Town of Lake Pleasant Public Library
Annual Report For Public And Association Libraries - 2021

1. GENERAL LIBRARY INFORMATION

Library/Director Information

Please note: Bibliostat CollectConnect is now compatible with major browsers including Google Chrome, Mozilla Firefox, Safari and Internet Explorer.

Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old Bibliostat Collect, please click the new link here and you will be taken to the new interface. Please be sure you exit and close the old Bibliostat Collect before you begin your survey.

To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will cause data to be lost.

Libraries should not have reports from two different years open at the same time.

Report all information in Part 1 as of December 31, 2021, <u>except</u> for questions related to the <u>current</u> library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	7600204100
1.2	Library Name	TOWN OF LAKE PLEASANT PUBLIC LIBRARY
1.3	Name Status (State use only)	00 (for no change from previous year)
1.4	Structure Status (State use only)	00 (for no change from previous year)
1.5	Community	Lake Pleasant
1.6	Beginning Fiscal Reporting Year	01/01/2021
1.7	Ending Fiscal Reporting Year	12/31/2021
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	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

1.10   Please indicate the ending date of   N/A
library's new reporting year. Enter N/A if No
was answered to Question 1.8.

1.11   Beginning <u>Local</u> Fiscal Year   01/01/2021

1.12   Ending <u>Local</u> Fiscal Year   12/31/2021

1.13   Address Status   00 (for no change from
previous year)

1.14   Street Address   2864 STATE HWY 8

1.15   City   SPECULATOR

1.16   Zip Code   12164

1.17   Mailing Address   2864 STATE HWY 8

1.18   City   SPECULATOR

1.19   Zip Code   12164

1.20   Telephone Number (enter 10 digits   (518) 548-4411
only and hit the Tab key; enter N/A if no
telephone number)

1.21   Fax Number (enter 10 digits only and   (518) 548-8395
hit the Tab key; enter N/A if no fax number)

1.22   E-Mail Address to Contact the Library   smatthews@sals.edu
(Enter N/A if no e-mail address)

1.23   Library Home Page URL (Enter N/A   lakepleasantlibrary.sals.edu
if no home page URL)

1.24   Population Chartered to Serve (per   781
2010 Census)

1.25   Indicate the type of library as stated in   PUBLIC
the library's charter (select one):

1.26   Indicate the area chartered to serve as   Town
stated in the library's charter (select one):

1.27   During the reporting year, has there   N
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.

1.28   Indicate the type of charter the library   Absolute
currently holds (select one):

1.29	Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter	09/10/2007
1.30	Date the library was last registered	06/06/2007
1.31	Federal Employer Identification Number	146002273
1.32	County	HAMILTON
1.33	School District	Lake Pleasant
1.34	Town/City	Lake Pleasant
1.35	Library System	Southern Adirondack Library System

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

1.36a	President/CEO Name	
1.36b	President/CEO Phone Number	
1.36c	President/CEO Email	

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	Sharon
1.38	Last Name of Library Director/Manager	Matthews
1.39	NYS Public Librarian Certification Number	N/A
1.40	What is the highest education level of the library manager/director?	Other
1.41	If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science?	N/A
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.	N/A

1.43   E-mail Address of the   smatthews@sals.edu
Director/Manager

1.44   Fax Number of the Director/Manager   (518) 548-8359

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

Public Votes/Contracts

1.46   Was all or part of the library's funding   N
subject to a public vote(s) held during Calendar
Year 2021? (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.

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

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

3.   Date the vote was held (mm/dd/2021)   N/A

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

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

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

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

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

**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   N
an appropriation which was approved by public
vote in a prior year? (Prior to Calendar Year
2021) 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.

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

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

3.   Date the last successful vote was held   N/A
(mm/dd/yyyy)

4.   What type of public vote was it?

5.   What was the total dollar amount of   N/A
the appropriation from tax dollars resulting
from the last successful vote?

Unusual Circumstances

1.48   Does the reporting library have a   N
contractual agreement with a municipality or
district to provide library services to residents of
an area not served by a chartered library? Enter
Y for Yes, N for No. If yes, please complete one
record for *each* contract. If no, go to question
1.49.

1.   Name of contracting municipality or   N/A
district

2.   Is this a written contractual   N/A
agreement?

3.   Population of the geographic area   N/A
served by this contract

4.   Dollar amount of contract   N/A

5.   Enter the appropriate code for range of N/A
services provided (select one):

1.49   For the reporting year, has the library   N
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.

2. LIBRARY COLLECTION

Print/Electronic/Other Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1.
Please read general information instructions below before completing this section.

