

Saugerties Public Library Board Agenda  
March 14, 2023  
5:30 pm Social Time and 6pm Meeting

Roll Call

Public Comment

Old Business:

Sexual Harassment Training

New Business:

1. Annual Report approval
2. CD Investment
3. MHLS Trustee Training

Secretary's Report  
Treasurer's Report  
Finance Report

Director's Report:

Committee Reports:

1. Finance
2. Personnel/Policy
3. Facilities
4. Outreach

Executive Session

Next meeting - April 11, 2024

Saugerties Public Library  
Regular Board Meeting  
Date: 2/8/24

**Present:** Trustees Katie Cokinos, Jouette Bassler,, Charlotte Herscher, Paul Vanbenschoten, Brian Collins, Nina Schmidbaur, Timothy Scott, Irene Hurst, Julie Misiano, Robert Irizarry

**Excused:** Trustees Yosefa Karchmar

**Staff:** Director Jennifer Russell

**Public Attendees:** Ray Rebholz

*Meeting called to order at 6:02 PM by President Tim Scott*

**Public Comment:**

**Friends of Library:** Their last meeting was on January 22, 2024, which was attended by the Library Director. The Friends approved the Director's "wish list". Next meeting will be on March 18th, 7PM in the library's community room . Membership is up and attendance at the meetings is up. Will begin to plan the Street Fair at that meeting.

**Unfinished Business:**

- **Advocacy Day:** The Children's Programmer, Board President and Library Director attended NYLA Advocacy Day at the state capital. Met with staff from Senator Hinchey's and Representative Shrestha's office . Four hundred library advocates came out to support the importance of libraries throughout the state. Their goal is to obtain additional funding for the MHL System directly from the state, in addition to the local libraries that contribute to the system. They are also seeking funds for the building/renovation fund. They also discussed a proposal to revamp the civil service rules for libraries, which limits hours and other parameters for library staff. There are politicians working on that proposal. They also hope to avoid losing funding for online databases for which the state currently pays, which are very expensive, and which will expire June 30, 2024.
- **Sexual Harassment Training:** Trustees are reminded to complete the sexual harrassment training. You should all have received a link from the Director. Please send her the certificate of completion.

**New Business:**

## 1. N/A

### Secretary's Report:

*Motion* by Irene Rivera Hurst and *Second* by Nina Schmidbaur to approve the minutes as written.

Motion passes unanimously.

### Treasurer's Report:

Motion to pay the bills in the amount of \$ 28,189.74 made by Charlotte Herscher, seconded by Tim Scott. Passes unanimously

**Director's Report:** Please see the report included in the Meeting Packet.

- Responding to an RFP from Bank of Greene County
- Books as Art will be on display commencing March 1st.
- PARP
- Craft and Hobby Database added to UCLA services available to patrons

### Committee Reports:

*Finance:* met on January 30, 2024

- Reviewed outstanding checks from last year to facilitate resolution
- Want to change certain bills to EFT to avoid late fees
- Want to resolve some banking issues.

see minutes FMI Next meeting: February 27, 2024 at 6PM

*Personnel/Policy:* met on January 17, 2024

- ★ Worked on revising the vacation policy
- ★ Continued reviewing for revising the By-Laws

Personnel chairperson opened discussion of the plan to revise the vacation policy:

*-Jouette Bassler made a motion to approve the changing of the verbiage in #6 of the policy to reflect that new hires may take vacation time beginning after their third month of service. Seconded by Nina Schmidbaur. Passes unanimously.*

*-Jouette Bassler made a motion to approve the changing of the verbiage in #4 to reflect that the director will notify the president or the vice president prior to taking any vacation time. Seconded by Nina Schmidbaur. Passes unanimously.*

*-Jouette Bassler made a motion to change the years of service a staff member has to complete, in order to accrue increased vacation time. She also made a motion to change the amount of vacation time per years of service, to be listed in days rather than weeks of vacation. Seconded by Brian Collins. Passes unanimously.*

*-Jouette Bassler made a motion to reflect that for vacation accrual amounts per year, will take into account the years of service a staff member may have had as a full-time librarian prior to hire date. Seconded by Julie Misiano. Passes unanimously.*

see minutes FMI    Next meeting: February 21, 2024    at 6PM

*Facilities:* met on    January 2, 2024

- Repairs previously requisitioned have been completed.
- New repairs/cleaning needs have been identified
- Want to replace some lighting
- Electrical repairs being scheduled

Paul VanBenschoten opened discussion of repairs/improvements that will be needed in the coming years. Several of these may be costly. He wanted to discuss what board members may think are priorities, in the event that we have to delay and/or stagger the completion of these repairs. Further discussion will be made once estimates have been received.

see minutes FMI    Next meeting: February 6, 2024    at 4PM

*Outreach:* met on    January 22 at 5:30PM

- ❖ Books as Art Projects: establish some talking points to help artists prepare to discuss their work. Opening night will be Friday March 1st at 5 PM. There will be 26 adult artists participating and 10 high school students.
- ❖ Began planning for engaging community for the Five-Year Plan

see minutes FMI    Next meeting: February 26    at 5:30 PM

*Friends Liaison:*

N/A

*Motion* to adjourn at 7:16 by Tim Scott, *seconded* by Charlotte Herscher  
Passes unanimously.

Submitted by Julie Misiano

Next meeting: March 14, 2024 at 6PM

# Saugerties Public Library General Fund Revenue and Expenditure Report

	<u>Jan - Feb 24</u>	<u>Jan - Feb 23</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
1001 · Real Property Taxes	0.00	630,152.00
2082 · Fines	1,456.89	1,051.94
2401 · Interest	855.64	919.74
2705 · Gifts & Donations		
2705.4 · Friends	2,500.00	0.00
2705.2 · General	50.00	3,000.00
<b>Total 2705 · Gifts &amp; Donations</b>	<u>2,550.00</u>	<u>3,000.00</u>
3840 · New York State Aid	0.00	564.08
<b>Total Income</b>	<u>4,862.53</u>	<u>635,687.76</u>
<b>Expense</b>		
7410.1 · Salaries	50,912.35	42,741.70
7410.4 · Contractual Expenses		
.4.1 · Library Material		
.4.1.8 · Music	0.00	13.99
.4.1.7 · Streaming	1,302.09	696.07
.4.1.1 · DVD	378.67	401.36
.4.1.2 · Books		
4.1.2A · Adult Books	7,728.63	6,516.80
4.1.2J · Children's Books	693.65	294.83
<b>Total .4.1.2 · Books</b>	<u>8,422.28</u>	<u>6,811.63</u>
.4.1.3 · Subscriptions	34.95	14.97
.4.1.4 · Newspapers	392.00	212.78
.4.1.5 · Digital Materials	664.48	525.21
.4.1.6 · Audio Books	49.99	49.99
<b>Total .4.1 · Library Material</b>	<u>11,244.46</u>	<u>8,726.00</u>
.4.2 · Programs, Publicity, History		
.4.2.1 · Programs	3,187.74	53.32
.4.2.2 · Microfilm & Archives	2,000.00	0.00
<b>Total .4.2 · Programs, Publicity, History</b>	<u>5,187.74</u>	<u>53.32</u>
.4.3 · Operation of Building		
.4.3.1 · Utilities	4,161.84	5,065.75
.4.3.2 · Telephone	434.62	578.55
.4.3.3 · Insurance	7,537.00	10,328.00
.4.3.4 · Maintenance Service & Supplies	627.38	459.04
.4.3.6 · Building R&M	1,439.15	2,211.54
.4.3.7 · Snow Removal	750.00	1,100.00
.4.3.8 · Elevator	1,591.04	754.44
.4.3.12 · Internet	692.40	626.21
<b>Total .4.3 · Operation of Building</b>	<u>17,233.43</u>	<u>21,123.53</u>
.4.4 · Equipment R&M, Supplies		
.4.4.1 · Copier	1,101.96	377.72
.4.4.2 · Office Supplies	306.43	146.29

# Saugerties Public Library General Fund Revenue and Expenditure Report

	<u>Jan - Feb 24</u>	<u>Jan - Feb 23</u>
.4.4.4 · Postage	3.72	0.00
.4.4.6 · Equipment Purchases	205.97	1,020.00
.4.4.7 · Equipment R&M	300.00	0.00
<b>Total .4.4 · Equipment R&amp;M, Supplies</b>	<b>1,918.08</b>	<b>1,544.01</b>
<b>.4.5 · Automation, System Fees</b>		
.4.5.1 · Automation & Online Services	2,231.36	427.68
.4.5.2 · MHLS Assessment Fees	4,092.25	5,575.00
<b>Total .4.5 · Automation, System Fees</b>	<b>6,323.61</b>	<b>6,002.68</b>
<b>.4.6 · Professional Services</b>		
.4.6.8 · Professional Memberships	300.00	0.00
.4.6.7 · Payroll Service Fees	633.94	534.96
.4.6.1 · Accounting	1,650.00	500.00
.4.6.2 · Audit	0.00	13,300.00
.4.6.3 · Board Expenses	147.08	150.00
.4.6.4 · Consulting & Legal Services	500.00	500.00
.4.6.5 · IT Maintenance Consultant	1,624.00	1,592.00
.4.6.6 · Staff Development	189.91	0.00
<b>Total .4.6 · Professional Services</b>	<b>5,044.93</b>	<b>16,576.96</b>
<b>Total 7410.4 · Contractual Expenses</b>	<b>46,952.25</b>	<b>54,026.50</b>
<b>9010 · Employee Benefits</b>		
.1 · Retirement	30,758.00	27,191.00
.2 · Social Security & Medicare	3,810.29	3,160.58
.3 · Workers Compensation	3,285.00	3,778.00
.4 · Disability	-62.14	-58.62
.5 · Medical & Dental Benefits	15,639.85	8,748.15
.6 · Life Insurance	48.60	51.73
<b>Total 9010 · Employee Benefits</b>	<b>53,479.60</b>	<b>42,870.84</b>
<b>Total Expense</b>	<b>151,344.20</b>	<b>139,639.04</b>
<b>Net Ordinary Income</b>	<b>-146,481.67</b>	<b>496,048.72</b>
<b>Net Income</b>	<b><u>-146,481.67</u></b>	<b><u>496,048.72</u></b>

