

Kingston Library

Annual Report For Public And Association Libraries - 2011

CURRENT YEAR

PREVIOUS YEAR

1. GENERAL LIBRARY INFORMATION

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

1.1	Library ID Number	3200623420	<i>3200623420</i>
1.2	Library Name	Kingston Library	<i>Kingston Library</i>
1.3	Name Status (State use only)	00 (for no change from previous year)	<i>00 (for no change from previous year)</i>
1.4	Structure Status (State use only)	00 (for no change from previous year)	<i>00 (for no change from previous year)</i>
1.5	Community	Kingston	<i>Kingston</i>
1.6a	Beginning Fiscal Reporting Year	01/01/2011	<i>1/1/2010</i>
1.6b	Beginning <u>Local</u> Fiscal Year	01/01/2012	
1.7a	Ending Fiscal Reporting Year	12/31/2011	<i>12/31/2010</i>
1.7b	Ending <u>Local</u> Fiscal Year	12/31/2012	
1.8	Address Status	00 (for no change from previous year)	<i>00 (for no change from previous year)</i>
1.9	Street Address	55 Franklin Street	<i>55 Franklin Street</i>
1.10	City	Kingston	<i>Kingston</i>
1.11	Zip Code	12401	<i>12401</i>
1.12	Four-Digit Zip Code Extension	4944	<i>4944</i>
1.13	Mailing Address	55 Franklin Street	<i>55 Franklin Street</i>
1.14	City	Kingston	<i>Kingston</i>
1.15	Zip Code	12401	<i>12401</i>
1.16	Four-Digit Zip Code Extension	4944	<i>4944</i>
1.17	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(845) 331-0507	<i>(845) 331-0507</i>
1.18	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(845) 331-7981	<i>(845) 331-7981</i>
1.19	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	director@kingstonlibrary.org	<i>director@kingstonlibrary.org</i>
1.20	Library Home Page URL (Enter N/A if no home page URL)	www.kingstonlibrary.org	<i>www.kingstonlibrary.org</i>
1.21	Population Chartered to Serve (per 2000 Census)	23,456	<i>23,456</i>
1.22	Indicate the type of library as stated in the library's charter (select one):	PUBLIC	<i>PUBLIC</i>
1.23	Indicate the area chartered to serve as stated in the library's charter (select one):	Special Legislative District	<i>Special Legislative District</i>

1.24	During the reporting year, has there been any change to the library's legal service area boundaries? Changes may be the result of a Regents charter action or due to a new contract to provide library services to residents of an area not served by a public library or due to a change to an existing contract. Answer Y for Yes, N for No.	N	N
1.25	Indicate the type of charter the library currently holds (select one):	Absolute	<i>Absolute</i>
1.26	Date the library was granted its absolute charter <u>or</u> the date of the provisional charter if the library does not have an absolute charter	11/03/2005	<i>11/3/2005</i>
1.27	Date the library was last registered	10/17/1907	<i>10/17/1907</i>
1.28	Federal Employer Identification Number	141374488	<i>141374488</i>
1.29	County	Ulster	<i>Ulster</i>
1.30	School District	Kingston City School Consolidated	<i>Kingston City School Consolidated</i>
1.31	Library System	Mid-Hudson Library System	<i>Mid-Hudson Library System</i>
NOTE: For questions 1.32 through 1.37, report all information for the <u>current</u> library director/manager.			
1.32	Title of Library Director/ Manager (select one):	Ms.	<i>Ms.</i>
1.33	First Name of Library Director/Manager	Margaret	<i>Margaret</i>
1.34	Last Name of Library Director/Manager	Menard	<i>Menard</i>
1.35	NYS Public Librarian Certification Number	21660	<i>21660</i>
1.36	E-mail Address of the Director/Manager	director@kingstonlibrary.org	<i>director@kingstonlibrary.org</i>
1.37	Fax Number of the Director/Manager	(845) 331-7981	<i>(845) 331-7981</i>
1.38	Does the library charge fees for library cards to people residing outside the system's service area?	Y	<i>Y</i>
1.39	For the fiscal reporting year (questions 1.6 and 1.7) was all or part of the library's budget subject to a public vote (see instructions)? Enter Y for Yes, N for No. If yes, please complete one record for <u>each</u> vote held. If no, go to question 1.40.	Y	<i>Y</i>
1.	Name of municipality or district holding the vote	Kingston Library District	<i>Kingston, NY</i>
2.	Indicate the type of municipality or district holding the vote	Special Legislative District	<i>Special Legislative District</i>
3.	Was this a Chapter 414 (Ed. Law Â§259.1.b)?	N	<i>N</i>
4.	Dollar amount	\$723,367	<i>\$691,868</i>
5.	Was the vote successful?	Y	<i>Y</i>
6.	Date the vote was held (mm/dd/yyyy)	06/07/2011	<i>06/01/2010</i>

