1. GENERAL LIBRARY INFORMATION

Part 1

Report all information in Part 1 as of December 31, 2015, except for questions related to the current library director/manager (questions 1.35 through 1.40).

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1 Library ID Number</td>
<td>3200623420</td>
</tr>
<tr>
<td>1.2 Library Name</td>
<td>KINGSTON LIBRARY</td>
</tr>
<tr>
<td>1.3 Name Status (State use only)</td>
<td>00 (for no change from previous year)</td>
</tr>
<tr>
<td>1.4 Structure Status (State use only)</td>
<td>00 (for no change from previous year)</td>
</tr>
<tr>
<td>1.5 Community</td>
<td>Kingston</td>
</tr>
<tr>
<td>1.6 Beginning Fiscal Reporting Year</td>
<td>01/01/2015</td>
</tr>
<tr>
<td>1.7 Ending Fiscal Reporting Year</td>
<td>12/31/2015</td>
</tr>
<tr>
<td>1.8 Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?</td>
<td>No</td>
</tr>
<tr>
<td>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.</td>
<td>N/A</td>
</tr>
<tr>
<td>1.10 Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.</td>
<td>N/A</td>
</tr>
<tr>
<td>1.11 Beginning Local Fiscal Year</td>
<td>01/01/2015</td>
</tr>
<tr>
<td>1.12 Ending Local Fiscal Year</td>
<td>12/31/2015</td>
</tr>
<tr>
<td>1.13 Address Status</td>
<td>00 (for no change from previous year)</td>
</tr>
<tr>
<td>1.14 Street Address</td>
<td>55 FRANKLIN STREET</td>
</tr>
<tr>
<td>1.15 City</td>
<td>KINGSTON</td>
</tr>
<tr>
<td>1.16 Zip Code</td>
<td>12401</td>
</tr>
<tr>
<td>1.17 Mailing Address</td>
<td>55 FRANKLIN STREET</td>
</tr>
<tr>
<td>1.18 City</td>
<td>KINGSTON</td>
</tr>
<tr>
<td>1.19 Zip Code</td>
<td>12401</td>
</tr>
<tr>
<td>1.20 Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)</td>
<td>(845) 331-0507</td>
</tr>
<tr>
<td>1.21 Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)</td>
<td>(845) 331-7981</td>
</tr>
<tr>
<td>1.22 E-Mail Address to Contact the Library (Enter N/A if no e-mail address)</td>
<td><a href="mailto:director@kingstonlibrary.org">director@kingstonlibrary.org</a></td>
</tr>
<tr>
<td>1.23 Library Home Page URL (Enter N/A if no home page URL)</td>
<td><a href="http://www.kingstonlibrary.org">www.kingstonlibrary.org</a></td>
</tr>
<tr>
<td>1.24 Population Chartered to Serve (per 2010 Census)</td>
<td>23,893</td>
</tr>
<tr>
<td>1.25 Indicate the type of library as stated in the library's charter (select one):</td>
<td>PUBLIC</td>
</tr>
<tr>
<td>1.26 Indicate the area chartered to serve as stated in the library's charter (select one):</td>
<td>Special Legislative District</td>
</tr>
<tr>
<td>1.27 During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No.</td>
<td>N</td>
</tr>
</tbody>
</table>
1.28 Indicate the type of charter the library currently holds (select one): Absolute

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: 11/03/2005

1.30 Date the library was last registered: 10/17/1907

1.31 Federal Employer Identification Number: 141374488

1.32 County: ULSTER

1.33 School District: Kingston City School Consolidated

1.34 Town/City: Kingston

1.35 Library System: Mid-Hudson Library System

NOTE: For questions 1.36 through 1.41, report all information for the current library director/manager.