# Saugerties Public Library

## Abstract

February 2024

	Num	Name	Memo	Amount
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>2082 - Fines</b>				
			Square income	74.49
Total 2082 - Fines				74.49
Total Income				74.49
<b>Expense</b>				
<b>7410.1 - Salaries</b>				
	2-9-24	PR		15,378.75
	2-22-24	PR		15,193.57
Total 7410.1 - Salaries				30,572.32
<b>7410.4 - Contractual Expenses</b>				
<b>.4.1 - Library Material</b>				
<b>.4.1.7 - Streaming</b>				
	11234	Midwest Tape	#05083558 and #505115253	668.00
Total .4.1.7 - Streaming				668.00
<b>.4.1.1 - DVD</b>				
	11231	Business Credit Card		113.29
	11234	Midwest Tape	#05083558 and #505115253	152.93
Total .4.1.1 - DVD				266.22
<b>.4.1.2 - Books</b>				
<b>4.1.2A - Adult Books</b>				
	11231	Business Credit Card		66.40
	11235	Baker & Taylor	Inv #5018753873	229.40
	11235	Baker & Taylor	Inv #5018760514	243.02
	11235	Baker & Taylor	Inv #5018776545	175.52
	11246	Gale/Cengage Learning	Invoice #83843585	127.96
Total 4.1.2A - Adult Books				842.30
<b>4.1.2J - Children's Books</b>				
	11235	Baker & Taylor	Inv #5018744945	48.62
	11235	Baker & Taylor	Inv #50188762131	208.38
	11235	Baker & Taylor	Inv #5018778630	44.72
	11248	Woodstock Library		25.32
Total 4.1.2J - Children's Books				327.04
Total .4.1.2 - Books				1,169.34
<b>.4.1.4 - Newspapers</b>				
	11228	Stewart's	February	190.00
Total .4.1.4 - Newspapers				190.00
<b>.4.1.5 - Digital Materials</b>				
	11245	OverDrive Inc	#01938CO24052085	421.99
Total .4.1.5 - Digital Materials				421.99
Total .4.1 - Library Material				2,715.55
<b>.4.2 - Programs, Publicity, History</b>				
<b>.4.2.1 - Programs</b>				



# Saugerties Public Library

## Abstract

February 2024

Num	Name	Memo	Amount
10862	PBC Guru		2,500.00
11231	Business Credit Card		82.35
11236	P.C. Smith & Son Inc		4.59
11238	Linda Schultz		200.00
11239	Ann Byrne	Manifestation Workshop	200.00
11240	Jessica Williams	program	100.00
11244	Charlotte Svetkey		30.80
Total .4.2.1 · Programs			3,117.74
Total .4.2 · Programs, Publicity, History			3,117.74
<b>.4.3 · Operation of Building</b>			
<b>.4.3.1 · Utilities</b>			
11230	Village of Saugerties	11/2/23 - 2/2/24	139.90
EFT	Central Hudson	1/18/24 - 2/15/24	2,826.35
Total .4.3.1 · Utilities			2,966.25
<b>.4.3.2 · Telephone</b>			
EFT	Charter Communications		142.31
Total .4.3.2 · Telephone			142.31
<b>.4.3.3 · Insurance</b>			
10864	Great American Insurance Co		1,708.75
Total .4.3.3 · Insurance			1,708.75
<b>.4.3.4 · Maintenance Service &amp; Supplies</b>			
11226	Welsh Sanitation	March	93.89
11229	Culligan of Newburgh		47.30
11231	Business Credit Card		146.47
Total .4.3.4 · Maintenance Service & Supplies			287.66
<b>.4.3.6 · Building R&amp;M</b>			
11227	SAFECO Alarm Systems, Inc.	March	450.00
11236	P.C. Smith & Son Inc		27.55
11241	Uniforms USA, Inc.	February	52.00
11253	Sutton Electrical Plumbing & Heating Inc	Invoice #9517	282.60
Total .4.3.6 · Building R&M			812.15
<b>.4.3.7 · Snow Removal</b>			
11242	Custom Lawns & More	Invoice #2394	200.00
Total .4.3.7 · Snow Removal			200.00
<b>.4.3.12 · Internet</b>			
11233	Charter Communications		230.80
Total .4.3.12 · Internet			230.80
Total .4.3 · Operation of Building			6,347.92
<b>.4.4 · Equipment R&amp;M, Supplies</b>			
<b>.4.4.1 · Copier</b>			
10861	National Business Technologies		71.12
11232	National Business Technology	March	335.00

# Saugerties Public Library

## Abstract

February 2024

Num	Name	Memo	Amount
11252	National Business Technologies		25.84
Total .4.4.1 · Copier			431.96
<b>.4.4.6 · Equipment Purchases</b>			
11231	Business Credit Card		205.97
Total .4.4.6 · Equipment Purchases			205.97
Total .4.4 · Equipment R&M, Supplies			637.93
<b>.4.5 · Automation, System Fees</b>			
<b>.4.5.1 · Automation &amp; Online Services</b>			
11231	Business Credit Card		183.68
11243	Mid Hudson Library System	Sierra Licenses	1,620.00
Total .4.5.1 · Automation & Online Services			1,803.68
<b>.4.5.2 · MHLS Assessment Fees</b>			
11243	Mid Hudson Library System	General Assessment Fee	4,092.25
Total .4.5.2 · MHLS Assessment Fees			4,092.25
Total .4.5 · Automation, System Fees			5,895.93
<b>.4.6 · Professional Services</b>			
<b>.4.6.9 · Merchant Fees</b>			
		Square income	2.51
Total .4.6.9 · Merchant Fees			2.51
<b>.4.6.8 · Professional Memberships</b>			
11249	Ulster County Library Association	Membership Dues	300.00
Total .4.6.8 · Professional Memberships			300.00
<b>.4.6.7 · Payroll Service Fees</b>			
EFT	Paychex	Invoice #2024020601 and #2024022001	176.22
Total .4.6.7 · Payroll Service Fees			176.22
<b>.4.6.1 · Accounting</b>			
11237	WZ Accountants	Invoice #1629	550.00
Total .4.6.1 · Accounting			550.00
<b>.4.6.3 · Board Expenses</b>			
11247	Timothy Scott Jr.		72.08
Total .4.6.3 · Board Expenses			72.08
<b>.4.6.6 · Staff Development</b>			
11231	Business Credit Card		189.91
Total .4.6.6 · Staff Development			189.91
Total .4.6 · Professional Services			1,290.72
Total 7410.4 · Contractual Expenses			20,005.79
<b>9010 · Employee Benefits</b>			
<b>.2 · Social Security &amp; Medicare</b>			
2-9-24 PR			1,155.37
2-22-24 PR			1,141.19
Total .2 · Social Security & Medicare			2,296.56
<b>.4 · Disability</b>			
2-9-24 PR			-15.58
2-22-24 PR			-15.39
Total .4 · Disability			-30.97

Saugerties Public Library

Abstract

February 2024

	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>.5 · Medical &amp; Dental Benefits</b>				
	2-9-24 PR			-276.50
	2-22-24 PR			-276.50
	11250	CDPHP	March	5,581.95
Total .5 · Medical & Dental Benefits				5,028.95
<b>.6 · Life Insurance</b>				
	11251	Metropolitan Life Insurance Companies	Life insurance	24.30
Total .6 · Life Insurance				24.30
Total 9010 · Employee Benefits				7,318.84
Total Expense				57,896.95
Net Ordinary Income				-57,822.46
<b>Net Income</b>				<b>-57,822.46</b>

# Saugerties Public Library Abstract Check Register

**M&T General Fund  
Checking 6455**

Type	Date	Num	Name	Memo	Amount
Check	02/05/2024	10862	PBC Guru		-2,500.00
Check	02/05/2024	10864	Great American Insurance Co		-1,708.75
Check	02/05/2024	10861	National Business Technologies		-71.12
Check	02/05/2024	EFT	NYS Emp Retire System		-566.71
Check	02/29/2024	11226	Welsh Sanitation		-93.89
Check	02/29/2024	11227	SAFECO Alarm Systems, Inc.	Invoice #116975	-450.00
Check	02/29/2024	11228	Stewart's		-190.00
Check	02/29/2024	11229	Culligan of Newburgh		-47.30
Check	02/29/2024	11230	Village of Saugerties		-139.90
Check	02/29/2024	11231	Business Credit Card		-988.07
Check	02/29/2024	11232	National Business Technology	Invoice #82013545	-335.00
Check	02/29/2024	11233	Charter Communications		-230.80
Check	02/29/2024	11234	Midwest Tape	Invoice #504996753, #05083558 and #505115253	-820.93
Check	02/29/2024	11235	Baker & Taylor		-949.66
Check	02/29/2024	11236	P.C. Smith & Son Inc		-32.14
Check	02/29/2024	11237	WZ Accountants	Invoice #1629	-550.00
Check	02/29/2024	11238	Linda Schultz		-200.00
Check	02/29/2024	11239	Ann Byrne		-200.00
Check	02/29/2024	11240	Jessica Williams		-100.00
Check	02/29/2024	11241	Uniforms USA, Inc.	Invoice #20455 and #22169	-52.00
Check	02/29/2024	11242	Custom Lawns & More	Invoice #2394	-200.00
Check	02/29/2024	11243	Mid Hudson Library System	Invoice #1692 and #1641	-5,712.25
Check	02/29/2024	11244	Charlotte Svetkey		-30.80
Check	02/29/2024	EFT	Charter Communications		-142.31
Check	02/29/2024	EFT	Central Hudson		-2,826.35
Check	02/29/2024	11245	OverDrive Inc	Invoice #01938CO24052085	-421.99
Check	02/29/2024	11246	Gale/Cengage Learning	Invoice #83843585	-127.96
Check	02/29/2024	11247	Timothy Scott Jr.		-72.08
Check	02/29/2024	11248	Woodstock Library		-25.32
Check	02/29/2024	11249	Ulster County Library Association		-300.00
Check	02/29/2024	EFT	Paychex	Invoice #2024020601 and #2024022001	-176.22
Check	02/29/2024	11250	CDPHP	Invoice #240420000358	-5,581.95
Check	02/29/2024	11251	Metropolitan Life Insurance Companies		-24.30
Check	02/29/2024	11252	National Business Technologies		-25.84
Check	02/29/2024	11253	Sutton Electrical Plumbing & Heating Inc	Invoice# 9517	-282.60

# Saugerties Public Library Abstract Check Register

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
Total M&T General Fund Checking 6455					-26,176.24
<b>M&amp;T Capital Fund Checking 6430</b>					
Total M&T Capital Fund Checking 6430					<u><u>-26,176.24</u></u>

## **Board Workshops 2024**

### **What's New in the 2023 Edition of the Trustee Handbook**

Tuesday, March 19th, 5:00-6:30 PM [REGISTER](#)

### **Libraries for the Future: An Introduction to Sustainability as the Newest Core Value**

Tuesday, June 18th, 5:00-6:30 PM [REGISTER](#)

### **Governance Structure: The Role of Board Officers and Board Committees**

Tuesday, October 15th, 5:00-6:30PM [REGISTER](#)

We have also recorded another “After Party” session to answer a bunch of the questions we got during 2023 sessions that we ran out of time to answer during a particular webinar: <https://midhudson.org/trusteebookclub/>

We have archived all past sessions (2021-2023) here: <https://midhudson.org/trustee-handbook-book-club-archive/>

## February Director's Report 2024

**Interior design:** The Kingston library was the inspiration for purchasing a Wi-Fi enabled tv screen that was placed in our non-functioning fireplace. It is a Roku tv, which means that we can access YouTube and show a video of a blazing fire. It is really fun, and patrons have expressed enjoyment of this simple decoration.