1.40	For the fiscal year that ended in 2011, indicate the total percentage of the library's local public funding that was either subject to public vote(s) <u>or</u> that came from a previous appropriation(s) approved by public vote(s) still in effect.	85%	85%
1.41	Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for <i>each</i> contract. If no, go to question 1.42.	N	N
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
1.42	For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the <u>State</u> note; if no, please go to Part 2, Library Collection.	Y	Y

2. LIBRARY COLLECTION

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

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	13,355	15,177
2.2	Adult Non-fiction Books	25,341	28,664
2.3	Total Adult Books (Total questions 2.1 & 2.2)	38,696	43,841
2.4	Children's Fiction Books	14,572	13,885
2.5	Children's Non-fiction Books	9,512	10,463
2.6	Total Children's Books (Total questions 2.4 & 2.5)	24,084	24,348
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	62,780	68,189

Other Print Materials

2.8	Total Uncataloged Books	40	40
2.9	Total Print Serials	90	90
2.10	All Other Print Materials	128	128

2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	258	258
2.12	Total Print Materials (Total questions 2.7 and 2.11)	63,038	68,447

ELECTRONIC MATERIALS

2.13	Electronic Books	1,576	224
2.14	Local Databases	6	6
2.15	NOVELNY Databases	9	9
2.16	Other Databases	0	8
2.17	Total Databases (Total questions 2.14, 2.15 and 2.16)	15	23
2.18	Other Electronic Materials (includes all other materials in digital format such as e-serials, government documents, electronic files, reference tools, scores, maps, etc.)	73	289
2.19	Total Electronic Materials (Total questions 2.13, 2.17 and 2.18)	1,664	536

ALL OTHER MATERIALS

2.20	Audio - Physical Units	2,332	2,390
2.21	Audio - Downloadable Titles	1,249	872
2.22	Video - Physical Units	4,869	5,104
2.23	Video - Downloadable Titles	0	0
2.24	All Other Materials (includes microform, films, slides, etc.)	396	389
2.25	Total Other Materials Holdings (Total questions 2.20 through 2.24)	8,846	8,755
2.26	GRAND TOTAL HOLDINGS (Total questions 2.12, 2.19 and 2.25)	73,548	77,738

CURRENT SERIAL SUBSCRIPTIONS

2.27	Current Print Serial Subscriptions	75	85
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ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.28	Cataloged Books	3,191	3,615
2.29	All Other Print Materials	1,000	1,100
2.30	Electronic Materials	1,716	25
2.31	All Other Materials	848	1,191
2.32	Total Additions (Total questions 2.28 through 2.31)	6,755	5,931

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

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

LIBRARY SPONSORED PROGRAMS

3.1	Adult Program Sessions	251	242
3.2	Young Adult Program Sessions	20	16
3.3	Children's Program Sessions	226	189
3.4	All Other Program Sessions	135	120
3.5	Total Number of Program Sessions (Total questions 3.1 through 3.4)	632	567

3.6	Adult Program Attendance	2,498	2,732
3.7	Young Adult Program Attendance	127	114
3.8	Children's Program Attendance	3,987	4,835
3.9	All Other Program Attendance	1,207	1,218
3.10	Total Program Attendance (Total questions 3.6 through 3.9)	7,819	8,899

SUMMER READING PROGRAM

3.11- Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2011 (check all that apply):

a.	Program(s) for children	Yes	Yes
b.	Program(s) for young adults	Yes	Yes
c.	Summer Reading at New York Libraries name and/or logo used	Yes	Yes
d.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used	Yes	Yes
e.	N/A	No	No
3.12	Library outlets offering the summer reading program	1	1
3.13	Children registered for the library's summer reading program	347	291
3.14	Young adults registered for the library's summer reading program	41	40
3.15	Total number registered for the library's summer reading program (total 3.13 + 3.14)	388	331
3.16	Children's program sessions - Summer 2011	57	52
3.17	Young adult program sessions - Summer 2011	21	16
3.18	Total program sessions - Summer 2011 (total 3.16 + 3.17)	78	68
3.19	Children's program attendance - Summer 2011	1,331	1,430
3.20	Young adult program attendance - Summer 2011	136	114
3.21	Total program attendance - Summer 2011 (total 3.19 + 3.20)	1,467	1,544