NOTE: This section of the survey (2.1-2.25) 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. Count electronic materials at the administrative
entity level (main library); do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

2.1   Adult Fiction Books   5,131

2.2   Adult Non-fiction Books   1,345

2.3   Total Adult Books (Total questions 2.1   6,476
& 2.2)

2.4   Children's Fiction Books   2,452

2.5   Children's Non-fiction Books   553

2.6   Total Children's Books (Total   3,005
questions 2.4 & 2.5)

2.7   Total Cataloged Books (Total   9,481
questions 2.3 & 2.6)

Other Print Materials

2.8   Total Uncataloged Books   2,122

2.9   Total Print Serials   0

2.10	All Other Print Materials	0
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	2,122
2.12	Total Print Materials (Total questions 2.7 and 2.11)	11,603

ALL OTHER MATERIALS
Electronic Materials

2.13	Electronic Books	11,433
2.14	Local Electronic Collections	2
2.15	NOVELNY Electronic Collections	15
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	17
2.17	Audio - Downloadable Units	5,354
2.18	Video - Downloadable Units	1
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	0
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	16,805

Non-Electronic Materials

2.21	Audio - Physical Units	812
2.22	Video - Physical Units	2,073
2.23	Other Circulating Physical Items	0
2.24	Total Physical Items in Collection (Total questions 2.21 through 2.23)	2,885

Grand Total/Additions to Holdings

2.25	**GRAND TOTAL HOLDINGS** (Total questions 2.12, 2.20 and 2.24)	31,293

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.26	Cataloged Books	325
2.27	All Other Print Materials	0
2.28	Electronic Materials	2,122
2.29	All Other Materials	160
2.30	Total Additions (Total questions 2.26 through 2.29)	2,607

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits/Borrowers/Policies/Accessibility

Report all information on questions 3.1 through 3.29 as of the end of the <u>fiscal</u> year reported in Part 1; report information on questions 3.30 through 3.82 for the 2021 <u>calendar</u> 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 Part 1.

LIBRARY USE

3.1	Library visits (total annual attendance)	7,117
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
3.2	Registered resident borrowers	627
3.3	Registered non-resident borrowers	832

Please report information on WRITTEN POLICIES as of 12/31/21.

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

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

3.10   Does the library have a board-   Y
approved sexual harassment prevention policy?

Please report information on ACCESSIBILITY as of 12/31/21.

ACCESSIBILITY (Answer Y for Yes, N for No)

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

**3.12   Does the library have assistive   N
devices for persons who are deaf and hearing
impaired (TTY/TDD)?**

**3.13   Does the library have large print   Y
books?**

**3.14   Does the library have assistive   N
technology for people who are visually
impaired or blind?**

3.15 - If so, what do you have?

        **screen reader, such as JAWS,   No
Windoweyes or NVDA**

        **refreshable Braille commonly   No
referred to as a refreshable Braille display**

        **screen magnification software, such   No
as Zoomtext**

        **electronic scanning and reading   No
software, such as OpenBook**

**3.16   Is the library registered for services   N
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)?**

Library Sponsored Programs/Summer Reading Program

SYNCHRONOUS PROGRAM SESSIONS and ATTENDANCE

> **For Questions 3.19, 3.19a, 3.19b,**
> - **If you have broken out Synchronous Program Sessions for Children by age group, 0–5 and 6–11, please complete Q3.19a and Q3.19b. Enter the total in Q3.19.**
> - **If you have not broken out Synchronous Program Sessions by age group, enter the Number of Children's Programs in Q3.19, and enter N/A in Q3.19a and Q3.19b.**
>
> **For Questions 3.26, 3.26a, 3.26b,**
> - **If you have broken out Synchronous Children's Program Attendance by age group, 0–5 and 6–11, please complete Q3.26a and Q3.26b. Enter that total in Q3.26.**
> - **If you have not broken out Synchronous Children's Program Attendance by age group, enter the Children's Program Attendance in Q3.26, and enter N/A in Q3.26a and Q3.26b.**

3.17   Number of Synchronous Program Sessions Targeted at Adults Age 19 or Older   52

3.18   Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18   0

3.19   Number of Children's Programs   60

3.19a   Number of Synchronous Program Sessions Targeted at Children Ages 0-5   0

3.19b   Number of Synchronous Program Sessions Targeted at Children Ages 6-11   60

3.20   Number of Synchronous General Interest Program Sessions   0

3.20a   Total Number of Synchronous Program Sessions for those libraries who are not reporting the number of Children's Programs in Q3.19a and Q3.19b (Total questions 3.17, 3.18, 3.19, 3.20)   112

3.21   Total Number of Synchronous Program Sessions (Total questions 3.17, 3.18, 3.19a, 3.19b, 3.20). This is the Total Number for those libraries who are breaking out Children's Programming questions by age.   112

3.21a   Number of Synchronous In-Person Onsite Program Sessions   112

**3.21b Number of Synchronous In-Person 0
Offsite Program Sessions**

**3.21c Number of Synchronous Virtual 0
Program Sessions**

3.22 One-on-One Program Sessions N/A

**3.23 Do library staff, trustees and/or Yes
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?**

**3.24 Attendance at Synchronous 1,001
Programs Targeted at Adults Age 19 or
Older**

**3.25 Attendance at Synchronous 0
Programs Targeted at Young Adults Ages
12-18**

3.26 Children's Program Attendance 624

**3.26a Attendance at Synchronous 0
Programs Targeted at Children Ages 0-5**

**3.26b Attendance at Synchronous 624
Programs Targeted at Children Ages 6-11**

**3.27 Attendance at Synchronous General 0
Interest Programs**

**3.27a Total Attendance at Synchronous 1,625
Programs for those libraries who are not
reporting the Children's Program
Attendance in Q3.26a and Q3.26b (Total
questions 3.24, 3.25, 3.26, 3.27)**

**3.28 Total Attendance at Synchronous 1,625
Programs (Total questions 3.24, 3.25, 3.26a,
3.26b, 3.27). This is the Total Number for
those libraries who are breaking out
Children's Programming questions by age.**

**3.28a Synchronous In-Person Onsite 1,061
Program Attendance**

**3.28b Synchronous In-Person Offsite N/A
Program Attendance**

3.28c   Synchronous Virtual Program Attendance   0

3.29   One-on-One Program Attendance   0

3.29a   Total Number of Asynchronous Program Presentations   N/A

3.29b   Total Views of Asynchronous Program Presentations within 7 Days   N/A

Please report information on SUMMER READING PROGRAMS for the 2021 calendar year.