1.36 Title of Library Director/Manager (select one): Ms.

1.37 First Name of Library Director/Manager: Margaret

1.38 Last Name of Library Director/Manager: Menard

1.39 NYS Public Librarian Certification Number: 21660

1.40 E-mail Address of the Director/Manager: director@kingstonlibrary.org

1.41 Fax Number of the Director/Manager: (845) 331-7981

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

Part 2

1.43 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2015? (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 1.44.

N

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

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

3. Date the vote was held (mm/dd/2015): 06/02/2015

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 appropriation from a public vote: $760,399

6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: $15,207

6c. Total proposed appropriation (sum of 6a and 6b): $775,606

This question should only be answered if "No" was answered in Q1.43 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

1.44 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2015) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.45.

Y

1. Name of municipality or district holding the public vote: Kingston Library District

2. Indicate the type of municipality or district holding the public vote: Special Legislative District

3. Date the last successful vote was held (mm/dd/yyyy): 06/02/2014

4. What type of public vote was it? budget vote (special legislative district public library only)
5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? $760,399

Part 3

1.45 Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for each contract. If no, go to question 1.46.

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

1.46 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the State note; if no, please go to Part 2, Library Collection.

2. LIBRARY COLLECTION

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

This section of the survey (2.1-2.22) collects data on selected types of materials. It does not cover all materials (i.e., microform, scores, 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. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

2.1 Adult Fiction Books 11,126
2.2 Adult Non-fiction Books 18,167
2.3 Total Adult Books (Total questions 2.1 & 2.2) 29,293
2.4 Children's Fiction Books 14,636
2.5 Children's Non-fiction Books 9,690
2.6 Total Children's Books (Total questions 2.4 & 2.5) 24,326
2.7 Total Cataloged Books (Total questions 2.3 & 2.6) 53,619

Other Print Materials

2.8 Total Uncataloged Books 0
2.9 Total Print Serials 70
2.10 All Other Print Materials 127
ALL OTHER MATERIALS

Electronic Materials

2.13 Electronic Books 12,568
2.14 Local Electronic Collections 13
2.15 NOVELNY Electronic Collections 10
2.16 Total Electronic Collections (Total questions 2.14 and 2.15) 23
2.17 Audio - Downloadable Units 2,666
2.18 Video - Downloadable Units 0
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.) 97
2.20 Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19) 15,354

Non-Electronic Materials

2.21 Audio - Physical Units 2,255
2.22 Video - Physical Units 5,785
2.23 Other Non-Electronic Materials (includes films, slides, etc.) 352
2.24 Total Other Materials Holdings (Total questions 2.21 through 2.23) 8,392
2.25 GRAND TOTAL HOLDINGS (Total questions 2.12, 2.20 and 2.24) 77,562

CURRENT SERIAL SUBSCRIPTIONS

2.26 Current Print Serial Subscriptions 65

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.27 Cataloged Books 4,139
2.28 All Other Print Materials 720
2.29 Electronic Materials 4,723
2.30 All Other Materials 2,093
2.31 Total Additions (Total questions 2.27 through 2.30) 11,675

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Report all information on questions 3.1 through 3.26 as of the end of the fiscal year reported in Part 1; report information on questions 3.27 through 3.78 for the 2015 calendar year. Please click here to read general instructions before completing this section.

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

LIBRARY USE

3.1 Library visits (total annual attendance) 247,813
3.2 Registered resident borrowers 10,760
3.3 Registered non-resident borrowers 12

Please report information on WRITTEN POLICIES as of 12/31/15.

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? N
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

Please report information on ACCESSIBILITY as of 12/31/15.

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

3.10 Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)? Y
3.11 Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)? Y
3.12 Does the library have large print books? Y
3.13 Does the library have assistive technology for the blind and visually impaired? N

3.14 - If so, what do you have?

- screen reader, such as JAWS or Windoweyes No
- refreshable Braille keyboard No
- screen magnification software, such as Zoomtext No
- electronic scanning and reading software, such as OpenBook No

Please report information on LIBRARY SPONSORED PROGRAMS as of the end of the fiscal year reported in Part 1.