COLLABORATORS

3.22	Public school district(s) and/or BOCES	1	1
3.23	Non-public school(s)	1	1
3.24	Childcare center(s)	2	1
3.25	Summer camp(s)	0	0
3.26	Municipality/Municipalities	1	1
3.27	Literacy provider(s)	1	1
3.28	Other (describe using the State note)	0	0
3.29	Total Collaborators (total 3.22 through 3.28)	6	5

EARLY LITERACY PROGRAMS

3.30	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	Y	Y
3.31	Indicate age group(s) (check all that apply):		
a.	Birth - school entry	Yes	Yes
b.	Parents and Caregivers	No	Yes
c.	N/A	No	No
3.32	Ages birth to school entry program sessions	108	107
3.33	Parent and/or caregiver program sessions	0	0
3.34	Total program sessions (total 3.32 + 3.33)	108	107
3.35	Ages birth to school entry program attendance	1,166	1,588
3.36	Parent and/or caregiver program attendance	0	0
3.37	Total program attendance (total 3.35 + 3.36)	1,166	1,588
3.38	Collaborators (check all that apply):		
a.	Childcare center(s)	Yes	Yes
b.	Public School District(s) and/or BOCES	No	Yes
c.	Non-Public School(s)	Yes	Yes
d.	Other (describe using the State note)	No	No
e.	N/A	No	No

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.39	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	N	N
3.40	Children's program sessions	0	0
3.41	Young adult program sessions	0	0
3.42	Adult program sessions	0	0
3.43	Total program sessions (total 3.40 + 3.41 + 3.42)	0	0
3.44	Children's program attendance	0	0
3.45	Young adult program attendance	0	0
3.46	Adult program attendance	0	0
3.47	Total program attendance (total 3.44 + 3.45 + 3.46)	0	0
3.48	Collaborators (check all that apply):		
a.	Literacy NY (Literacy Volunteers of America)	No	No
b.	Public School District(s) and/or BOCES	No	No
c.	Non-Public School(s)	No	No
d.	Other (describe using the State note)	No	No
e.	N/A	No	Yes

LIBRARY USE

3.49	Library visits (total annual attendance)	194,721	195,276
3.50	Registered resident borrowers	11,761	10,825
3.51	Registered non-resident borrowers	17	17

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

3.52	Does the library have an open meeting policy?	Y	Y
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3.53	Does the library have a policy protecting the confidentiality of library records?	Y	Y
3.54	Does the library have an Internet use policy?	Y	Y
3.55	Does the library have a disaster policy?	N	N
ACCESSIBILITY (Answer Y for Yes, N for No)/b>			
3.56	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	N	N
3.57	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	Y	Y

4. LIBRARY TRANSACTIONS

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

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	20,508	22,074
4.2	Adult Non-fiction Books	12,958	13,846
4.3	Total Adult Books (Total questions 4.1 & 4.2)	33,466	35,920
4.4	Children's Fiction Books	22,338	21,954
4.5	Children's Non-fiction Books	9,234	8,029
4.6	Total Children's Books (Total questions 4.4 & 4.5)	31,572	29,983
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	65,038	65,903

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	41,684	43,736
4.9	Circulation of Children's Other Materials	14,522	25,907
4.10	Total Circulation of Other Materials (Total questions 4.8 & 4.9)	56,206	69,643
4.11	Grand Total Circulation Transactions (Total questions 4.7 & 4.10)	121,244	135,546
4.12	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	46,094	55,890

REFERENCE TRANSACTIONS

4.13	Total Reference Transactions	35,917	36,900
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INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.14	TOTAL MATERIALS RECEIVED	15,790	14,149
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.15	TOTAL MATERIALS PROVIDED	20,351	21,254
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5. AUTOMATION AND TELECOMMUNICATIONS

Report all information as of December 31, 2011.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y	Y
		Y	Y

5.2	Online public access catalog (OPAC)?		
5.3	Electronic access to the OPAC from outside the library?	Y	Y
5.4	Annual number of visits to the library's web site	92,449	97,944
5.5	Does the library use Internet filtering software on any computer?	Y	Y
5.6	Number of uses (sessions) of public Internet computers per year	38,011	37,474
5.7	Name of the person at the library to contact regarding Information Technology (IT) services	Margaret Menard	
5.8	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(845) 339-4260	
5.9	IT contact's email address	director@kingstonlibrary.org	

