarah</i> |
| 3. | Last Name of Board Member | Glose | <i>Glose</i> |
| 4. | Mailing Address | 41 Davis Street | <i>41 Davis Street</i> |
| 5. | City | Binghamton | <i>Binghamton</i> |
| 6. | Zip Code (5 digits only) | 13905 | <i>13905</i> |
| 7. | E-mail address | sglose1@gmail.com | <i>sglose1@gmail.com</i> |
| 8. | Office Held or Trustee | Trustee | <i>Trustee</i> |
| 9. | Term Begins - Month | January | <i>January</i> |
| 10. | Term Begins - Year (year) | 2022 | <i>2022</i> |
| 11. | Term Expires | December | <i>December</i> |
| 12. | Term Expires - Year (yyyy) | 2026 | <i>2026</i> |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes | <i>Yes</i> |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 02/10/2022 | 02/10/2022 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 02/11/2022 | 02/11/2022 |
| 16. | Is this a brand new trustee? | N | N |
| 1. | Status | Filled | <i>Filled</i> |
| 2. | First Name of Board Member | Al | <i>Al</i> |

| | | | |
|-----|---|--------------------|---------------------------|
| 3. | Last Name of Board Member | Buyck | <i>Buyck</i> |
| 4. | Mailing Address | 3367 Douglas Drive | <i>3367 Douglas Drive</i> |
| 5. | City | Binghamton | <i>Binghamton</i> |
| 6. | Zip Code (5 digits only) | 13903 | <i>13903</i> |
| 7. | E-mail address | abuyck@stny.rr.com | <i>abuyck@stny.rr.com</i> |
| 8. | Office Held or Trustee | President | <i>Financial Officer</i> |
| 9. | Term Begins - Month | January | <i>January</i> |
| 10. | Term Begins - Year (year) | 2024 | <i>2024</i> |
| 11. | Term Expires | December | <i>December</i> |
| 12. | Term Expires - Year (yyyy) | 2028 | <i>2028</i> |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes | <i>Yes</i> |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 04/25/2024 | <i>04/25/2024</i> |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 04/25/2024 | <i>04/25/2024</i> |
| 16. | Is this a brand new trustee? | N | <i>N</i> |
| 1. | Status | Filled | <i>Filled</i> |
| 2. | First Name of Board Member | Vikki | <i>Vikki</i> |
| 3. | Last Name of Board Member | Collazo | <i>Collazo</i> |
| 4. | Mailing Address | 11 Phelps St | <i>11 Phelps St</i> |
| 5. | City | Binghamton | <i>Binghamton</i> |
| 6. | Zip Code (5 digits only) | 13901 | <i>13901</i> |
| 7. | E-mail address | vtc716@gmail.com | <i>vtc716@gmail.com</i> |
| 8. | Office Held or Trustee | Financial Officer | <i>Trustee</i> |
| 9. | Term Begins - Month | January | <i>January</i> |

| | | | |
|-----|---|------------|------------|
| 10. | Term Begins - Year (year) | 2023 | 2023 |
| 11. | Term Expires | December | December |
| 12. | Term Expires - Year (yyyy) | 2027 | 2027 |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes | Yes |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken | 04/27/2023 | 04/27/2023 |
| 15. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 04/27/2023 | 04/27/2023 |
| 16. | Is this a brand new trustee? | N | N |

11. OPERATING FUNDS RECEIPTS

Local Public Funds / System Cash Grants / Other State

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

LOCAL PUBLIC FUNDS

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

11.1 Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3. Y Y

Please Note: last year's answers for repeating groups cannot be displayed.

| | | | |
|----|---|---------------|---------------|
| 1. | Source of Funds | County | County |
| 2. | Name of funding County, Municipality or School District | Broome County | Broome County |
| 3. | Amount | \$1,500,059 | \$1,443,640 |

| | | | |
|----|---|------------|------------|
| 4. | Subject to public vote held in reporting year or in a previous reporting year(s). | N | N |
| 5. | Written Contractual Agreement | Y | Y |
| 1. | Source of Funds | City | City |
| 2. | Name of funding County, Municipality or School District | Binghamton | Binghamton |
| 3. | Amount | \$846,573 | \$804,328 |
| 4. | Subject to public vote held in reporting year or in a previous reporting year(s). | N | N |
| 5. | Written Contractual Agreement | Y | Y |

| | | | |
|------|---------------------------------|-------------|-------------|
| 11.2 | TOTAL LOCAL PUBLIC FUNDS | \$2,346,632 | \$2,247,968 |
|------|---------------------------------|-------------|-------------|

