

Liverpool Public Library

Annual Report For Public And Association Libraries - 2015

1. GENERAL LIBRARY INFORMATION

Part 1

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

- | | | |
|------|---|---------------------------------------|
| 1.1 | Library ID Number | 6000423670 |
| 1.2 | Library Name | LIVERPOOL PUBLIC LIBRARY |
| 1.3 | Name Status (State use only) | 00 (for no change from previous year) |
| 1.4 | Structure Status (State use only) | 00 (for no change from previous year) |
| 1.5 | Community | Liverpool |
| 1.6 | Beginning Fiscal Reporting Year | 01/01/2015 |
| 1.7 | Ending Fiscal Reporting Year | 12/31/2015 |
| 1.8 | Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report? | 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 |
| 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 |
| 1.11 | Beginning <u>Local</u> Fiscal Year | 07/01/2014 |
| 1.12 | Ending <u>Local</u> Fiscal Year | 06/30/2015 |
| 1.13 | Address Status | 00 (for no change from previous year) |
| 1.14 | Street Address | 310 TULIP STREET |
| 1.15 | City | LIVERPOOL |
| 1.16 | Zip Code | 13088 |
| 1.17 | Mailing Address | 310 TULIP STREET |
| 1.18 | City | LIVERPOOL |
| 1.19 | Zip Code | 13088 |
| 1.20 | Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number) | (315) 457-0310 |
| 1.21 | Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number) | (315) 457-3144 |
| 1.22 | E-Mail Address to Contact the Library (Enter N/A if no e-mail address) | info@lpl.org |
| 1.23 | Library Home Page URL (Enter N/A if no home page URL) | www.lpl.org |

- 1.24 Population Chartered to Serve (per 2010 Census) 50,947
- 1.25 Indicate the type of library as stated in the library's charter (select one): PUBLIC
- 1.26 Indicate the area chartered to serve as stated in the library's charter (select one): School 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
- 1.28 Indicate the type of charter the library currently holds (select one): Absolute
- 1.29 Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter 11/21/1952
- 1.30 Date the library was last registered 08/28/1981
- 1.31 Federal Employer Identification Number 161463853
- 1.32 County ONONDAGA
- 1.33 School District Liverpool Central School District
- 1.34 Town/City Salina
- 1.35 Library System Onondaga County Public Library
- NOTE: For questions 1.36 through 1.41, report all information for the current library director/manager.
- 1.36 Title of Library Director/Manager (select one): Ms.
- 1.37 First Name of Library Director/Manager Glenna
- 1.38 Last Name of Library Director/Manager Wisniewski
- 1.39 NYS Public Librarian Certification Number 12913
- 1.40 E-mail Address of the Director/Manager glenna.wisniewski@lpl.org
- 1.41 Fax Number of the Director/Manager (315) 457-3144
- 1.42 Does the library charge fees for library cards to people residing outside the system's service area? Y

Part 2

- 1.43 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2015? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.44. Y
1. Name of municipality or district holding the public vote Liverpool Central School District
 2. Indicate the type of municipality or district holding the public vote School District
 3. Date the vote was held (mm/dd/2015) 05/19/2015
 4. Was the vote successful? Y/N Y
 5. What type of public vote was it? school district ballot proposition (Ed. Law Â§259(1)(a))
 - 6a. Most recent prior year approved appropriation from a public vote: \$3,833,100
 - 6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: \$13,800
 - 6c. Total proposed appropriation (sum of 6a and 6b): \$3,846,900

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

- 1.44 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2015) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.45. Y
1. Name of municipality or district holding the public vote Liverpool Central School District
 2. Indicate the type of municipality or district holding the public vote School District
 3. Date the last successful vote was held (mm/dd/yyyy) 05/20/2014
 4. What type of public vote was it? school district ballot proposition (Ed. Law Â§259(1)(a))
 5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? \$3,675,337

Part 3

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

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

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

2. LIBRARY COLLECTION

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

This section of the survey (2.1-2.22) collects data on selected types of materials.

