

Sinclairville Free Library

Annual Report For Public And Association Libraries - 2024

1. GENERAL LIBRARY INFORMATION

1.46 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2024? (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.

Cassadaga Valley Central School Budget Vote held on May 21, 2024 included proposition for our library funding, and the proposition was passed.

2. LIBRARY COLLECTION

2.8 Total Uncataloged Books

Includes donated books and local history collection that we plan to catalog as time allows. Some donated books may become gifts to volunteers and/or book sale inventory.

2.15 Other Circulating Physical Items

EARLY_LIT 11 Kid Kits
GAMES 2 J_KIT 2 Kid Kits
MUSEUMPASS 51 PUZZLE
1 TECH_EQUIP 2 Computer
& Telescope TOYS 12 Audio-
enabled book - 5 Total 81
Puzzles 122; Historical Photos
130; CD's with photo files 4;
Games 34; Manipulatives &
Toys 170; Guitar 1

2.20 All Other Materials

Uncataloged other materials
added: 18 Puzzles; 14 Games;
13 Early Learning
Manipulatives/Toys; 1 Guitar
(plus 11 cataloged items)

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

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

No volunteers willing to
develop young adult
programming and staff hours
are used for children's
programs as few teens are
coming to the library.

3.19b [Attendance at Sessions Targeted at Young Adults Ages](#)
12-18

Few teens visit the library.

3.32 Attendance at One-on-One Program Sessions

Take and Make kits 264;
Digital Literacy 3

3.36 Library outlets offering the summer reading program	Park Methodist Church (combined Wrap childcare program and Sinclairville Summer Recreation Program) and Gerry Town Park (Recreation Program)
3.43b Adult program attendance - Summer 2024	Live virtual programs were not included in the total on the SRP report. Attendance at live programs was 178 that was reported plus 120 live virtual programs that weren't included on the report.
3.50 Childcare center(s)	Wrap program at Park Methodist Church
3.52 Municipality/Municipalities	Village of Sinclairville and Town of Gerry summer recreation programs.
a. Childcare center(s)	Wrap Before/After school program
b. Public School District(s) and/or BOCES	Cassadaga Valley Central School
e. Other (describe using the State note)	Little Seeds Preschool, part of Children's Educational Services, Inc.

4. LIBRARY TRANSACTIONS

No Notes

5. ELECTRONIC USE

5.14 Did the library provide access to research databases purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?

Ancestry Library Edition

5.17 Did the library provide access to online learning platforms purchased via a consortium, cooperative, or other similar group at the local, regional, or state level?

Tech-Talk, Craftsy, The Great Courses

6. STAFF INFORMATION

No Notes

7. MINIMUM PUBLIC LIBRARY STANDARDS

No Notes

8. PUBLIC SERVICE INFORMATION

8.4 Other Outlets

Little Seeds Pre-K Program
and Wrap Childcare Program

9. SERVICE OUTLET INFORMATION

Repeating Group 1

32. WiFi Access

We have a public WiFi and a staff WiFi. The staff WiFi requires a password for access.

Repeating Group 1

33. Wireless Sessions

Added another Wireless Access Point this year.

10. OFFICERS AND TRUSTEES

10.1 Total number of board meetings held during calendar year (January 1, 2024 to December 31, 2024)

No meeting was held in July this 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.

By-laws were updated to increase voting positions.

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.

The library's charter doesn't specify trustee terms, but the by-laws do.

Repeating Group 1

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.

This trustee has served 3 consecutive terms of 3 years each, and is now serving 1 year terms which are voted on annually.

Repeating Group 7

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.

Trustee started the term mid-year.

Repeating Group 8

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.

Trustee started the term mid-year.

Repeating Group 9

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.

Trustee started the term mid-year.

Repeating Group 10

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.

This trustee has served 3 consecutive terms of 3 years each, and is now serving 1 year terms which are voted on annually.

11. OPERATING FUNDS RECEIPTS

11.2 TOTAL LOCAL PUBLIC FUNDS

Includes \$68000 received from Cassadaga Valley Central School tax proposition, which is our funding for 2025.

11.14 Gifts and Endowments

Donations \$11,466; NCCF Endowment Fund Distribution \$16,000; NYS Construction Grant final payment \$695; ALA LTC Round 2 Grant \$10,000; Holmberg Foundation (Computers) \$3,700; Lenna Foundation (Heated Sidewalk) \$2,000; Blossom Fund (Data Wiring project) \$1,925; Lisa Waite Memorial \$9,022; Memorials \$985

11.15 Fund Raising

Annual Appeal \$7,320; Chicken BBQ \$2,815; Library History Book \$5; Opportunity Drawing \$30; Painted Rocks \$209

11.17 Library Charges

Copy \$162; Fax \$69; ILL fees \$8; Lost books \$113; Lost cards \$14; Printing \$199

11.18 Other

Book Sale \$448. Less successful than 2023.

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

Increased due to school tax funding of \$68,000 received in 2024 for 2025 budget and additional funding provided through NCCF Endowment Fund and multiple grants.

12. OPERATING FUND DISBURSEMENTS

12.4 **Employee Benefits Expenditures**

Worker's Comp & DBL \$718; FICA & Medicare \$3,495

12.6 Print Materials Expenditures

Books \$4,826; Magazines \$602

12.7 Electronic Materials Expenditures

Less grant funding for electronic materials this year.

12.8 Other Materials Expenditures

DVD's \$75; Manipulatives \$5. Fewer DVD's purchased as demand has lessened.

12.11 From Other Funds (71OF)

Replaced sidewalks and added heating elements. Creative Concrete \$11,600; Allen Fredrickson electrical work for sidewalks \$1,956.

12.16 Other Disbursements for Operation & Maintenance of Buildings

Insurance \$2,071; Cleaning \$3,240; Supplies \$167; Utilities \$4,360; Winter servicing furnace \$150; Replace bulbs for air purifier/furnace/a/c \$746

12.19 Telecommunications

Internet expense increased due to upgrade.

12.21 Professional & Consultant Fees

Michael Morton Sundance Kids Farm programs \$325; Kathy Carlton Willis author program \$100; Brenda Nickerson Art programs \$295. Grant funding allowed for more programs to be scheduled.

12.22 Equipment

Holmberg Foundation provided funding to purchase five new patron computers. \$3,999; Paper Shredder \$40; Light timer \$81; Wireless Access Point \$91

12.23 Other Miscellaneous

Advertising \$149; Fund Raising Expenses \$1,666; Lost Materials \$51; Postage \$282; Program Expenses \$659; Travel \$516; Volunteer Expenses \$97; Zoom License \$160; Deep Freeze and Symantec licenses \$172; Ill charges \$8; Lisa Waite Memorial Park Statue/landscaping/benches \$4,282; Data Wiring \$1,730

12.44 Indicate type of audit (select one):

Review of financial documents and internal records by Honey & Associates Professional Accounting Services.

13. CAPITAL FUND RECEIPTS

No Notes

14. CAPITAL FUND DISBURSEMENTS

No Notes

15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

16.8 Total Operating Revenue

Total Operating Revenue includes \$68,000 of funding from school tax initiative that is for the 2025 budget year.

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes

