# Port Jervis Free Library Annual Report For Public And Association Libraries - 2023

## 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, <u>except</u> for questions related to the <u>current</u> library director/manager (questions 1.37 through 1.44).

1.1 Library ID Number
CURRENT YEAR'S ANSWER 7200445310
LAST YEAR'S ANSWER
1.2 Library Name
CURRENT YEAR'S ANSWER PORT JERVIS FREE LIBRARY
LAST YEAR'S ANSWER
1.3 Name Status (State use only)
CURRENT YEAR'S ANSWER 00 (for no change from previous year)
LAST YEAR'S ANSWER
1.4 Structure Status (State use only)
CURRENT YEAR'S ANSWER 00 (for no change from previous year)
LAST YEAR'S ANSWER
1.5 Community
CURRENT YEAR'S ANSWER Port Jervis
LAST YEAR'S ANSWER
1.6 Beginning Fiscal Reporting Year
CURRENT YEAR'S ANSWER 01/01/2023
LAST YEAR'S ANSWER
1.7 Ending Fiscal Reporting Year
CURRENT YEAR'S ANSWER 12/31/2023
LAST YEAR'S ANSWER

1.8Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER
1.9If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
1.10Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
1.11Beginning <u>Local</u> Fiscal Year
CURRENT YEAR'S ANSWER07/01/2023
LAST YEAR'S ANSWER
1.12Ending <u>Local</u> Fiscal Year
CURRENT YEAR'S ANSWER06/30/2023
LAST YEAR'S ANSWER
1.13Address Status
CURRENT YEAR'S ANSWER00 (for no change from previous year)
LAST YEAR'S ANSWER
1.14Street Address
CURRENT YEAR'S ANSWER138 PIKE STREET
LAST YEAR'S ANSWER
1.15City
CURRENT YEAR'S ANSWERPORT JERVIS
LAST YEAR'S ANSWER
1.16Zip Code
CURRENT YEAR'S ANSWER12771
LAST YEAR'S ANSWER
1.17Mailing Address
CURRENT YEAR'S ANSWER138 PIKE STREET
LAST YEAR'S ANSWER
1.18City
CURRENT YEAR'S ANSWERPORT JERVIS
LAST YEAR'S ANSWER
1.19Zip Code
CURRENT YEAR'S ANSWER12771
LAST YEAR'S ANSWER
1.20Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)
CURRENT YEAR'S ANSWER(845) 856-7313
LAST YEAR'S ANSWER
1.21Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)
CURRENT YEAR'S ANSWER(845) 858-8710
LAST YEAR'S ANSWER

1.22E-Mail Address to Contact the Library (Enter N/A if no e-mail address)
CURRENT YEAR'S ANSWERptj@rcls.org
LAST YEAR'S ANSWER
1.23Library Home Page URL (Enter N/A if no home page URL)
CURRENT YEAR'S ANSWERwww.portjervislibrary.org
LAST YEAR'S ANSWER
1.24Population Chartered to Serve (per 2020 Census)
CURRENT YEAR'S ANSWER17,073
LAST YEAR'S ANSWER
1.25Indicate the type of library as stated in the library's charter (select one):
CURRENT YEAR'S ANSWERPUBLIC
LAST YEAR'S ANSWER
1.26Indicate the area chartered to serve as stated in the library's charter (select one):
CURRENT YEAR'S ANSWERSchool District
LAST YEAR'S ANSWER
1.27During 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.
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
1.28Indicate the type of charter the library currently holds (select one):
CURRENT YEAR'S ANSWERAbsolute
LAST YEAR'S ANSWER
1.29Date the library was granted its absolute charter or the date of the provisional charter if the
library does not have an absolute charter
CURRENT YEAR'S ANSWER09/29/1892
LAST YEAR'S ANSWER
1.30Date the library was last registered
CURRENT YEAR'S ANSWER10/17/1907
LAST YEAR'S ANSWER
1.31Federal Employer Identification Number
CURRENT YEAR'S ANSWER146000815
LAST YEAR'S ANSWER
1.32County
CURRENT YEAR'S ANSWERORANGE
LAST YEAR'S ANSWER
1.33School District
CURRENT YEAR'S ANSWERPort Jervis City School
LAST YEAR'S ANSWER
1.34Town/City
CURRENT YEAR'S ANSWERPort Jervis
LAST YEAR'S ANSWER
1.35Library System
CURRENT YEAR'S ANSWERRamapo Catskill Library System
LAST YEAR'S ANSWER

**THESE QUESTIONS ARE FOR NYC LIBRARIES ONLY. PLEASE PROCEED TO THE NEXT QUESTION.**

1.36aPresident/CEO Name
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
1.36bPresident/CEO Phone Number
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
1.36cPresident/CEO Email
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER

NOTE: For questions 1.37 through 1.44, report all information for the current library director/manager.

1.37First Name of Library Director/Manager
CURRENT YEAR'S ANSWEREvelyn
LAST YEAR'S ANSWER
1.38Last Name of Library Director/Manager
CURRENT YEAR'S ANSWERRogers
LAST YEAR'S ANSWER
1.39NYS Public Librarian Certification Number
CURRENT YEAR'S ANSWER24388
LAST YEAR'S ANSWER
1.40What is the highest education level of the library manager/director?
CURRENT YEAR'S ANSWERMaster's Degree
LAST YEAR'S ANSWER
1.41If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
1.42Do 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.
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
1.43E-mail Address of the Director/Manager
CURRENT YEAR'S ANSWERerogers@rcls.org
LAST YEAR'S ANSWER
1.44Fax Number of the Director/Manager
CURRENT YEAR'S ANSWER(845) 858-8710
LAST YEAR'S ANSWER
1.45Does the library charge fees for library cards to people residing outside the system's service area?
CURRENT YEAR'S ANSWERY

LAST YEAR'S ANSWER
1.46Was 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.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER

**Public Votes / Contracts**

<span style="color:red">Please Note: last year's answers for repeating groups cannot be displayed.</span>

1.Name of municipality or district holding the public vote
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
2.Indicate the type of municipality or district holding the public vote
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
3.Date the vote was held (mm/dd/2023)
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
4.Was the vote successful? Y/N
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
5.What type of public vote was it?
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
6a.Most recent prior year approved appropriation from a public vote:
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
6b.Proposed increase in appropriation as a result of the vote held on the date reported in question number 3:
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
6c.Total proposed appropriation (manually sum of 6a and 6b):
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER

<span style="color:red">**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.**</span>

1.47Did 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.
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER

1.Name of municipality or district holding the public vote
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
2.Indicate the type of municipality or district holding the public vote
CURRENT YEAR'S ANSWERSchool District
LAST YEAR'S ANSWER

**Note:** Look at previous year before submission

3.Date the last successful vote was held (mm/dd/yyyy)
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
4.What type of public vote was it?
CURRENT YEAR'S ANSWERschool district ballot proposition (Ed. Law Â§259(1)(a))
LAST YEAR'S ANSWER

**Note:** Look at previous year before submission

5.What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote?
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
1.48Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for *each* contract. If no, go to question 1.49.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER

**Unusual Circumstances**

1.Name of contracting municipality or district
CURRENT YEAR'S ANSWERTown of Minisink
LAST YEAR'S ANSWER
2.Is this a written contractual agreement?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
3.Population of the geographic area served by this contract
CURRENT YEAR'S ANSWER4,626
LAST YEAR'S ANSWER
4.Dollar amount of contract
CURRENT YEAR'S ANSWER$9,600
LAST YEAR'S ANSWER
5.Enter the appropriate code for range of services provided (select one):

