Kingston Library
Annual Report For Public And Association Libraries - 2018

1. GENERAL LIBRARY 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.

Report all information in Part 1 as of December 31, 2018, except for questions related to the current library director/manager (questions 1.37 through 1.45).

		CURRENT YEAR	*PREVIOUS YEAR*
1.1	Library ID Number	3200623420	*3200623420*
1.2	Library Name	KINGSTON LIBRARY	*KINGSTON LIBRARY*
1.3	Name Status (State use only)	00 (for no change from previous year)	*00 (for no change from previous year)*
1.4	Structure Status (State use only)	00 (for no change from previous year)	*00 (for no change from previous year)*
1.5	Community	Kingston	*Kingston*
1.6	Beginning Fiscal Reporting Year	01/01/2018	*01/01/2017*
1.7	Ending Fiscal Reporting Year	12/31/2018	*12/31/2017*
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No	*No*
1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A	*N/A*

1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A	*N/A*
1.11	Beginning Local Fiscal Year	01/01/2018	*01/01/2017*
1.12	Ending Local Fiscal Year	12/31/2018	*12/31/2017*
1.13	Address Status	00 (for no change from previous year)	*00 (for no change from previous year)*
1.14	Street Address	55 FRANKLIN STREET	*55 FRANKLIN STREET*
1.15	City	KINGSTON	*KINGSTON*
1.16	Zip Code	12401	*12401*
1.17	Mailing Address	55 FRANKLIN STREET	*55 FRANKLIN STREET*
1.18	City	KINGSTON	*KINGSTON*
1.19	Zip Code	12401	*12401*
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(845) 331-0507	*(845) 331-0507*
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(845) 331-7981	*(845) 331-7981*
1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	director@kingstonlibrary.org	*director@kingstonlibrary.org*
1.23	Library Home Page URL (Enter N/A if no home page URL)	www.kingstonlibrary.org	*www.kingstonlibrary.org*
1.24	Population Chartered to Serve (per 2010 Census)	23,893	*23,893*

1.25	Indicate the type of library as stated in the library's charter (select one):	PUBLIC	*PUBLIC*
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	Special Legislative District	*Special Legislative District*
1.27	During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No.	N	*N*
1.28	Indicate the type of charter the library currently holds (select one):	Absolute	*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	*11/03/2005*
1.30	Date the library was last registered	10/17/1907	*10/17/1907*
1.31	Federal Employer Identification Number	141374488	*141374488*
1.32	County	ULSTER	*ULSTER*
1.33	School District	Kingston City School Consolidated	*Kingston City School Consolidated*
1.34	Town/City	Kingston	*Kingston*
1.35	Library System	Mid-Hudson Library System	*Mid-Hudson 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 1.45, report all information for the current library director/manager.

1.37	Title of Library Director/ Manager (select one):	Ms.	*Ms.*
1.38	First Name of Library Director/Manager	Margaret	*Margaret*
1.39	Last Name of Library Director/Manager	Menard	*Menard*
1.40	NYS Public Librarian Certification Number	21660	*21660*
1.41	What is the highest education level of the library manager/director?	Master's Degree	*Master's Degree*
1.42	If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science?	Y	*Y*
1.43	Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.	Y	*Y*
1.44	E-mail Address of the Director/Manager	director@kingstonlibrary.org	*director@kingstonlibrary.org*
1.45	Fax Number of the Director/Manager	(845) 331-7981	*(845) 331-7981*
1.46	Is the library a member of the New York State and Local Retirement System?	N	*N*

1.47	Does the library charge fees for library cards to people residing outside the system's service area?	Y	*Y*
1.48	Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2018? (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 1.49.	Y	*Y*
1.	Name of municipality or district holding the public vote	Kingston Library District	*Kingston Library District*
2.	Indicate the type of municipality or district holding the public vote	Special Legislative District	*Special Legislative District*
3.	Date the vote was held (mm/dd/2018)	06/05/2017	*06/06/2017*
4.	Was the vote successful? Y/N	Y	*Y*
5.	What type of public vote was it?	budget vote (special legislative district public library only)	*budget vote (special legislative district public library only)*
6a.	Most recent prior year approved appropriation from a public vote:	$811,454	*$811,453*
6b.	Proposed increase in appropriation as a result of the vote held on the date reported in question number 3:	$38,269	*$38,269*
6c.	Total proposed appropriation (sum of 6a and 6b):	$849,722	*$849,722*

This question should only be answered if "No" was answered in Q1.48 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

1.49	Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2018) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.50.	Y	*Y*
1.	Name of municipality or district holding the public vote	Kingston City School District	*Kingston City School District*
2.	Indicate the type of municipality or district holding the public vote	School District	*School District*
3.	Date the last successful vote was held (mm/dd/yyyy)	05/14/2019	*05/16/2017*
4.	What type of public vote was it?	school district ballot proposition (Ed. Law §259(1)(a))	*school district ballot proposition (Ed. Law §259(1)(a))*
5.	What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote?	$23,000	*$23,000*
1.50	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 1.51.	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	N/A	*N/A*