LIBRARY SPONSORED PROGRAMS

3.15 Adult Program Sessions 395
3.16 Young Adult Program Sessions 113
3.17 Children's Program Sessions 231
3.18 All Other Program Sessions 279
3.19 Total Number of Program Sessions (Total questions 3.15 through 3.18) 1,018
3.20 One-on-One Program Sessions 18
3.21 Adult Program Attendance 3,669
3.22 Young Adult Program Attendance 791
3.23 Children's Program Attendance 6,437
3.24 All Other Program Attendance 2,191
3.25 Total Program Attendance (Total questions 3.21 through 3.24) 13,088
3.26 One-on-One Program Attendance 18

Please report information on SUMMER READING PROGRAMS for the 2015 calendar year.

SUMMER READING PROGRAM

3.27 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2015 (check all that apply):

a. Program(s) for children Yes
b. Program(s) for young adults Yes
c. Program(s) for Adults No
d. Summer Reading at New York Libraries name and/or logo used Yes
e. Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used) Yes
f. N/A No
| 3.28 | Library outlets offering a summer reading program | 1 |
| 3.29 | Children registered for the library’s summer reading program | 397 |
| 3.30 | Young adults registered for the library’s summer reading program | 38 |
| 3.31 | Adults registered for the library’s summer reading program | 0 |
| 3.32 | Total number registered for the library’s summer reading program (total 3.29 + 3.30 + 3.31) | 435 |
| 3.33 | Children's program sessions - Summer 2015 | 65 |
| 3.34 | Young adult program sessions - Summer 2015 | 41 |
| 3.35 | Adult program sessions - Summer 2015 | 0 |
| 3.36 | Total program sessions - Summer 2015 (total 3.33 + 3.34 + 3.35) | 106 |
| 3.37 | Children's program attendance - Summer 2015 | 1,731 |
| 3.38 | Young adult program attendance - Summer 2015 | 261 |
| 3.39 | Adult program attendance - Summer 2015 | 0 |
| 3.40 | Total program attendance - Summer 2015 (total 3.37 + 3.38 + 3.39) | 1,992 |

**COLLABORATORS**

| 3.41 | Public school district(s) and/or BOCES | 1 |
| 3.42 | Non-public school(s) | 1 |
| 3.43 | Childcare center(s) | 3 |
| 3.44 | Summer camp(s) | 0 |
| 3.45 | Municipality/Municipalities | 1 |
| 3.46 | Literacy provider(s) | 1 |
| 3.47 | Other (describe using the State note) | 0 |
| 3.48 | Total Collaborators (total 3.41 through 3.47) | 7 |

Please report information on EARLY LITERACY PROGRAMS for the 2015 calendar year.

**EARLY LITERACY PROGRAMS**

| 3.49 | Did the library offer early literacy programs? (Enter Y for Yes, N for No) | Y |
| 3.50 | Indicate types of programs offered (check all that apply) | Yes |
| a. | Focus on birth - school entry | Yes |
| b. | Focus on parents & caregivers | Yes |
| c. | Combined audience | Yes |
| d. | N/A | No |

| 3.51 | Number of sessions | 114 |
| a. | Focus on birth - school entry | 103 |
| b. | Focus on parents & caregivers | 2 |
| c. | Combined audience | 9 |
| d. | N/A | 0 |

| 3.52 | Total Sessions | 1,847 |

| 3.53 | Attendance at sessions | 1,847 |
| a. | Focus on birth - school entry | 1,787 |
| b. | Focus on parents & caregivers | 13 |
| c. | Combined audience | 47 |
| d. | N/A | 0 |

| 3.54 | Total Attendance | 1,847 |

| 3.55 | Collaborators (check all that apply): | Yes |
| a. | Childcare center(s) | Yes |
b. Public School District(s) and/or BOCES  Yes
c. Non-Public School(s)  Yes
d. Health care providers/agencies  No
e. Other (describe using the State note)  No

Please report information on ADULT LITERACY for the 2015 calendar year.

ADULT LITERACY

3.56 Did the library offer adult literacy programs?  Yes
3.57 Total group program sessions  6
3.58 Total one-on-one program sessions  212
3.59 Total group program attendance  108
3.60 Total one-on-one program attendance  561
3.61 - Collaborators (check all that apply)
   a. Literacy NY (Literacy Volunteers of America)  Yes
   b. Public School District(s) and/or BOCES  Yes
   c. Non-Public Schools  Yes
   d. Other (see instructions and describe using State Note)  Yes

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2015 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.62 Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)  Y
3.63 Children's program sessions  12
3.64 Young adult program sessions  0
3.65 Adult program sessions  3
3.66 One-on-one program sessions  0
3.67 Total program sessions (total 3.63 + 3.64 + 3.65)  15
3.68 Children's program attendance  37
3.69 Young adult program attendance  0
3.70 Adult program attendance  82
3.71 One-on-one program attendance  0
3.72 Total program attendance (total 3.68 + 3.69 + 3.70)  119
3.73 - Collaborators (check all that apply):
   a. Literacy NY (Literacy Volunteers of America)  Yes
   b. Public School District(s) and/or BOCES  Yes
   c. Non-Public School(s)  Yes
   d. Other (describe using the State note)  No

Please report information on DIGITAL LITERACY for the 2015 calendar year.

DIGITAL LITERACY

3.74 Did the library offer digital literacy programs?  Y
3.75 Total group program sessions  0
3.76 Total one-on-one program sessions  12
3.77 Total group program attendance  0
3.78 Total one-on-one program attendance  15

4. LIBRARY TRANSACTIONS

Report all transactions as of the end of the fiscal year reported in Part 1. (Please note: Internal Library usage is
CATALOGED BOOK CIRCULATION

4.1 Adult Fiction Books 14,842
4.2 Adult Non-fiction Books 10,797
4.3 Total Adult Books (Total questions 4.1 & 4.2) 25,639
4.4 Children's Fiction Books 23,031
4.5 Children's Non-fiction Books 9,362
4.6 Total Children's Books (Total questions 4.4 & 4.5) 32,393
4.7 Total Cataloged Book Circulation (Total question 4.3 & 4.6) 58,032

CIRCULATION OF OTHER MATERIALS

4.8 Circulation of Adult Other Materials 38,174
4.9 Circulation of Children's Other Materials 16,354
4.10 Circulation of Electronic Materials 4,889
4.11 Total Circulation of Other Materials (Total questions 4.8, 4.9 & 4.10) 59,417
4.12 Grand Total Circulation Transactions (Total questions 4.7 & 4.11) 117,449
4.13 Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9) 48,747

REFERENCE TRANSACTIONS

4.14 Total Reference Transactions 37,796
4.15 Does the library offer virtual reference? Y

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.16 TOTAL MATERIALS RECEIVED 17,455

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.17 TOTAL MATERIALS PROVIDED 21,199

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2015.

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 87,790
5.5 Does the library use Internet filtering software on any computer? Y
5.6 Number of uses (sessions) of public Internet computers per year 32,647
5.7 Name of the person responsible for the library's 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

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.

**BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS**

<table>
<thead>
<tr>
<th>Position</th>
<th>FTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library Director (certified)</td>
<td>1</td>
</tr>
<tr>
<td>Vacant Library Director (certified)</td>
<td>0</td>
</tr>
<tr>
<td>Librarian (certified)</td>
<td>1</td>
</tr>
<tr>
<td>Vacant Librarian (certified)</td>
<td>0</td>
</tr>
<tr>
<td>Library Manager (not certified)</td>
<td>0</td>
</tr>
<tr>
<td>Vacant Library Manager (not certified)</td>
<td>0</td>
</tr>
<tr>
<td>Library Specialist/Paraprofessional (not certified)</td>
<td>3</td>
</tr>
<tr>
<td>Vacant Library Specialist/Paraprofessional (not certified)</td>
<td>0</td>
</tr>
<tr>
<td>Other Staff</td>
<td>7</td>
</tr>
<tr>
<td>Vacant Other Staff</td>
<td>0</td>
</tr>
</tbody>
</table>