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

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	19,822
2.2	Adult Non-fiction Books	16,914
2.3	Total Adult Books (Total questions 2.1 & 2.2)	36,736
2.4	Children's Fiction Books	15,828
2.5	Children's Non-fiction Books	10,706
2.6	Total Children's Books (Total questions 2.4 & 2.5)	26,534
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	63,270

Other Print Materials

2.8	Total Uncataloged Books	0
2.9	Total Print Serials	291
2.10	All Other Print Materials	41
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	332
2.12	Total Print Materials (Total questions 2.7 and 2.11)	63,602

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	24,534
2.14	Local Electronic Collections	14,533
2.15	NOVELNY Electronic Collections	10
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	14,543
2.17	Audio - Downloadable Units	8,992
2.18	Video - Downloadable Units	84
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	2,238
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	50,391

Non-Electronic Materials

2.21	Audio - Physical Units	11,080
2.22	Video - Physical Units	14,126
2.23	Other Non-Electronic Materials (includes films, slides, etc.)	472
2.24	Total Other Materials Holdings (Total questions 2.21 through 2.23)	25,678

2.25 **GRAND TOTAL HOLDINGS** (Total questions 139,671
2.12, 2.20 and 2.24)

CURRENT SERIAL SUBSCRIPTIONS

2.26 Current Print Serial Subscriptions 255

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.27 Cataloged Books 8,246

2.28 All Other Print Materials 2,871

2.29 Electronic Materials 27,431

2.30 All Other Materials 3,559

2.31 **Total Additions** (Total questions 2.27 through 2.30) 42,107

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

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

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

LIBRARY USE

3.1 Library visits (total annual attendance) 294,024

3.2 Registered resident borrowers 17,583

3.3 Registered non-resident borrowers 7,959

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

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

3.4 Does the library have an open meeting policy? Y

3.5 Does the library have a policy protecting the confidentiality of library records? Y

3.6 Does the library have an Internet use policy? Y

3.7 Does the library have a disaster plan? Y

3.8 Does the library have a board-approved conflict of interest policy? Y

3.9 Does the library have a board-approved whistle blower policy? Y

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

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

3.10 Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)? Y

- 3.11 Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)? Y
- 3.12 Does the library have large print books? Y
- 3.13 Does the library have assistive technology for the blind and visually impaired? Y

3.14 - If so, what do you have?

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

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

LIBRARY SPONSORED PROGRAMS

- 3.15 Adult Program Sessions 409
- 3.16 Young Adult Program Sessions 58
- 3.17 Children's Program Sessions 272
- 3.18 All Other Program Sessions 0
- 3.19 **Total Number of Program Sessions (Total questions 3.15 through 3.18)** 739
- 3.20 One-on-One Program Sessions 779
- 3.21 Adult Program Attendance 12,630
- 3.22 Young Adult Program Attendance 1,051
- 3.23 Children's Program Attendance 10,885
- 3.24 All Other Program Attendance 0
- 3.25 **Total Program Attendance (Total questions 3.21 through 3.24)** 24,566
- 3.26 One-on-One Program Attendance 779

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

SUMMER READING PROGRAM

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

- a. Program(s) for children Yes
- b. Program(s) for young adults Yes
- c. Program(s) for Adults Yes
- d. Summer Reading at New York Libraries name and/or logo used No

e.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used)	Yes
f.	N/A	No
3.28	Library outlets offering a summer reading program	1
3.29	Children registered for the library's summer reading program	679
3.30	Young adults registered for the library's summer reading program	117
3.31	Adults registered for the library's summer reading program	107
3.32	Total number registered for the library's summer reading program (total 3.29 + 3.30 + 3.31)	903
3.33	Children's program sessions - Summer 2015	38
3.34	Young adult program sessions - Summer 2015	9
3.35	Adult program sessions - Summer 2015	5
3.36	Total program sessions - Summer 2015 (total 3.33 + 3.34 + 3.35)	52
3.37	Children's program attendance - Summer 2015	1,896
3.38	Young adult program attendance - Summer 2015	214
3.39	Adult program attendance - Summer 2015	226
3.40	Total program attendance - Summer 2015 (total 3.37 + 3.38 + 3.39)	2,336

COLLABORATORS

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

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

EARLY LITERACY PROGRAMS

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

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

- a. Focus on birth - school entry Yes
- b. Focus on parents & caregivers No
- c. Combined audience Yes
- d. N/A No

3.51 - Number of sessions

- a. Focus on birth - school entry 0
- b. Focus on parents & caregivers 0
- c. Combined audience 151
- d. N/A 0