6. STAFF INFORMATION

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

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1	The number of hours per workweek used to compute FTE for all paid library personnel in this section.	40	40
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BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1	1
6.3	Vacant Library Director (certified)	0	0
6.4	Librarian (certified)	1	1.2
6.5	Vacant Librarian (certified)	0	0
6.6	Library Manager (not certified)	0	0
6.7	Vacant Library Manager (not certified)	0	0
6.8	Library Specialist/Paraprofessional (not certified)	5	4
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0	0
6.10	Other Staff	7	8
6.11	Vacant Other Staff	0	0
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	14.00	14.20
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.00	0.00

SALARY INFORMATION

6.14	FTE - Entry Level Librarian (certified)	1	1
6.15	Salary - Entry Level Librarian (certified)	\$42,432	\$41,600
6.16	FTE - Library Director (certified)	1	1
6.17	Salary - Library Director (certified)	\$54,101	\$54,101
6.18	FTE - Library Manager (not certified)	0	0
6.19	Salary - Library Manager (not certified)	\$0	\$0

7. MINIMUM PUBLIC LIBRARY STANDARDS

Report all information as of December 31, 2011.

7.1	1. Is governed by board-approved written bylaws.	Y	Y
7.2	2. Has a board-approved written long range plan of service.	Y	Y
7.3	3. Presents an annual report to the community.	Y	Y
7.4	4. Has board-approved written policies.	Y	Y
7.5	5. Presents an annual written budget to appropriate funding agencies.	Y	Y
7.6	6. Periodically evaluates the effectiveness of the collection and services in meeting community needs.	Y	Y
7.7	7. Is open the minimum standard number of public service hours for population served. (see instructions)	Y	Y
8. Maintains a facility to meet community needs, including adequate:			
7.8	8a. space	Y	Y
7.9	8b. lighting	Y	Y
7.10	8c. shelving	Y	Y
7.11	8d. seating	Y	Y
7.12	8e. restroom (see instructions)	Y	Y
9. Has the equipment and connections necessary to facilitate access to information:			
7.13	9a. telephone	Y	Y
7.14	9b. photocopier (see instructions)	Y	Y
7.15	9c. microcomputer or terminal	Y	Y
7.16	9d. printer	Y	Y
7.17	9e. telefacsimile capability (see instructions)	Y	Y
7.18	10. Distributes printed information listing the library's hours open, borrowing rules, services, location and phone number.	Y	Y
7.19	11. Employs a paid director in accordance with the provisions of section 90.8 of Commissioner' Regulations. (see instructions)	Y	Y

8. PUBLIC SERVICE INFORMATION

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

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

8.1	Main Library	1	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	49	49
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8.7	Minimum Weekly Total Hours - Branch Libraries	0	0
8.8	Minimum Weekly Total Hours - Bookmobiles	0	0
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	49.00	49.00
8.10	Annual Total Hours - Main Library	2,548	2,548
8.11	Annual Total Hours - Branch Libraries	0	0
8.12	Annual Total Hours - Bookmobiles	0	0
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	2,548.00	2,548.00

9. SERVICE OUTLET INFORMATION

NOTE: Libraries reporting Public Service Outlets in questions 8.1, 8.2 and 8.3 of Part 8 are required to complete this part of the Annual Report. Use this section to enter outlet information on main libraries, branches or bookmobiles. Complete one record for *each* main library, branch or bookmobile.

1.	Outlet Name	Kingston Library	<i>Kingston Library</i>
2.	Outlet Name Status	00 (for no change)	<i>00 (for no change)</i>
3.	Street Address	55 Franklin St	<i>55 Franklin St</i>
4.	Outlet Street Address Status	00 (for no change)	<i>00 (for no change)</i>
5.	City	Kingston	<i>Kingston</i>
6.	Zip Code	12401	<i>12401</i>
7.	Four-Digit Zip Code Extension	4944	<i>4944</i>
8.	Phone (enter 10 digits only)	(845) 336-4260	<i>(845) 336-4260</i>
9.	Fax Number (enter 10 digits only)	(845) 331-7981	<i>(845) 331-7981</i>
10.	E-mail Address	director@kingstonlibrary.org	<i>director@kingstonlibrary.org</i>
11.	Outlet URL	www.kingstonlibrary.org	<i>www.kingstonlibrary.org</i>
12.	County	Ulster	<i>Ulster</i>
13.	Outlet Type Code (select one):	CE	<i>CE</i>
14.	Public Service Hours Per Year for This Outlet	2,548	<i>2,548</i>
15.	Number of Weeks This Outlet is Open	52	<i>52</i>
16.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y	<i>Y</i>
17.	Is the meeting space available for public use even when the outlet is closed?	N	<i>N</i>
18.	Total number of non-library sponsored programs, meetings and/or events at this outlet	37	<i>120</i>
19.	Enter the appropriate outlet code (select one):	LO	<i>LO</i>
20.	Who owns this outlet building?	Library Board	<i>Library Board</i>
21.	Who owns the land on which this outlet is built?	Library Board	<i>Library Board</i>
22.	Indicate the year this outlet was initially constructed	1878	<i>1878</i>
23.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2007	<i>2007</i>
24.	Square footage of the outlet	16,000	<i>16,000</i>