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

2. LIBRARY COLLECTION

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., 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; do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	11,217	*11,207*
2.2	Adult Non-fiction Books	13,137	*13,330*
2.3	Total Adult Books (Total questions 2.1 & 2.2)	24,354	*24,537*
2.4	Children's Fiction Books	13,179	*13,231*

2.5	Children's Non-fiction Books	9,730	*9,243*
2.6	Total Children's Books (Total questions 2.4 & 2.5)	22,909	*22,474*
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	47,263	*47,011*
Other Print Materials			
2.8	Total Uncataloged Books	0	*0*
2.9	Total Print Serials	60	*70*
2.10	All Other Print Materials	6,201	*6,125*
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	6,261	*6,195*
2.12	Total Print Materials (Total questions 2.7 and 2.11)	53,524	*53,206*
ALL OTHER MATERIALS			
Electronic Materials			
2.13	Electronic Books	15,200	*10,608*
2.14	Local Electronic Collections	9	*11*
2.15	NOVELNY Electronic Collections	16	*16*
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	25	*27*
2.17	Audio - Downloadable Units	4,150	*2,802*
2.18	Video - Downloadable Units	15	*21*
2.19	Other Electronic Materials (Include items that are not included in the above	27	*21*

	categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)		
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	19,417	*13,479*
Non-Electronic Materials			
2.21	Audio - Physical Units	1,995	*2,043*
2.22	Video - Physical Units	5,845	*5,380*
2.23	Other Non-Electronic Materials (includes films, slides, etc.)	300	*310*
2.24	Total Other Materials Holdings (Total questions 2.21 through 2.23)	8,140	*7,733*
2.25	**GRAND TOTAL HOLDINGS** (Total questions 2.12, 2.20 and 2.24)	81,081	*74,418*
CURRENT SERIAL SUBSCRIPTIONS			
2.26	Current Print Serial Subscriptions	60	*65*
ADDITIONS TO HOLDINGS - Do <u>not</u> subtract withdrawals or discards.			
2.27	Cataloged Books	4,717	*3,729*
2.28	All Other Print Materials	7	*2*
2.29	Electronic Materials	1,036	*1,780*
2.30	All Other Materials	927	*1,574*
2.31	Total Additions (Total questions 2.27 through 2.30)	6,687	*7,085*

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Report all information on questions 3.1 through 3.28 as of the end of the fiscal year reported in Part 1; report information on questions 3.29 through 3.80 for the 2018 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)	283,528	*262,526*
3.2	Registered resident borrowers	12,129	*11,211*
3.3	Registered non-resident borrowers	13	*8*

Please report information on WRITTEN POLICIES as of 12/31/18.

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

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

Please report information on ACCESSIBILITY as of 12/31/18.

ACCESSIBILITY (Answer Y for Yes, N for No)

3.10	Does the library provide service to persons who cannot visit the library (homebound persons,	Y	*Y*

	persons in nursing homes, persons in jail, etc.)?		
3.11	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	Y	*Y*
3.12	Does the library have large print books?	Y	*Y*
3.13	Does the library have assistive technology for the blind and visually impaired?	N	*N*
3.14 - If so, what do you have?			
	screen reader, such as JAWS or Windoweyes	No	No
	refreshable Braille keyboard	No	No
	screen magnification software, such as Zoomtext	No	No
	electronic scanning and reading software, such as OpenBook	No	No
3.15	Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)?	Y	*N*

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

LIBRARY SPONSORED PROGRAMS

3.16	Adult Program Sessions	678	*627*
3.17	Young Adult Program Sessions	192	*188*
3.18	Children's Program Sessions	168	*167*

3.19	All Other Program Sessions	273	*392*
3.20	Total Number of Program Sessions (Total questions 3.16 through 3.19)	1,311	*1,374*
3.21	One-on-One Program Sessions	52	*20*
3.22	Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?	Yes	*Yes*
3.23	Adult Program Attendance	4,374	*4,050*
3.24	Young Adult Program Attendance	941	*873*
3.25	Children's Program Attendance	3,671	*3,802*
3.26	All Other Program Attendance	1,911	*2,611*
3.27	Total Program Attendance (Total questions 3.23 through 3.26)	10,897	*11,336*
3.28	One-on-One Program Attendance	52	*25*

Please report information on SUMMER READING PROGRAMS for the 2018 calendar year.