6.13 TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10) 12.00

6.14 FTE - Entry Level Librarian (certified) 1

6.15 Salary - Entry Level Librarian (certified) $49,358

6.16 FTE - Library Director (certified) 1

6.17 Salary - Library Director (certified) $56,286

6.18 FTE - Library Manager (not certified) 0

6.19 Salary - Library Manager (not certified) $0

**7. MINIMUM PUBLIC LIBRARY STANDARDS**

Report all information as of December 31, 2015. Please click here to read general instructions before completing this section.

7.1 1. Is governed by board-approved written bylaws which outline the responsibilities and procedures of the library board of trustees. **Y**

7.2 2. Has a board-approved written long range plan of service. **Y**

7.3 3. Presents a board-approved annual report to the community on the library's progress in meeting its goals and objectives. **Y**

7.4 4. Has board-approved written policies for the operation of the library. **Y**

7.5 5. Presents annually to appropriate funding agencies a written board-approved budget which would enable the library to meet or exceed these standards and to carry out its long-range plan of service. **Y**

7.6 6. Periodically evaluates the effectiveness of the library's collection and services in meeting community needs. **Y**

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

8. Maintains a facility to meet community needs, including adequate:
8. PUBLIC SERVICE INFORMATION
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.

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

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

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6 Minimum Weekly Total Hours - Main Library  55.00
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)  55.00
8.10 Annual Total Hours - Main Library  2,860.00
8.11 Annual Total Hours - Branch Libraries  0.00
8.12 Annual Total Hours - Bookmobiles  0.00
8.13 Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)  2,860.00

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
2. Outlet Name Status  00 (for no change)
3. Street Address  55 Franklin St
4. Street Address Status  00 (for no change)
4. Outlet Street Address Status

5. City

6. Zip Code

7. Phone (enter 10 digits only)

8. Fax Number (enter 10 digits only)

9. E-mail Address

10. Outlet URL

11. County

12. School District

13. Library System

14. Outlet Type Code (select one):

15. Public Service Hours Per Year for This Outlet

16. Number of Weeks This Outlet is Open

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

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

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

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

21. Who owns this outlet building?

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

23. Indicate the year this outlet was initially constructed

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

25. Square footage of the outlet

26. Total number of Internet terminals at this outlet used by the general public

27. Type of connection on the outlet's public Internet computers

28. Maximum download speed of connection on the outlet's public Internet computers

29. Maximum upload speed of connection on the outlet's public Internet computers

30. Internet Provider

31. WiFi Access

32. Number of wireless sessions provided by the library wireless service per year

33. Does the outlet have interactive videoconferencing capability for public use?

34. Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?

35. Is every public part of the outlet accessible to a person in a wheelchair?

36. LIBID

37. FSCSID

38. Number of Bookmobiles in the Bookmobile Outlet Record

39. Outlet Structure Status

---

10. OFFICERS AND TRUSTEES

Kingston
12401
(845) 331-0507
(845) 331-7981
director@kingstonlibrary.org
www.kingstonlibrary.org
Ulster
Kingston City School District
Mid-Hudson Library System
CE
2,860
52
Y
N
270
LO
Library Board
Library Board
1888
2014
16,000
21
Cable
6 Greater than or equal to 6 mbps and less than 10 mbps
4 Greater than or equal to 1.5 mbps and less than 3 mbps
Time Warner Cable
Password required
N/A
N
Y
Y
3200623420
NY0258
0
00 (for no change from previous year)
Report information about trustee meetings as of December 31, 2015. 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, 2015 to December 31, 2015) 13

10.2 Number of voting library board positions stated in the library's charter. 9

10.3 Number of current voting positions on library board. 8

10.4 Trustee term length 3 years

**BOARD MEMBER SELECTION**

10.5 Enter Board Member Selection Code (select one): EP - board members are elected in a public election

List Officers and Board Members as of February 1, 2016. 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**

10.6 Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), or Vacant Ms.