**Book as Art:** The Book as Art show is up, and we held the opening on Friday, March 1<sup>st</sup>. This year we have artworks from the Saugerties High School's advanced art class. We had a great turn out for the opening, and patrons are walking through the show during regular library hours.

**Advocacy Day :** Tim Scott, Charlotte Svetkey and I went to Albany to meet with representatives from Senator Michelle Hinchey's and Assemblymember Sarahana Shrestha's offices. Rebekkah Smith-Aldrich from MHLS was on hand to clearly explain the funding needs of the library system. There were representatives from other types of libraries, and it's always interesting to hear what they are up to. Due to climate change, Advocacy Day wasn't nearly as freezing as it usually is.

**Children's Program:** Charlotte visited the Mount Marion preschool to do a story time.

**Community Room:** Donald Bataille of Hearing Loops Unlimited stopped by the library to test our hearing loop system. (They were in town to install a system in the Orpheum theater.) Our system works very well. I was able to hear it myself with testing equipment that they provided.

**Chamber of Commerce Meeting:** The Chamber used the library's Community Room for their monthly meeting. Tim Scott and I attended the meeting where I had the opportunity to explain our 5 year plan and community meetings. I expressed an interest in holding meetings at local restaurants in an effort to reach 20 – 30 year olds who may not use the library.

**UCLA:** We met in person at the Plattekill Library. Mary Collins, the Library Director at Town of Ulster passed away in February leaving a clerk in charge of the library.

**DA Meeting:** I attended the MHLS DA meeting via zoom.

**Staff meeting:** We did not have a staff meeting in February.

The library was closed on February 19<sup>th</sup> in honor of President's Day.

Saugerties Public Library  
Finance Committee

Date: February 27th 2024

Time: 6:00 PM

Committee Members Attending:

Charlotte Herscher

Tim Scott

Absent & Excused:

Irene Hurst

Brian Collins

Staff Attending:

Director J Russell

Discussion/Agenda Items

Budget scheduling

- Discussed personnel and salary increases with regards to the timeline of the budget.

General Business

- Promotion & PR. We will be over budget for this line item because of costs connected to the survey for the five year plan.
- Hoopla. Monthly costs have gone up a lot due to increased usage. We will have to keep that in mind for the next budget, for digital media in general, and will discuss potentially raising that budget line to accommodate the increased use.

Corresponding Recommendations, Action Items (motions), or No Further Action

1. Personnel and facilities committees will be invited to April finance meeting to discuss budget priorities.



Motion to adjourn at 6:26 made by Herscher and seconded by Scott. All were in favor and the motion passed.

Next Finance Meeting: Tuesday March 26th 2024, at 6:00 PM

# **Saugerties Public Library**

## **Policy/Personnel Committee Meeting Minutes**

Date: February 21, 2024

Time: 6:00 p.m.

Meeting location: SPL Library

Committee Members Attending:

Bassler (chair), Scott, Irizarry

Staff

Russell

Discussion:

1. Review and revision of SPL By-laws.

Revision of the description of the Outreach & Long Term Planning Committee was discussed. A request to the current members of the Outreach committee to assist with verbiage to describe the focus of the committee was made. We will integrate the results at the next P & P meeting.

Next scheduled meeting: March 20th at 6:00 p.m.

Saugerties Public Library  
Facilities Committee

Date: February 6<sup>th</sup>, 2024

Time: 6 PM

Committee Members Attending:

Paul, Tim

Staff Attending:

Jen, Sandy

Others Attending:

Charlotte (finance committee)

Absent:

Brian, Yosefa

Discussion/Agenda Items

1. We received a bill from Em-Tek for \$1900 to replace some valves in the Geothermal room. We have asked them to identify which valves and why.
2. Two possible LED fixtures have been identified that closely resemble the current fixtures in the circulation room. We are waiting for a cost estimate.
3. One of the toilets in the Ladies room has a slow leak with water on the floor. Sutton plumbing will be called.
4. We discussed various long term facilities projects with the Chair of the Finance committee.

Next Facilities Meeting

March 5<sup>th</sup>, at 6:00 pm

Saugerties Public Library  
Outreach Committee

Date: February 25, 2024

Time: 5:30

Committee Members Attending:

Katie Cokinos, Julie Misiano, Tim Scott-  
Nina Schmidbaur

Staff Attending:

Jennifer Russell

Others Attending:

Paul Van Benschoten,

Discussion/Agenda Items

1. Books as Art opening
2. By-laws & committee description
3. 5 year plan

Corresponding Recommendations, Action Items (motions), or No Further Action

1. The art opening was March 1<sup>st</sup>.
2. New wording for by-laws: The Outreach and Long Term Planning committee is responsible for the research and development of the 5-year long-term plan for action based on input from the community. The outreach committee oversees the implementation of the plan, which is carried out by (library staff and Trustee members/committees). In addition, the Outreach committee identifies opportunities to promote the library to the community. Their goal is to expand patron participation, through collaboration with other community organizations, both within the library and in the community.
3. A yearlong subscription to SurveyMonkey was paid for in an effort to create a digital survey which will be used as various locations in Saugerties. With suggestions from the committee, Jennifer will begin a draft survey.

Adjourned: 6:50

Next Outreach Meeting March 25<sup>th</sup> at 5:30 pm

# Saugerties Public Library

## Annual Report For Public And Association Libraries - 2023

CURRENT YEAR

PREVIOUS YEAR

### 1. GENERAL LIBRARY INFORMATION

#### Library / Director Information

##### [Outline of Major Changes](#)

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

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

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

Report all information in Part 1 as of December 31, 2023, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	3200625880	3200625880
1.2	Library Name	SAUGERTIES PUBLIC LIBRARY	SAUGERTIES PUBLIC LIBRARY
1.3	Name Status (State use only)	00 (for no change from previous year)	00
1.4	Structure Status (State use only)	00 (for no change from previous year)	00 (for no change from previous year)
1.5	Community	Saugerties	Saugerties
1.6	Beginning Fiscal Reporting Year	01/01/2023	01/01/2022
1.7	Ending Fiscal Reporting Year	12/31/2023	12/31/2022
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No	No

1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A	N/A
1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A	N/A
1.11	Beginning <u>Local</u> Fiscal Year	01/01/2023	01/01/2022
1.12	Ending <u>Local</u> Fiscal Year	12/31/2023	12/31/2022
1.13	Address Status	00 (for no change from previous year)	00
1.14	Street Address	91 WASHINGTON AVENUE	91 WASHINGTON AVENUE
1.15	City	SAUGERTIES	SAUGERTIES
1.16	Zip Code	12477	12477
1.17	Mailing Address	91 WASHINGTON AVENUE	91 WASHINGTON AVENUE
1.18	City	SAUGERTIES	SAUGERTIES
1.19	Zip Code	12477	12477
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(845) 246-4317	(845) 246-4317
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(845) 246-0858	(845) 246-0858
1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	director@saugertiespubliclibrary.org	director@saugertiespubliclibrary.org

1.23	Library Home Page URL (Enter N/A if no home page URL)	<a href="https://www.saugertiespubliclibrary.org/">https://www.saugertiespubliclibrary.org/</a>	<a href="http://saugertiespubliclibrary.org">http://saugertiespubliclibrary.org</a>
1.24	Population Chartered to Serve (per 2020 Census)	19,038	19,038
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	04/21/1998	04/21/1998
1.30	Date the library was last registered	02/13/2007	02/13/2007
1.31	Federal Employer Identification Number	141756844	141756844
1.32	County	ULSTER	ULSTER
1.33	School District	Saugerties Central School District	Saugerties Central School District
1.34	Town/City	Saugerties	Saugerties

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 1.44, report all information for the current library director/manager.

1.37 First Name of Library Director/Manager Jennifer *Jennifer*

1.38 Last Name of Library Director/Manager Russell *Russell*

1.39 NYS Public Librarian Certification Number 24184 *24184*

1.40 What is the highest education level of the library manager/director? Master's Degree *Master's Degree*

1.41 If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science? Y *Y*

1.42 Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note. Y *Y*

1.43 E-mail Address of the Director/Manager director@saugertiespubliclibrary.org *director@saugertiespubliclibrary.org*



1.44	Fax Number of the Director/Manager	(845) 246-0858	(845) 246-0858
1.45	Does the library charge fees for library cards to people residing outside the system's service area?	Y	Y
1.46	Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2023? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.47.	Y	Y

#### Public Votes / Contracts

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

1.	Name of municipality or district holding the public vote	Saugerties Public Library	<i>Saugerties Public Library</i>
2.	Indicate the type of municipality or district holding the public vote	Special Legislative District	<i>Special Legislative District</i>
3.	Date the vote was held (mm/dd/2023)	09/07/2023	<i>09/01/2022</i>
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)	<i>budget vote (special legislative district public library only)</i>
6a.	Most recent prior year approved appropriation from a public vote:	\$617,796	<i>\$617,796</i>

6b.	Proposed increase in appropriation as a result of the vote held on the date reported in question number 3:	\$12,356	\$12,356
6c.	Total proposed appropriation (manually sum of 6a and 6b):	\$630,152	\$630,152

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

1.47	Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2023) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.48.	N	N
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**Please Note: last year's answers for repeating groups cannot be displayed.**

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

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

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

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

1.49	For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the <u>Note</u> ; if no, please go to Part 2, Library Collection.	Y	Y
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**Note:** In December 2022, our Children's programmer retired after 25 years of service. We have since had two different Children programmers who have created far more programming for the 6-11 age range. This will skew the statistics for this age group.