SUMMER READING PROGRAM

3.30 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2021 (check all that apply):

a.   Program(s) for children   No

b.   Program(s) for young adults   No

c.   Program(s) for Adults   No

d.   Summer Reading at New York Libraries name and/or logo used   No

e.   Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used)   No

f.   N/A   Yes

3.31   Library outlets offering the summer reading program   N/A

3.32   Children registered for the library's summer reading program   N/A

3.33   Young adults registered for the library's summer reading program   N/A

3.34   Adults registered for the library's summer reading program   N/A

3.35   Total number registered for the library's summer reading program (total 3.32 + 3.33 + 3.34)   0

3.36   Children's program sessions - Summer 2021   4

3.37   **Young adult program sessions -**   N/A
Summer 2021

3.38   **Adult program sessions - Summer**   16
2021

3.39   **Total program sessions - Summer**   20
2021 (total 3.36 + 3.37 + 3.38)

3.40   **Children's program attendance -**   187
Summer 2021

3.41   **Young adult program attendance -**   0
Summer 2021

3.42   **Adult program attendance -**   231
Summer 2021

3.43   **Total program attendance - Summer** 418
2021 (total 3.40 + 3.41 + 3.42)

COLLABORATORS

3.44   **Public school district(s) and/or**   0
BOCES

3.45   **Non-public school(s)**   0

3.46   **Childcare center(s)**   0

3.47   **Summer camp(s)**   0

3.48   **Municipality/Municipalities**   0

3.49   **Literacy provider(s)**   0

3.50   **Other (describe using the State note)** 0

3.51   **Total Collaborators (total 3.44**   0
through 3.50)

Early/Adult/English Speaker/Digital Literacy

Please report information on EARLY LITERACY PROGRAMS for the 2021 calendar year.
EARLY LITERACY PROGRAMS

3.52   **Did the library offer early literacy**   N
programs? (Enter Y for Yes, N for No)

3.53 - Indicate types of programs offered (check all that apply)

a.   **Focus on birth - school entry**   No
(kindergarten)

b.   **Focus on parents & caregivers**   No

c.   **Combined audience**   No

d.   **N/A**   Yes

3.54 - Number of sessions

a.   **Focus on birth - school entry**   0
(kindergarten)

b.   **Focus on parents & caregivers**   0

c.   **Combined audience**   0

d.   **N/A**   N/A

3.55   **Total Sessions**   0

3.56 - Attendance at sessions

a.   **Focus on birth - school entry**   0
(kindergarten)

b.   **Focus on parents & caregivers**   0

c.   **Combined audience**   0

d.   **N/A**   N/A

3.57   **Total Attendance**   0

3.58 - Collaborators (check all that apply):

a.   **Childcare center(s)**   No

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

c.   **Non-Public School(s)**   No

d.   **Health care providers/agencies**   No

e.   **Other (describe using the State note)** No

Please report information on ADULT LITERACY for the 2021 calendar year.
ADULT LITERACY

3.59   **Did the library offer adult literacy**   No
programs?

3.60	Total group program sessions	0
3.61	Total one-on-one program sessions	0
3.62	Total group program attendance	0
3.63	Total one-on-one program attendance	0

3.64 - Collaborators (check all that apply)

a.	Literacy NY (Literacy Volunteers of America)	No
b.	Public School District(s) and/or BOCES	No
c.	Non-Public Schools	No
d.	Other (see instructions and describe using Note)	No

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2021 calendar year.
PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.65	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	N
3.66	Children's program sessions	0
3.67	Young adult program sessions	0
3.68	Adult program sessions	0
3.69	**Total program sessions (total 3.66 + 3.67 + 3.68)**	0
3.70	One-on-one program sessions	0
3.71	Children's program attendance	0
3.72	Young adult program attendance	0
3.73	Adult program attendance	0
3.74	**Total program attendance (total 3.71 + 3.72 + 3.73)**	0
3.75	One-on-one program attendance	0

3.76 - Collaborators (check all that apply):

a.	Literacy NY (Literacy Volunteers of America)	No
b.	Public School District(s) and/or BOCES	No
c.	Non-Public School(s)	No
d.	Other (describe using the Note)	No

Please report information on DIGITAL LITERACY for the 2021 calendar year.
DIGITAL LITERACY

3.77	Did the library offer digital literacy programs?	N
3.78	Total group program sessions	0
3.79	Total one-on-one program sessions	0
3.80	Total group program attendance	0
3.81	Total one-on-one program attendance	0
3.82	Did your library offer teen-led activities during the 2021 calendar year?	N

4. LIBRARY TRANSACTIONS

Circulation/Electronic Use/Reference Transactions

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is <u>not</u> considered part of circulation.)