SUMMER READING PROGRAM

3.29 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2018 (check all that apply):

a.	Program(s) for children	Yes	Yes
b.	Program(s) for young adults	Yes	Yes
c.	Program(s) for Adults	Yes	Yes

d.	Summer Reading at New York Libraries name and/or logo used	Yes	Yes
e.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used)	Yes	Yes
f.	N/A	No	No
3.30	Library outlets offering the summer reading program	1	*1*
3.31	Children registered for the library's summer reading program	284	*381*
3.32	Young adults registered for the library's summer reading program	50	*45*
3.33	Adults registered for the library's summer reading program	0	*0*
3.34	Total number registered for the library's summer reading program (total 3.31 + 3.32 + 3.33)	334	*426*
3.35	Children's program sessions - Summer 2018	39	*42*
3.36	Young adult program sessions - Summer 2018	55	*51*
3.37	Adult program sessions - Summer 2018	45	*0*
3.38	Total program sessions - Summer 2018 (total 3.35 + 3.36 + 3.37)	139	*93*
3.39	Children's program attendance -	1,014	*1,175*

	Summer 2018		
3.40	Young adult program attendance - Summer 2018	377	*326*
3.41	Adult program attendance - Summer 2018	334	*0*
3.42	Total program attendance - Summer 2018 (total 3.39 + 3.40 + 3.41)	1,725	*1,501*

COLLABORATORS

3.43	Public school district(s) and/or BOCES	1	*1*
3.44	Non-public school(s)	1	*1*
3.45	Childcare center(s)	3	*3*
3.46	Summer camp(s)	1	*1*
3.47	Municipality/Municipalities	1	*1*
3.48	Literacy provider(s)	1	*1*
3.49	Other (describe using the State note)	0	*0*
3.50	Total Collaborators (total 3.43 through 3.49)	8	*8*

Please report information on EARLY LITERACY PROGRAMS for the 2018 calendar year.

EARLY LITERACY PROGRAMS

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

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

a.	Focus on birth - school entry (kindergarten)	Yes	Yes

b.	Focus on parents & caregivers	Yes	Yes
c.	Combined audience	Yes	Yes
d.	N/A	No	No
3.53 - Number of sessions			
a.	Focus on birth - school entry (kindergarten)	104	*105*
b.	Focus on parents & caregivers	1	*1*
c.	Combined audience	2	*2*
d.	N/A	52	*52*
3.54	Total Sessions	159	*160*
3.55 - Attendance at sessions			
a.	Focus on birth - school entry (kindergarten)	1,235	*1,338*
b.	Focus on parents & caregivers	9	*7*
c.	Combined audience	28	*29*
d.	N/A	495	*520*
3.56	Total Attendance	1,767	*1,894*
3.57 - Collaborators (check all that apply):			
a.	Childcare center(s)	Yes	Yes
b.	Public School District(s) and/or BOCES	Yes	Yes
c.	Non-Public School(s)	Yes	Yes
d.	Health care providers/agencies	Yes	Yes
e.	Other (describe using the State note)	No	No

Please report information on ADULT LITERACY for the 2018 calendar year.

ADULT LITERACY

3.58	Did the library offer adult literacy programs?	Yes	*Yes*
3.59	Total group program sessions	6	*4*
3.60	Total one-on-one program sessions	216	*231*
3.61	Total group program attendance	210	*181*
3.62	Total one-on-one program attendance	216	*231*

3.63 - Collaborators (check all that apply)

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

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2018 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.64	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	N	*N*
3.65	Children's program sessions	0	*0*
3.66	Young adult program sessions	0	*0*
3.67	Adult program sessions	0	*0*

3.68	Total program sessions (total 3.65 + 3.66 + 3.67)	0	*0*
3.69	One-on-one program sessions	0	*0*
3.70	Children's program attendance	0	*0*
3.71	Young adult program attendance	0	*0*
3.72	Adult program attendance	0	*0*
3.73	Total program attendance (total 3.70 + 3.71 + 3.72)	0	*0*
3.74	One-on-one program attendance	0	*0*

3.75 - Collaborators (check all that apply):

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

Please report information on DIGITAL LITERACY for the 2018 calendar year.

DIGITAL LITERACY

3.76	Did the library offer digital literacy programs?	Y	*Y*
3.77	Total group program sessions	0	*0*
3.78	Total one-on-one program sessions	72	*21*
3.79	Total group program attendance	0	*0*
3.80	Total one-on-one program attendance	72	*21*

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	13,595	*13,869*
4.2	Adult Non-fiction Books	9,967	*9,263*
4.3	Total Adult Books (Total questions 4.1 & 4.2)	23,562	*23,132*
4.4	Children's Fiction Books	21,572	*19,788*
4.5	Children's Non-fiction Books	7,466	*7,612*
4.6	Total Children's Books (Total questions 4.4 & 4.5)	29,038	*27,400*
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	52,600	*50,532*

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	32,258	*34,617*
4.9	Circulation of Children's Other Materials	9,395	*11,430*
4.10	Total Circulation of Other Materials (Total questions 4.8, 4.9)	41,653	*46,047*
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	94,253	*96,579*