## 2. LIBRARY COLLECTION

### Print / Electronic / Other Holdings

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

This section of the survey (2.1-2.25) collects data on selected types of materials.

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

### PRINT MATERIALS

#### Cataloged Books

2.1	Adult Fiction Books	13,218	14,528
2.2	Adult Non-fiction Books	9,305	9,216
2.3	Total Adult Books (Total questions 2.1 & 2.2)	22,523	23,744
2.4	Children's Fiction Books	14,050	13,741
2.5	Children's Non-fiction Books	5,338	5,225
2.6	Total Children's Books (Total questions 2.4 & 2.5)	19,388	18,966
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	41,911	42,710

#### Other Print Materials

2.8	Total Uncataloged Books	0	0
2.9	Total Print Serials	752	752
2.10	All Other Print Materials	9,718	5,909

2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	10,470	6,661
2.12	Total Print Materials (Total questions 2.7 and 2.11)	52,381	49,371

## ALL OTHER MATERIALS

### Electronic Materials

2.13	Electronic Books	17,156	16,798
2.14	Local Electronic Collections	726	722
2.15	NOVEL <sub>NY</sub> Electronic Collections	15	15
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	741	737
2.17	Audio - Downloadable Units	7,428	6,813
2.18	Video - Downloadable Units	2,019	1,978
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-series; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	2,627	1,255
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	29,971	27,581

### Non-Electronic Materials

2.21	Audio - Physical Units	1,919	2,337
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2.22	Video - Physical Units	4,896	4,996
2.23	Other Circulating Physical Items	372	379
2.24	Total Other Materials - Non-Electronic (Total questions 2.21 through 2.23)	7,187	51,174

**Grand Total / Additions to Holdings**

2.25	<b>GRAND TOTAL HOLDINGS</b> (Total questions 2.12, 2.20 and 2.24)	89,539	84,664
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**ADDITIONS TO HOLDINGS** - Do not subtract withdrawals or discards.

2.26	Cataloged Books	1,625	1,751
2.27	All Other Print Materials	12	10
2.28	Electronic Materials	4,784	3,184
2.29	All Other Materials	221	259
2.30	Total Additions (Total questions 2.26 through 2.29)	6,642	5,204

**3. LIBRARY PROGRAMS, POLICIES, AND SERVICES**

**Visits / Borrowers / Policies / Accessibility**

Report all information on questions 3.1 through 3.32 as of the end fiscal year reported in Questions 1.6 and 1.7 in Part 1; report information on questions 3.33 through 3.77 for the 2023 calendar year. Please click [here](#) to read general instructions before completing this section.

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

**LIBRARY USE**

3.1	Library visits (total annual attendance)	86,077	65,210
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3.1a	Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?	ES - Annual Estimate Based on Typical Week(s)	<i>ES - Annual Estimate Based on Typical Week(s)</i>
3.2	Registered resident borrowers	10,103	10,648
3.3	Registered non-resident borrowers	10	8

Please report information on WRITTEN POLICIES as of 12/31/23.

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

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

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

Please report information on ACCESSIBILITY as of 12/31/23.

**ACCESSIBILITY (Answer Y for Yes, N for No)**

3.11	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	N	N
3.12	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	Y	Y
3.13	Does the library have large print books?	Y	Y
3.14	Does the library have assistive technology for people who are visually impaired or blind?	Y	N
3.15 - If so, what do you have? If no, go to next question	screen reader, such as JAWS, Windoweyes or NVDA	No	No
	refreshable Braille commonly referred to as a refreshable Braille display	No	No
	screen magnification software, such as Zoomtext	Yes	No
	electronic scanning and reading software, such as OpenBook	No	No
3.16	Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)?	Y	Y



## Library Sponsored Programs

### LIVE PROGRAM SESSIONS and ATTENDANCE

#### Live Program Sessions

A live program session is any planned event which introduces the group attending to library services or which provides information to participants.

Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information.

Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.

For specific examples of live and prerecorded programs (previously called synchronous and asynchronous), please refer to the chart in Instructions.

#### Live Programs Categorized by Age

3.17a	Number of Sessions		
	Targeted at Children Ages	182	266
	0-5		

**Note:** Software error triggered note.

3.17b	Attendance at Sessions		
	Targeted at Children Ages	1,502	3,471
	0-5		

**Note:** Our Children's programmer retired after 25 years of service. For the 2022 Annual report, this staff member was unable to accurately separate the 0-5 and 6-11 age groups. The statistics for 2023 are more accurate in this regard. Our new staff will be organizing data better for 2024, and balancing programming between 0-5 and 6-11 year old patrons.

3.18a	Number of Sessions		
	Targeted at Children Ages	93	15
	6-11		

**Note:** In December 2022, our Children's programmer retired after 25 years of service. We have since had two different Children programmers who have created far more programming for the 6-11 age range. This will skew the statistics for this age group.

3.18b	Attendance at Sessions		
	Targeted at Children Ages	726	119
	6-11		

**Note:** In December 2022, our Children's programmer retired after 25 years of service. We have since had two different Children programmers who have created far more programming for the 6-11 age range. This will skew the statistics for this age group.

3.19a	Number of Sessions		
	Targeted at Young Adults	173	199
	Ages 12-18		

3.19b	Attendance at Sessions		
	Targeted at Young Adults	1,038	1,241
	Ages 12-18		

3.20a	Number of Sessions Targeted at Adults Age 19 or Older	265	194
3.20b	Attendance at Sessions Targeted at Adults Age 19 or Older	2,327	1,445
3.21a	Number of General Interest Program Sessions	14	37
3.21b	Attendance at General Interest Program Sessions	797	457
3.22	Total Sessions of Live Programs Categorized by Age (sum of 3.17a, 3.18a, 3.19a, 3.20a, 3.21a)	727	711
3.23	Total Attendance at Live Programs Categorized by Age (sum of 3.17b, 3.18b, 3.19b, 3.20b, 3.21b)	6,390	6,733
Live Programs Categorized by Venue			
3.24a	Total Live Onsite Program Sessions	713	689
<b>Note:</b> Software error triggered note.			
3.24b	Total Live Onsite Program Attendance	6,094	6,240
3.25a	Total Live Offsite Program Sessions	3	4
<b>Note:</b> Software error triggered note.			
3.25b	Total Live Offsite Program Attendance	235	414
3.26a	Total Live Virtual Program Sessions	11	18
<b>Note:</b> Software error triggered note.			
3.26b	Total Live Virtual Program Attendance	61	79

3.27	Total Sessions of Live Programs Categorized by Venue (sum of 3.24a, 3.25a, 3.26a)	727	
3.28	Total Attendance at Live Programs Categorized by Venue (sum of 3.24b, 3.25b, 3.26b)	6,390	

**Prerecorded and One-on-One Programs**

3.29	Total Number of Prerecorded Program Presentations	1	2
3.30	Total Views of Prerecorded Program Presentations within 30 Days	118	295
3.31	One-on-One Program Sessions	17	59
3.32	Attendance at One-on-One Program Sessions	17	59

**Teen-Led / Promotion / Summer Reading**

3.33	Did your library offer teen-led activities during the 2023 calendar year?	Y	N
3.34	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

Please report information on SUMMER READING PROGRAMS for the 2023 calendar year  
**SUMMER READING PROGRAM**

3.35	Did the library offer a summer reading program in 2023? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y	
3.36	Library outlets offering the summer reading program	1	1
3.37	Children registered for the library's summer reading program	198	194
3.38	Young adults registered for the library's summer reading program	38	26
3.39	Adults registered for the library's summer reading program	25	506
3.40	Total number registered for the library's summer reading program (total 3.37 + 3.38 + 3.39)	261	726
3.41a	Children's program sessions - Summer 2023	73	76
3.41b	Children's program attendance - Summer 2023	1,622	1,688
3.42a	Young adult program sessions - Summer 2023	49	89
3.42b	Young adult program attendance - Summer 2023	237	346
3.43a	Adult program sessions - Summer 2023	68	67
3.43b	Adult program attendance - Summer 2023	441	391

3.44	Total program sessions - Summer 2023 (total 3.41a + 3.42a + 3.43a)	190	232
3.45	Total program attendance - Summer 2023 (total 3.41b + 3.42b + 3.43b)	2,300	2,425
3.46	Did the library use the Summer Reading at New York Libraries name and/or logo?	N	
3.47	Did the library use the Collaborative Summer Library Program (CSLP) Manual, provided through the New York State Library?	N	

#### COLLABORATORS

3.48	Public school district(s) and/or BOCES	1	2
3.49	Non-public school(s)		0
3.50	Childcare center(s)	1	1
3.51	Summer camp(s)		0
3.52	Municipality/Municipalities		0
3.53	Literacy provider(s)		0
3.54	Other (describe using the State note)	1	11
<b>Note:</b> NYS Local Legislator - Assembly			
3.55	Total Collaborators (total 3.48 through 3.54)	3	14

#### Early Literacy

Please report information on EARLY LITERACY PROGRAMS for the 2023 calendar year.

### EARLY LITERACY PROGRAMS

3.56	Did the library offer early literacy programs in 2023? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y	Y
3.57a	Focus on birth - school entry (kindergarten) sessions	126	107
3.57b	Focus on birth - school entry (kindergarten) attendance	1,439	1,019
3.58a	Focus on parents & caregivers sessions	0	0
3.58b	Focus on parents & caregivers attendance	0	0
3.59a	Combined audience sessions	48	44
3.59b	Combined audience attendance	931	379
3.60	<b>Total Sessions</b>	174	151
3.61	<b>Total Attendance</b>	2,370	1,398
3.62	- 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)	No	No
d.	Health care providers/agencies	Yes	No



e.	Other (describe using the State note)	No	No
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#### Adult Literacy

Please report information on ADULT LITERACY for the 2023 calendar year.

#### ADULT LITERACY

3.63	Did the library offer adult literacy programs in 2023? (Enter Y for Yes, N for No) N If entering no, proceed to the next section.		No
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3.64a	Total group program sessions		0
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3.64b	Total group program attendance		0
-------	--------------------------------	--	---

3.65a	Total one-on-one program sessions		0
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3.65b	Total one-on-one program attendance		0
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3.66 - Collaborators (check all that apply)

a.	Literacy NY (Literacy Volunteers of America)	No	No
----	----------------------------------------------	----	----

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

c.	Non-Public Schools	No	No
----	--------------------	----	----

d.	Other (see instructions and describe using Note)	No	Yes
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#### ESOL / Digital Literacy

Please report information on ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) PROGRAMS for the 2023 calendar year.

### ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) PROGRAMS

3.67	Did the library offer English for Speakers of Other Languages (ESOL) programs in 2023? (Enter Y N for Yes, N for No) If entering no, proceed to the next section.		Y
3.68a	Children's program sessions		3
3.68b	Children's program attendance		25
3.69a	Young adult program sessions		0
3.69b	Young adult program attendance		0
3.70a	Adult program sessions		0
3.70b	Adult program attendance		0
3.71	Total program sessions (total 3.68a + 3.69a + 3.70a)	0	3
3.72	Total program attendance (total 3.68b + 3.69b + 3.70b)	0	25
3.73a	One-on-one program sessions		0
3.73b	One-on-one program attendance		0
3.74	- Collaborators (check all that apply):		
a.	Literacy NY (Literacy Volunteers of America)	No	No



b.	Public School District(s) and/or BOCES	No	No
c.	Non-Public School(s)	No	No
d.	Other (describe using the Note)	No	No

Please report information on DIGITAL LITERACY for the 2023 calendar year.

#### DIGITAL LITERACY

3.75	Did the library offer digital literacy programs in 2023? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y	Y
3.76a	Total group program sessions	0	0
3.76b	Total group program attendance	0	0
3.77a	Total one-on-one program sessions	17	59
3.77b	Total one-on-one program attendance	17	59

#### 4. LIBRARY TRANSACTIONS

##### Circulation / Electronic Use Reference Transactions

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

#### CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	23,306	23,443
4.2	Adult Non-fiction Books	10,869	10,573
4.3	Total Adult Books (Total questions 4.1 & 4.2)	34,175	34,016
4.4	Children's Fiction Books	29,688	23,941

4.5	Children's Non-fiction Books	8,276	7,972
4.6	Total Children's Books (Total questions 4.4 & 4.5)	37,964	31,913
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	72,139	65,929

#### **CIRCULATION OF OTHER MATERIALS**

4.8	Circulation of Adult Other Materials	15,996	14,506
4.9	Circulation of Children's Other Materials	1,736	1,571
4.10	Circulation of Other Physical Items (Total questions 4.8, 4.9)	17,732	16,077
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	89,871	82,006

#### **ELECTRONIC USE**

4.12	Use of Electronic Material	20,231	17,344
4.13	Successful Retrieval of Electronic Information	1,921	1,975
4.14	Electronic Content Use (Total questions 4.12 & 4.13)	22,152	19,319
4.15	Total Circulation of Materials (Total questions 4.11 & 4.12)	110,102	99,350
4.16	Total Collection Use (Total questions 4.13 & 4.15)	112,023	101,325
4.17	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	39,700	33,484

4.18	As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due?	Yes	<i>Yes</i>
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**REFERENCE TRANSACTIONS**

4.19	Total Reference Transactions	14,031	<i>9,387</i>
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4.19a	Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?	CT - Annual Count	<i>CT - Annual Count</i>
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4.20	Does the library offer virtual reference?	N	<i>Y</i>
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**Interlibrary Loan**

**INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)**

4.21	TOTAL MATERIALS RECEIVED	17,884	<i>16,298</i>
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**INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)**

4.22	TOTAL MATERIALS PROVIDED	14,273	<i>18,429</i>
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**5. TECHNOLOGY AND TELECOMMUNICATIONS**

Report all information as of December 31, 2023.

**SYSTEMS AND SERVICES**

5.1	Automated circulation system?	Y	<i>Y</i>
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5.2	Online public access catalog (OPAC)?	Y	<i>Y</i>
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5.3	Electronic access to the OPAC from outside the library?	Y	<i>Y</i>
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5.4	Annual number of visits to the library's web site	60,054	55,957
5.5	Does the library use Internet filtering software on any computer?	Y	Y
5.6	Does your library use social media?	Y	Y
5.7	Does the library file for E-rate benefits?	Y	Y
5.8	Is the library part of a consortium for E-rate benefits?	N	N
5.9	If yes, in which consortium are you participating?	N/A	N/A
5.10	Name of the person responsible for the library's Information Technology (IT) services	Jennifer Russell	<i>Jennifer Russell</i>
5.11	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(845) 246-4317	<i>(845) 246-4317</i>
5.12	IT contact's email address	director@saugertiespubliclibrary.org	<i>director@saugertiespubliclibrary.org</i>

## 6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Include the FTE for all positions funded in the library's budget whether those positions are filled or not. This report requires conversion of part-time hours to full-time equivalents (FTE). To compute the FTE of employees in any category, take the total number of hours worked per week for all budgeted positions in that category and divide that total by the number of hours per week the library considers to be full-time. Report the FTE to two decimal places.

### FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1	The number of hours per workweek used to compute FTE for all paid library personnel in this section.	35	40
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**BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS**

6.2	Library Director (certified)	1	1.0
6.3	Vacant Library Director (certified)	0	0
6.4	Library Manager (not certified)	0	0
6.5	Vacant Library Manager (not certified)	0	0
6.6	Librarian	2	2.0
6.7	Vacant Librarian	0	0
6.8	Library Specialist/Paraprofessional	2	4.75
6.9	Vacant Library Specialist/Paraprofessional	0	1
6.10	Other Staff	9.87	8
6.11	Vacant Other Staff	0	1
6.12	<b>TOTAL PAID STAFF</b> (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	14.87	15.75
6.13	<b>VACANT TOTAL PAID STAFF</b> (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.00	2.00

**SALARY INFORMATION**

6.14	FTE - Library Director (certified)	1	1
6.15	Salary - Library Director (certified)	\$66,300	\$66,300
6.16	FTE - Library Manager (not certified)	0	0

6.17	Salary - Library Manager (not certified)	\$0	\$0
6.18	FTE - Librarian	1	1
6.19	Salary - Librarian	\$53,408	\$48,330

## 7. MINIMUM PUBLIC LIBRARY STANDARDS

All public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of **December 31, 2023**. Please click [here](#) to read general instructions before completing this section. [Helpful information for meeting minimum public library standards](#) is available on the State Library's website.

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

5.	Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service.	Y	Y
6.	Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service.	Y	Y
7.	Is open the minimum standard number of public service hours for population served. (see instructions)	Y	Y
8.	Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:		
8a.	space	Y	Y
8b.	lighting	Y	Y
8c.	shelving	Y	Y
8d.	seating	Y	Y
8e.	power infrastructure	Y	Y
8f.	data infrastructure	Y	Y
8g.	public restroom	Y	Y
9.	Provides programming to address community needs, as outlined in the library's long-range plan of service.	Y	Y
10.	Provides		

10a.	a circulation system that facilitates access to the local library collection and other library catalogs	Y	Y
10b.	equipment, technology, and internet connectivity to address community needs and facilitate access to information.	Y	Y
11.	Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above.	Y	Y
12.	Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.	Y	Y
13.	Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.	Y	Y
14.	Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service.	Y	Y

## 8. PUBLIC SERVICE INFORMATION



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

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

8.1	Main Library	1	1
8.2	Branches	0	0
8.3	Bookmobiles	0	0
8.4	Other Outlets	0	0
8.5	<b>TOTAL PUBLIC SERVICE OUTLETS</b> (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	46.00	46.00
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	<b>Minimum Weekly Total Hours - Total Hours Open</b> (Total questions 8.6 - 8.8)	46.00	46.00
8.10	Annual Total Hours - Main Library	2,300.00	2,300.00
8.11	Annual Total Hours - Branch Libraries	0.00	0.00
8.12	Annual Total Hours - Bookmobiles	0.00	0.00
8.13	<b>Annual Hours Open - Total Hours Open</b> (Total questions 8.10 through 8.12)	2,300.00	2,300.00

## 9. SERVICE OUTLET INFORMATION

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

Outlets should be arranged in alphabetical order if possible.

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

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

Complete one record for *each* main library, branch or bookmobile.

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

1.	Outlet Name	Saugerties Public Library	<i>SAUGERTIES PUBLIC LIBRARY</i>
2.	Outlet Name Status	00 (for no change)	<i>00</i>
3.	Street Address	91 Washington Avenue	<i>91 WASHINGTON AVENUE</i>
4.	Outlet Street Address Status	00 (for no change)	<i>00</i>
5.	City	Saugerties	<i>SAUGERTIES</i>
6.	Zip Code	12477	<i>12477</i>
7.	Phone (enter 10 digits only)	(845) 246-4317	<i>(845) 246-4317</i>
8.	Fax Number (enter 10 digits only)	(845) 246-0858	<i>(845) 246-0858</i>
9.	E-mail Address	admin@saugertiespubliclibrary.org	<i>admin@saugertiespubliclibrary.org</i>
10.	Outlet URL	http://saugertiespubliclibrary.org	<i>http://saugertiespubliclibrary.org</i>
11.	County	Ulster	<i>ULSTER</i>
12.	School District	Saugerties Central School District	<i>Saugerties Central School District</i>
13.	Library System	Mid-Hudson Library System	<i>Mid-Hudson Library System</i>

14.	Outlet Type Code (select one):	CE	<i>CE</i>
15.	Public Service Hours Per Year for This Outlet	2,300	<i>2,300</i>
16.	Number of Weeks This Outlet is Open	52	<i>52</i>
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y	<i>Y</i>
18.	Is the meeting space available for public use even when the outlet is closed?	Y	<i>Y</i>
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	47	<i>235</i>
20.	Enter the appropriate outlet code (select one):	LO	<i>LO</i>
21.	Who owns this outlet building?	Library Board	<i>Library Board</i>
22.	Who owns the land on which this outlet is built?	Library Board	<i>Library Board</i>
23.	Indicate the year this outlet was initially constructed	1914	<i>1914</i>
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2009	<i>2009</i>
25.	Square footage of the outlet	13,176	<i>13,176</i>
26.	Number of Internet Computers Used by General Public	22	<i>23</i>