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	2,237
4.2	Adult Non-fiction Books	601
4.3	Total Adult Books (Total questions 4.1 & 4.2)	2,838
4.4	Children's Fiction Books	1,532
4.5	Children's Non-fiction Books	302
4.6	Total Children's Books (Total questions 4.4 & 4.5)	1,834

4.7   Total Cataloged Book Circulation   4,672
(Total question 4.3 & 4.6)

CIRCULATION OF OTHER MATERIALS

4.8   Circulation of Adult Other   1,557
Materials

4.9   Circulation of Children's Other   373
Materials

4.10   Circulation of Other Physical Items   1,930
(Total questions 4.8, 4.9)

4.11   Physical Item Circulation (Total   6,602
questions 4.7 & 4.10)

ELECTRONIC USE

4.12   Use of Electronic Material   1,242

4.13   Successful Retrieval of Electronic   0
Information

4.14   Electronic Content Use (Total   1,242
questions 4.12 & 4.13)

4.15   Total Circulation of Materials (Total   7,844
questions 4.11 & 4.12)

4.16   Total Collection Use (Total questions   7,844
4.13 & 4.15)

4.17   Grand Total Circulation of   2,207
Children's Materials (Total questions 4.6 &
4.9)

REFERENCE TRANSACTIONS

4.18   Total Reference Transactions   0

4.18a   Regarding the number of Reference   CT - Annual Count
Transactions entered, is this an annual count
or an annual estimate based on a typical
week or weeks?

4.19   Does the library offer virtual   N
reference?

Interlibrary Loan

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.20   TOTAL MATERIALS RECEIVED   1,223

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.21   TOTAL MATERIALS PROVIDED   2,645

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2021.

SYSTEMS AND SERVICES

5.1   Automated circulation system?   Y

5.2   Online public access catalog (OPAC)?   Y

5.3   Electronic access to the OPAC from outside the library?   Y

5.4   Annual number of visits to the library's web site   13,556

5.5   Does the library use Internet filtering software on any computer?   N

5.6   Does your library use social media?   Y

5.7   Does the library file for E-rate benefits?   N

5.8   Is the library part of a consortium for E-rate benefits?   N

5.9   If yes, in which consortium are you participating?   SALS

5.10   Name of the person responsible for the library's Information Technology (IT) services   JA Joint Automation Group

5.11   IT contact's telephone number (enter 10 digits only and hit the Tab key)   (518) 584-7300

5.12   IT contact's email address   mlargeteau@sals.edu

6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported 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.	40

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	0
6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	0
6.5	Vacant Librarian (certified)	0
6.6	Library Manager (not certified)	1
6.7	Vacant Library Manager (not certified)	0
6.8	Library Specialist/Paraprofessional (not certified)	0
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0
6.10	Other Staff	2
6.11	Vacant Other Staff	0
6.12	**TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)**	3.00
6.13	**VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)**	0.00

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	0
6.15	Salary - Entry Level Librarian (certified)	$0
6.16	FTE - Library Director (certified)	0

6.17   Salary - Library Director (certified) $0

**6.18   FTE - Library Manager (not
certified)   1**

**6.19   Salary - Library Manager (not
certified) $37,848**

7. MINIMUM PUBLIC LIBRARY STANDARDS

**As of January 1, 2021 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, 2021. 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. Questions about the
new standards should be directed to your library system.**

**1.   Is governed by written bylaws which   Y
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.**

**2.   Has a community-based, board-   N
approved, written long-range plan of service
developed by the library board of trustees
and staff.**

**3.   Provides a board-approved written   Y
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.**

**4.   Has board-approved written policies   Y
for the operation of the library, which shall
be reviewed and updated at least once every
five years or earlier if required by law.**

**5.   Annually prepares and publishes a   Y
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.**

**6.   Periodically evaluates the   Y
effectiveness of the library's programs,
services and collections to address
community needs, as outlined in the library's
long-range plan of service.**

7.   Is open the minimum standard   Y
number of public service hours for
population served. (see instructions)

8. Maintains a facility that addresses community needs, as outlined in the library's long-
range plan of service, including adequate:

8a.   space   Y

8b.   lighting   Y

8c.   shelving   Y

8d.   seating   Y

8e.   power infrastructure   Y

8f.   data infrastructure   Y

8g.   public restroom   Y

9.   Provides programming to address   Y
community needs, as outlined in the library's
long-range plan of service.

10. Provides

10a.   a circulation system that facilitates   Y
access to the local library collection and
other library catalogs

10b.   equipment, technology, and internet Y
connectivity to address community needs and
facilitate access to information.

11.   Provides access to current library   Y
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.

12.   Employs a paid director in   Y
accordance with the provisions of
Commissioner's Regulation 90.8.

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

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

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click <u>here</u> to read general instructions before completing this section.

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

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

PUBLIC SERVICE HOURS - Report hours to <u>two</u> decimal places.