3.52 **Total Sessions** 151

3.53 - Attendance at sessions

- a. Focus on birth - school entry 0
- b. Focus on parents & caregivers 0
- c. Combined audience 6,682
- d. N/A 0

3.54 **Total Attendance** 6,682

3.55 - Collaborators (check all that apply):

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

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

ADULT LITERACY

3.56 Did the library offer adult literacy programs? No

3.57 Total group program sessions 0

3.58 Total one-on-one program sessions 0

3.59 Total group program attendance 0

3.60 Total one-on-one program attendance 0

3.61 - Collaborators (check all that apply)

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

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

for the 2015 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

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

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

DIGITAL LITERACY

3.74	Did the library offer digital literacy programs?	Y
3.75	Total group program sessions	95
3.76	Total one-on-one program sessions	564
3.77	Total group program attendance	843
3.78	Total one-on-one program attendance	564

4. LIBRARY TRANSACTIONS

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

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	117,861
4.2	Adult Non-fiction Books	56,833
4.3	Total Adult Books (Total questions 4.1 & 4.2)	174,694

4.4	Children's Fiction Books	82,665
4.5	Children's Non-fiction Books	29,794
4.6	Total Children's Books (Total questions 4.4 & 4.5)	112,459
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	287,153

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	164,344
4.9	Circulation of Children's Other Materials	29,480
4.10	Circulation of Electronic Materials	40,563
4.11	Total Circulation of Other Materials (Total questions 4.8, 4.9 & 4.10)	234,387
4.12	Grand Total Circulation Transactions (Total questions 4.7 & 4.11)	521,540
4.13	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	141,939

REFERENCE TRANSACTIONS

4.14	Total Reference Transactions	29,693
4.15	Does the library offer virtual reference?	Y

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.16	TOTAL MATERIALS RECEIVED	69,590
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.17	TOTAL MATERIALS PROVIDED	55,529
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5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2015.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y
5.2	Online public access catalog (OPAC)?	Y
5.3	Electronic access to the OPAC from outside the library?	Y
5.4	Annual number of visits to the library's web site	232,154
5.5	Does the library use Internet filtering software on any computer?	N
5.6	Number of uses (sessions) of public Internet computers per year	44,754

- 5.7 Name of the person responsible for the library's Information Technology (IT) services Stephanie Zwolinski
- 5.8 IT contact's telephone number (enter 10 digits only and hit the Tab key) (315) 457-0310
- 5.9 IT contact's email address stephanie.zwolinski@lpl.org

6. STAFF INFORMATION

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

FTE (FULL-TIME EQUIVALENT CALCULATION)

- 6.1 The number of hours per workweek used to compute FTE for all paid library personnel in this section. 35

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

- 6.2 Library Director (certified) 1
- 6.3 Vacant Library Director (certified) 0
- 6.4 Librarian (certified) 12.15
- 6.5 Vacant Librarian (certified) 0
- 6.6 Library Manager (not certified) 0
- 6.7 Vacant Library Manager (not certified) 0
- 6.8 Library Specialist/Paraprofessional (not certified) 0
- 6.9 Vacant Library Specialist/Paraprofessional (not certified) 0
- 6.10 Other Staff 35.28
- 6.11 Vacant Other Staff 0
- 6.12 **TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)** 48.43
- 6.13 **VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)** 0.00

SALARY INFORMATION

- 6.14 FTE - Entry Level Librarian (certified) 1
- 6.15 Salary - Entry Level Librarian (certified) \$35,035
- 6.16 FTE - Library Director (certified) 1
- 6.17 Salary - Library Director (certified) \$60,000

- | | | |
|------|--|-----|
| 6.18 | FTE - Library Manager (not certified) | 0 |
| 6.19 | Salary - Library Manager (not certified) | \$0 |