25.	Total number of Internet terminals at this outlet used by the general public	27	26
26.	Type of connection on the outlet's public Internet computers	Cable	<i>Cable</i>
27.	Maximum <u>download</u> speed on the outlet's public access Internet computers <u>only</u> .	Greater than 6 mbps and less than 10 mbps	
28.	Maximum <u>upload</u> speed on the outlet's public access Internet computers <u>only</u> .	Greater than 768 kbps and less than 1.5 mbps	
29.	Internet Provider	Time Warner Cable	
30.	WiFi Access (click the hyperlink for types of WiFi Access)	Password required	Y
31.	Does the outlet have interactive videoconferencing capability for public use?	N	N
32.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y	Y
33.	Is every public part of the outlet accessible to a person in a wheelchair?	Y	Y
34.	<i>LIBID</i>	3200623420	3200623420
35.	<i>FSCSID</i>	NY0258	NY0258
36.	<i>Metropolitan Status Code</i>	NO	NO
37.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0	0
38.	<i>Outlet Structure Status</i>	00 (for no change from previous year)	00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2011. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

10.1	Total number of board meetings held during calendar year (January 1, 2011 to December 31, 2011)	13	13
10.2	Number of voting library board positions stated in the library's charter.	9	9
10.3	Number of current <u>voting</u> positions on library board.	9	9

BOARD MEMBER SELECTION

10.4	Enter Board Member Selection Code (select one):	EP - board members are elected in a public election	<i>EP - board members are elected in a public election</i>
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List Officers and Board Members for the **2012 Calendar Year**. Complete one record for *each* board member.

BOARD PRESIDENT

10.5	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), or Vacant	Ms.	<i>Ms.</i>
10.6	First Name	Madeline	<i>Madeline</i>
10.7	Last Name	Hoetger	<i>Hoetger</i>
10.8	Mailing Address	10 Valley Street	<i>10 Valley Street</i>
10.9	City	Kingston	<i>Kingston</i>

10.10	Zip Code (5 digits only)	12401	<i>12401</i>
10.11	Phone (enter 10 digits only)	(845) 331-2797	<i>(845) 331-2797</i>
10.12	E-mail Address	msmonumental@hvc.rr.com	<i>msmonumental@hvc.rr.com</i>
10.13	Term Expires - Month	June	<i>June</i>
10.14	Term Expires - Year (yyyy)	2012	<i>2012</i>
10.15	The date the Oath of Office was taken (mm/dd/yyyy)	06/22/2009	
10.16	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	06/23/2009	
1.	Title of Board Member (select one):	Ms.	<i>Ms.</i>
2.	First Name of Board Member	Ursula	<i>Ursula</i>
3.	Last Name of Board Member	Inghem	<i>Inghem</i>
4.	Mailing Address	76 Miller's Lane	<i>76 Miller's Lane</i>
5.	City	Kingston	<i>Kingston</i>
6.	Zip Code (5 digits only)	12401	<i>12401</i>
7.	E-mail address	uinghem@lshv.org	<i>uinghem@lshv.org</i>
8.	Office Held or Trustee	Vice President	<i>Vice President</i>
9.	Term Expires	June	<i>June</i>
10.	Term Expires - Year (yyyy)	2012	<i>2012</i>
11.	The date the Oath of Office (mm/dd/yyyy) was taken	07/07/2011	
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/08/2011	
1.	Title of Board Member (select one):	Mr.	<i>Mr.</i>
2.	First Name of Board Member	David	<i>David</i>
3.	Last Name of Board Member	Rolfe	<i>Rolfe</i>
4.	Mailing Address	58 Fairmont Avenue	<i>58 Fairmont Avenue</i>
5.	City	Kingston	<i>Kingston</i>
6.	Zip Code (5 digits only)	12401	<i>12401</i>
7.	E-mail address	david_rolfe@mac.com	<i>david_rolfe@mac.com</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Expires	June	<i>June</i>
10.	Term Expires - Year (yyyy)	2013	<i>2013</i>
11.	The date the Oath of Office (mm/dd/yyyy) was taken		
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)		
1.	Title of Board Member (select one):	Mr.	<i>Mr.</i>
2.	First Name of Board Member	Gary	<i>Gary</i>
3.	Last Name of Board Member	Loeffel	<i>Loeffel</i>
4.	Mailing Address	40 Merilina Avenue	<i>40 Merilina Avenue</i>
5.	City	Kingston	<i>Kingston</i>
6.	Zip Code (5 digits only)	12401	<i>12401</i>
7.	E-mail address	loeffel@us.ibm.com	<i>loeffel@us.ibm.com</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Expires	June	<i>June</i>
10.	Term Expires - Year (yyyy)	2012	<i>2012</i>
11.	The date the Oath of Office (mm/dd/yyyy) was taken		