27.	Number of uses (sessions) of public Internet computers per year	4,441	4,763
27a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count	<i>CT - Annual Count</i>
28.	Type of connection on the outlet's public Internet computers	Fiber	<i>Fiber</i>
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	10 Greater than or equal to 50 mbps and less than 100 mbps	<i>10 Greater than or equal to 50 mbps and less than 100 mbps</i>
30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	10 Greater than or equal to 50 mbps and less than 100 mbps	<i>10 Greater than or equal to 50 mbps and less than 100 mbps</i>
31.	Internet Provider	Charter Communications	<i>Spectrum/Time Warner Cable</i>
32.	WiFi Access	Available only when the library is open	<i>Available only when the library is open</i>
33.	Wireless Sessions	24,245	25,447
33a	Reporting Method for Wireless Sessions	CT - Annual Count	<i>CT - Annual Count</i>
34.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y	<i>Y</i>
35.	Is every public part of the outlet accessible to a person in a wheelchair?	Y	<i>Y</i>
36.	Does your <b>outlet</b> have a Makerspace?	N	<i>N</i>
37.	<i>LIBID</i>	3200625880	<i>3200625880</i>

38.	<i>FSCSID</i>	NY0268	<i>NY0268</i>
39.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0	0
40.	<i>Outlet Structure Status</i>	00 (for no change from previous year)	00

## 10. OFFICERS AND TRUSTEES

### Trustees and Terms / Trustee Names

Report information about trustee meetings as of December 31, 2023. 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, 2023 to December 31, 2023)	12	12
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### NUMBER OF TRUSTEES AND TERMS

10.2	If the library's charter documents (incorporation) state a range of trustees, what is it? If a range is not stated, enter N/A.	N/A	
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**Note:** New survey wording is incorrectly flagging this question as being different from last year

10.3	If your library has a range, how many voting positions are stated in the library's current by-laws? If a range is not stated, enter N/A.	N/A	
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**Note:** New survey wording is incorrectly flagging this question as being different from last year

10.4	If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)? If library does have a range, enter N/A here.	11	11
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10.5 What is the **trustee term length, as stated in your library's charter documents (incorporation)**? If a term length is not stated, please explain in a Note. 5 5

10.6 I attest that all trustees participated in trustee education in the last calendar year (2023). If entering No, provide explanation in a Note. Y Y

### BOARD MEMBER SELECTION

10.7 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*

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

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

1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Jouette	<i>Jouette</i>
3.	Last Name of Board Member	Bassler	<i>Bassler</i>
4.	Mailing Address	1 Tres Terrace	<i>1 Tres Terrace</i>
5.	City	Saugerties	<i>Saugerties</i>
6.	Zip Code (5 digits only)	12477	<i>12477</i>
7.	E-mail address	jbassler@smu.edu	<i>jbassler@smu.edu</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Begins - Month	October	<i>October</i>

10.	Term Begins - Year (year)	2019	<i>2019</i>
11.	Term Expires	October	<i>October</i>
12.	Term Expires - Year (yyyy)	2024	<i>2024</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	10/10/2019	<i>10/10/2019</i>
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	10/24/2019	<i>10/24/2019</i>
16.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Charlotte	<i>Charlotte</i>
3.	Last Name of Board Member	Herscher	<i>Herscher</i>
4.	Mailing Address	139 Washington Ave	<i>139 Washington Ave</i>
5.	City	Saugerties	<i>Saugerties</i>
6.	Zip Code (5 digits only)	12477	<i>12477</i>



7.	E-mail address	cherscher@gmail.com	<i>cherscher@gmail.com</i>
8.	Office Held or Trustee	Financial Officer	<i>Trustee</i>
9.	Term Begins - Month	October	<i>October</i>
10.	Term Begins - Year (year)	2021	<i>2021</i>
11.	Term Expires	October	<i>October</i>
12.	Term Expires - Year (yyyy)	2026	<i>2026</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	10/14/2021	<i>10/14/2021</i>
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	10/14/2021	<i>10/14/2021</i>
16.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Brian	<i>Brian</i>
3.	Last Name of Board Member	Collins	<i>Collins</i>
4.	Mailing Address	16 Moonlight Lane	<i>16 Moonlight Lane</i>



5.	City	Saugerties	<i>Saugerties</i>
6.	Zip Code (5 digits only)	12477	<i>12477</i>
7.	E-mail address	bcollins4@hvc.rr.com	<i>bcollins4@hvc.rr.com</i>
8.	Office Held or Trustee	Trustee	<i>Financial Officer</i>
9.	Term Begins - Month	October	<i>October</i>
10.	Term Begins - Year (year)	2019	<i>2019</i>
11.	Term Expires	October	<i>October</i>
12.	Term Expires - Year (yyyy)	2024	<i>2024</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	10/10/2019	<i>10/10/2019</i>
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	10/24/2019	<i>10/24/2019</i>
16.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Irene	<i>Irene</i>

3.	Last Name of Board Member	Hurst	<i>Hurst</i>
4.	Mailing Address	306 Trinity Court	<i>11 Valley St.</i>
5.	City	Saugerties	<i>Saugerties</i>
6.	Zip Code (5 digits only)	12477	<i>12477</i>
7.	E-mail address	ireneshicove@gmail.com	<i>ireneshicove@gmail.com</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Begins - Month	October	<i>October</i>
10.	Term Begins - Year (year)	2020	<i>2020</i>
11.	Term Expires	October	<i>October</i>
12.	Term Expires - Year (yyyy)	2025	<i>2025</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	10/21/2020	<i>10/21/2020</i>
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	10/21/2020	<i>10/21/2020</i>
16.	Is this a brand new trustee?	N	<i>N</i>

1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Yosefa	<i>Yosefa</i>
3.	Last Name of Board Member	Karchmar	<i>Karchmar</i>
4.	Mailing Address	5 Reservoir Rd	<i>5 Reservoir Rd</i>
5.	City	Saugerties	<i>Saugerties</i>
6.	Zip Code (5 digits only)	12477	<i>12477</i>
7.	E-mail address	ykarchmar@aol.com	<i>ykarchmar@aol.com</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Begins - Month	October	<i>October</i>
10.	Term Begins - Year (year)	2022	<i>2022</i>
11.	Term Expires	October	<i>October</i>
12.	Term Expires - Year (yyyy)	2027	<i>2027</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	10/13/2022	<i>10/13/2022</i>

15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	10/13/2022	<i>10/13/2022</i>
16.	Is this a brand new trustee?	N	<i>Y</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Julie	<i>Julie</i>
3.	Last Name of Board Member	Misiano	<i>Misiano</i>
4.	Mailing Address	16 Shear Rd	<i>16 Shear Rd</i>
5.	City	Saugerties	<i>Saugerties</i>
6.	Zip Code (5 digits only)	12477	<i>12477</i>
7.	E-mail address	indivisiblejtm@gmail.com	<i>indivisiblejtm@gmail.com</i>
8.	Office Held or Trustee	Secretary	<i>Secretary</i>
9.	Term Begins - Month	October	<i>October</i>
10.	Term Begins - Year (year)	2020	<i>2020</i>
11.	Term Expires	October	<i>October</i>
12.	Term Expires - Year (yyyy)	2025	<i>2025</i>

13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	10/09/2020	<i>10/09/2020</i>
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	10/09/2020	<i>10/09/2020</i>
16.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Paul	<i>Paul</i>
3.	Last Name of Board Member	Van Benschoten	<i>Van Benschoten</i>
4.	Mailing Address	32 Brink Rd.	<i>32 Brink Rd.</i>
5.	City	Saugerties	<i>Saugerties</i>
6.	Zip Code (5 digits only)	12477	<i>12477</i>
7.	E-mail address	pvanbenschoten@hvc.rr.com	<i>pvanbenschoten@hvc.rr.com</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Begins - Month	October	<i>October</i>
10.	Term Begins - Year (year)	2021	<i>2021</i>

11.	Term Expires	October	<i>October</i>
12.	Term Expires - Year (yyyy)	2026	<i>2026</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	10/14/2021	<i>10/14/2021</i>
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	10/14/2021	<i>10/14/2021</i>
16.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Nina	<i>Nina</i>
3.	Last Name of Board Member	Schmidbaur	<i>Schmidbaur</i>
4.	Mailing Address	122 Burt St.	<i>122 Burt St.</i>
5.	City	Saugerties	<i>Saugerties</i>
6.	Zip Code (5 digits only)	12477	<i>12477</i>
7.	E-mail address	nschmidbaur <sup>l</sup> csw@gmail.com	<i>nschmidbaur<sup>l</sup>csw@gmail.com</i>

8.	Office Held or Trustee	Vice President	<i>Trustee</i>
9.	Term Begins - Month	October	<i>October</i>
10.	Term Begins - Year (year)	2022	<i>2022</i>
11.	Term Expires	October	<i>October</i>
12.	Term Expires - Year (yyyy)	2027	<i>2027</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	10/13/2022	<i>10/13/2022</i>
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	10/13/2022	<i>10/13/2022</i>
16.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Timothy	<i>Timothy</i>
3.	Last Name of Board Member	Scott	<i>Scott</i>
4.	Mailing Address	226 Malden Turnpike	<i>226 Malden Turnpike</i>
5.	City	Saugerties	<i>Saugerties</i>

6.	Zip Code (5 digits only)	12477	12477
7.	E-mail address	timscottjr22@gmail.com	timscottjr22@gmail.com
8.	Office Held or Trustee	President	Vice President
9.	Term Begins - Month	October	October
10.	Term Begins - Year (year)	2023	2018
11.	Term Expires	October	October
12.	Term Expires - Year (yyyy)	2027	2023

13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	No	Yes
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**Note:** Trustee is filling the remainder of Andrew Zink's term, which was to run from 2022 to 2027.