ELECTRONIC USE

4.12	Use of Electronic Material	7,311	*6,094*
4.13	Successful Retrieval of Electronic Information	4,780	*3,048*

4.14	Electronic Content Use (Total questions 4.12 & 4.13)	12,091	*9,142*
4.15	Total Circulation of Materials (Total questions 4.11 & 4.12)	101,564	*102,673*
4.16	Total Collection Use (Total questions 4.13 & 4.15)	106,344	*105,721*
4.17	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	38,433	*38,830*

REFERENCE TRANSACTIONS

4.18	Total Reference Transactions	41,548	*38,471*
4.19	Does the library offer virtual reference?	Y	*Y*

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.20	TOTAL MATERIALS RECEIVED	15,362	*18,263*

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.21	TOTAL MATERIALS PROVIDED	24,339	*22,433*

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2018.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y	*Y*
5.2	Online public access catalog (OPAC)?	Y	*Y*
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	48,868	*49,328*

5.5	Does the library use Internet filtering software on any computer?	Y	*Y*
5.6	Does your library use social media?	Y	
5.7	Does the library file for E-rate benefits?	Y	
5.8	Is the library part of a consortium for E-rate benefits?	N	
5.9	If yes, in which consortium are you participating?	N/A	
5.10	Name of the person responsible for the library's Information Technology (IT) services	Margaret Menard	*Margaret Menard*
5.11	IT contact's telephone number (enter 10 digits only and hit the Tab key)	8453394260	*(845) 339-4260*
5.12	IT contact's email address	director@kingstonlibrary.org	*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.	40	*40*

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1	*1*
6.3	Vacant Library Director	0	*0*

	(certified)		
6.4	Librarian (certified)	1	*1*
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)	3	*3*
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0	*0*
6.10	Other Staff	9	*9*
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	*14.00*
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)	$57,137	*$54,273*
6.16	FTE - Library Director (certified)	1	*1*
6.17	Salary - Library Director (certified)	$59,732	*$58,386*

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, 2018. 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	*Y*
7.2	2. Has a board-approved written long range plan of service.	Y	*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	*Y*
7.4	4. Has board-approved written policies for the operation of the library.	Y	*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	*Y*
7.6	6. Periodically evaluates the effectiveness of the library's 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. Provides equipment and connections to meet community needs and provide access to other library catalogs and other electronic information, including but not limited to the following:

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. Fax capability (see instructions)	Y	*Y*
7.18	10. Distributes board-approved 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 Commissioner's Regulation 90.8.	Y	*Y*

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	*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	55.00	*55.00*
8.7	Minimum Weekly Total Hours - Branch Libraries	0.00	*0.00*
8.8	Minimum Weekly Total Hours - Bookmobiles	0.00	*0.00*
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	55.00	*55.00*
8.10	Annual Total Hours - Main Library	2,860.00	*2,860.00*
8.11	Annual Total Hours - Branch Libraries	0.00	*0.00*
8.12	Annual Total Hours - Bookmobiles	0.00	*0.00*
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	2,860.00	*2,860.00*

9. SERVICE OUTLET 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.

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 Collect. 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

1.	Outlet Name	Kingston Library	*Kingston Library*
2.	Outlet Name Status	00 (for no change)	*00 (for no change)*
3.	Street Address	55 Franklin St	*55 Franklin St*
4.	Outlet Street Address Status	00 (for no change)	*00 (for no change)*
5.	City	Kingston	*Kingston*
6.	Zip Code	12401	*12401*
7.	Phone (enter 10 digits only)	(845) 331-0507	*(845) 331-0507*
8.	Fax Number (enter 10 digits only)	(845) 331-7981	*(845) 331-7981*
9.	E-mail Address	director@kingstonlibrary.org	*director@kingstonlibrary.org*
10.	Outlet URL	www.kingstonlibrary.org	*www.kingstonlibrary.org*
11.	County	Ulster	*Ulster*
12.	School District	Kingston City School District	*Kingston City School District*
13.	Library System	Mid-Hudson Library System	*Mid-Hudson Library System*
14.	Outlet Type Code (select one):	CE	*CE*
15.	Public Service Hours Per Year for This Outlet	2,860	*2,860*
16.	Number of Weeks This Outlet is Open	52	*52*

17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y	*Y*
18.	Is the meeting space available for public use even when the outlet is closed?	N	*N*
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	327	*302*
20.	Enter the appropriate outlet code (select one):	LO	*LO*
21.	Who owns this outlet building?	Library Board	*Library Board*
22.	Who owns the land on which this outlet is built?	Library Board	*Library Board*
23.	Indicate the year this outlet was initially constructed	1888	*1888*
24.	Indicate the year this outlet underwent a major renovation costing $25,000 or more	2017	*2016*
25.	Square footage of the outlet	16,000	*16,000*
26.	Number of internet computers at this outlet used by general public	23	*21*
27.	Number of uses (sessions) of public Internet computers per year	27,998	*34,661*
28.	Type of connection on the outlet's public Internet computers	Cable	*Cable*
29.	Maximum download speed of connection on the outlet's public Internet computers	7 Greater than or equal to 10 mbps and less than 15 mbps	*6 Greater than or equal to 6 mbps and less than 10 mbps*