7. MINIMUM PUBLIC LIBRARY STANDARDS

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

- | | | |
|--|--|---|
| 7.1 | 1. Is governed by board-approved written bylaws which outline the responsibilities and procedures of the library board of trustees. | Y |
| 7.2 | 2. Has a board-approved written long range plan of service. | Y |
| 7.3 | 3. Presents a board-approved annual report to the community on the library's progress in meeting its goals and objectives. | Y |
| 7.4 | 4. Has board-approved written policies for the operation of the library. | Y |
| 7.5 | 5. Presents annually to appropriate funding agencies a written board-approved budget which would enable the library to meet or exceed these standards and to carry out its long-range plan of service. | Y |
| 7.6 | 6. Periodically evaluates the effectiveness of the library's collection and services in meeting community needs. | Y |
| 7.7 | 7. Is open the minimum standard number of public service hours for population served. (see instructions) | Y |
| 8. Maintains a facility to meet community needs, including adequate: | | |
| 7.8 | 8a. space | Y |
| 7.9 | 8b. lighting | Y |
| 7.10 | 8c. shelving | Y |
| 7.11 | 8d. seating | Y |
| 7.12 | 8e. restroom (see instructions) | Y |
| 9. Provides equipment and connections to meet community needs and provide access to other library catalogs and other electronic information, including but not limited to the following: | | |
| 7.13 | 9a. telephone | Y |
| 7.14 | 9b. photocopier (see instructions) | Y |
| 7.15 | 9c. microcomputer or terminal | Y |
| 7.16 | 9d. printer | Y |

- | | | |
|------|--|---|
| 7.17 | 9e. Fax capability (see instructions) | Y |
| 7.18 | 10. Distributes board-approved printed information listing the library's hours open, borrowing rules, services, location and phone number. | Y |
| 7.19 | 11. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8. | Y |

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1. Please click [here](#) to read general instructions before completing this section.

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

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

PUBLIC SERVICE HOURS - Report hours to two decimal places.

- | | | |
|------|--|-----------------|
| 8.6 | Minimum Weekly Total Hours - Main Library | 64.00 |
| 8.7 | Minimum Weekly Total Hours - Branch Libraries | 0.00 |
| 8.8 | Minimum Weekly Total Hours - Bookmobiles | 0.00 |
| 8.9 | Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8) | 64.00 |
| 8.10 | Annual Total Hours - Main Library | 3,528.00 |
| 8.11 | Annual Total Hours - Branch Libraries | 0.00 |
| 8.12 | Annual Total Hours - Bookmobiles | 0.00 |
| 8.13 | Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12) | 3,528.00 |

9. SERVICE OUTLET INFORMATION

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

- | | | |
|----|--------------------|--------------------------|
| 1. | Outlet Name | Liverpool Public Library |
| 2. | Outlet Name Status | 00 (for no change) |
| 3. | Street Address | 310 Tulip Street |

4.	Outlet Street Address Status	00 (for no change)
5.	City	Liverpool
6.	Zip Code	13088
7.	Phone (enter 10 digits only)	(315) 457-0310
8.	Fax Number (enter 10 digits only)	(315) 457-3144
9.	E-mail Address	info@lpl.org
10.	Outlet URL	www.lpl.org
11.	County	Onondaga
12.	School District	Liverpool Central School District
13.	Library System	Onondaga County Public Library
14.	Outlet Type Code (select one):	CE
15.	Public Service Hours Per Year for This Outlet	3,528
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	N
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	659
20.	Enter the appropriate outlet code (select one):	LRF
21.	Who owns this outlet building?	School District
22.	Who owns the land on which this outlet is built?	School District
23.	Indicate the year this outlet was initially constructed	1975
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2012
25.	Square footage of the outlet	26,000
26.	Total number of Internet terminals at this outlet used by the general public	37
27.	Type of connection on the outlet's public Internet computers	Fiber
28.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	11 Greater than or equal to 100 mbps and less than 1 gbps
29.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	11 Greater than or equal to 100 mbps and less than 1 gbps
30.	Internet Provider	Other (specify using the State note)
31.	WiFi Access	Available only when the library is open

- | | | |
|-----|---|---------------------------------------|
| 32. | Number of wireless sessions provided by the library wireless service per year | 12,105 |
| 33. | Does the outlet have interactive videoconferencing capability for public use? | Y |
| 34. | Does the outlet have a building entrance that is physically accessible to a person in a wheelchair? | Y |
| 35. | Is every public part of the outlet accessible to a person in a wheelchair? | Y |
| 36. | <i>LIBID</i> | 6000423670 |
| 37. | <i>FSCSID</i> | NY0488 |
| 38. | <i>Number of Bookmobiles in the Bookmobile Outlet Record</i> | 0 |
| 39. | <i>Outlet Structure Status</i> | 00 (for no change from previous year) |