SYSTEM CASH GRANTS TO MEMBER LIBRARY

| | | | |
|------|--|----------|----------|
| 11.3 | Local Library Services Aid (LLSA) | \$71,772 | \$62,986 |
| 11.4 | Record all Central Library Services Aid monies received from system headquarters | \$23,664 | \$23,664 |
| 11.5 | Additional State Aid received from the System | \$2,000 | \$0 |
| 11.6 | Federal Aid received from the System | \$0 | \$0 |
| 11.7 | Other Cash Grants | \$0 | \$0 |
| 11.8 | TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7) | \$97,436 | \$86,650 |

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 | \$0 |
|------|---|-----|-----|

Federal Aid / Other Receipts

FEDERAL AID FOR LIBRARY OPERATION

| | | | |
|-----------------------|---|-------------|-------------|
| 11.10 | LSTA | \$0 | \$0 |
| 11.11 | Other Federal Aid | \$0 | \$0 |
| 11.12 | TOTAL FEDERAL AID (Add Questions 11.10 and 11.11) | \$0 | \$0 |
| 11.13 | CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE | \$0 | \$0 |
| OTHER RECEIPTS | | | |
| 11.14 | Gifts and Endowments | \$0 | \$0 |
| 11.15 | Fund Raising | \$0 | \$0 |
| 11.16 | Income from Investments | \$69,604 | \$39,580 |
| 11.17 | Library Charges | \$17,095 | \$17,670 |
| 11.18 | Other | \$60,597 | \$58,763 |
| 11.19 | TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18) | \$147,296 | \$116,013 |
| 11.20 | TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19) | \$2,591,364 | \$2,450,631 |
| 11.21 | BUDGET LOANS | \$0 | \$0 |

Transfers / Grand Total

TRANSFERS

| | | | |
|-------|--|-----|-----|
| 11.22 | From Capital Fund (Same as Question 14.8) | \$0 | \$0 |
| 11.23 | From Other Funds | \$0 | \$0 |
| 11.24 | TOTAL TRANSFERS (Add Questions 11.22 and 11.23) | \$0 | \$0 |
| 11.25 | BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2024 (Same as Question 12.39 of previous year if fiscal year has not changed) | \$0 | \$0 |

| | | | |
|-------|--|-------------|-------------|
| 11.26 | GRAND TOTAL RECEIPTS, | \$2,591,364 | \$2,450,631 |
| | BUDGET LOANS, TRANSFERS | | |
| | AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.40) | | |

12. OPERATING FUND DISBURSEMENTS

Staff / Collection / Capital
Operation and Maintenance

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

| | | | |
|------|--|-------------|-------------|
| 12.1 | Certified Librarians | \$473,426 | \$452,445 |
| 12.2 | Other Staff | \$603,697 | \$484,899 |
| 12.3 | Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2) | \$1,077,123 | \$937,344 |
| 12.4 | Employee Benefits Expenditures | \$672,931 | \$629,538 |
| 12.5 | Total Staff Expenditures (Add Questions 12.3 and 12.4) | \$1,750,054 | \$1,566,882 |

COLLECTION EXPENDITURES

| | | | |
|------|--|-----------|-----------|
| 12.6 | Print Materials Expenditures | \$122,272 | \$147,780 |
| 12.7 | Electronic Materials Expenditures | \$60,954 | \$34,111 |
| 12.8 | Other Materials Expenditures | \$21,420 | \$26,414 |
| 12.9 | Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8) | \$204,646 | \$208,305 |

CAPITAL EXPENDITURES FROM OPERATING FUNDS

| | | | |
|-------|--------------------------------|-----|-----|
| 12.10 | From Local Public Funds (71PF) | \$0 | \$0 |
| 12.11 | From Other Funds (71OF) | \$0 | \$0 |

| | | | |
|-------|--|-----|-----|
| 12.12 | Total Capital Expenditures (Add Questions 12.10 and 12.11) | \$0 | \$0 |
|-------|--|-----|-----|