14.	The date the Oath of Office (mm/dd/yyyy) was taken	09/14/2023	09/11/2018
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	09/14/2023	09/12/2018
16.	Is this a brand new trustee?	N	N

1.	Status	Filled	Filled
2.	First Name of Board Member	Robert	Andrew



3.	Last Name of Board Member	Irizarry	<i>Zink</i>
4.	Mailing Address	202 Market St.	<i>122 Burt St.</i>
5.	City	Saugerties	<i>Saugerties</i>
6.	Zip Code (5 digits only)	12477	<i>12477</i>
7.	E-mail address	robert.irizarry@gmail.com	<i>azink1238@gmail.com</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Begins - Month	October	<i>October</i>
10.	Term Begins - Year (year)	2023	<i>2022</i>
11.	Term Expires	October	<i>October</i>
12.	Term Expires - Year (yyyy)	2028	<i>2027</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	09/14/2023	<i>10/13/2022</i>
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	09/14/2023	<i>10/13/2022</i>
16.	Is this a brand new trustee?	Y	<i>Y</i>

- |     |                                                                                                                                                                                                                                                                                                                                                         |                        |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|
| 1.  | Status                                                                                                                                                                                                                                                                                                                                                  | Filled                 |
| 2.  | First Name of Board Member                                                                                                                                                                                                                                                                                                                              | Katie                  |
| 3.  | Last Name of Board Member                                                                                                                                                                                                                                                                                                                               | Cokinos                |
| 4.  | Mailing Address                                                                                                                                                                                                                                                                                                                                         | 50 Post St.            |
| 5.  | City                                                                                                                                                                                                                                                                                                                                                    | Saugerties             |
| 6.  | Zip Code (5 digits only)                                                                                                                                                                                                                                                                                                                                | 12477                  |
| 7.  | E-mail address                                                                                                                                                                                                                                                                                                                                          | Katiecokinos@gmail.com |
| 8.  | Office Held or Trustee                                                                                                                                                                                                                                                                                                                                  | Trustee                |
| 9.  | Term Begins - Month                                                                                                                                                                                                                                                                                                                                     | October                |
| 10. | Term Begins - Year (year)                                                                                                                                                                                                                                                                                                                               | 2023                   |
| 11. | Term Expires                                                                                                                                                                                                                                                                                                                                            | October                |
| 12. | Term Expires - Year (yyyy)                                                                                                                                                                                                                                                                                                                              | 2028                   |
| 13. | Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. | Yes                    |
| 14. | The date the Oath of Office (mm/dd/yyyy) was taken                                                                                                                                                                                                                                                                                                      | 10/12/2023             |

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 10/12/2023
16. Is this a brand new trustee? N

## 11. OPERATING FUNDS RECEIPTS

Local Public Funds / System Cash  
Grants / Other State

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

### LOCAL PUBLIC FUNDS

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

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

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

- |      |                                                                                   |                    |                           |
|------|-----------------------------------------------------------------------------------|--------------------|---------------------------|
| 1.   | Source of Funds                                                                   | Town               | <i>Town</i>               |
| 2.   | Name of funding County, Municipality or School District                           | Town of Saugerties | <i>Town of Saugerties</i> |
| 3.   | Amount                                                                            | \$630,152          | <i>\$617,796</i>          |
| 4.   | Subject to public vote held in reporting year or in a previous reporting year(s). | Y                  | <i>Y</i>                  |
| 5.   | Written Contractual Agreement                                                     | N                  | <i>N</i>                  |
| 11.2 | <b>TOTAL LOCAL PUBLIC FUNDS</b>                                                   | \$630,152          | <i>\$617,796</i>          |

### SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$5,653	\$5,633
11.4	Record all Central Library Services Aid monies received from system headquarters	\$0	\$0
11.5	Additional State Aid received from the System	\$0	\$0
11.6	Federal Aid received from the System	\$0	\$0
11.7	Other Cash Grants	\$2,220	\$1,100
11.8	<b>TOTAL SYSTEM CASH GRANTS</b> (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$7,873	\$6,733

#### **OTHER STATE AID**

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

#### **FEDERAL AID FOR LIBRARY OPERATION**

11.10	LSTA	\$0	\$0
11.11	Other Federal Aid	\$0	\$0
11.12	<b>TOTAL FEDERAL AID</b> (Add Questions 11.10 and 11.11)	\$0	\$0
11.13	<b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b>	\$0	\$0

**OTHER RECEIPTS**

11.14	Gifts and Endowments	\$10,797	\$9,278
11.15	Fund Raising	\$0	\$0
11.16	Income from Investments	\$9,687	\$1,042
11.17	Library Charges	\$8,961	\$8,416
11.18	Other	\$0	\$0
11.19	<b>TOTAL OTHER RECEIPTS</b> (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$29,445	\$18,736
11.20	<b>TOTAL OPERATING FUND RECEIPTS</b> (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$667,470	\$643,265
11.21	<b>BUDGET LOANS</b>	\$0	\$0
<b>Transfers / Grant Total</b>			
<b>TRANSFERS</b>			
11.22	From Capital Fund (Same as Question 14.8)	\$0	\$0
11.23	From Other Funds	\$0	\$0
11.24	<b>TOTAL TRANSFERS</b> (Add Questions 11.22 and 11.23)	\$0	\$0
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2023 (Same as Question 12.39 of previous year if fiscal year has not changed)	\$533,148	\$599,765

11.26	<b>GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE</b> (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.40)	\$1,200,618	\$1,243,030
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## 12. OPERATING FUND DISBURSEMENTS

Staff / Collection / Capital  
Operation and Maintenance

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

### STAFF EXPENDITURES

#### Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$171,086	\$169,889
12.2	Other Staff	\$189,015	\$165,748
12.3	<b>Total Salaries &amp; Wages Expenditures</b> (Add Questions 12.1 and 12.2)	\$360,101	\$335,637
12.4	<b>Employee Benefits Expenditures</b>	\$109,036	\$109,880
12.5	<b>Total Staff Expenditures</b> (Add Questions 12.3 and 12.4)	\$469,137	\$445,517

### COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$29,834	\$28,967
12.7	Electronic Materials Expenditures	\$4,748	\$8,001
12.8	Other Materials Expenditures	\$10,688	\$3,573

12.9	<b>Total Collection Expenditures</b> (Add Questions 12.6, 12.7 and 12.8)	\$45,270	\$40,541
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#### CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$0	\$0
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12.11	From Other Funds (71OF)	\$0	\$0
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12.12	<b>Total Capital Expenditures</b> (Add Questions 12.10 and 12.11)	\$0	\$0
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#### OPERATION AND MAINTENANCE OF BUILDINGS

##### Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	\$0	\$62,128
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12.14	From Other Funds (72OF)	\$0	\$14,176
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12.15	<b>Total Repairs</b> (Add Questions 12.13 and 12.14)	\$0	\$76,304
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12.16	Other Disbursements for Operation & Maintenance of Buildings	\$77,297	\$70,757
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12.17	<b>Total Operation &amp; Maintenance of Buildings</b> (Add Questions 12.15 and 12.16)	\$77,297	\$147,061
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#### MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$6,757	\$2,300
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12.19	Telecommunications	\$6,179	\$6,727
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12.21	Professional & Consultant Fees	\$26,764	\$13,724
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12.22	Equipment	\$14,355	\$15,696
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12.23	Other Miscellaneous	\$13,931	\$18,710
12.24	<b>Total Miscellaneous Expenses</b> (Add Questions 12.18, 12.19, 12.21, 12.22 and 12.23)	\$67,986	\$57,516

**Contracts / Debt Service / Transfers / Grand Total**

12.25	<b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b>	\$20,477	\$19,247
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**DEBT SERVICE**

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

12.26	From Local Public Funds (73PF)	\$0	\$0
12.27	From Other Funds (73OF)	\$0	\$0
12.28	<b>Total</b> (Add Questions 12.26 and 12.27)	\$0	\$0

**Other Loans**

12.29	Budget Loans (Principal and Interest)	\$0	\$0
12.30	Short-Term Loans	\$0	\$0
12.31	<b>Total Debt Service</b> (Add Questions 12.28, 12.29 and 12.30)	\$0	\$0

12.32	<b>TOTAL OPERATING FUND DISBURSEMENTS</b> (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31)	\$680,167	\$709,882
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**TRANSFERS**

**Transfers to Capital Fund**



12.33	From Local Public Funds (76PF)	\$0	\$0
12.34	From Other Funds (76OF)	\$0	\$0
12.35	<b>Total Transfers to Capital Fund</b> (Add Questions 12.33 and 12.34; same as Question 13.8)	\$0	\$0
12.36	<b>Transfer to Other Funds</b>	\$0	\$0
12.37	<b>TOTAL TRANSFERS</b> (Add Questions 12.35 and 12.36)	\$0	\$0
12.38	<b>TOTAL DISBURSEMENTS AND TRANSFERS</b> (Add Questions 12.32 and 12.37)	\$680,167	\$709,882
12.39	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2023	\$520,451	\$533,148
12.40	<b>GRAND TOTAL DISBURSEMENTS, TRANSFERS &amp; BALANCE</b> (Add Questions 12.38 and 12.39; same as Question 11.26)	\$1,200,618	\$1,243,030

#### ASSURANCE

12.41	The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).	03/14/2024	03/09/2023
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#### FISCAL AUDIT

12.42	Last audit performed (mm/dd/yyyy)	12/31/2022	12/31/2022
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12.43	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	01/01/2023-12/31/2023	01/01/2021-12/31/2021
12.44	Indicate type of audit (select one):	Private Accounting Firm	Private Accounting Firm

**CAPITAL FUND**

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

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

**REVENUES FROM LOCAL SOURCES**

13.1	Revenues from Local Government Sources	\$0	\$0
13.2	All Other Revenues from Local Sources	\$0	\$0
13.3	<b>Total Revenues from Local Sources</b> (Add Questions 13.1 and 13.2)	\$0	\$0

**STATE AID FOR CAPITAL PROJECTS**

13.4	State Aid Received for Construction	\$0	\$0
13.5	Other State Aid	\$0	\$0
13.6	<b>Total State Aid</b> (Add Questions 13.4 and 13.5)	\$0	\$0

**FEDERAL AID FOR CAPITAL PROJECTS**

13.7	<b>TOTAL FEDERAL AID</b>	\$0	\$0
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**INTERFUND REVENUE**

13.8	Transfer from Operating Fund (Same as Question 12.35)	\$0	\$0
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13.9	<b>TOTAL REVENUES</b> (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$0	\$0
13.10	<b>NON-REVENUE RECEIPTS</b>	\$0	\$0
13.11	<b>TOTAL CASH RECEIPTS</b> (Add Questions 13.9 and 13.10)	\$0	\$0
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2023 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$0	\$50
13.13	<b>TOTAL CASH RECEIPTS AND BALANCE</b> (Add Questions 13.11 and 13.12; same as Question 14.12)	\$0	\$50

#### 14. CAPITAL FUND DISBURSEMENTS

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

##### PROJECT EXPENDITURES

14.1	Construction	\$0	\$0
14.2	Incidental Construction	\$0	\$0
<b>Other Disbursements</b>			
14.3	Purchase of Buildings	\$0	\$0
14.4	Interest	\$0	\$0
14.5	Collection Expenditures	\$0	\$0
14.6	<b>Total Other Disbursements</b> (Add Questions 14.3, 14.4 and 14.5)	\$0	\$0

14.7	<b>TOTAL PROJECT EXPENDITURES</b> (Add Questions 14.1, 14.2 and 14.6)	\$0	\$0
14.8	<b>TRANSFER TO OPERATING FUND</b> (Same as Question 11.22)	\$0	\$0
14.9	<b>NON-PROJECT EXPENDITURES</b>	\$0	\$0
14.10	<b>TOTAL CASH DISBURSEMENTS AND TRANSFERS</b> (Add Questions 14.7, 14.8 and 14.9)	\$0	\$0
14.11	<b>BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2023</b>	\$0	\$0
14.12	<b>TOTAL CASH DISBURSEMENTS AND BALANCE</b> (Add Questions 14.10 and 14.11; same as Question 13.13)	\$0	\$0

## 15. CENTRAL LIBRARIES

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

## 16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

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

16.1	Total ALA-MLS	2.63	3.00
16.2	Total Librarians	4.38	8.75
16.3	All Other Paid Staff	8.64	9.00
16.4	Total Paid Employees	13.02	17.75
16.5	State Government Revenue	\$5,653	\$5,633

16.6	Federal Government Revenue	\$0	\$0
16.7	Other Operating Revenue	\$31,665	\$19,836
16.8	Total Operating Revenue	\$667,470	\$643,265
16.9	Other Operating Expenditures	\$165,760	\$223,824
16.10	Total Operating Expenditures	\$680,167	\$709,882
16.11	Total Capital Expenditures	\$0	\$0
16.12	Print Materials	42,663	43,462
16.12a	Total Physical Items in Collection	49,850	51,174
16.13	Total Registered Borrowers	10,113	10,656
16.14	Other Capital Revenue and Receipts	\$0	\$0
16.15	Number of Internet Computers Used by General Public	22	23
16.16	Total Uses (sessions) of Public Internet Computers Per Year	4,441	4,763
16.17	Wireless Sessions	24,245	25,447
16.18	Total Capital Revenue	\$0	\$0

## 17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	LIB ID	3200625880	3200625880
17.2	Interlibrary Relationship Code	ME	ME

17.3	<i>Legal Basis Code</i>	LD	<i>LD</i>
17.4	<i>Administrative Structure Code</i>	SO	<i>SO</i>
17.5	<i>FSCS Public Library Definition</i>	Y	<i>Y</i>
<b>Note:</b> Software error triggered note.			
17.6	<i>Geographic Code</i>	CD1	<i>CD1</i>
17.7	<i>FSCS ID</i>	NY0268	<i>NY0268</i>
17.8	<i>SED CODE</i>	621601700005	<i>621601700005</i>
17.9	<i>INSTITUTION ID</i>	800000036114	<i>800000036114</i>

## **SUGGESTED IMPROVEMENTS**

Library Name:	SAUGERTIES PUBLIC LIBRARY	<i>SAUGERTIES PUBLIC LIBRARY</i>
Library System:	Mid-Hudson Library System	<i>Mid-Hudson Library System</i>
Name of Person Completing Form:	Jennifer D. Russell	<i>Jennifer D. Russell</i>
Phone Number:	(845) 246-4317	<i>(845) 246-4317</i>
I am satisfied that this resource (Collect) is meeting library needs:	Neither Agree nor Disagree	<i>Agree</i>
Applying this resource (Collect) will help improve library services to the public:	Neither Agree nor Disagree	<i>Neither Agree nor Disagree</i>

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!

*Response has been entered.*



Saugerties Public Library  
2023-2024 Statistics Compared

	Jan '23	Jan '24	Feb '23	Feb '24	March '23	March '24	April '23	April '24	May '23	May '24	June '23	June '24	July '23	July '24
<b>Circulation</b>														
Adult	2,453	2,487	2,306	2,239	2,791		2,323		2,452		2,776		2,726	
Adult renewals	1,106	1,044	1,172	941	1,262		1,240		1,208		1,199		1,288	
Juvenile	1,816	1,886	1,862	2,151	2,151		1,939		1,762		2,199		2,256	
Juvenile renewals	914	1,063	1,092	939	1,286		1,386		1,319		1,970		1,614	
Teen	90	128	116	101	93		105		85		110		139	
Teen renewals	71	56	66	53	65		84		79		105		92	
<b>Total Circulation</b>	6,450	6,664	6,614	6,424	7,648		7,077		6,905		8,359		8,115	
		3%		-3%										
<b>Holds Filled</b>														
Adults	1,123	1,043	1,055	946	1,265		1,073		1,071		1,209		1,105	
Juvenile	528	465	446	451	529		426		451		393		391	
Teen	52	54	61	59	60		45		53		64		66	
ILL received	2	1	2	1	0		1		0		0		1	
ILL loaned	0	2	0	0	1		0		1		1		1	
<b>Total Holds</b>	1,705	1,565	1,564	1,457	1,855		1,545		1,576		1,667		1,564	
		-8%		-7%										
<b>Questions Answered</b>														
Adult	630	1,207	587	1,030	833		840		846		909		909	
Children's	219	215	242	295	252		224		199		342		517	
<b>Total Questions</b>	849	1,422	829	1,325	1,085		1,064		1,045		1,251		1,426	
		67%		60%										
<b>Programs</b>														
Adult	18	18	20	23	24		24		22		23		19	
Teen	13	16	12	18	13		12		14		11		21	
Children's	18	24	17	27	21		20		21		20		33	
<b>Total Programs</b>	49	58	49	68	58		56		57		54		73	
		18%		39%										
<b>Program Attendance</b>														
Adult	123	158	199	193	233		178		223		184		114	
Teen	75	95	62	4	60		63		86		63		53	
Children	289	505	238	492	335		223		294		528		416	
<b>Total attendance</b>	487	758	499	689	628		464		603		775		583	
		56%		38%										
<b>Computer sessions</b>	383	345	321	324	449		372		345		328		382	
		-10%		1%										
<b>Web Page Visits</b>	4,040	6,170	5,434	5,273	6,140		5,178		4,846		5,889		6,004	
		53%		-3%										
<b>New Cards Issued</b>	39	32	47	42	75		23		23		37		46	
		-18%		-11%										
<b>Overdrive Audiobook</b>	604	723	513	756	587		532		627		584		653	
<b>Overdrive eBook</b>	857	971	759	868	846		758		784		944		937	
<b>Overdrive Magazine</b>	144	483	86	466	121		80		99		107		72	
<b>Overdrive Total</b>	1605	2177	1358	2090	1554		1370		1510		1635		1662	
		36%		54%										



Saugerties Public Library  
2023-2024 Statistics Compared

	August '23	August '24	Sept '22	Sept '24	Oct '23	Oct '24	Nov '23	Nov '24	Dec '23	Dec '24	TOTAL 2023	TOTAL 2024	
<b>Circulation</b>													
Adult	2,818		2,532		2,345		2,254		2,317		30,093	4,726	16%
Adult renewals	1,287		1,186		1,294		1,006		1,162		14,410	1,985	14%
Juvenile	2,454		1,718		1,925		1,804		1,529		23,415	4,037	17%
Juvenile renewals	1,287		1,368		1,864		1,071		1,249		16,420	2,002	12%
Teen	148		91		68		88		81		1,214	229	19%
Teen renewals	86		85		52		55		51		891	109	12%
<b>Total Circulation</b>	<b>8,080</b>		<b>6,980</b>		<b>7,548</b>		<b>6,278</b>		<b>6,389</b>		<b>86,443</b>	<b>13,088</b>	<b>15%</b>
<b>Holdings Filled</b>													
Adults	1,008		937		809		868		878		12,401	1,989	16%
Juvenile	382		412		444		423		367		5,192	916	18%
Teen	34		37		29		41		44		586	113	19%
ILL received	0		0		0		1		0		7	2	29%
ILL loaned	0		1		0		0		0		5	2	40%
<b>Total Holds</b>	<b>1,424</b>		<b>1,387</b>		<b>1,282</b>		<b>1,333</b>		<b>1,289</b>		<b>18,191</b>	<b>3,022</b>	<b>17%</b>
<b>Questions Answered</b>													
Adult	1,021		962		970		951		892		10,140	3,444	34%
Children's	804		339		205		306		247		3,891	725	19%
<b>Total Questions</b>	<b>1,825</b>		<b>1,301</b>		<b>1,175</b>		<b>1,257</b>		<b>1,139</b>		<b>14,031</b>	<b>4,169</b>	<b>30%</b>
<b>Programs</b>													
Adult	24		21		27		23		20		265	41	15%
Teen	18		12		18		16		13		173	34	20%
Children's	33		12		31		24		24		274	51	19%
<b>Total Programs</b>	<b>75</b>		<b>45</b>		<b>76</b>		<b>63</b>		<b>57</b>		<b>712</b>	<b>126</b>	<b>18%</b>
<b>Program Attendance</b>													
Adult	254		145		220		148		306		2,327	351	15%
Teen	121		91		154		131		79		1,038	99	10%
Children	824		186		515		604		348		4,800	997	21%
<b>Total attendance</b>	<b>1,199</b>		<b>422</b>		<b>889</b>		<b>883</b>		<b>733</b>		<b>8,165</b>	<b>1,447</b>	<b>18%</b>
<b>Computer sessions</b>	<b>478</b>		<b>389</b>		<b>387</b>		<b>340</b>		<b>267</b>		<b>4,441</b>	<b>669</b>	<b>15%</b>
<b>Web Page Visits</b>	<b>4,221</b>		<b>3,630</b>		<b>5,406</b>		<b>4,707</b>		<b>4,559</b>		<b>60,054</b>	<b>11,443</b>	<b>19%</b>
<b>New Cards Issued</b>	<b>80</b>		<b>39</b>		<b>26</b>		<b>17</b>		<b>24</b>		<b>476</b>	<b>74</b>	<b>16%</b>
<b>Overdrive Audiobook</b>	<b>706</b>		<b>628</b>		<b>655</b>		<b>614</b>		<b>718</b>		<b>6703</b>	<b>1479</b>	<b>22%</b>
<b>Overdrive eBook</b>	<b>890</b>		<b>824</b>		<b>821</b>		<b>772</b>		<b>854</b>		<b>9192</b>	<b>1839</b>	<b>20%</b>
<b>Overdrive Magazine</b>	<b>151</b>		<b>171</b>		<b>423</b>		<b>527</b>		<b>488</b>		<b>1981</b>	<b>949</b>	<b>48%</b>
<b>Overdrive Total</b>	<b>1747</b>		<b>1623</b>		<b>1899</b>		<b>1913</b>		<b>2060</b>		<b>17876</b>	<b>4267</b>	<b>24%</b>