10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2015. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

- | | | |
|------|---|------|
| 10.1 | Total number of board meetings held during calendar year (January 1, 2015 to December 31, 2015) | 11 |
| 10.2 | Number of voting library board positions stated in the library's charter. | 5-11 |
| 10.3 | Number of current <u>voting</u> positions on library board. | 7 |
| 10.4 | Trustee term length | 5 |

BOARD MEMBER SELECTION

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

List Officers and Board Members as of February 1, 2016. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

- | | | |
|-------|--|-----------------------|
| 10.6 | Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), or Vacant | Mr. |
| 10.7 | First Name | Timothy |
| 10.8 | Last Name | Dodge |
| 10.9 | Mailing Address | 4310 Lazybrook Circle |
| 10.10 | City | Liverpool |
| 10.11 | Zip Code (5 digits only) | 13088 |
| 10.12 | Phone (enter 10 digits only) | (315) 457-4494 |
| 10.13 | E-mail Address | timdodge1@verizon.net |
| | | July |

10.14	Term Begins - Month	
10.15	Term Begins - Year (yyyy)	2012
10.16	Term Expires - Month	June
10.17	Term Expires - Year (yyyy)	2017
10.18	The date the Oath of Office was taken (mm/dd/yyyy)	07/11/2012
10.19	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/18/2012
10.20	Is this a brand new trustee?	N
1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	George
3.	Last Name of Board Member	Alessio, Jr.
4.	Mailing Address	317 Donlin Dr.
5.	City	Liverpool
6.	Zip Code (5 digits only)	13088
7.	E-mail address	g.alessio76@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	July
10.	Term Begins - Year (year)	2011
11.	Term Expires	June
12.	Term Expires - Year (yyyy)	2016
13.	The date the Oath of Office (mm/dd/yyyy) was taken	07/06/2011
14.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/19/2011
15.	Is this a brand new trustee?	N
1.	Title of Board Member (select one):	Ms.
2.	First Name of Board Member	Molly
3.	Last Name of Board Member	English-Bowers
4.	Mailing Address	731 James St.
5.	City	Syracuse
6.	Zip Code (5 digits only)	13203
7.	E-mail address	molly.english@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	July
10.	Term Begins - Year (year)	2014
11.	Term Expires	June
12.	Term Expires - Year (yyyy)	2019
13.	The date the Oath of Office (mm/dd/yyyy) was taken	07/02/2014
14.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/09/2014
15.	Is this a brand new trustee?	Y
1.	Title of Board Member (select one):	Mr.

2. First Name of Board Member Donald
3. Last Name of Board Member MacLaughlin
4. Mailing Address 4162 Birchwood Drive South
5. City Liverpool
6. Zip Code (5 digits only) 13090
7. E-mail address N/A
8. Office Held or Trustee Trustee
9. Term Begins - Month August
10. Term Begins - Year (year) 2015
11. Term Expires June
12. Term Expires - Year (yyyy) 2016
13. The date the Oath of Office (mm/dd/yyyy) was taken 08/05/2015
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 08/12/2015
15. Is this a brand new trustee? Y

1. Title of Board Member (select one): Mr.
2. First Name of Board Member Joseph
3. Last Name of Board Member Spado
4. Mailing Address 6 Indian Orchard Lane
5. City Liverpool
6. Zip Code (5 digits only) 13090
7. E-mail address jmspado@verizon.net
8. Office Held or Trustee Secretary
9. Term Begins - Month July
10. Term Begins - Year (year) 2012
11. Term Expires June
12. Term Expires - Year (yyyy) 2017
13. The date the Oath of Office (mm/dd/yyyy) was taken 07/11/2012
14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/18/2012
15. Is this a brand new trustee? Y

1. Title of Board Member (select one): Mr.
2. First Name of Board Member Mark
3. Last Name of Board Member Spadafore
4. Mailing Address 824 Second St.
5. City Liverpool
6. Zip Code (5 digits only) 13088
7. E-mail address mspad1@yahoo.com
8. Office Held or Trustee Vice President
9. Term Begins - Month July
10. Term Begins - Year (year) 2013
11. Term Expires June
12. Term Expires - Year (yyyy) 2018