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

| | | | |
|-------|--|-----------|-----------|
| 12.13 | From Local Public Funds (72PF) | \$4,617 | \$34,344 |
| 12.14 | From Other Funds (72OF) | \$0 | \$0 |
| 12.15 | Total Repairs (Add Questions 12.13 and 12.14) | \$4,617 | \$34,344 |
| 12.16 | Other Disbursements for Operation & Maintenance of Buildings | \$272,461 | \$250,893 |
| 12.17 | Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16) | \$277,078 | \$285,237 |

MISCELLANEOUS EXPENSES

| | | | |
|-------|--|-----------|-----------|
| 12.18 | Office and Library Supplies | \$6,953 | \$6,893 |
| 12.19 | Telecommunications | \$63,791 | \$61,844 |
| 12.21 | Professional & Consultant Fees | \$8,243 | \$9,727 |
| 12.22 | Equipment | \$19,630 | \$13,418 |
| 12.23 | Other Miscellaneous | \$29,920 | \$37,637 |
| 12.24 | Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.21, 12.22 and 12.23) | \$128,537 | \$129,519 |

Contracts / Debt Service / Transfers / Grand Total

| | | | |
|-------|--|----------|----------|
| 12.25 | CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE | \$67,394 | \$64,994 |
|-------|--|----------|----------|

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

| | | | |
|-------|-----------------------------------|----------|----------|
| 12.26 | From Local Public Funds (73PF) | \$62,646 | \$60,017 |
| 12.27 | From Other Funds (73OF) | \$0 | \$0 |

| | | | |
|----------------------------------|---|-------------|--------------------|
| 12.28 | Total (Add Questions 12.26 and 12.27) | \$62,646 | <i>\$60,017</i> |
| Other Loans | | | |
| 12.29 | Budget Loans (Principal and Interest) | \$0 | <i>\$0</i> |
| 12.30 | Short-Term Loans | \$0 | <i>\$0</i> |
| 12.31 | Total Debt Service (Add Questions 12.28, 12.29 and 12.30) | \$62,646 | <i>\$60,017</i> |
| 12.32 | TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31) | \$2,490,355 | <i>\$2,314,954</i> |
| TRANSFERS | | | |
| Transfers to Capital Fund | | | |
| 12.33 | From Local Public Funds (76PF) | \$0 | <i>\$0</i> |
| 12.34 | From Other Funds (76OF) | \$0 | <i>\$0</i> |
| 12.35 | Total Transfers to Capital Fund (Add Questions 12.33 and 12.34; same as Question 13.8) | \$0 | <i>\$0</i> |
| 12.36 | Transfer to Other Funds | \$101,009 | <i>\$135,677</i> |
| 12.37 | TOTAL TRANSFERS (Add Questions 12.35 and 12.36) | \$101,009 | <i>\$135,677</i> |
| 12.38 | TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.32 and 12.37) | \$2,591,364 | <i>\$2,450,631</i> |
| 12.39 | BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2024 | \$0 | <i>\$0</i> |
| 12.40 | GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.38 and 12.39; same as Question 11.26) | \$2,591,364 | <i>\$2,450,631</i> |

ASSURANCE

| | | | |
|-------|--|------------|------------|
| 12.41 | The Library operated in accordance with all 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). | 03/13/2025 | 04/25/2024 |
|-------|--|------------|------------|

FISCAL AUDIT

| | | | |
|-------|---|-----------------------|-----------------------|
| 12.42 | Last audit performed (mm/dd/yyyy) | 02/21/2025 | 02/14/2024 |
| 12.43 | Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) | 01/01/2024-12/31/2024 | 01/01/2023-12/31/2023 |
| 12.44 | Indicate type of audit (select one): | County | County |

CAPITAL FUND

| | | | |
|-------|---|---|---|
| 12.45 | Does the library have a separate Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report. | Y | Y |
|-------|---|---|---|

13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Questions 1.6 and 1.7 in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

REVENUES FROM LOCAL SOURCES

| | | | |
|------|--|-----|-----------|
| 13.1 | Revenues from Local Government Sources | \$0 | \$100,000 |
| 13.2 | All Other Revenues from Local Sources | \$0 | \$0 |
| 13.3 | Total Revenues from Local Sources (Add Questions 13.1 and 13.2) | \$0 | \$100,000 |

STATE AID FOR CAPITAL PROJECTS

| | | | |
|------|--|-----|-----------|
| 13.4 | State Aid Received for Construction | \$0 | \$141,702 |
| 13.5 | Other State Aid | \$0 | \$0 |
| 13.6 | Total State Aid (Add Questions 13.4 and 13.5) | \$0 | \$141,702 |

FEDERAL AID FOR CAPITAL PROJECTS

| | | | |
|--------------------------|---|-----------|-----------|
| 13.7 | TOTAL FEDERAL AID | \$0 | \$0 |
| INTERFUND REVENUE | | | |
| 13.8 | Transfer from Operating Fund (Same as Question 12.35) | \$0 | \$0 |
| 13.9 | TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8) | \$0 | \$241,702 |
| 13.10 | NON-REVENUE RECEIPTS | \$0 | \$0 |
| 13.11 | TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10) | \$0 | \$241,702 |
| 13.12 | BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2024 (Same as Question 14.11 of previous year, if fiscal year has not changed) | \$581,923 | \$340,221 |
| 13.13 | TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12) | \$581,923 | \$581,923 |

14. CAPITAL FUND DISBURSEMENTS

Report financial data based on the fiscal reporting year reported in Part 1. **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

PROJECT EXPENDITURES

| | | | |
|------|-------------------------|----------|-----|
| 14.1 | Construction | \$65,472 | \$0 |
| 14.2 | Incidental Construction | \$0 | \$0 |

Other Disbursements

| | | | |
|------|--|----------|-----|
| 14.3 | Purchase of Buildings | \$0 | \$0 |
| 14.4 | Interest | \$0 | \$0 |
| 14.5 | Collection Expenditures | \$0 | \$0 |
| 14.6 | Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5) | \$0 | \$0 |
| 14.7 | TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6) | \$65,472 | \$0 |

| | | | |
|-------|---|-----------|------------------|
| 14.8 | TRANSFER TO OPERATING FUND (Same as Question 11.22) | \$0 | <i>\$0</i> |
| 14.9 | NON-PROJECT EXPENDITURES | \$0 | <i>\$0</i> |
| 14.10 | TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9) | \$65,472 | <i>\$0</i> |
| 14.11 | BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2024 | \$516,451 | <i>\$581,923</i> |
| 14.12 | TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13) | \$581,923 | <i>\$581,923</i> |

15. CENTRAL LIBRARIES

CENTRAL LIBRARY SERVICES AID (CLSA)

CENTRAL LIBRARY SERVICES AID (CLSA)

Statutory Education Law § 273(1)(b)

Reference: Commissioners Regulations 90.4

Central Library Services Aid is a flat sum of \$0.32 cents per capita of population within the chartered area of service of such library system with a minimum amount of \$105,000, and an additional \$71,500 to each library system for the purchase of books and materials including nonprint materials, as defined in regulations of the commissioner, for its central library.

The fiscal year for Central Library Services Aid is the calendar year. Please see the Central Library Program Guidelines at <http://www.nysl.nysed.gov/libdev/clda/index.html> for more information.

Library expenditures from Central Library Services Aid may only be used for adult non-fiction and foreign language library materials, including electronic content. Record the central/co-central library's actual disbursement of these State Aid funds as allocated to the Library by the public library system. Report here only those funds actually expended by the Library during the calendar year ending December 31, 2023. Do not report funds spent by the public library system on the Library's behalf.