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

1.	Title of Board Member (select one):	Ms.	<i>Ms.</i>
2.	First Name of Board Member	Hilary	<i>Hilary</i>
3.	Last Name of Board Member	Swann	<i>Swann</i>
4.	Mailing Address	121 Pearl Street #2	<i>121 Pearl Street #2</i>
5.	City	Kingston	<i>Kingston</i>
6.	Zip Code (5 digits only)	12401	<i>12401</i>
7.	E-mail address	hsswann@hvc.rr.com	<i>hsswann@hvc.rr.com</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Expires	June	<i>June</i>
10.	Term Expires - Year (yyyy)	2011	<i>2011</i>

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

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

1.	Title of Board Member (select one):	Dr.	<i>Dr.</i>
2.	First Name of Board Member	Edwin	<i>Edwin</i>
3.	Last Name of Board Member	Pell	<i>Pell</i>
4.	Mailing Address	24 Spruce Street	<i>24 Spruce Street</i>
5.	City	Kingston	<i>Kingston</i>
6.	Zip Code (5 digits only)	12401	<i>12401</i>
7.	E-mail address	pellphd@yahoo.com	<i>pellphd@yahoo.com</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Expires	June	<i>June</i>
10.	Term Expires - Year (yyyy)	2011	<i>2011</i>

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

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

1.	Title of Board Member (select one):	Ms.	<i>Ms.</i>
2.	First Name of Board Member	Heather	<i>Heather</i>
3.	Last Name of Board Member	Ohlson	<i>Ohlson</i>
4.	Mailing Address	25 Park Street	<i>25 Park Street</i>
5.	City	Kingston	<i>Kingston</i>
6.	Zip Code (5 digits only)	12401	<i>12401</i>
7.	E-mail address	heatherohlson@gmail.com	<i>heatherohlson@gmail.com</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Expires	June	<i>June</i>
10.	Term Expires - Year (yyyy)	2013	<i>2013</i>

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

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

1.	Title of Board Member (select one):	Dr.	<i>Dr.</i>
2.	First Name of Board Member	Susan	<i>Susan</i>
3.	Last Name of Board Member	Simek	<i>Simek</i>
4.	Mailing Address	65 West Chestnut St.	<i>65 West Chestnut St.</i>
5.	City	Kingston	<i>Kingston</i>

6.	Zip Code (5 digits only)	12401	<i>12401</i>
7.	E-mail address	j2siqzoo@msn.com	<i>j2siqzoo@msn.com</i>
8.	Office Held or Trustee	Secretary	<i>Secretary</i>
9.	Term Expires	June	<i>June</i>
10.	Term Expires - Year (yyyy)	2011	<i>2011</i>
11.	The date the Oath of Office (mm/dd/yyyy) was taken		
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)		
1.	Title of Board Member (select one):	Mr.	<i>Mr.</i>
2.	First Name of Board Member	Paul	<i>Paul</i>
3.	Last Name of Board Member	Werbalowsky	<i>Werbalowsky</i>
4.	Mailing Address	69 Lafayette Ave. #4	<i>69 Lafayette Ave. #4</i>
5.	City	Kingston	<i>Kingston</i>
6.	Zip Code (5 digits only)	12401	<i>12401</i>
7.	E-mail address	pwerb@hotmail.com	<i>pwerb@hotmail.com</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Expires	June	<i>June</i>
10.	Term Expires - Year (yyyy)	2011	<i>2011</i>
11.	The date the Oath of Office (mm/dd/yyyy) was taken		
12.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)		