CURRENT YEAR'S ANSWERFull
LAST YEAR'S ANSWER
1.Name of contracting municipality or district
CURRENT YEAR'S ANSWERTown of Wawayanda
LAST YEAR'S ANSWER
2.Is this a written contractual agreement?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
3.Population of the geographic area served by this contract
CURRENT YEAR'S ANSWER7,558
LAST YEAR'S ANSWER
4.Dollar amount of contract
CURRENT YEAR'S ANSWER$7,500
LAST YEAR'S ANSWER
5.Enter the appropriate code for range of services provided (select one):
CURRENT YEAR'S ANSWERFull
LAST YEAR'S ANSWER
1.49For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection.
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER

# 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**

2.1Adult Fiction Books
CURRENT YEAR'S ANSWER12,176
LAST YEAR'S ANSWER
2.2Adult Non-fiction Books
CURRENT YEAR'S ANSWER9,434
LAST YEAR'S ANSWER
2.3Total Adult Books (Total questions 2.1 & 2.2)
CURRENT YEAR'S ANSWER21,610
LAST YEAR'S ANSWER
2.4Children's Fiction Books
CURRENT YEAR'S ANSWER8,069
LAST YEAR'S ANSWER
2.5Children's Non-fiction Books
CURRENT YEAR'S ANSWER5,453
LAST YEAR'S ANSWER
2.6Total Children's Books (Total questions 2.4 & 2.5)
CURRENT YEAR'S ANSWER13,522
LAST YEAR'S ANSWER
2.7Total Cataloged Books (Total questions 2.3 & 2.6)
CURRENT YEAR'S ANSWER35,132
LAST YEAR'S ANSWER

**Other Print Materials**

2.8Total Uncataloged Books
CURRENT YEAR'S ANSWER108
LAST YEAR'S ANSWER
2.9Total Print Serials
CURRENT YEAR'S ANSWER1,072
LAST YEAR'S ANSWER
2.10All Other Print Materials
CURRENT YEAR'S ANSWER118
LAST YEAR'S ANSWER
2.11Total Other Print Materials (Total questions 2.8 through 2.10)
CURRENT YEAR'S ANSWER1,298
LAST YEAR'S ANSWER
2.12Total Print Materials (Total questions 2.7 and 2.11)
CURRENT YEAR'S ANSWER36,430
LAST YEAR'S ANSWER

**ALL OTHER MATERIALS**

**Electronic Materials**

2.13Electronic Books
CURRENT YEAR'S ANSWER66,737

LAST YEAR'S ANSWER
2.14Local Electronic Collections
CURRENT YEAR'S ANSWER10
LAST YEAR'S ANSWER
2.15NOVEL$_{NY}$ Electronic Collections
CURRENT YEAR'S ANSWER15
LAST YEAR'S ANSWER
2.16Total Electronic Collections (Total questions 2.14 and 2.15)
CURRENT YEAR'S ANSWER25
LAST YEAR'S ANSWER
2.17Audio - Downloadable Units
CURRENT YEAR'S ANSWER28,606
LAST YEAR'S ANSWER
2.18Video - Downloadable Units
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER

**Note:** Video downloads are no longer purchased.

2.19Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)
CURRENT YEAR'S ANSWER238,106
LAST YEAR'S ANSWER
2.20Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)
CURRENT YEAR'S ANSWER333,474
LAST YEAR'S ANSWER

**Non-Electronic Materials**

2.21Audio - Physical Units
CURRENT YEAR'S ANSWER1,639
LAST YEAR'S ANSWER
2.22Video - Physical Units
CURRENT YEAR'S ANSWER4,993
LAST YEAR'S ANSWER
2.23Other Circulating Physical Items
CURRENT YEAR'S ANSWER34
LAST YEAR'S ANSWER
2.24Total Other Materials - Non-Electronic (Total questions 2.21 through 2.23)
CURRENT YEAR'S ANSWER6,666
LAST YEAR'S ANSWER

**Grand Total / Additions to Holdings**

2.25**GRAND TOTAL HOLDINGS** (Total questions 2.12, 2.20 and 2.24)
CURRENT YEAR'S ANSWER376,570

LAST YEAR'S ANSWER

**ADDITIONS TO HOLDINGS** - Do <u>not</u> subtract withdrawals or discards.

2.26Cataloged Books
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
2.27All Other Print Materials
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
2.28Electronic Materials
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
2.29All Other Materials
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
2.30Total Additions (Total questions 2.26 through 2.29)
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER

# 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 <u>calendar</u> 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**

3.1Library visits (total annual attendance)
CURRENT YEAR'S ANSWER47,170
LAST YEAR'S ANSWER
3.1aRegarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?
CURRENT YEAR'S ANSWERES - Annual Estimate Based on Typical Week(s)
LAST YEAR'S ANSWER
3.2Registered resident borrowers
CURRENT YEAR'S ANSWER5,406
LAST YEAR'S ANSWER
3.3Registered non-resident borrowers
CURRENT YEAR'S ANSWER560
LAST YEAR'S ANSWER

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.

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

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

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

3.11Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
3.12Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
3.13Does the library have large print books?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
3.14Does the library have assistive technology for people who are visually impaired or blind?
CURRENT YEAR'S ANSWERN

LAST YEAR'S ANSWER

3.15 - If so, what do you have? If no, go to next question

 screen reader, such as JAWS, Windoweyes or NVDA
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER
 refreshable Braille commonly referred to as a refreshable Braille display
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER
 screen magnification software, such as Zoomtext
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER
 electronic scanning and reading software, such as OpenBook
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER
3.16Is 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)?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER

**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

3.17aNumber of Sessions Targeted at Children Ages 0-5
CURRENT YEAR'S ANSWER37
LAST YEAR'S ANSWER

**Note:** Library returned to providing Story Time in 2023. Library was not providing Story Time in 2022 because of COVID-19.

3.17b Attendance at Sessions Targeted at Children Ages 0-5
CURRENT YEAR'S ANSWER 492
LAST YEAR'S ANSWER

**Note:** Library returned to providing Story Time in 2023. Library did not provide a weekly Story Time in 2022 because of COVID-19.

3.18a Number of Sessions Targeted at Children Ages 6-11
CURRENT YEAR'S ANSWER 49
LAST YEAR'S ANSWER
3.18b Attendance at Sessions Targeted at Children Ages 6-11
CURRENT YEAR'S ANSWER 429
LAST YEAR'S ANSWER
3.19a Number of Sessions Targeted at Young Adults Ages 12-18
CURRENT YEAR'S ANSWER 50
LAST YEAR'S ANSWER
3.19b Attendance at Sessions Targeted at Young Adults Ages 12-18
CURRENT YEAR'S ANSWER 113
LAST YEAR'S ANSWER
3.20a Number of Sessions Targeted at Adults Age 19 or Older
CURRENT YEAR'S ANSWER 107
LAST YEAR'S ANSWER
3.20b Attendance at Sessions Targeted at Adults Age 19 or Older
CURRENT YEAR'S ANSWER 872
LAST YEAR'S ANSWER
3.21a Number of General Interest Program Sessions
CURRENT YEAR'S ANSWER 67
LAST YEAR'S ANSWER
3.21b Attendance at General Interest Program Sessions
CURRENT YEAR'S ANSWER 781
LAST YEAR'S ANSWER
3.22 Total Sessions of Live Programs Categorized by Age (sum of 3.17a, 3.18a, 3.19a, 3.20a, 3.21a)
CURRENT YEAR'S ANSWER 310
LAST YEAR'S ANSWER

**Note:** Library returned to providing Story Time in person, story time was not offered in 2022 because of pandemic.

3.23 Total Attendance at Live Programs Categorized by Age (sum of 3.17b, 3.18b, 3.19b, 3.20b, 3.21b)
CURRENT YEAR'S ANSWER 2,687
LAST YEAR'S ANSWER

**Note:** Library returned to offering Story Time in person in 2023, library did not offer in person story time because of pandemic.