8.6	**Minimum Weekly Total Hours - Main Library**	**30.00**
8.7	**Minimum Weekly Total Hours - Branch Libraries**	**0.00**
8.8	**Minimum Weekly Total Hours - Bookmobiles**	**0.00**
8.9	**Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)**	**30.00**
8.10	**Annual Total Hours - Main Library**	**1,350.00**
8.11	**Annual Total Hours - Branch Libraries**	**0.00**
8.12	**Annual Total Hours - Bookmobiles**	**0.00**

**8.13   Annual Hours Open - Total Hours   1,350.00
Open (Total questions 8.10 through 8.12)**

8A. COVID

NOTE: This section of the survey (8A) collects data on the impact of the COVID–19 pandemic. Report all information in Part 8A from January 1, 2021 to December 31, 2021.

**CV1   Were any of the library's outlets   No
physically closed to the public for any period
of time due to the Coronavirus (COVID-19)
pandemic?**

**CV2   Did library staff continue to provide   Yes
services to the public during any portion of
the period when the building was physically
closed to the public due to the Coronavirus
(COVID-19) pandemic?**

**CV3   Did the library allow users to   Yes
complete registration for library cards online
without having to come to the library during
the Coronavirus (COVID-19) pandemic?**

**CV4   Did the library provide reference   Yes
service via the Internet or telephone when
the building was physically closed to the
public during the Coronavirus (COVID-19)
pandemic?**

**CV5   Did the library provide 'outside'   Yes
service for circulation of physical materials
at one or more outlets during the
Coronavirus (COVID-19) pandemic?**

**CV6   Did the library intentionally provide   Yes
Wi-Fi Internet access to users outside the
building at one or more outlets during
COVID-19 pandemic?**

**CV7   Did the library increase access to   No
Wi-Fi Internet access to users outside the
building at one or more outlets during the
Coronavirus (COVID-19) pandemic?**

**CV8   Did library staff work for other   No
government agencies or nonprofit
organizations instead of, or in addition to,
their normal duties during the Coronavirus
(COVID-19) pandemic?**

CV9 **Number of Weeks an Outlet Had** N/A
Limited Occupancy Due to COVID-19

9. SERVICE OUTLET INFORMATION

Outlets should be arranged in alphabetical order if possible. br>
Report all information as of the end of the fiscal year reported in Part 1. Please click here to read general instructions before completing this section.

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.**

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 must enter the data into the spreadsheet form available in the survey by clicking here. Complete this form and email it to collectconnect@baker-taylor.com

1.	**Outlet Name**	**Town of Lake Pleasant Public Library**
2.	**Outlet Name Status**	**00 (for no change)**
3.	**Street Address**	**2864 State Hwy 8**
4.	**Outlet Street Address Status**	**00 (for no change)**
5.	**City**	**Speculator**
6.	**Zip Code**	**12164**
7.	**Phone (enter 10 digits only)**	**(518) 548-4411**
8.	**Fax Number (enter 10 digits only)**	**(518) 548-8395**
9.	**E-mail Address**	smatthews@sals.edu
10.	**Outlet URL**	**lakepleasantlibrary.sals.edu**
11.	**County**	**Hamilton**
12.	**School District**	**Lake Pleasant**
13.	**Library System**	**Southern Adirondack Library System**
14.	**Outlet Type Code (select one):**	**CE**
15.	**Public Service Hours Per Year for This Outlet**	**1,350**

16. **Number of Weeks This Outlet is Open** — 52

16a **Number of weeks an outlet closed due to COVID-19** — 0

16b **Number of weeks an outlet had limited occupancy due to COVID-19** — 0

17. **Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?** — Y

18. **Is the meeting space available for public use even when the outlet is closed?** — Y

19. **Total number of non-library sponsored programs, meetings and/or events at this outlet** — 87

20. **Enter the appropriate outlet code (select one):** — LRF

21. **Who owns this outlet building?** — Town

22. **Who owns the land on which this outlet is built?** — Town

23. **Indicate the year this outlet was initially constructed** — 1950

24. **Indicate the year this outlet underwent a major renovation costing $25,000 or more** — 2015

25. **Square footage of the outlet** — 1,164

26. **Number of Internet Computers Used by General Public** — 5

27. **Number of uses (sessions) of public Internet computers per year** — 452

27a **Reporting Method for Number of Uses of Public Internet Computers Per Year** — CT - Annual Count

28. **Type of connection on the outlet's public Internet computers** — Fiber

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

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
31.	Internet Provider	Frontier Communications
32.	WiFi Access	No restrictions to access
33.	Wireless Sessions	4,028
33a	Reporting Method for Wireless Sessions	CT - Annual Count
34.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
35.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
36.	Does your outlet have a Makerspace?	N
37.	*LIBID*	7600204100
38.	*FSCSID*	NY9017
39.	*Number of Bookmobiles in the Bookmobile Outlet Record*	0
40.	*Outlet Structure Status*	00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2021. 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, 2021 to December 31, 2021)	12

NUMBER OF TRUSTEES AND TERMS

10.2	Does your library have a range of trustees stated in the library's charter documents (incorporation)?	Yes

10.3 **If yes, what is the range?** 5-9

10.4 **If your library has a range, how many voting positions are stated in the library's current by-laws?** 9

10.5 **If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)?**

10.6 **Does your library's charter documents (incorporation) state a specified term for trustees? If no, please explain in a Note.** Yes

10.7 **If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)?** 5 years

BOARD MEMBER SELECTION

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

List Officers and Board Members as of February 1, 2022. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