10.7 First Name Heather

10.8 Last Name Ohlson

10.9 Mailing Address 25 Park Street

10.10 City Kingston

10.11 Zip Code (5 digits only) 12401

10.12 Phone (enter 10 digits only) (845) 750-7239

10.13 E-mail Address heatherohlson@kingstonlibrary.org

10.14 Term Begins - Month July

10.15 Term Begins - Year (yyyy) 2013

10.16 Term Expires - Month June

10.17 Term Expires - Year (yyyy) 2016

10.18 The date the Oath of Office was taken (mm/dd/yyyy) 07/02/2013

10.19 The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/03/2013

10.20 Is this a brand new trustee? N

1. Title of Board Member (select one): Ms.

2. First Name of Board Member Annie

3. Last Name of Board Member Internicola

4. Mailing Address 55 West Pierpont Street

5. City Kingston

6. Zip Code (5 digits only) 12401

7. E-mail address annie.internicola@gmail.com

8. Office Held or Trustee Trustee

9. Term Begins - Month July

10. Term Begins - Year (year) 2015

11. Term Expires June

12. Term Expires - Year (yyyy) 2018

13. The date the Oath of Office (mm/dd/yyyy) was taken 07/16/2015

14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/17/2015

15. Is this a brand new trustee? N
1. Title of Board Member (select one): Ms.
2. First Name of Board Member Ellen
3. Last Name of Board Member DiFalco
4. Mailing Address 66 Glen Street
5. City Kingston
6. Zip Code (5 digits only) 12401
7. E-mail address edifalco@earthlink.net
8. Office Held or Trustee Trustee
9. Term Begins - Month July
10. Term Begins - Year (year) 2014
11. Term Expires June
12. Term Expires - Year (yyyy) 2017
13. The date the Oath of Office (mm/dd/yyyy) was taken 07/17/2014
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/18/2014
15. Is this a brand new trustee? N

1. Title of Board Member (select one): Mr.
2. First Name of Board Member Philippe
3. Last Name of Board Member Cosme
4. Mailing Address 278 Washington Ave
5. City Kingston
6. Zip Code (5 digits only) 12401
7. E-mail address N/A
8. Office Held or Trustee Trustee
9. Term Begins - Month July
10. Term Begins - Year (year) 2015
11. Term Expires June
12. Term Expires - Year (yyyy) 2018
13. The date the Oath of Office (mm/dd/yyyy) was taken 07/16/2015
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/17/2015
15. Is this a brand new trustee? Y

1. Title of Board Member (select one): Mr.
2. First Name of Board Member David
3. Last Name of Board Member Rolfe
4. Mailing Address 58 Fairmont Avenue
5. City Kingston
6. Zip Code (5 digits only) 12401
7. E-mail address david_rolfe@mac.com
8. Office Held or Trustee Trustee
9. Term Begins - Month July
10. Term Begins - Year (year) 2015
11. Term Expires June
12. Term Expires - Year (yyyy) 2018
13. The date the Oath of Office (mm/dd/yyyy) was taken 07/16/2015
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/17/2015
15. Is this a brand new trustee? N
1. Title of Board Member (select one): Ms.
2. First Name of Board Member Ursula
3. Last Name of Board Member Inghem
4. Mailing Address 76 Miller Lane
5. City Kingston
6. Zip Code (5 digits only) 12401
7. E-mail address umringhem@yahoo.com
8. Office Held or Trustee Treasurer
9. Term Begins - Month July
10. Term Begins - Year (year) 2013
11. Term Expires June
12. Term Expires - Year (yyyy) 2016
13. The date the Oath of Office (mm/dd/yyyy) was taken 07/02/2013
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/03/2013
15. Is this a brand new trustee? N