Live Programs Categorized by Venue

3.24aTotal Live Onsite Program Sessions
CURRENT YEAR'S ANSWER310
LAST YEAR'S ANSWER
3.24bTotal Live Onsite Program Attendance
CURRENT YEAR'S ANSWER2,687
LAST YEAR'S ANSWER
3.25aTotal Live Offsite Program Sessions
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.25bTotal Live Offsite Program Attendance
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.26aTotal Live Virtual Program Sessions
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.26bTotal Live Virtual Program Attendance
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.27Total Sessions of Live Programs Categorized by Venue (sum of 3.24a, 3.25a, 3.26a)
CURRENT YEAR'S ANSWER310
LAST YEAR'S ANSWER
3.28Total Attendance at Live Programs Categorized by Venue (sum of 3.24b, 3.25b, 3.26b)
CURRENT YEAR'S ANSWER2,687
LAST YEAR'S ANSWER

Prerecorded and One-on-One Programs

3.29Total Number of Prerecorded Program Presentations
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.30Total Views of Prerecorded Program Presentations within 30 Days
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.31One-on-One Program Sessions
CURRENT YEAR'S ANSWER78
LAST YEAR'S ANSWER
3.32Attendance at One-on-One Program Sessions
CURRENT YEAR'S ANSWER78
LAST YEAR'S ANSWER

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

3.33Did your library offer teen-led activities during the 2023 calendar year?
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
3.34Do 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?
CURRENT YEAR'S ANSWERYes
LAST YEAR'S ANSWER

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

## SUMMER READING PROGRAM

3.35Did the library offer a summer reading program in 2023? (Enter Y for Yes, N for No) If entering no, proceed to the next section.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
3.36Library outlets offering the summer reading program
CURRENT YEAR'S ANSWER1
LAST YEAR'S ANSWER
3.37Children registered for the library's summer reading program
CURRENT YEAR'S ANSWER67
LAST YEAR'S ANSWER
3.38Young adults registered for the library's summer reading program
CURRENT YEAR'S ANSWER9
LAST YEAR'S ANSWER
3.39Adults registered for the library's summer reading program
CURRENT YEAR'S ANSWER67
LAST YEAR'S ANSWER
3.40Total number registered for the library's summer reading program (total 3.37 + 3.38 + 3.39)
CURRENT YEAR'S ANSWER143
LAST YEAR'S ANSWER
3.41aChildren's program sessions - Summer 2023
CURRENT YEAR'S ANSWER26
LAST YEAR'S ANSWER
3.41bChildren's program attendance - Summer 2023
CURRENT YEAR'S ANSWER343
LAST YEAR'S ANSWER
3.42aYoung adult program sessions - Summer 2023
CURRENT YEAR'S ANSWER17
LAST YEAR'S ANSWER
3.42bYoung adult program attendance - Summer 2023
CURRENT YEAR'S ANSWER64
LAST YEAR'S ANSWER

3.43aAdult program sessions - Summer 2023
CURRENT YEAR'S ANSWER16
LAST YEAR'S ANSWER
3.43bAdult program attendance - Summer 2023
CURRENT YEAR'S ANSWER67
LAST YEAR'S ANSWER
3.44Total program sessions - Summer 2023 (total 3.41a + 3.42a + 3.43a)
CURRENT YEAR'S ANSWER59
LAST YEAR'S ANSWER
3.45Total program attendance - Summer 2023 (total 3.41b + 3.42b + 3.43b)
CURRENT YEAR'S ANSWER474
LAST YEAR'S ANSWER
3.46Did the library use the Summer Reading at New York Libraries name and/or logo?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
3.47Did the library use the Collaborative Summer Library Program (CSLP) Manual, provided through the New York State Library?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER

**COLLABORATORS**

3.48Public school district(s) and/or BOCES
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.49Non-public school(s)
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.50Childcare center(s)
CURRENT YEAR'S ANSWER1
LAST YEAR'S ANSWER
3.51Summer camp(s)
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.52Municipality/Municipalities
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.53Literacy provider(s)
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.54Other (describe using the State note)
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.55Total Collaborators (total 3.48 through 3.54)
CURRENT YEAR'S ANSWER1
LAST YEAR'S ANSWER

**Early Literacy**

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

## EARLY LITERACY PROGRAMS

3.56Did the library offer early literacy programs in 2023? (Enter Y for Yes, N for No) If entering no, proceed to the next section.
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER


3.57aFocus on birth - school entry (kindergarten) sessions
CURRENT YEAR'S ANSWER29
LAST YEAR'S ANSWER
3.57bFocus on birth - school entry (kindergarten) attendance
CURRENT YEAR'S ANSWER370
LAST YEAR'S ANSWER
3.58aFocus on parents & caregivers sessions
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.58bFocus on parents & caregivers attendance
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.59aCombined audience sessions
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.59bCombined audience attendance
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.60Total Sessions
CURRENT YEAR'S ANSWER29
LAST YEAR'S ANSWER
3.61Total Attendance
CURRENT YEAR'S ANSWER370
LAST YEAR'S ANSWER

3.62 - Collaborators (check all that apply):

a.Childcare center(s)
CURRENT YEAR'S ANSWERYes
LAST YEAR'S ANSWER
b.Public School District(s) and/or BOCES
CURRENT YEAR'S ANSWERNo

LAST YEAR'S ANSWER
c.Non-Public School(s)
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER
d.Health care providers/agencies
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER
e.Other (describe using the State note)
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER

**Adult Literacy**

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

## ADULT LITERACY

3.63Did the library offer adult literacy programs in 2023? (Enter Y for Yes, N for No) If entering no, proceed to the next section.
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER

3.64aTotal group program sessions
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
3.64bTotal group program attendance
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
3.65aTotal one-on-one program sessions
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
3.65bTotal one-on-one program attendance
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER

3.66 - Collaborators (check all that apply)

a.Literacy NY (Literacy Volunteers of America)
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER

b.Public School District(s) and/or BOCES
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER
c.Non-Public Schools
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER
d.Other (see instructions and describe using Note)
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER

**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**

3.67Did the library offer English for Speakers of Other Languages (ESOL) programs in 2023? (Enter Y for Yes, N for No) If entering no, proceed to the next section.
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER

3.68aChildren's program sessions
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
3.68bChildren's program attendance
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
3.69aYoung adult program sessions
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
3.69bYoung adult program attendance
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
3.70aAdult program sessions
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
3.70bAdult program attendance
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
3.71Total program sessions (total 3.68a + 3.69a + 3.70a)

CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.72Total program attendance (total 3.68b + 3.69b + 3.70b)
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
3.73aOne-on-one program sessions
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
3.73bOne-on-one program attendance
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER

3.74 - Collaborators (check all that apply):

a.Literacy NY (Literacy Volunteers of America)
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER
b.Public School District(s) and/or BOCES
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER
c.Non-Public School(s)
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER
d.Other (describe using the Note)
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER

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

**DIGITAL LITERACY**

3.75Did the library offer digital literacy programs in 2023? (Enter Y for Yes, N for No) If entering no, proceed to the next section.
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER

3.76aTotal group program sessions
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
3.76bTotal group program attendance
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
3.77aTotal one-on-one program sessions
CURRENT YEAR'S ANSWER

LAST YEAR'S ANSWER
3.77bTotal one-on-one program attendance
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER

# 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 <u>not</u> considered part of circulation.)

## CATALOGED BOOK CIRCULATION

4.1Adult Fiction Books
CURRENT YEAR'S ANSWER10,772
LAST YEAR'S ANSWER
4.2Adult Non-fiction Books
CURRENT YEAR'S ANSWER4,497
LAST YEAR'S ANSWER
4.3Total Adult Books (Total questions 4.1 & 4.2)
CURRENT YEAR'S ANSWER15,269
LAST YEAR'S ANSWER
4.4Children's Fiction Books
CURRENT YEAR'S ANSWER13,834
LAST YEAR'S ANSWER
4.5Children's Non-fiction Books
CURRENT YEAR'S ANSWER2,866
LAST YEAR'S ANSWER
4.6Total Children's Books (Total questions 4.4 & 4.5)
CURRENT YEAR'S ANSWER16,700
LAST YEAR'S ANSWER
4.7Total Cataloged Book Circulation (Total question 4.3 & 4.6)
CURRENT YEAR'S ANSWER31,969
LAST YEAR'S ANSWER

## CIRCULATION OF OTHER MATERIALS

4.8Circulation of Adult Other Materials
CURRENT YEAR'S ANSWER6,142
LAST YEAR'S ANSWER
4.9Circulation of Children's Other Materials
CURRENT YEAR'S ANSWER919
LAST YEAR'S ANSWER
4.10Circulation of Other Physical Items (Total questions 4.8, 4.9)

CURRENT YEAR'S ANSWER7,061
LAST YEAR'S ANSWER
4.11Physical Item Circulation (Total questions 4.7 & 4.10)
CURRENT YEAR'S ANSWER39,030
LAST YEAR'S ANSWER

## ELECTRONIC USE

4.12Use of Electronic Material
CURRENT YEAR'S ANSWER730
LAST YEAR'S ANSWER
4.13Successful Retrieval of Electronic Information
CURRENT YEAR'S ANSWER500
LAST YEAR'S ANSWER
4.14Electronic Content Use (Total questions 4.12 & 4.13)
CURRENT YEAR'S ANSWER1,230
LAST YEAR'S ANSWER
4.15Total Circulation of Materials (Total questions 4.11 & 4.12)
CURRENT YEAR'S ANSWER39,760
LAST YEAR'S ANSWER
4.16Total Collection Use (Total questions 4.13 & 4.15)
CURRENT YEAR'S ANSWER40,260
LAST YEAR'S ANSWER
4.17Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)
CURRENT YEAR'S ANSWER17,619
LAST YEAR'S ANSWER
4.18As 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?
CURRENT YEAR'S ANSWERYes
LAST YEAR'S ANSWER

## REFERENCE TRANSACTIONS

4.19Total Reference Transactions
CURRENT YEAR'S ANSWER20,662
LAST YEAR'S ANSWER
4.19aRegarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?
CURRENT YEAR'S ANSWERES - Annual Estimate Based on Typical Week(s)
LAST YEAR'S ANSWER
4.20Does the library offer virtual reference?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER

**Interlibrary Loan**

## INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.21TOTAL MATERIALS RECEIVED
CURRENT YEAR'S ANSWER10,378
LAST YEAR'S ANSWER

**INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)**

4.22TOTAL MATERIALS PROVIDED
CURRENT YEAR'S ANSWER7,698
LAST YEAR'S ANSWER

# 5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2023.

**SYSTEMS AND SERVICES**

5.1Automated circulation system?
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
5.2Online public access catalog (OPAC)?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
5.3Electronic access to the OPAC from outside the library?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
5.4Annual number of visits to the library's web site
CURRENT YEAR'S ANSWER14,256
LAST YEAR'S ANSWER
5.5Does the library use Internet filtering software on any computer?
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
5.6Does your library use social media?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
5.7Does the library file for E-rate benefits?
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
5.8Is the library part of a consortium for E-rate benefits?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
5.9If yes, in which consortium are you participating?
CURRENT YEAR'S ANSWERRamapo Catskill Library System
LAST YEAR'S ANSWER
5.10Name of the person responsible for the library's Information Technology (IT) services
CURRENT YEAR'S ANSWERStacy Joergle
LAST YEAR'S ANSWER

5.11IT contact's telephone number (enter 10 digits only and hit the Tab key)
CURRENT YEAR'S ANSWER(845) 856-7313
LAST YEAR'S ANSWER
5.12IT contact's email address
CURRENT YEAR'S ANSWERsjoergle@rcls.org
LAST YEAR'S ANSWER

# 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)**

6.1The number of hours per workweek used to compute FTE for all paid library personnel in this section.
CURRENT YEAR'S ANSWER35
LAST YEAR'S ANSWER

**BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS**

6.2Library Director (certified)
CURRENT YEAR'S ANSWER1
LAST YEAR'S ANSWER
6.3Vacant Library Director (certified)
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
6.4Library Manager (not certified)
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
6.5Vacant Library Manager (not certified)
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
6.6Librarian
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
6.7Vacant Librarian
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
6.8Library Specialist/Paraprofessional
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER

6.9Vacant Library Specialist/Paraprofessional
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
6.10Other Staff
CURRENT YEAR'S ANSWER10.04
LAST YEAR'S ANSWER
6.11Vacant Other Staff
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
6.12TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)
CURRENT YEAR'S ANSWER11.04
LAST YEAR'S ANSWER
6.13VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)
CURRENT YEAR'S ANSWER0.00
LAST YEAR'S ANSWER

**SALARY INFORMATION**

6.14FTE - Library Director (certified)
CURRENT YEAR'S ANSWER1
LAST YEAR'S ANSWER
6.15Salary - Library Director (certified)
CURRENT YEAR'S ANSWER$68,570
LAST YEAR'S ANSWER
6.16FTE - Library Manager (not certified)
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
6.17Salary - Library Manager (not certified)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
6.18FTE - Librarian
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
6.19Salary - Librarian
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

# 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.
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
2.Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
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.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
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.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
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.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
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.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
7.Is open the minimum standard number of public service hours for population served. (see instructions)
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER

8.  Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:

8a.space
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
8b.lighting
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
8c.shelving
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
8d.seating
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
8e.power infrastructure

CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
8f.data infrastructure
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
8g.public restroom
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
9.Provides programming to address community needs, as outlined in the library's long-range plan of service.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER

10. Provides

10a.a circulation system that facilitates access to the local library collection and other library catalogs
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
10b.equipment, technology, and internet connectivity to address community needs and facilitate access to information.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
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.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
12.Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
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.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
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.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER

# 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.

8.1Main Library
CURRENT YEAR'S ANSWER1
LAST YEAR'S ANSWER
8.2Branches
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
8.3Bookmobiles
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
8.4Other Outlets
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
8.5TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)
CURRENT YEAR'S ANSWER1
LAST YEAR'S ANSWER

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6Minimum Weekly Total Hours - Main Library
CURRENT YEAR'S ANSWER56.00
LAST YEAR'S ANSWER
8.7Minimum Weekly Total Hours - Branch Libraries
CURRENT YEAR'S ANSWER0.00
LAST YEAR'S ANSWER
8.8Minimum Weekly Total Hours - Bookmobiles
CURRENT YEAR'S ANSWER0.00
LAST YEAR'S ANSWER
8.9Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)
CURRENT YEAR'S ANSWER56.00
LAST YEAR'S ANSWER
8.10Annual Total Hours - Main Library
CURRENT YEAR'S ANSWER2,912.00
LAST YEAR'S ANSWER
8.11Annual Total Hours - Branch Libraries
CURRENT YEAR'S ANSWER0.00
LAST YEAR'S ANSWER
8.12Annual Total Hours - Bookmobiles
CURRENT YEAR'S ANSWER0.00
LAST YEAR'S ANSWER
8.13Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)
CURRENT YEAR'S ANSWER2,912.00

# 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 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
CURRENT YEAR'S ANSWERPort Jervis Free Library
LAST YEAR'S ANSWER
2.Outlet Name Status
CURRENT YEAR'S ANSWER00 (for no change)
LAST YEAR'S ANSWER
3.Street Address
CURRENT YEAR'S ANSWER138 Pike St.
LAST YEAR'S ANSWER
4.Outlet Street Address Status
CURRENT YEAR'S ANSWER00 (for no change)
LAST YEAR'S ANSWER
5.City
CURRENT YEAR'S ANSWERPort Jervis
LAST YEAR'S ANSWER
6.Zip Code
CURRENT YEAR'S ANSWER12771
LAST YEAR'S ANSWER
7.Phone (enter 10 digits only)
CURRENT YEAR'S ANSWER(845) 856-7313