10.9	**First Name**	Karen
10.10	**Last Name**	McComb
10.11	**Mailing Address**	227 Elm Lake Rd
10.12	**City**	Speculator
10.13	**Zip Code (5 digits only)**	12164
10.14	**Phone (enter 10 digits only)**	(518) 548-6015
10.15	**E-mail Address**	mccomb@frontiernet.net
10.16	**Term Begins - Month**	January
10.17	**Term Begins - Year (yyyy)**	2021
10.18	**Term Expires - Month**	December
10.19	**Term Expires - Year (yyyy)**	2025

10.20   Is the trustee serving a full term? If   Yes
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.

10.21   The date the Oath of Office was   **12/08/2020**
taken (mm/dd/yyyy)

10.22   The date the Oath of Office was   **12/08/2020**
filed with town or county clerk (mm/dd/yyyy)

10.23   Is this a brand new trustee?   **N**

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 (but do not include the Board President—this information should still be entered directly into the survey). If you choose to send your data for uploading, you must enter the data into the spreadsheet form available here. Complete this form and email it to collectconnect@baker-taylor.com.

1.	**Status**	**Filled**
2.	**First Name of Board Member**	**Nancy**
3.	**Last Name of Board Member**	**Welch**
4.	**Mailing Address**	**PO Box 431**
5.	**City**	**Speculator**
6.	**Zip Code (5 digits only)**	**12164**
7.	**E-mail address**	**nancyanne623@yahoo.com**
8.	**Office Held or Trustee**	**Vice President**
9.	**Term Begins - Month**	**January**
10.	**Term Begins - Year (year)**	**2020**
11.	**Term Expires**	**December**
12.	**Term Expires - Year (yyyy)**	**2024**

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

14.   The date the Oath of Office (mm/dd /yyyy) was taken   01/06/2020

15.   The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)   01/06/2020

16.   Is this a brand new trustee?   N

1.   Status   Filled

2.   First Name of Board Member   Donna

3.   Last Name of Board Member   Benkovich

4.   Mailing Address   PO Box 223

5.   City   Speculator

6.   Zip Code (5 digits only)   12164

7.   E-mail address   siets29@aol.com

8.   Office Held or Trustee   Trustee

9.   Term Begins - Month   January

10.   Term Begins - Year (year)   2022

11.   Term Expires   December

12.   Term Expires - Year (yyyy)   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

14.   The date the Oath of Office (mm/dd /yyyy) was taken   12/21/2021

15.   The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)   12/21/2021

16.   Is this a brand new trustee?   Y

1.   Status   Filled

2.   First Name of Board Member   Elizabeth

3.   Last Name of Board Member   Knapp

4.   Mailing Address   PO Box 613

5.   City   Lake Pleasant

6.   Zip Code (5 digits only)   12108

7.   E-mail address   bethsbrush@aim.com

8.   Office Held or Trustee   Trustee

9.   Term Begins - Month   January

10.   Term Begins - Year (year)   2020

11.   Term Expires   December

12.   Term Expires - Year (yyyy)   2024

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

14.   The date the Oath of Office (mm/dd /yyyy) was taken   05/18/2020

15.   The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)   05/18/2020

16.   Is this a brand new trustee?   N

1.   Status   Filled

2.   First Name of Board Member   Toni

3.	Last Name of Board Member	Morrison
4.	Mailing Address	PO Box 397
5.	City	Speculator
6.	Zip Code (5 digits only)	12164
7.	E-mail address	tem397@hotmail.com
8.	Office Held or Trustee	Secretary
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2018
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2022
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
14.	The date the Oath of Office (mm/dd /yyyy) was taken	01/10/2018
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/10/2018
16.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name of Board Member	Nancy
3.	Last Name of Board Member	Seifts
4.	Mailing Address	2358 State Route 8
5.	City	Lake Pleasant
6.	Zip Code (5 digits only)	12108
7.	E-mail address	nancyts@frontiernet.net
8.	Office Held or Trustee	Financial Officer

9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2019
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2023
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
14.	The date the Oath of Office (mm/dd /yyyy) was taken	01/08/2019
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/08/2019
16.	Is this a brand new trustee?	N
1.	Status	Filled
2.	First Name of Board Member	Kathy
3.	Last Name of Board Member	O'Connell
4.	Mailing Address	2194 State Route 8
5.	City	Lake Pleasant
6.	Zip Code (5 digits only)	12108
7.	E-mail address	kboconnell@yahoo.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	January
10.	Term Begins - Year (year)	2018
11.	Term Expires	December
12.	Term Expires - Year (yyyy)	2022

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

14. The date the Oath of Office (mm/dd /yyyy) was taken   01/31/2018

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)   01/31/2018

16. Is this a brand new trustee?   N

1. Status   Filled

2. First Name of Board Member   Pamela

3. Last Name of Board Member   Pooler

4. Mailing Address   PO Box 474

5. City   Speculator

6. Zip Code (5 digits only)   12164

7. E-mail address   pjpooler@yahoo.com

8. Office Held or Trustee   Trustee

9. Term Begins - Month   January

10. Term Begins - Year (year)   2022

11. Term Expires   December

12. Term Expires - Year (yyyy)   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

14.   **The date the Oath of Office (mm/dd**   12/21/2021
/yyyy) was taken

15.   **The date the Oath of Office was**   12/21/2021
filed with town or county clerk (mm/dd/yyyy)

16.   **Is this a brand new trustee?**   Y

1.   **Status**   Vacant

2.   **First Name of Board Member**

3.   **Last Name of Board Member**

4.   **Mailing Address**

5.   **City**

6.   **Zip Code (5 digits only)**

7.   **E-mail address**

8.   **Office Held or Trustee**

9.   **Term Begins - Month**

10.   **Term Begins - Year (year)**

11.   **Term Expires**

12.   **Term Expires - Year (yyyy)**

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.**

14.   **The date the Oath of Office (mm/dd
/yyyy) was taken**

15.   **The date the Oath of Office was
filed with town or county clerk (mm/dd/yyyy)**

16.   **Is this a brand new trustee?**

Trustee Education

Complete one record for each person serving as a trustee as of December 31, 2021. These trustees will not be exactly the same as the trustees listed in the section above.

1.   Trustee Name   Karen McComb

2.   Has the trustee participated in   Y
trustee education in the last calendar year
(2021)?

1.   Trustee Name   Nancy Welch

2.   Has the trustee participated in   Y
trustee education in the last calendar year
(2021)?

1.   Trustee Name   Elizabeth Knapp

2.   Has the trustee participated in   Y
trustee education in the last calendar year
(2021)?

1.   Trustee Name   Nancy Germain

2.   Has the trustee participated in   N
trustee education in the last calendar year
(2021)?

1.   Trustee Name   Kathy O'Connell

2.   Has the trustee participated in   N
trustee education in the last calendar year
(2021)?

1.   Trustee Name   Amy Peters

2.   Has the trustee participated in   Y
trustee education in the last calendar year
(2021)?

1.   Trustee Name   Nancy Seifts

2.   Has the trustee participated in   Y
trustee education in the last calendar year
(2021)?

1.   Trustee Name   Toni Morrison

2.   Has the trustee participated in   Y
trustee education in the last calendar year
(2021)?

11. OPERATING FUNDS RECEIPTS

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.

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**
1.	**Source of Funds**	**Town**
2.	**Name of funding County, Municipality or School District**	**Town of Lake Pleasant**
3.	**Amount**	**$92,826**
4.	**Subject to public vote held in reporting year or in a previous reporting year(s).**	**N**
5.	**Written Contractual Agreement**	**Y**
1.	**Source of Funds**	**County**
2.	**Name of funding County, Municipality or School District**	**Hamilton**
3.	**Amount**	**$2,175**
4.	**Subject to public vote held in reporting year or in a previous reporting year(s).**	**N**
5.	**Written Contractual Agreement**	**N**
11.2	**TOTAL LOCAL PUBLIC FUNDS**	**$95,001**

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	**Local Library Services Aid (LLSA)**	**$1,771**
11.4	**Record all Central Library Services Aid monies received from system headquarters**	**$0**

11.5 **Additional State Aid received from the System** $0

11.6 **Federal Aid received from the System** $0

11.7 **Other Cash Grants** $4,262

11.8 **TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)** $6,033

OTHER STATE AID

11.9 **State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants** $0

Federal Aid/Other Receipts

FEDERAL AID FOR LIBRARY OPERATION

11.10 **LSTA** $0

11.11 **Other Federal Aid** $0

11.12 **TOTAL FEDERAL AID (Add Questions 11.10 and 11.11)** $0

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

OTHER RECEIPTS

11.14 **Gifts and Endowments** $7,712

11.15 **Fund Raising** $0

11.16 **Income from Investments** $15

11.17 **Library Charges** $1,454

11.18 **Other** $5,000

11.19 **TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)** $14,181

11.20 **TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)** $115,215

11.21   BUDGET LOANS $0

Transfers/Grant Total

TRANSFERS

11.22   From Capital Fund (Same as $0
Question 14.8)

11.23   From Other Funds $0

11.24   TOTAL TRANSFERS (Add $0
Questions 11.22 and 11.23)

11.25   BALANCE IN OPERATING FUND $50,715
- Beginning Balance for Fiscal Year Ending
2021 (Same as Question 12.40 of previous
year if fiscal year has not changed)

11.26   GRAND TOTAL RECEIPTS, $165,930
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. 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 $0

12.2   Other Staff $68,735

12.3   Total Salaries & Wages $68,735
Expenditures (Add Questions 12.1 and 12.2)

12.4   Employee Benefits Expenditures $14,256

12.5   Total Staff Expenditures (Add $82,991
Questions 12.3 and 12.4)

COLLECTION EXPENDITURES

12.6 **Print Materials Expenditures** $4,384

12.7 **Electronic Materials Expenditures** $3,331

12.8 **Other Materials Expenditures** $695

12.9 **Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)** $8,410

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10 **From Local Public Funds (71PF)** $0

12.11 **From Other Funds (71OF)** $0

12.12 **Total Capital Expenditures (Add Questions 12.10 and 12.11)** $0

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13 **From Local Public Funds (72PF)** $0