15.1.1 - 15.1.2 Professional Salaries: Indicate total FTE and salaries for all professional central/co-central library employees (paid from CLDA funds).

| | | |
|--|-----|-----|
| 15.1.1 Total Full-Time Equivalents (FTE) | .14 | .37 |
|--|-----|-----|

| | | |
|--|---------|---------|
| 15.1.2 Total Expenditure for Professional Salaries | \$7,456 | \$7,456 |
|--|---------|---------|

15.1.3 - 15.1.4 Other Staff Salaries: Indicate total FTE and salaries for all other central/co-central library employees (paid from CLDA funds).

| | | |
|--|-----|----|
| 15.1.3 Total Full-Time Equivalents (FTE) | .24 | .4 |
|--|-----|----|

| | | |
|--|----------|----------|
| 15.1.4 Total Expenditures for Other Staff Salaries | \$10,608 | \$10,608 |
|--|----------|----------|

| | | |
|---|---------|---------|
| 15.1.5 Employee Benefits: Indicate the total expenditures for all central/co-central library employee benefits (paid from CLDA funds). | \$5,600 | \$5,600 |
|---|---------|---------|

15.1.6 **Purchased Services:** Did the central/co-central library expend CLDA funds for purchased services? Enter Y for Yes, N for No. N N

Please Note: last year's answers for repeating groups cannot be displayed.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

| | | | |
|----|----------------------|-----|-----|
| 1. | Expenditure Category | N/A | N/A |
| 2. | Provider of Services | N/A | N/A |
| 3. | Expenditure | N/A | N/A |

15.1.7 **Total Expenditure - Purchased Services** \$0 \$0

15.1.8 **Supplies and Materials:** Did the central/co-central library expend funds for supply items, postage, adult nonfiction and foreign language library materials, or equipment and furnishings with a unit cost less than \$5,000? Enter Y for Yes, N for No. N N

Please Note: last year's answers for repeating groups cannot be displayed.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1 and 2 of one repeating group.

| | | | |
|----|----------------------|-----|-----|
| 1. | Expenditure Category | N/A | N/A |
| 2. | Expenditure | N/A | N/A |

15.1.9 **Total Expenditure - Supplies and Materials** \$0 \$0

15.1.10 **Travel Expenditures:** Did the central/co-central library expend funds for travel? Enter Y for Yes, N for No. N N

Please Note: last year's answers for repeating groups cannot be displayed.

If yes, complete one record for each type of travel; if no, enter N/A for questions 1 and 2 of one repeating group.

| | | | |
|----|----------------|-----|-----|
| 1. | Type of travel | N/A | N/A |
|----|----------------|-----|-----|

| | | | |
|----|-------------|-----|-----|
| 2. | Expenditure | N/A | N/A |
|----|-------------|-----|-----|

| | | | |
|---------|------------------------------------|-----|-----|
| 15.1.11 | Total Expenditures - Travel | \$0 | \$0 |
|---------|------------------------------------|-----|-----|

| | | | |
|---------|--|---|---|
| 15.1.12 | Equipment and Furnishings: Did the central/co-central library expend funds for equipment and furnishings with a unit cost of \$5,000 or more and having a useful life of more than one year? Enter Y for Yes, N for No. | N | N |
|---------|--|---|---|

Please Note: last year's answers for repeating groups cannot be displayed.

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3 and 4 of one repeating group.

| | | | |
|----|--------------|-----|-----|
| 1. | Type of item | N/A | N/A |
|----|--------------|-----|-----|

| | | | |
|----|----------|-----|-----|
| 2. | Quantity | N/A | N/A |
|----|----------|-----|-----|

| | | | |
|----|-----------|-----|-----|
| 3. | Unit cost | N/A | N/A |
|----|-----------|-----|-----|

| | | | |
|----|-------------|-----|-----|
| 4. | Expenditure | N/A | N/A |
|----|-------------|-----|-----|

| | | | |
|---------|--|-----|-----|
| 15.1.13 | Total Expenditure - Equipment and Furnishings | \$0 | \$0 |
|---------|--|-----|-----|

| | | | |
|---------|--|----------|----------|
| 15.1.14 | Total Expenditure (total 15.1.2, 15.1.4, 15.1.5, 15.1.7, 15.1.9, 15.1.11 and 15.1.13) | \$23,664 | \$23,664 |
|---------|--|----------|----------|

| | | | |
|---------|---|-----|-----|
| 15.1.15 | Cash Balance at the Opening of the Fiscal Year | \$0 | \$0 |
|---------|---|-----|-----|

NOTE: The opening balance must be the same as the closing balance of the previous year.