LAST YEAR'S ANSWER
8.Fax Number (enter 10 digits only)
CURRENT YEAR'S ANSWER(845) 856-8710
LAST YEAR'S ANSWER
9.E-mail Address
CURRENT YEAR'S ANSWERerogers@rcls.org
LAST YEAR'S ANSWER
10.Outlet URL
CURRENT YEAR'S ANSWERportjervislibrary.org
LAST YEAR'S ANSWER
11.County
CURRENT YEAR'S ANSWERORANGE
LAST YEAR'S ANSWER
12.School District
CURRENT YEAR'S ANSWERPort Jervis School District
LAST YEAR'S ANSWER
13.Library System
CURRENT YEAR'S ANSWERRamapo Catskill Library System
LAST YEAR'S ANSWER
14.Outlet Type Code (select one):
CURRENT YEAR'S ANSWERCE
LAST YEAR'S ANSWER
15.Public Service Hours Per Year for This Outlet
CURRENT YEAR'S ANSWER2,912
LAST YEAR'S ANSWER
16.Number of Weeks This Outlet is Open
CURRENT YEAR'S ANSWER52
LAST YEAR'S ANSWER
17.Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
18.Is the meeting space available for public use even when the outlet is closed?
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
19.Total number of non-library sponsored programs, meetings and/or events at this outlet
CURRENT YEAR'S ANSWER92
LAST YEAR'S ANSWER
20.Enter the appropriate outlet code (select one):
CURRENT YEAR'S ANSWERLO
LAST YEAR'S ANSWER
21.Who owns this outlet building?
CURRENT YEAR'S ANSWERLibrary Board
LAST YEAR'S ANSWER
22.Who owns the land on which this outlet is built?
CURRENT YEAR'S ANSWERLibrary Board

LAST YEAR'S ANSWER

23.Indicate the year this outlet was initially constructed

CURRENT YEAR'S ANSWER1903

LAST YEAR'S ANSWER

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

CURRENT YEAR'S ANSWER2021

LAST YEAR'S ANSWER

25.Square footage of the outlet

CURRENT YEAR'S ANSWER14,130

LAST YEAR'S ANSWER

26.Number of Internet Computers Used by General Public

CURRENT YEAR'S ANSWER14

LAST YEAR'S ANSWER

27.Number of uses (sessions) of public Internet computers per year

CURRENT YEAR'S ANSWER3,594

LAST YEAR'S ANSWER

27aReporting Method for Number of Uses of Public Internet Computers Per Year

CURRENT YEAR'S ANSWERCT - Annual Count

LAST YEAR'S ANSWER

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

CURRENT YEAR'S ANSWERCable

LAST YEAR'S ANSWER

29.Maximum <u>download</u> speed of connection on the outlet's public Internet computers

CURRENT YEAR'S ANSWER11 Greater than or equal to 100 mbps and less than 1 gbps

LAST YEAR'S ANSWER

30.Maximum <u>upload</u> speed of connection on the outlet's public Internet computers

CURRENT YEAR'S ANSWER7 Greater than or equal to 10 mbps and less than 15 mbps

LAST YEAR'S ANSWER

31.Internet Provider

CURRENT YEAR'S ANSWERSpectrum/Time Warner Cable

LAST YEAR'S ANSWER

32.WiFi Access

CURRENT YEAR'S ANSWERNo restrictions to access

LAST YEAR'S ANSWER

33.Wireless Sessions

CURRENT YEAR'S ANSWER66,358

LAST YEAR'S ANSWER

33aReporting Method for Wireless Sessions

CURRENT YEAR'S ANSWERCT - Annual Count

LAST YEAR'S ANSWER

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

CURRENT YEAR'S ANSWERY

LAST YEAR'S ANSWER

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

CURRENT YEAR'S ANSWERY

LAST YEAR'S ANSWER
36.Does your **outlet** have a Makerspace?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
37.*LIBID*
CURRENT YEAR'S ANSWER7200445310
LAST YEAR'S ANSWER
38.*FSCSID*
CURRENT YEAR'S ANSWERNY0577
LAST YEAR'S ANSWER
39.*Number of Bookmobiles in the Bookmobile Outlet Record*
CURRENT YEAR'S ANSWER0
LAST YEAR'S ANSWER
40.*Outlet Structure Status*
CURRENT YEAR'S ANSWER00 (for no change from previous year)
LAST YEAR'S ANSWER

# 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**

10.1Total number of board meetings held during calendar year (January 1, 2023 to December 31, 2023)
CURRENT YEAR'S ANSWER12
LAST YEAR'S ANSWER

**NUMBER OF TRUSTEES AND TERMS**

10.2If the library's charter documents (incorporation) state a range of trustees, what is it? If a range is not stated, enter N/A.
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER

**Note:** This answer is correct.

10.3If 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.
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER

**Note:** This answer is correct.

10.4If 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.
CURRENT YEAR'S ANSWER5
LAST YEAR'S ANSWER
10.5What 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.
CURRENT YEAR'S ANSWER5 years
LAST YEAR'S ANSWER
10.6I attest that all trustees participated in trustee education in the last calendar year (2023). If entering No, provide explanation in a Note.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER

**BOARD MEMBER SELECTION**

10.7Enter Board Member Selection Code (select one):
CURRENT YEAR'S ANSWEREP - board members are elected in a public election
LAST YEAR'S ANSWER

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.

1.Status
CURRENT YEAR'S ANSWERFilled
LAST YEAR'S ANSWER
2.First Name of Board Member
CURRENT YEAR'S ANSWERDolores
LAST YEAR'S ANSWER
3.Last Name of Board Member
CURRENT YEAR'S ANSWERCarnosa
LAST YEAR'S ANSWER
4.Mailing Address
CURRENT YEAR'S ANSWER24 Bruce Street
LAST YEAR'S ANSWER
5.City
CURRENT YEAR'S ANSWERPort Jervis
LAST YEAR'S ANSWER
6.Zip Code (5 digits only)
CURRENT YEAR'S ANSWER12771

LAST YEAR'S ANSWER
7.E-mail address
CURRENT YEAR'S ANSWERd_lorlor101@yahoo.com
LAST YEAR'S ANSWER
8.Office Held or Trustee
CURRENT YEAR'S ANSWERTrustee
LAST YEAR'S ANSWER
9.Term Begins - Month
CURRENT YEAR'S ANSWERJuly
LAST YEAR'S ANSWER
10.Term Begins - Year (year)
CURRENT YEAR'S ANSWER2023
LAST YEAR'S ANSWER
11.Term Expires
CURRENT YEAR'S ANSWERJune
LAST YEAR'S ANSWER
12.Term Expires - Year (yyyy)
CURRENT YEAR'S ANSWER2024
LAST YEAR'S ANSWER
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.
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER

**Note:** Trustee is filling Carey Sue Connelly unexpired term.

14.The date the Oath of Office (mm/dd/yyyy) was taken
CURRENT YEAR'S ANSWER07/01/2023
LAST YEAR'S ANSWER
15.The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)
CURRENT YEAR'S ANSWER07/01/2023
LAST YEAR'S ANSWER
16.Is this a brand new trustee?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
1.Status
CURRENT YEAR'S ANSWERFilled
LAST YEAR'S ANSWER
2.First Name of Board Member
CURRENT YEAR'S ANSWERRichard
LAST YEAR'S ANSWER
3.Last Name of Board Member
CURRENT YEAR'S ANSWERRoberts
LAST YEAR'S ANSWER