11. OPERATING FUNDS RECEIPTS

Report financial data based on the fiscal reporting year reported in Part 1. *ROUND TO THE NEAREST DOLLAR.*

LOCAL PUBLIC FUNDS

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

11.1	Does the library receive any local public funds? If yes, complete one record for each funding source; if no, go to question 11.3.	Y	<i>Y</i>
1.	Source of Funds	School District	<i>City</i>
2.	Name of funding County, Municipality or District	Kingston City Schools	<i>Kingston</i>
3.	Amount	\$23,000	<i>\$658,922</i>
4.	Subject to Public Vote	Y	<i>Y</i>
5.	Written Contractual Agreement	N/A	<i>N</i>
1.	Source of Funds	Other (specify using the State note)	<i>School District</i>
2.	Name of funding County, Municipality or District	Kingston Library District	<i>Kingston Central School District</i>
3.	Amount	\$691,868	<i>\$23,000</i>
4.	Subject to Public Vote	Y	<i>Y</i>
5.	Written Contractual Agreement	N/A	<i>N</i>
11.2	TOTAL LOCAL PUBLIC FUNDS	\$714,868	<i>\$681,922</i>
SYSTEM CASH GRANTS TO MEMBER LIBRARY			
11.3	Local Library Services Aid (LLSA)	\$11,701	<i>\$355</i>

11.4	Central Library Aid (CLDA and/or CBA)	\$0	\$0
11.5	Additional State Aid received from the System	\$0	\$0
11.6	Federal Aid received from the System	\$0	\$0
11.7	Other Cash Grants	\$3,347	\$17,013
11.8	TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$15,048	\$17,368

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
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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
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OTHER RECEIPTS

11.14	Gifts and Endowments	\$36,208	\$22,094
11.15	Fund Raising	\$0	\$0
11.16	Income from Investments	\$2,154	\$2,587
11.17	Library Charges	\$22,869	\$23,120
11.18	Other	\$0	\$0
11.19	TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$61,231	\$47,801

11.20	TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$791,147	\$747,091
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11.21	BUDGET LOANS	\$0	\$0
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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 2011 (Same as Question 12.38 of previous year if fiscal year has not changed)	\$539,756	\$518,883
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11.26	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.39)	\$1,330,903	\$1,265,974
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12. OPERATING FUND DISBURSEMENTS

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$96,768	\$97,724
12.2	Other Staff	\$278,592	\$274,476
12.3	Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)	\$375,360	\$372,200
12.4	Employee Benefits Expenditures	\$81,112	\$83,367
12.5	Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$456,472	\$455,567

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$53,769	\$54,581
12.7	Electronic Materials Expenditures	\$2,663	\$4,871
12.8	Other Materials Expenditures	\$13,809	\$20,249
12.9	Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$70,241	\$79,701

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$5,451	\$19,409
12.11	From Other Funds (71OF)	\$0	\$8,308
12.12	Total Capital Expenditures (Add Questions 12.10 and 12.11)	\$5,451	\$27,717

OPERATION AND MAINTENANCE OF BUILDINGS**Repairs to Building & Building Equipment**

12.13	From Local Public Funds (72PF)	\$19,467	\$32,969
12.14	From Other Funds (72OF)	\$0	\$0
12.15	Total Repairs (Add Questions 12.13 and 12.14)	\$19,467	\$32,969
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$52,153	\$49,974
12.17	Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$71,620	\$82,943

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$9,165	\$10,871
12.19	Telecommunications	\$4,788	\$4,811
12.20	Binding Expenses	\$0	\$0
12.21	Postage and Freight	\$1,627	\$1,904
12.22	Other Miscellaneous	\$47,424	\$52,297
12.23	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21 and 12.22)	\$63,004	\$69,883
12.24	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$13,798	\$10,407