12.14 **From Other Funds (72OF)** $0

12.15 **Total Repairs (Add Questions 12.13 and 12.14)** $0

12.16 **Other Disbursements for Operation & Maintenance of Buildings** $0

12.17 **Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)** $0

MISCELLANEOUS EXPENSES

12.18 **Office and Library Supplies** $2,114

12.19 **Telecommunications** $0

12.20 **Postage and Freight** $0

12.21 **Professional & Consultant Fees** $128

12.22 **Equipment** $3,167

12.23 **Other Miscellaneous** $4,503

12.24 **Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22 and 12.23)** $9,912

**12.25   CONTRACTS WITH PUBLIC $3,395
LIBRARIES AND/OR PUBLIC LIBRARY
SYSTEMS IN NEW YORK STATE**

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.26   From Local Public Funds (73PF) $0

12.27   From Other Funds (73OF) $0

**12.28   Total (Add Questions 12.26 and $0
12.27)**

Other Loans

**12.29   Budget Loans (Principal and $0
Interest)**

12.30   Short-Term Loans $0

**12.31   Total Debt Service (Add Questions $0
12.28, 12.29 and 12.30)**

**12.32   TOTAL OPERATING FUND $104,708
DISBURSEMENTS (Add Questions 12.5,
12.9, 12.12, 12.17, 12.24, 12.25 and 12.31)**

TRANSFERS

Transfers to Capital Fund

12.33   From Local Public Funds (76PF) $0

12.34   From Other Funds (76OF) $0

**12.35   Total Transfers to Capital Fund $0
(Add Questions 12.33 and 12.34; same as
Question 13.8)**

12.36   Transfer to Other Funds $0

**12.37   TOTAL TRANSFERS (Add $0
Questions 12.35 and 12.36)**

12.38 TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.32 and 12.37) $104,708

12.39 BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2021 $61,222

12.40 GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.38 and 12.39; same as Question 11.26) $165,930

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).   02/28/2022

FISCAL AUDIT

12.42 Last audit performed (mm/dd/yyyy)   12/30/2021

12.43 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)   01/01/2020-12/31/2020

12.44 Indicate type of audit (select one):   **Private Accounting Firm**

CAPITAL FUND

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

13. CAPITAL FUND RECEIPTS

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

REVENUES FROM LOCAL SOURCES

13.1 Revenues from Local Government Sources $0

**13.2   All Other Revenues from Local $0
Sources**

**13.3   Total Revenues from Local Sources $0
(Add Questions 13.1 and 13.2)**

STATE AID FOR CAPITAL PROJECTS

13.4   State Aid Received for Construction $0

13.5   Other State Aid $0

**13.6   Total State Aid (Add Questions 13.4 $0
and 13.5)**

FEDERAL AID FOR CAPITAL PROJECTS

13.7   TOTAL FEDERAL AID $0

INTERFUND REVENUE

**13.8   Transfer from Operating Fund $0
(Same as Question 12.35)**

**13.9   TOTAL REVENUES (Add $0
Questions 13.3, 13.6, 13.7 and 13.8)**

13.10   NON-REVENUE RECEIPTS $0

**13.11   TOTAL CASH RECEIPTS (Add $0
Questions 13.9 and 13.10)**

**13.12   BALANCE IN CAPITAL FUND - $0
Beginning Balance for Fiscal Year Ending
2021 (Same as Question 14.11 of previous
year, if fiscal year has not changed)**

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

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 $0

14.2   Incidental Construction $0

Other Disbursements

14.3	Purchase of Buildings	$0
14.4	Interest	$0
14.5	Collection Expenditures	$0

14.6   Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5) $0

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

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

14.9   NON-PROJECT EXPENDITURES $0

14.10   TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9) $0

14.11   BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2021 $0

14.12   TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13) $0

15. CENTRAL LIBRARIES

PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY

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	0.00
16.2	Total Librarians	1.00
16.3	All Other Paid Staff	2.00
16.4	Total Paid Employees	3.00

16.5	State Government Revenue	$1,771
16.6	Federal Government Revenue	$0
16.7	Other Operating Revenue	$18,443
16.8	Total Operating Revenue	$115,215
16.9	Other Operating Expenditures	$13,307
16.10	Total Operating Expenditures	$104,708
16.11	Total Capital Expenditures	$0
16.12	Print Materials	11,603
16.13	Total Registered Borrowers	1,459
16.14	Other Capital Revenue and Receipts	$0
16.15	Number of Internet Computers Used by General Public	5
16.16	Total Uses (sessions) of Public Internet Computers Per Year	452
16.17	Wireless Sessions	4,028
16.18	Total Capital Revenue	$0

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	*LIB ID*	7600204100
17.2	*Interlibrary Relationship Code*	ME
17.3	*Legal Basis Code*	CI
17.4	*Administrative Structure Code*	SO
17.5	*FSCS Public Library Definition*	Y
17.6	*Geographic Code*	OTH
17.7	*FSCS ID*	NY9017
17.8	*SED CODE*	800000059407
17.9	*INSTITUTION ID*	800000059407

SUGGESTED IMPROVEMENTS

Library Name: TOWN OF LAKE PLEASANT PUBLIC LIBRARY

Library System: Southern Adirondack Library System

Name of Person Completing Form: Sherry Matthews

Phone Number: (518) 548-4141

I am satisfied that this resource (Collect) is meeting library needs: Agree

Applying this resource (Collect) will help improve library services to the public: Agree

Please share with us your suggestions for improving the *Annual Report*. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you!   Supplying trustee names from the previous year would be helpful.