4.Mailing Address
CURRENT YEAR'S ANSWER129 N. Orange Street
LAST YEAR'S ANSWER
5.City
CURRENT YEAR'S ANSWERPort Jervis
LAST YEAR'S ANSWER
6.Zip Code (5 digits only)
CURRENT YEAR'S ANSWER12771
LAST YEAR'S ANSWER
7.E-mail address
CURRENT YEAR'S ANSWERrkroberts@frontiernet.net
LAST YEAR'S ANSWER
8.Office Held or Trustee
CURRENT YEAR'S ANSWERVice President
LAST YEAR'S ANSWER
9.Term Begins - Month
CURRENT YEAR'S ANSWERJuly
LAST YEAR'S ANSWER
10.Term Begins - Year (year)
CURRENT YEAR'S ANSWER2019
LAST YEAR'S ANSWER
11.Term Expires
CURRENT YEAR'S ANSWERJune
LAST YEAR'S ANSWER
12.Term Expires - Year (yyyy)
CURRENT YEAR'S ANSWER2024
LAST YEAR'S ANSWER
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.
CURRENT YEAR'S ANSWERYes
LAST YEAR'S ANSWER

**Note:** Trustee is filling Carey Sue Connelly unexpired term.

14.The date the Oath of Office (mm/dd/yyyy) was taken
CURRENT YEAR'S ANSWER07/01/2019
LAST YEAR'S ANSWER
15.The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)
CURRENT YEAR'S ANSWER07/01/2019
LAST YEAR'S ANSWER
16.Is this a brand new trustee?
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
1.Status

CURRENT YEAR'S ANSWERFilled
LAST YEAR'S ANSWER
2.First Name of Board Member
CURRENT YEAR'S ANSWERCarl
LAST YEAR'S ANSWER
3.Last Name of Board Member
CURRENT YEAR'S ANSWERHendrick
LAST YEAR'S ANSWER
4.Mailing Address
CURRENT YEAR'S ANSWER8 Willard Street
LAST YEAR'S ANSWER
5.City
CURRENT YEAR'S ANSWERPort Jervis
LAST YEAR'S ANSWER
6.Zip Code (5 digits only)
CURRENT YEAR'S ANSWER12771
LAST YEAR'S ANSWER
7.E-mail address
CURRENT YEAR'S ANSWERcvhendrick@yahoo.com
LAST YEAR'S ANSWER
8.Office Held or Trustee
CURRENT YEAR'S ANSWERPresident
LAST YEAR'S ANSWER
9.Term Begins - Month
CURRENT YEAR'S ANSWERJuly
LAST YEAR'S ANSWER
10.Term Begins - Year (year)
CURRENT YEAR'S ANSWER2022
LAST YEAR'S ANSWER
11.Term Expires
CURRENT YEAR'S ANSWERJune
LAST YEAR'S ANSWER
12.Term Expires - Year (yyyy)
CURRENT YEAR'S ANSWER2027
LAST YEAR'S ANSWER
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.
CURRENT YEAR'S ANSWERYes
LAST YEAR'S ANSWER

**Note:** Trustee is filling Carey Sue Connelly unexpired term.

14.The date the Oath of Office (mm/dd/yyyy) was taken
CURRENT YEAR'S ANSWER06/30/2022

LAST YEAR'S ANSWER

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

CURRENT YEAR'S ANSWER06/30/2022

LAST YEAR'S ANSWER

16.Is this a brand new trustee?

CURRENT YEAR'S ANSWERN

LAST YEAR'S ANSWER

1.Status

CURRENT YEAR'S ANSWERFilled

LAST YEAR'S ANSWER

2.First Name of Board Member

CURRENT YEAR'S ANSWERValerie

LAST YEAR'S ANSWER

3.Last Name of Board Member

CURRENT YEAR'S ANSWERMaginsky

LAST YEAR'S ANSWER

4.Mailing Address

CURRENT YEAR'S ANSWER246 W. Main Street #1

LAST YEAR'S ANSWER

5.City

CURRENT YEAR'S ANSWERPort Jervis

LAST YEAR'S ANSWER

6.Zip Code (5 digits only)

CURRENT YEAR'S ANSWER12771

LAST YEAR'S ANSWER

7.E-mail address

CURRENT YEAR'S ANSWERmaginskyv@yahoo.com

LAST YEAR'S ANSWER

8.Office Held or Trustee

CURRENT YEAR'S ANSWERTrustee

LAST YEAR'S ANSWER

9.Term Begins - Month

CURRENT YEAR'S ANSWERJuly

LAST YEAR'S ANSWER

10.Term Begins - Year (year)

CURRENT YEAR'S ANSWER2021

LAST YEAR'S ANSWER

11.Term Expires

CURRENT YEAR'S ANSWERJune

LAST YEAR'S ANSWER

12.Term Expires - Year (yyyy)

CURRENT YEAR'S ANSWER2026

LAST YEAR'S ANSWER

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.
CURRENT YEAR'S ANSWERYes
LAST YEAR'S ANSWER

**Note:** Trustee is filling Carey Sue Connelly unexpired term.

14.The date the Oath of Office (mm/dd/yyyy) was taken
CURRENT YEAR'S ANSWER07/01/2021
LAST YEAR'S ANSWER
15.The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)
CURRENT YEAR'S ANSWER07/01/2021
LAST YEAR'S ANSWER
16.Is this a brand new trustee?
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
1.Status
CURRENT YEAR'S ANSWERFilled
LAST YEAR'S ANSWER
2.First Name of Board Member
CURRENT YEAR'S ANSWERElizabeth
LAST YEAR'S ANSWER
3.Last Name of Board Member
CURRENT YEAR'S ANSWERMiller
LAST YEAR'S ANSWER
4.Mailing Address
CURRENT YEAR'S ANSWER232 West Main Street
LAST YEAR'S ANSWER
5.City
CURRENT YEAR'S ANSWERPort Jervis
LAST YEAR'S ANSWER
6.Zip Code (5 digits only)
CURRENT YEAR'S ANSWER12771
LAST YEAR'S ANSWER
7.E-mail address
CURRENT YEAR'S ANSWERelizabethlmiller17@gmail.com
LAST YEAR'S ANSWER
8.Office Held or Trustee
CURRENT YEAR'S ANSWERTrustee
LAST YEAR'S ANSWER
9.Term Begins - Month
CURRENT YEAR'S ANSWERDecember
LAST YEAR'S ANSWER
10.Term Begins - Year (year)
CURRENT YEAR'S ANSWER2022
LAST YEAR'S ANSWER

11.Term Expires
CURRENT YEAR'S ANSWERJune
LAST YEAR'S ANSWER
12.Term Expires - Year (yyyy)
CURRENT YEAR'S ANSWER2025
LAST YEAR'S ANSWER
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.
CURRENT YEAR'S ANSWERNo
LAST YEAR'S ANSWER

**Note:** Trustee is filling Carey Sue Connelly unexpired term.

14.The date the Oath of Office (mm/dd/yyyy) was taken
CURRENT YEAR'S ANSWER01/27/2023
LAST YEAR'S ANSWER
15.The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)
CURRENT YEAR'S ANSWER02/24/2023
LAST YEAR'S ANSWER
16.Is this a brand new trustee?
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER

# 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.

11.1Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3.
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER

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

1.Source of Funds

CURRENT YEAR'S ANSWERSchool District
LAST YEAR'S ANSWER
2.Name of funding County, Municipality or School District
CURRENT YEAR'S ANSWERPort Jervis School District
LAST YEAR'S ANSWER
3.Amount
CURRENT YEAR'S ANSWER$1,142,840
LAST YEAR'S ANSWER
4.Subject to public vote held in reporting year or in a previous reporting year(s).
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
5.Written Contractual Agreement
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
1.Source of Funds
CURRENT YEAR'S ANSWERTown
LAST YEAR'S ANSWER
2.Name of funding County, Municipality or School District
CURRENT YEAR'S ANSWERTown of Minisink
LAST YEAR'S ANSWER
3.Amount
CURRENT YEAR'S ANSWER$8,550
LAST YEAR'S ANSWER
4.Subject to public vote held in reporting year or in a previous reporting year(s).
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
5.Written Contractual Agreement
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
1.Source of Funds
CURRENT YEAR'S ANSWERTown
LAST YEAR'S ANSWER
2.Name of funding County, Municipality or School District
CURRENT YEAR'S ANSWERTown of Wawayanda
LAST YEAR'S ANSWER
3.Amount
CURRENT YEAR'S ANSWER$19,275
LAST YEAR'S ANSWER
4.Subject to public vote held in reporting year or in a previous reporting year(s).
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
5.Written Contractual Agreement
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
1.Source of Funds
CURRENT YEAR'S ANSWERTown