30.	Maximum upload speed of connection on the outlet's public Internet computers	5 Greater than or equal to 3 mbps and less than 6 mbps	*4 Greater than or equal to 1.5 mbps and less than 3 mbps*
31.	Internet Provider	Spectrum/Time Warner Cable	*Spectrum/Time Warner Cable*
32.	WiFi Access	Password required	*Password required*
33.	Number of wireless sessions provided by the library wireless service per year	32,815	*30,384*
34.	Does the outlet have interactive videoconferencing capability for public use?	N	*N*
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y	*Y*
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y	*Y*
37.	Does your **outlet** have a Makerspace?	N	
38.	*LIBID*	3200623420	*3200623420*
39.	*FSCSID*	NY0258	*NY0258*
40.	*Number of Bookmobiles in the Bookmobile Outlet Record*	0	*0*
41.	*Outlet Structure Status*	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, 2018. 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, 2018 to December 31, 2018)	12	*12*

NUMBER OF TRUSTEES AND TERMS

10.2	Does your library have a range of trustees stated in the library's charter documents (incorporation)?	No	*No*
10.5	If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)?	9	*9*
10.6	Does your library's charter documents (incorporation) state a specified term for trustees? If no, please explain in a Note.	Yes	*Yes*
10.7	If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)?	3 years	*3 years*

BOARD MEMBER SELECTION

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

List Officers and Board Members as of February 1, 2019. 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	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the Note), or Vacant	Ms.	*Ms.*
10.10	First Name	Ursula	*Ursula*

10.11	Last Name	Inghem	*Inghem*
10.12	Mailing Address	76 Millers Lane	*76 Millers Lane*
10.13	City	Kingston	*Kingston*
10.14	Zip Code (5 digits only)	12401	*12401*
10.15	Phone (enter 10 digits only)	(845) 339-4099	*(845) 339-4099*
10.16	E-mail Address	umringhem@yahoo.com	*umringhem@yahoo.com*
10.17	Term Begins - Month	July	*July*
10.18	Term Begins - Year (yyyy)	2016	*2016*
10.19	Term Expires - Month	June	*June*
10.20	Term Expires - Year (yyyy)	2019	*2019*
10.21	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes	*Yes*
10.22	The date the Oath of Office was taken (mm/dd/yyyy)	07/12/2016	*07/12/16*
10.23	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/13/2016	*07/13/2016*
10.24	Is this a brand new trustee?	N	*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 Collect (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 bibliostat@btol.com.

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

2.	First Name of Board Member	Joseph	*Lisa*
3.	Last Name of Board Member	Braby	*Bruck*
4.	Mailing Address	72 McEntee Street	*219 East Union Sttreet*
5.	City	Kingston	*Kingston*
6.	Zip Code (5 digits only)	12401	*12401*
7.	E-mail address	joebraby@gmail.com	*lmbruck@aol.com*
8.	Office Held or Trustee	Trustee	*Vice President*
9.	Term Begins - Month	July	*July*
10.	Term Begins - Year (year)	2017	*2017*
11.	Term Expires	June	*June*
12.	Term Expires - Year (yyyy)	2020	*2020*
13.	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes	*Yes*
14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/20/2017	*07/20/2017*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/21/2017	*07/21/2017*
16.	Is this a brand new trustee?	N	*N*
1.	Title of Board Member (select one):	Ms.	*Ms.*
2.	First Name of Board Member	Deborah	*Ellen*

3.	Last Name of Board Member	Brown	*DiFalco*
4.	Mailing Address	336 Hasbrouck Avenue	*66 Glen St.*
5.	City	Kingston	*Kingston*
6.	Zip Code (5 digits only)	12401	*12401*
7.	E-mail address	djbrown72@hotmail.com	*edifalco@earthlink.net*
8.	Office Held or Trustee	Trustee	*Secretary*
9.	Term Begins - Month	July	*July*
10.	Term Begins - Year (year)	2018	*2017*
11.	Term Expires	June	*June*
12.	Term Expires - Year (yyyy)	2021	*2020*
13.	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes	*Yes*
14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/19/2018	*07/20/2017*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/20/2018	*07/21/2017*
16.	Is this a brand new trustee?	Y	*N*
1.	Title of Board Member (select one):	Ms.	*Mr.*
2.	First Name of Board Member	Lisa	*Philippe*
3.	Last Name of Board Member	Bruck	*Cosme*

4.	Mailing Address	219 East Union Street	*278 Washington Ave.*
5.	City	Kingston	*Kingston*
6.	Zip Code (5 digits only)	12401	*12401*
7.	E-mail address	lmbruck@aol.com	*philcosme2017@gmail.com*
8.	Office Held or Trustee	Vice President	*Trustee*
9.	Term Begins - Month	July	*June*
10.	Term Begins - Year (year)	2017	*2015*
11.	Term Expires	June	*July*
12.	Term Expires - Year (yyyy)	2020	*2018*
13.	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes	*Yes*
14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/20/2017	*07/02/2015*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/21/2017	*07/03/2015*
16.	Is this a brand new trustee?	N	*N*
1.	Title of Board Member (select one):	Ms.	*Mr.*
2.	First Name of Board Member	Ellen	*Joseph*
3.	Last Name of Board Member	DiFalco	*Braby*
4.	Mailing Address	66 Glen Street	*72 McEntee St.*

5.	City	Kingston	*Kingston*
6.	Zip Code (5 digits only)	12401	*12401*
7.	E-mail address	edifalco@earthlink.net	*joebraby@gmail.com*
8.	Office Held or Trustee	Secretary	*Trustee*
9.	Term Begins - Month	July	*July*
10.	Term Begins - Year (year)	2017	*2017*
11.	Term Expires	June	*June*
12.	Term Expires - Year (yyyy)	2020	*2020*
13.	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes	*Yes*
14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/20/2017	*07/20/2017*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/21/2017	*07/21/2017*
16.	Is this a brand new trustee?	N	*N*
1.	Title of Board Member (select one):	Mr.	*Mr.*
2.	First Name of Board Member	Joseph	*Brian*
3.	Last Name of Board Member	Kaczorowski	*Woltman*
4.	Mailing Address	355 Hasbrouck Avenue	*37 Abbey Street*
5.	City	Kingston	*Kingston*

6.	Zip Code (5 digits only)	12401	*12401*
7.	E-mail address	joespacz22@hotmail.com	*brianwoltman@yahoo.com*
8.	Office Held or Trustee	Financial Officer	*Financial Officer*
9.	Term Begins - Month	July	*July*
10.	Term Begins - Year (year)	2018	*2016*
11.	Term Expires	June	*June*
12.	Term Expires - Year (yyyy)	2019	*2019*
13.	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	No	*Yes*
14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/19/2018	*07/12/2016*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/20/2018	*07/13/2016*
16.	Is this a brand new trustee?	Y	*N*
1.	Title of Board Member (select one):	Ms.	*Ms.*
2.	First Name of Board Member	Molly	*Annie*
3.	Last Name of Board Member	Sterrs	*Internicola*
4.	Mailing Address	37 North Front St. Apt. 2	*55 West Pierpont St.*
5.	City	Kingston	*Kingston*
6.	Zip Code (5 digits only)	12401	*12401*

7.	E-mail address	mollysterrs@gmail.com	*annie.internicola@gmail.com*
8.	Office Held or Trustee	Trustee	*Trustee*
9.	Term Begins - Month	July	*July*
10.	Term Begins - Year (year)	2018	*2015*
11.	Term Expires	June	*June*
12.	Term Expires - Year (yyyy)	2021	*2018*
13.	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes	*Yes*
14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/19/2019	*07/02/2015*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/20/2019	*07/03/2015*
16.	Is this a brand new trustee?	Y	*N*
1.	Title of Board Member (select one):	Mr.	*Mr.*
2.	First Name of Board Member	Brian	*David*
3.	Last Name of Board Member	Woltman	*Rolfe*
4.	Mailing Address	37 Abbey Street	*58 Fairmont St.*
5.	City	Kingston	*Kingston*
6.	Zip Code (5 digits only)	12401	*12401*
7.	E-mail address	brianwoltman@yahoo.com	*david_rolfe@mac.com*

8.	Office Held or Trustee	Trustee	*Trustee*
9.	Term Begins - Month	July	*July*
10.	Term Begins - Year (year)	2016	*2015*
11.	Term Expires	June	*June*
12.	Term Expires - Year (yyyy)	2019	*2018*
13.	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes	*Yes*
14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/12/2016	*07/02/2015*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/13/2016	*07/03/2015*
16.	Is this a brand new trustee?	N	*N*
1.	Title of Board Member (select one):	Mr.	*Ms.*
2.	First Name of Board Member	Matthew	*Patricia*
3.	Last Name of Board Member	Wetzler	*Murphy*
4.	Mailing Address	195 North Street	*19 irving Place*
5.	City	Kingston	*Kingston*
6.	Zip Code (5 digits only)	12401	*12401*
7.	E-mail address	matt.wetzler@gmail.com	*patriciamurphy@hvc.rr.com*
8.	Office Held or Trustee	Trustee	*Trustee*

9.	Term Begins - Month	July	*July*
10.	Term Begins - Year (year)	2018	*2016*
11.	Term Expires	June	*June*
12.	Term Expires - Year (yyyy)	2021	*2019*
13.	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes	*Yes*
14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/19/2019	*07/12/2016*
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/20/2019	*07/13/2016*
16.	Is this a brand new trustee?	Y	*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 school districts which are the source of funds.

11.1	Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3.	Y	*Y*
1.	Source of Funds	School District	*City*
2.	Name of funding County, Municipality or School District	Kingston School District	*City of Kingston*
3.	Amount	$945,721	*$884,454*

4.	Subject to public vote held in reporting year or in a previous reporting year(s).	Y	*Y*
5.	Written Contractual Agreement	N/A	*N*
11.2	**TOTAL LOCAL PUBLIC FUNDS**	$945,721	*$907,454*
SYSTEM CASH GRANTS TO MEMBER LIBRARY			
11.3	Local Library Services Aid (LLSA)	$6,303	*$6,934*
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	*$1,684*
11.7	Other Cash Grants	$10,605	*$8,550*
11.8	**TOTAL SYSTEM CASH GRANTS** (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	$16,908	*$17,168*
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	*$3,000*
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**	$0	*$0*

	AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE		
OTHER RECEIPTS			
11.14	Gifts and Endowments	$13,389	*$25,692*
11.15	Fund Raising	$0	*$0*
11.16	Income from Investments	$2,640	*$1,830*
11.17	Library Charges	$21,858	*$23,934*
11.18	Other	$1,092	*$0*
11.19	**TOTAL OTHER RECEIPTS** (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	$38,979	*$51,456*
11.20	**TOTAL OPERATING FUND RECEIPTS** (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	$1,001,608	*$979,078*
11.21	**BUDGET LOANS**	$0	*$0*
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 2018 (Same as Question 12.40 of previous year if fiscal year has not changed)	$584,592	*$543,874*
11.26	**GRAND TOTAL RECEIPTS, BUDGET LOANS,**	$1,586,200	*$1,522,952*

TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.41)

12. OPERATING 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.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	$119,625	*$99,074*
12.2	Other Staff	$358,233	*$341,945*
12.3	**Total Salaries & Wages Expenditures** (Add Questions 12.1 and 12.2)	$477,858	*$441,019*
12.4	**Employee Benefits Expenditures**	$110,129	*$96,198*
12.5	**Total Staff Expenditures (Add Questions 12.3 and 12.4)**	$587,987	*$537,217*

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	$82,379	*$66,502*
12.7	Electronic Materials Expenditures	$18,875	*$20,628*
12.8	Other Materials Expenditures	$0	*$0*
12.9	**Total Collection Expenditures** (Add Questions 12.6, 12.7 and 12.8)	$101,254	*$87,130*

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	$8,997	*$5,535*

12.11	From Other Funds (71OF)	$0	*$0*
12.12	**Total Capital Expenditures** (Add Questions 12.10 and 12.11)	$8,997	*$5,535*

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	$28,353	*$22,585*
12.14	From Other Funds (72OF)	$0	*$0*
12.15	**Total Repairs** (Add Questions 12.13 and 12.14)	$28,353	*$22,585*
12.16	Other Disbursements for Operation & Maintenance of Buildings	$45,009	*$63,398*
12.17	**Total Operation & Maintenance of Buildings** (Add Questions 12.15 and 12.16)	$73,362	*$85,983*

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	$14,402	*$8,484*
12.19	Telecommunications	$6,131	*$6,247*
12.20	Binding Expenses	$0	*$0*
12.21	Postage and Freight	$1,095	*$1,281*
12.22	Professional & Consultant Fees	$5,200	*$27,583*
12.23	Equipment	$0	*$0*
12.24	Other Miscellaneous	$79,842	*$36,856*
12.25	**Total Miscellaneous Expenses** (Add Questions 12.18, 12.19,	$106,670	*$80,451*

	12.20, 12.21, 12.22, 12.23 and 12.24)		
12.26	**CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE**	$0	*$15,145*
DEBT SERVICE			
Capital Purposes Loans (Principal and Interest)			
12.27	From Local Public Funds (73PF)	$73,000	*$73,000*
12.28	From Other Funds (73OF)	$0	*$0*
12.29	**Total** (Add Questions 12.27 and 12.28)	$73,000	*$73,000*
12.30	Budget Loans (Principal and Interest)	$0	*$0*
12.31	Short-Term Loans	$0	*$0*
12.32	**Total Debt Service** (Add Questions 12.29, 12.30 and 12.31)	$73,000	*$73,000*
12.33	**TOTAL OPERATING FUND DISBURSEMENTS** (Add Questions 12.5, 12.9, 12.12, 12.17, 12.25, 12.26 and 12.32)	$951,270	*$884,461*
TRANSFERS			
Transfers to Capital Fund			
12.34	From Local Public Funds (76PF)	$171,281	*$53,899*
12.35	From Other Funds (76OF)	$0	*$0*
12.36	**Total Transfers to Capital Fund** (Add Questions 12.34 and 12.35; same as Question 13.8)	$171,281	*$53,899*

12.37	**Transfer to Other Funds**	$0	*$0*
12.38	**TOTAL TRANSFERS** (Add Questions 12.36 and 12.37)	$171,281	*$53,899*
12.39	**TOTAL DISBURSEMENTS AND TRANSFERS** (Add Questions 12.33 and 12.38)	$1,122,551	*$938,360*
12.40	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2018	$463,649	*$584,592*
12.41	**GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE** (Add Questions 12.39 and 12.40; same as Question 11.26)	$1,586,200	*$1,522,952*

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).	09/20/2018	*02/15/2018*

FISCAL AUDIT

12.43	Last audit performed (mm/dd/yyyy)	09/15/2018	*02/02/2018*
12.44	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	1/01/17-12/31/17	*01/01/2015-12/31/16*
12.45	Indicate type of audit (select one):	Private Accounting Firm	*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,	Y	*Y*

complete the Capital Fund Report.

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	$17,501	*$0*
13.2	All Other Revenues from Local Sources	$10,303	*$115*
13.3	**Total Revenues from Local Sources** (Add Questions 13.1 and 13.2)	$27,804	*$115*

STATE AID FOR CAPITAL PROJECTS

13.4	State Aid Received for Construction	$97,609	*$59,551*
13.5	Other State Aid	$0	*$3,000*
13.6	**Total State Aid** (Add Questions 13.4 and 13.5)	$97,609	*$62,551*

FEDERAL AID FOR CAPITAL PROJECTS

13.7	**TOTAL FEDERAL AID**	$0	*$0*

INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.36)	$171,281	*$53,899*
13.9	**TOTAL REVENUES** (Add Questions 13.3, 13.6, 13.7 and 13.8)	$296,694	*$116,565*
13.10	**NON-REVENUE RECEIPTS**	$0	*$0*
13.11	**TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10)	$296,694	*$116,565*

13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2018 (Same as Question 14.11 of previous year, if fiscal year has not changed)	$11,675	*$18*
13.13	**TOTAL CASH RECEIPTS AND BALANCE**(Add Questions 13.11 and 13.12; same as Question 14.12)	$308,369	*$116,583*

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	$296,694	*$104,908*
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)	$296,694	*$104,908*
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)	$296,694	*$104,908*
14.11	**BALANCE IN CAPITAL FUND** - Ending Balance for the Fiscal Year Ending 2018	$11,675	*$11,675*
14.12	**TOTAL CASH DISBURSEMENTS AND BALANCE** (Add Questions 14.10 and 14.11; same as Question 13.13)	$308,369	*$116,583*

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	2.00	*2.00*
16.2	Total Librarians	5.00	*5.00*
16.3	All Other Paid Staff	9.00	*9.00*
16.4	Total Paid Employees	14.00	*14.00*
16.5	State Government Revenue	$6,303	*$9,934*
16.6	Federal Government Revenue	$0	*$1,684*
16.7	Other Operating Revenue	$49,584	*$60,006*
16.8	Total Operating Revenue	$1,001,608	*$979,078*
16.9	Other Operating Expenditures	$180,032	*$181,579*
16.10	Total Operating Expenditures	$869,273	*$805,926*

16.11	Total Capital Expenditures	$305,691	*$110,443*
16.12	Print Materials	47,323	*47,081*
16.13	Total Registered Borrowers	12,142	*11,219*
16.14	Other Capital Revenue and Receipts	$181,584	*$54,014*
16.15	Total Number of Internet Terminals Used by the General Public	23	*21*
16.16	Total Uses (sessions) of Public Internet Computers Per Year	27,998	*34,661*
16.17	Total Wireless Sessions Provided by the Library Wireless Service Per Year	32,815	*30,384*

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	*LIB ID*	3200623420	*3200623420*
17.2	*Interlibrary Relationship Code*	ME	*ME*
17.3	*Legal Basis Code*	LD	*LD*
17.4	*Administrative Structure Code*	SO	*SO*
17.5	*FSCS Public Library Definition*	Y	*Y*
17.6	*Geographic Code*	OTH	*OTH*
17.7	*FSCS ID*	NY0258	*NY0258*
17.8	*SED CODE*	620600700007	*620600700007*
17.9	*INSTITUTION ID*	800000036257	*800000036257*

SUGGESTED IMPROVEMENTS

Library Name:	KINGSTON LIBRARY	*KINGSTON LIBRARY*
Library System:	Mid-Hudson Library System	*Mid-Hudson Library System*
Name of Person Completing Form:	Margaret Menard	*Margaret Menard*
Phone Number:	845-339-4260	*(845) 339-4260*
I am satisfied that this resource (Collect) is meeting library needs:	Neither Agree nor Disagree	*Neither Agree nor Disagree*
Applying this resource (Collect) will help improve library services to the public:	Neither Agree nor Disagree	*Neither Agree nor Disagree*
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!		