| | | | |
|---------|---|----------|----------|
| 15.1.16 | Total Allocation received from the system: | \$23,664 | \$23,664 |
|---------|---|----------|----------|

| | | | |
|---------|---|-----|-----|
| 15.1.17 | Cash Balance at the end of the Current Fiscal Year (total 15.1.16 - 15.1.14 + 15.1.15) | \$0 | \$0 |
|---------|---|-----|-----|

| | | | |
|---------|---|---|-----------------------------------|
| 15.1.18 | Final Narrative: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds. | Our CLSA funds partially support two positions that process collections materials to fulfill our role as the Central Library. | <i>Response has been entered.</i> |
|---------|---|---|-----------------------------------|

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

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

| | | | |
|--------|---|-------------|-------------|
| 16.1 | Total ALA-MLS | 6.69 | 6.62 |
| 16.2 | Total Librarians | 6.69 | 6.62 |
| 16.3 | All Other Paid Staff | 16.88 | 15.50 |
| 16.4 | Total Paid Employees | 23.57 | 22.12 |
| 16.5 | State Government Revenue | \$97,436 | \$86,650 |
| 16.6 | Federal Government Revenue | \$0 | \$0 |
| 16.7 | Other Operating Revenue | \$147,296 | \$116,013 |
| 16.8 | Total Operating Revenue | \$2,591,364 | \$2,450,631 |
| 16.9 | Other Operating Expenditures | \$473,009 | \$479,750 |
| 16.10 | Total Operating Expenditures | \$2,427,709 | \$2,254,937 |
| 16.11 | Total Capital Expenditures | \$65,472 | \$0 |
| 16.12 | Print Materials | 157,910 | 150,594 |
| 16.12a | Total Physical Items in Collection | 174,321 | 174,670 |
| 16.13 | Circulation of Children's Physical Material | 59,962 | |
| 16.14 | Total Registered Borrowers | 33,047 | 31,923 |
| 16.15 | Other Capital Revenue and Receipts | \$0 | \$0 |
| 16.16 | Number of Internet Computers Used by General Public | 35 | 46 |
| 16.17 | Total Uses (sessions) of Public Internet Computers Per Year | 13,553 | 19,677 |
| 16.18 | Wireless Sessions | 540,464 | 543,951 |
| 16.19 | Total Capital Revenue | \$0 | \$241,702 |

17. FOR NEW YORK STATE LIBRARY USE ONLY

| | | | |
|------|--------------------------------|------------|------------|
| 17.1 | LIB ID | 2800030670 | 2800030670 |
| 17.2 | Interlibrary Relationship Code | ME | ME |
| 17.3 | Legal Basis Code | CO | CO |

| | | | |
|------|---------------------------------------|--------------|---------------------|
| 17.4 | <i>Administrative Structure Code</i> | SO | <i>SO</i> |
| 17.5 | <i>FSCS Public Library Definition</i> | Y | <i>Y</i> |
| 17.6 | <i>Geographic Code</i> | CO1 | <i>CO1</i> |
| 17.7 | <i>FSCS ID</i> | NY0164 | <i>NY0164</i> |
| 17.8 | <i>SED CODE</i> | 030200700015 | <i>030200700015</i> |
| 17.9 | <i>INSTITUTION ID</i> | 800000055021 | <i>800000055021</i> |

SUGGESTED IMPROVEMENTS

| | | |
|---|---|---|
| Library Name: | BROOME COUNTY PUBLIC LIBRARY | <i>BROOME COUNTY PUBLIC LIBRARY</i> |
| Library System: | Four County Library System | <i>Four County Library System</i> |
| Name of Person Completing Form: | Josias Bartram | <i>Josias Bartram</i> |
| Phone Number: | (607) 778-6407 | <i>(607) 778-6407</i> |
| I am satisfied that this resource (Collect) is meeting library needs: | Agree | <i>Neither Agree nor Disagree</i> |
| Applying this resource (Collect) will help improve library services to the public: | Agree | <i>Neither Agree nor Disagree</i> |
| Please share with us your suggestions for improving the <i>Annual Report</i> . When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you! | I thought that all of the changes this year were positive and they addressed several of the irritations that I've had in past years. I particularly appreciate that the form auto-saves and that programming stats were better clarified. | <i>Response has been entered.</i> |