LAST YEAR'S ANSWER
2.Name of funding County, Municipality or School District
CURRENT YEAR'S ANSWERTown of Greenville
LAST YEAR'S ANSWER
3.Amount
CURRENT YEAR'S ANSWER$8,475
LAST YEAR'S ANSWER
4.Subject to public vote held in reporting year or in a previous reporting year(s).
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
5.Written Contractual Agreement
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
1.Source of Funds
CURRENT YEAR'S ANSWERN/A
LAST YEAR'S ANSWER
2.Name of funding County, Municipality or School District
CURRENT YEAR'S ANSWERTown of Mount Hope
LAST YEAR'S ANSWER
3.Amount
CURRENT YEAR'S ANSWER$10,575
LAST YEAR'S ANSWER
4.Subject to public vote held in reporting year or in a previous reporting year(s).
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER
5.Written Contractual Agreement
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
11.2**TOTAL LOCAL PUBLIC FUNDS**
CURRENT YEAR'S ANSWER$1,189,715
LAST YEAR'S ANSWER

**SYSTEM CASH GRANTS TO MEMBER LIBRARY**

11.3Local Library Services Aid (LLSA)
CURRENT YEAR'S ANSWER$5,163
LAST YEAR'S ANSWER
11.4Record all Central Library Services Aid monies received from system headquarters
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
11.5Additional State Aid received from the System
CURRENT YEAR'S ANSWER$9,827
LAST YEAR'S ANSWER
11.6Federal Aid received from the System
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

11.7Other Cash Grants
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
11.8**TOTAL SYSTEM CASH GRANTS** (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)
CURRENT YEAR'S ANSWER$14,990
LAST YEAR'S ANSWER

## OTHER STATE AID

11.9State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

**Federal Aid / Other Receipts**

## FEDERAL AID FOR LIBRARY OPERATION

11.10LSTA
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
11.11Other Federal Aid
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
11.12**TOTAL FEDERAL AID** (Add Questions 11.10 and 11.11)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
11.13**CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE**
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

## OTHER RECEIPTS

11.14Gifts and Endowments
CURRENT YEAR'S ANSWER$715
LAST YEAR'S ANSWER
11.15Fund Raising
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
11.16Income from Investments
CURRENT YEAR'S ANSWER$68,012
LAST YEAR'S ANSWER
11.17Library Charges
CURRENT YEAR'S ANSWER$14,648
LAST YEAR'S ANSWER
11.18Other

CURRENT YEAR'S ANSWER$5,543
LAST YEAR'S ANSWER
11.19**TOTAL OTHER RECEIPTS** (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)
CURRENT YEAR'S ANSWER$88,918
LAST YEAR'S ANSWER
11.20**TOTAL OPERATING FUND RECEIPTS** (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)
CURRENT YEAR'S ANSWER$1,293,623
LAST YEAR'S ANSWER
11.21**BUDGET LOANS**
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

**Transfers / Grant Total**

**TRANSFERS**

11.22From Capital Fund (Same as Question 14.8)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
11.23From Other Funds
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
11.24**TOTAL TRANSFERS** (Add Questions 11.22 and 11.23)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
11.25BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2023 (Same as Question 12.39 of previous year if fiscal year has not changed)
CURRENT YEAR'S ANSWER$1,693,304
LAST YEAR'S ANSWER
11.26**GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE** (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.40)
CURRENT YEAR'S ANSWER$2,986,927
LAST YEAR'S ANSWER

# 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**

12.1Certified Librarians
CURRENT YEAR'S ANSWER$68,570
LAST YEAR'S ANSWER
12.2Other Staff
CURRENT YEAR'S ANSWER$440,338
LAST YEAR'S ANSWER
12.3**Total Salaries & Wages Expenditures** (Add Questions 12.1 and 12.2)
CURRENT YEAR'S ANSWER$508,908
LAST YEAR'S ANSWER
12.4**Employee Benefits Expenditures**
CURRENT YEAR'S ANSWER$176,819
LAST YEAR'S ANSWER
12.5**Total Staff Expenditures (Add Questions 12.3 and 12.4)**
CURRENT YEAR'S ANSWER$685,727
LAST YEAR'S ANSWER

**COLLECTION EXPENDITURES**

12.6Print Materials Expenditures
CURRENT YEAR'S ANSWER$37,079
LAST YEAR'S ANSWER
12.7Electronic Materials Expenditures
CURRENT YEAR'S ANSWER$5,804
LAST YEAR'S ANSWER
12.8Other Materials Expenditures
CURRENT YEAR'S ANSWER$5,895
LAST YEAR'S ANSWER
12.9**Total Collection Expenditures** (Add Questions 12.6, 12.7 and 12.8)
CURRENT YEAR'S ANSWER$48,778
LAST YEAR'S ANSWER

**CAPITAL EXPENDITURES FROM OPERATING FUNDS**

12.10From Local Public Funds (71PF)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
12.11From Other Funds (71OF)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
12.12**Total Capital Expenditures** (Add Questions 12.10 and 12.11)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

**OPERATION AND MAINTENANCE OF BUILDINGS**

**Repairs to Building & Building Equipment**

12.13From Local Public Funds (72PF)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
12.14From Other Funds (72OF)
CURRENT YEAR'S ANSWER$12,020
LAST YEAR'S ANSWER
12.15**Total Repairs** (Add Questions 12.13 and 12.14)
CURRENT YEAR'S ANSWER$12,020
LAST YEAR'S ANSWER
12.16Other Disbursements for Operation & Maintenance of Buildings
CURRENT YEAR'S ANSWER$48,604
LAST YEAR'S ANSWER
12.17**Total Operation & Maintenance of Buildings** (Add Questions 12.15 and 12.16)
CURRENT YEAR'S ANSWER$60,624
LAST YEAR'S ANSWER

**MISCELLANEOUS EXPENSES**

12.18Office and Library Supplies
CURRENT YEAR'S ANSWER$4,672
LAST YEAR'S ANSWER
12.19Telecommunications
CURRENT YEAR'S ANSWER$4,743
LAST YEAR'S ANSWER
12.21Professional & Consultant Fees
CURRENT YEAR'S ANSWER$113,914
LAST YEAR'S ANSWER
12.22Equipment
CURRENT YEAR'S ANSWER$20,749
LAST YEAR'S ANSWER
12.23Other Miscellaneous
CURRENT YEAR'S ANSWER$22,642
LAST YEAR'S ANSWER
12.24**Total Miscellaneous Expenses** (Add Questions 12.18, 12.19, 12.21, 12.22 and 12.23)
CURRENT YEAR'S ANSWER$166,720
LAST YEAR'S ANSWER

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

12.25**CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE**
CURRENT YEAR'S ANSWER$6,204
LAST YEAR'S ANSWER

**DEBT SERVICE**

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

12.26From Local Public Funds (73PF)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
12.27From Other Funds (73OF)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
12.28**Total** (Add Questions 12.26 and 12.27)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

Other Loans

12.29Budget Loans (Principal and Interest)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
12.30Short-Term Loans
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
12.31**Total Debt Service** (Add Questions 12.28, 12.29 and 12.30)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
12.32**TOTAL OPERATING FUND DISBURSEMENTS** (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31)
CURRENT YEAR'S ANSWER$968,053
LAST YEAR'S ANSWER

**TRANSFERS**

**Transfers to Capital Fund**

12.33From Local Public Funds (76PF)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
12.34From Other Funds (76OF)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
12.35**Total Transfers to Capital Fund** (Add Questions 12.33 and 12.34; same as Question 13.8)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
12.36**Transfer to Other Funds**
CURRENT YEAR'S ANSWER$0