1. Title of Board Member (select one): Ms.
2. First Name of Board Member Lisa
3. Last Name of Board Member Bruck
4. Mailing Address 219 East Union Street
5. City Kingston
6. Zip Code (5 digits only) 12401
7. E-mail address lbruck@kingston-ny.gov
8. Office Held or Trustee Secretary
9. Term Begins - Month July
10. Term Begins - Year (year) 2014
11. Term Expires June
12. Term Expires - Year (yyyy) 2017
13. The date the Oath of Office (mm/dd/yyyy) was taken 07/17/2014
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/18/2014
15. Is this a brand new trustee? N

1. Title of Board Member (select one): Mr.
2. First Name of Board Member Joseph
3. Last Name of Board Member Braby
4. Mailing Address 72 McEntee Street
5. City Kingston
6. Zip Code (5 digits only) 12401
7. E-mail address joebraby@gmail.com
8. Office Held or Trustee Trustee
9. Term Begins - Month July
10. Term Begins - Year (year) 2014
11. Term Expires June
12. Term Expires - Year (yyyy) 2017
13. The date the Oath of Office (mm/dd/yyyy) was taken 07/17/2014
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/18/2014
15. Is this a brand new trustee? N
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 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.

1. Source of Funds
   School District
2. Name of funding County, Municipality or District
   Kingston City School District
3. Amount
   $23,000
4. Subject to public vote held in reporting year or in a previous reporting year(s).
   Y
5. Written Contractual Agreement
   N

11.2 TOTAL LOCAL PUBLIC FUNDS

$783,397

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3 Local Library Services Aid (LLSA)

$6,644
11.4 Central Library Aid (CLDA and/or CBA)

$0
11.5 Additional State Aid received from the System

$0
11.6 Federal Aid received from the System

$0
11.7 Other Cash Grants

$11,041
11.8 TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)

$17,685

OTHER STATE AID

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

$0

FEDERAL AID FOR LIBRARY OPERATION

11.10 LSTA

$0
11.11 Other Federal Aid

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

$0

OTHER CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE

$0

OTHER RECEIPTS

11.14 Gifts and Endowments

$13,987
11.15 Fund Raising

$644
11.16 Income from Investments

$1,111
11.17 Library Charges

$20,991
11.18 Other

$0
11.19 TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)

$36,733

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

$837,815
11.21 BUDGET LOANS $0

TRANSFERS

11.22 From Capital Fund (Same as Question 14.8) $0
11.23 From Other Funds $0
11.24 TOTAL TRANSFERS (Add Questions 11.22 and 11.23) $0
11.25 BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2015 (Same as Question 12.40 of previous year if fiscal year has not changed) $742,097

11.26 GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.41) $1,579,912

12. OPERATING FUND DISBURSEMENTS

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

Please click here to read general instructions before completing this section.

12.1 Certified Librarians $94,465
12.2 Other Staff $345,000
12.3 Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2) $439,465
12.4 Employee Benefits Expenditures $86,321
12.5 Total Staff Expenditures (Add Questions 12.3 and 12.4) $525,786

COLLECTION EXPENDITURES

12.6 Print Materials Expenditures $69,013
12.7 Electronic Materials Expenditures $7,022
12.8 Other Materials Expenditures $18,419
12.9 Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8) $94,454

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10 From Local Public Funds (71PF) $11,745
12.11 From Other Funds (71OF) $0
12.12 Total Capital Expenditures (Add Questions 12.10 and 12.11) $11,745

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13 From Local Public Funds (72PF) $29,955
12.14 From Other Funds (72OF) $0
12.15 Total Repairs (Add Questions 12.13 and 12.14) $29,955
12.16 Other Disbursements for Operation & Maintenance of Buildings $62,169
12.17 Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16) $92,124