DEBT SERVICE**Capital Purposes Loans (Principal and Interest)**

12.25	From Local Public Funds (73PF)	\$0	\$0
12.26	From Other Funds (73OF)	\$0	\$0

12.27	Total (Add Questions 12.25 and 12.26)	\$0	\$0
12.28	Budget Loans (Principal and Interest)	\$0	\$0
12.29	Short-Term Loans	\$0	\$0
12.30	Total Debt Service (Add Questions 12.27, 12.28 and 12.29)	\$0	\$0
12.31	TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.23, 12.24 and 12.30)	\$680,586	\$726,218
TRANSFERS			
Transfers to Capital Fund			
12.32	From Local Public Funds (76PF)	\$0	\$0
12.33	From Other Funds (76OF)	\$0	\$0
12.34	Total Transfers to Capital Fund (Add Questions 12.32 and 12.33; same as Question 13.8)	\$0	\$0
12.35	Transfer to Other Funds	\$0	\$0
12.36	TOTAL TRANSFERS (Add Questions 12.34 and 12.35)	\$0	\$0
12.37	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.31 and 12.36)	\$680,586	\$726,218
12.38	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2011	\$650,317	\$539,756
12.39	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.37 and 12.38; same as Question 11.26)	\$1,330,903	\$1,265,974

ASSURANCE

12.40	The Library operated under its plan of service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).	01/19/2012	2/17/2011
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FISCAL AUDIT

12.41	Last audit performed (mm/dd/yyyy)	11/14/2011	8/31/2010
12.42	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	01/01/2010-12/31/2010	01/01/2009-12/31/2009
12.43	Indicate type of audit (select one):	Private Accounting Firm	Private Accounting Firm

CAPITAL FUND

12.44	Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report.	Y	Y
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13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Part 1. *ROUND TO THE NEAREST DOLLAR.*

REVENUES FROM LOCAL SOURCES

13.1	Revenues from Local Government Sources	\$0	\$0
13.2	All Other Revenues from Local Sources	\$296	\$28,965
13.3	Total Revenues from Local Sources (Add Questions 13.1 and 13.2)	\$296	\$28,965

STATE AID FOR CAPITAL PROJECTS

13.4	State Aid Received for Construction	\$27,427	\$1,134
13.5	Other State Aid	\$0	\$0
13.6	Total State Aid (Add Questions 13.4 and 13.5)	\$27,427	\$1,134

FEDERAL AID FOR CAPITAL PROJECTS

13.7	TOTAL FEDERAL AID	\$0	\$0
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INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.34)	\$0	\$0
13.9	TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$27,723	\$30,099
13.10	NON-REVENUE RECEIPTS	\$0	\$0
13.11	TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10)	\$27,723	\$30,099
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2011 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$143,672	\$228,011
13.13	TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12)	\$171,395	\$258,110

14. CAPITAL FUND DISBURSEMENTS

PROJECT EXPENDITURES

14.1	Construction	\$55,740	\$114,438
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)	\$55,740	\$114,438
14.8	TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0	\$0
14.9	NON-PROJECT EXPENDITURES	\$0	\$0
14.10	TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$55,740	\$114,438
14.11	BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2011	\$115,655	\$143,672

14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13)	\$171,395	\$258,110
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15. FEDERAL TOTALS

All questions in Part 15 are calculated. locked fields.

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

15.1	Total ALA-MLS	2.00	2.20
15.2	Total Librarians	7.00	6.20
15.3	All Other Paid Staff	7.00	8.00
15.4	Total Paid Employees	14.00	14.20
15.5	State Government Revenue	\$11,701	\$355
15.6	Federal Government Revenue	\$0	\$0
15.7	Other Operating Revenue	\$64,578	\$64,814
15.8	Total Operating Revenue	\$791,147	\$747,091
15.9	Other Operating Expenditures	\$148,422	\$163,233
15.10	Total Operating Expenditures	\$675,135	\$698,501
15.11	Total Capital Expenditures	\$61,191	\$142,155
15.12	Print Materials	62,910	68,319
15.13	Total Registered Borrowers	11,778	10,842
15.14	Other Capital Revenue and Receipts	\$0	\$0
15.15	Total Number of Internet Terminals Used by the General Public	27	

16. FOR NEW YORK STATE LIBRARY USE ONLY

16.1	LIB ID	3200623420	3200623420
16.2	Interlibrary Relationship Code	ME	ME
16.3	Legal Basis Code	LD	LD
16.4	Administrative Structure Code	SO	SO
16.5	FSCS Public Library Definition	Y	Y
16.6	Geographic Code	OTH	OTH
16.7	FSCS ID	NY0258	NY0258

SUGGESTED IMPROVEMENTS

Library Name:	Kingston Library	<i>Kingston Library</i>
Library System:	Mid-Hudson Library System	<i>Mid-Hudson Library System</i>
Name of Person Completing Form:	Margaret Menard	<i>Margaret Menard</i>
Phone Number:	(845) 339-4260	<i>(845) 339-4260</i>

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