LAST YEAR'S ANSWER

12.37**TOTAL TRANSFERS** (Add Questions 12.35 and 12.36)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

12.38**TOTAL DISBURSEMENTS AND TRANSFERS** (Add Questions 12.32 and 12.37)
CURRENT YEAR'S ANSWER$968,053
LAST YEAR'S ANSWER

12.39BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2023
CURRENT YEAR'S ANSWER$2,018,874
LAST YEAR'S ANSWER

12.40**GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE** (Add Questions 12.38 and 12.39; same as Question 11.26)
CURRENT YEAR'S ANSWER$2,986,927
LAST YEAR'S ANSWER

## ASSURANCE

12.41The 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).
CURRENT YEAR'S ANSWER03/19/2024
LAST YEAR'S ANSWER

## FISCAL AUDIT

12.42Last audit performed (mm/dd/yyyy)
CURRENT YEAR'S ANSWER09/16/2022
LAST YEAR'S ANSWER

12.43Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)
CURRENT YEAR'S ANSWER07/01/2021-06/30/2022
LAST YEAR'S ANSWER

12.44Indicate type of audit (select one):
CURRENT YEAR'S ANSWERPrivate Accounting Firm
LAST YEAR'S ANSWER

## CAPITAL FUND

12.45Does the library have a Capital Fund? Enter Y for Yes, N for No. If No, stop here. If Yes, complete the Capital Fund Report.
CURRENT YEAR'S ANSWERN
LAST YEAR'S ANSWER

# 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

13.1Revenues from Local Government Sources
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
13.2All Other Revenues from Local Sources
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
13.3**Total Revenues from Local Sources** (Add Questions 13.1 and 13.2)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

## STATE AID FOR CAPITAL PROJECTS

13.4State Aid Received for Construction
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
13.5Other State Aid
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
13.6**Total State Aid** (Add Questions 13.4 and 13.5)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

## FEDERAL AID FOR CAPITAL PROJECTS

13.7**TOTAL FEDERAL AID**
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

## INTERFUND REVENUE

13.8Transfer from Operating Fund (Same as Question 12.35)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
13.9**TOTAL REVENUES** (Add Questions 13.3, 13.6, 13.7 and 13.8)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
13.10**NON-REVENUE RECEIPTS**
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
13.11**TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

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)
CURRENT YEAR'S ANSWER $0
LAST YEAR'S ANSWER
13.13 **TOTAL CASH RECEIPTS AND BALANCE** (Add Questions 13.11 and 13.12; same as Question 14.12)
CURRENT YEAR'S ANSWER $0
LAST YEAR'S ANSWER

# 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
CURRENT YEAR'S ANSWER $0
LAST YEAR'S ANSWER
14.2 Incidental Construction
CURRENT YEAR'S ANSWER $0
LAST YEAR'S ANSWER

**Other Disbursements**

14.3 Purchase of Buildings
CURRENT YEAR'S ANSWER $0
LAST YEAR'S ANSWER
14.4 Interest
CURRENT YEAR'S ANSWER $0
LAST YEAR'S ANSWER
14.5 Collection Expenditures
CURRENT YEAR'S ANSWER $0
LAST YEAR'S ANSWER
14.6 Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)
CURRENT YEAR'S ANSWER $0
LAST YEAR'S ANSWER
14.7 **TOTAL PROJECT EXPENDITURES** (Add Questions 14.1, 14.2 and 14.6)
CURRENT YEAR'S ANSWER $0
LAST YEAR'S ANSWER
14.8 **TRANSFER TO OPERATING FUND** (Same as Question 11.22)
CURRENT YEAR'S ANSWER $0
LAST YEAR'S ANSWER
14.9 **NON-PROJECT EXPENDITURES**
CURRENT YEAR'S ANSWER $0

LAST YEAR'S ANSWER
14.10**TOTAL CASH DISBURSEMENTS AND TRANSFERS** (Add Questions 14.7, 14.8 and 14.9)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
14.11**BALANCE IN CAPITAL FUND** - Ending Balance for the Fiscal Year Ending 2023
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
14.12**TOTAL CASH DISBURSEMENTS AND BALANCE** (Add Questions 14.10 and 14.11; same as Question 13.13)
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

# 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.

16.1Total ALA-MLS
CURRENT YEAR'S ANSWER0.88
LAST YEAR'S ANSWER
16.2Total Librarians
CURRENT YEAR'S ANSWER0.88
LAST YEAR'S ANSWER
16.3All Other Paid Staff
CURRENT YEAR'S ANSWER8.79
LAST YEAR'S ANSWER
16.4Total Paid Employees
CURRENT YEAR'S ANSWER9.67
LAST YEAR'S ANSWER
16.5State Government Revenue
CURRENT YEAR'S ANSWER$14,990
LAST YEAR'S ANSWER
16.6Federal Government Revenue
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
16.7Other Operating Revenue
CURRENT YEAR'S ANSWER$88,918
LAST YEAR'S ANSWER

16.8Total Operating Revenue
CURRENT YEAR'S ANSWER$1,293,623
LAST YEAR'S ANSWER
16.9Other Operating Expenditures
CURRENT YEAR'S ANSWER$233,548
LAST YEAR'S ANSWER
16.10Total Operating Expenditures
CURRENT YEAR'S ANSWER$968,053
LAST YEAR'S ANSWER
16.11Total Capital Expenditures
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
16.12Print Materials
CURRENT YEAR'S ANSWER36,312
LAST YEAR'S ANSWER
16.12aTotal Physical Items in Collection
CURRENT YEAR'S ANSWER42,978
LAST YEAR'S ANSWER
16.13Total Registered Borrowers
CURRENT YEAR'S ANSWER5,966
LAST YEAR'S ANSWER
16.14Other Capital Revenue and Receipts
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER
16.15Number of Internet Computers Used by General Public
CURRENT YEAR'S ANSWER14
LAST YEAR'S ANSWER
16.16Total Uses (sessions) of Public Internet Computers Per Year
CURRENT YEAR'S ANSWER3,594
LAST YEAR'S ANSWER
16.17Wireless Sessions
CURRENT YEAR'S ANSWER66,358
LAST YEAR'S ANSWER
16.18Total Capital Revenue
CURRENT YEAR'S ANSWER$0
LAST YEAR'S ANSWER

# 17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1*LIB ID*
CURRENT YEAR'S ANSWER7200445310
LAST YEAR'S ANSWER
17.2*Interlibrary Relationship Code*
CURRENT YEAR'S ANSWERME
LAST YEAR'S ANSWER
17.3*Legal Basis Code*

CURRENT YEAR'S ANSWERLD
LAST YEAR'S ANSWER
17.4*Administrative Structure Code*
CURRENT YEAR'S ANSWERSO
LAST YEAR'S ANSWER
17.5*FSCS Public Library Definition*
CURRENT YEAR'S ANSWERY
LAST YEAR'S ANSWER
17.6*Geographic Code*
CURRENT YEAR'S ANSWERSU1
LAST YEAR'S ANSWER
17.7*FSCS ID*
CURRENT YEAR'S ANSWERNY0577
LAST YEAR'S ANSWER
17.8*SED CODE*
CURRENT YEAR'S ANSWER800000056320
LAST YEAR'S ANSWER
17.9*INSTITUTION ID*
CURRENT YEAR'S ANSWER800000056320
LAST YEAR'S ANSWER

# SUGGESTED IMPROVEMENTS

 Library Name:
CURRENT YEAR'S ANSWERPORT JERVIS FREE LIBRARY
LAST YEAR'S ANSWER
 Library System:
CURRENT YEAR'S ANSWERRamapo Catskill Library System
LAST YEAR'S ANSWER
Name of Person Completing Form:
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
Phone Number:
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
I am satisfied that this resource (Collect) is meeting library needs:
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
Applying this resource (Collect) will help improve library services to the public:
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER
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!
CURRENT YEAR'S ANSWER
LAST YEAR'S ANSWER