MISCELLANEOUS EXPENSES

12.18 Office and Library Supplies $9,804
12.19 Telecommunications $5,306
12.20 Binding Expenses $0
12.21 Postage and Freight $1,060
12.22 Professional & Consultant Fees $69,765
12.23 Equipment $0
**12.24** Other Miscellaneous  
**$16,490**

**12.25** Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22, 12.23 and 12.24)  
**$102,425**

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

**DEBT SERVICE**

Capital Purposes Loans (Principal and Interest)

**12.27** From Local Public Funds (73PF)  
**$0**

**12.28** From Other Funds (73OF)  
**$0**

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

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

**12.31** Short-Term Loans  
**$0**

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

**12.33** TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.25, 12.26 and 12.32)  
**$826,534**

**TRANSFERS**

Transfers to Capital Fund

**12.34** From Local Public Funds (76PF)  
**$7,000**

**12.35** From Other Funds (76OF)  
**$0**

**12.36** Total Transfers to Capital Fund (Add Questions 12.34 and 12.35; same as Question 13.8)  
**$7,000**

**12.37** Transfer to Other Funds  
**$0**

**12.38** TOTAL TRANSFERS (Add Questions 12.36 and 12.37)  
**$7,000**

**12.39** TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.33 and 12.38)  
**$833,534**

**12.40** BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2015  
**$746,378**

**12.41** GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.39 and 12.40; same as Question 11.26)  
**$1,579,912**

**ASSURANCE**

12.42 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).  
02/18/2016

**FISCAL AUDIT**

12.43 Last audit performed (mm/dd/yyyy)  
12/01/2014

12.44 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)  
01/01/2013-12/31/2013

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

**CAPITAL FUND**

12.46 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

**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 Sources $7
13.3 Total Revenues from Local Sources (Add Questions 13.1 and 13.2) $7

STATE AID FOR CAPITAL PROJECTS
13.4 State Aid Received for Construction $0
13.5 Other State Aid $0
13.6 Total State Aid (Add Questions 13.4 and 13.5) $0

FEDERAL AID FOR CAPITAL PROJECTS
13.7 TOTAL FEDERAL AID $0

INTERFUND REVENUE
13.8 Transfer from Operating Fund (Same as Question 12.36) $7,000
13.9 TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8) $7,007
13.10 NON-REVENUE RECEIPTS $0
13.11 Total Cash Receipts (Add Questions 13.9 and 13.10) $7,007
13.12 BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2015 (Same as Question 14.11 of previous year, if fiscal year has not changed) $173,064
13.13 Total Cash Receipts and Balance (Add Questions 13.11 and 13.12; same as Question 14.12) $180,071

14. CAPITAL FUND DISBURSEMENTS

PROJECT EXPENDITURES
Please click here to read general instructions before completing this section.
14.1 Construction $161,157
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) $161,157
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) $161,157
14.11 Balance in Capital Fund - Ending Balance for the Fiscal Year Ending 2015 $18,914
14.12 Total Cash Disbursements and Balance (Add Questions 14.10 and 14.11; same as Question 13.13) $180,071

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.

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<th>Federal Total</th>
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<td>Total Librarians</td>
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<td>State Government Revenue</td>
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<td>Federal Government Revenue</td>
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<td>Other Operating Revenue</td>
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<td>Total Operating Revenue</td>
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<td>Other Operating Expenditures</td>
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<td>Total Operating Expenditures</td>
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<td>Total Capital Expenditures</td>
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<td>Total Registered Borrowers</td>
<td>10,772</td>
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<td>Other Capital Revenue and Receipts</td>
<td>$7,007</td>
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<td>Total Number of Internet Terminals Used by the General Public</td>
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**17. FOR NEW YORK STATE LIBRARY USE ONLY**

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**SUGGESTED IMPROVEMENTS**

Library Name: KINGSSTON LIBRARY
Library System: Mid-Hudson Library System
Name of Person Completing Form: Margaret Menard
Phone Number: (845) 339-4260

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!