- | | | |
|-----|--|------------------------|
| 13. | The date the Oath of Office (mm/dd/yyyy) was taken | 07/10/2013 |
| 14. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 07/17/2013 |
| 15. | Is this a brand new trustee? | N |
| 1. | Title of Board Member (select one): | Mr. |
| 2. | First Name of Board Member | Robert L. |
| 3. | Last Name of Board Member | Dunstone |
| 4. | Mailing Address | 4060 Ensign Dr |
| 5. | City | Liverpool |
| 6. | Zip Code (5 digits only) | 13090 |
| 7. | E-mail address | larry@rldunstone.com |
| 8. | Office Held or Trustee | Other (Add State Note) |
| 9. | Term Begins - Month | July |
| 10. | Term Begins - Year (year) | 2011 |
| 11. | Term Expires | June |
| 12. | Term Expires - Year (yyyy) | 2016 |
| 13. | The date the Oath of Office (mm/dd/yyyy) was taken | 07/06/2011 |
| 14. | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 07/13/2011 |
| 15. | Is this a brand new trustee? | N |

11. OPERATING FUNDS RECEIPTS

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

LOCAL PUBLIC FUNDS

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

- | | | |
|------|---|-----------------------------------|
| 11.1 | Does the library receive any local public funds? If yes, complete one record for each funding source; if no, go to question 11.3. | Y |
| 1. | Source of Funds | School District |
| 2. | Name of funding County, Municipality or District | Liverpool Central School District |
| 3. | Amount | \$3,727,173 |
| 4. | Subject to public vote held in reporting year or in a previous reporting year(s). | Y |
| 5. | Written Contractual Agreement | N |
| 11.2 | TOTAL LOCAL PUBLIC FUNDS | \$3,727,173 |

SYSTEM CASH GRANTS TO MEMBER LIBRARY

- | | | |
|------|-----------------------------------|----------|
| 11.3 | Local Library Services Aid (LLSA) | \$37,225 |
|------|-----------------------------------|----------|

11.4	Central Library Aid (CLDA and/or CBA)	\$0
11.5	Additional State Aid received from the System	\$4,962
11.6	Federal Aid received from the System	\$0
11.7	Other Cash Grants	\$0
11.8	TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$42,187

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	\$23,415
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FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	\$0
11.11	Other Federal Aid	\$0
11.12	TOTAL FEDERAL AID (Add Questions 11.10 and 11.11)	\$0

11.13	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0
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OTHER RECEIPTS

11.14	Gifts and Endowments	\$20,552
11.15	Fund Raising	\$0
11.16	Income from Investments	\$653
11.17	Library Charges	\$46,771
11.18	Other	\$69,809
11.19	TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$137,785
11.20	TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$3,930,560

11.21	BUDGET LOANS	\$0
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TRANSFERS

11.22	From Capital Fund (Same as Question 14.8)	\$0
11.23	From Other Funds	\$0
11.24	TOTAL TRANSFERS (Add Questions 11.22 and 11.23)	\$0

11.25 BALANCE IN OPERATING
FUND - Beginning Balance
for Fiscal Year Ending 2015
(Same as Question 12.40 of
previous year if fiscal year has
not changed) \$2,762,261

11.26 **GRAND TOTAL
RECEIPTS, BUDGET
LOANS, TRANSFERS AND
BALANCE** (Add Questions
11.20, 11.21, 11.24 and 11.25;
Same as Question 12.41) \$6,692,821

12. OPERATING FUND DISBURSEMENTS

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

Please click [here](#) to read general instructions before completing this section.

12.1 Certified Librarians \$707,784

12.2 Other Staff \$1,206,406

12.3 **Total Salaries & Wages
Expenditures** (Add Questions
12.1 and 12.2) \$1,914,190

12.4 **Employee Benefits
Expenditures** \$1,008,469

12.5 **Total Staff Expenditures
(Add Questions 12.3 and
12.4)** \$2,922,659

COLLECTION EXPENDITURES

12.6 Print Materials Expenditures \$133,526

12.7 Electronic Materials
Expenditures \$73,759

12.8 Other Materials Expenditures \$69,628

12.9 **Total Collection
Expenditures** (Add Questions
12.6, 12.7 and 12.8) \$276,913

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10 From Local Public Funds
(71PF) \$0

12.11 From Other Funds (71OF) \$0

12.12 **Total Capital Expenditures**
(Add Questions 12.10 and
12.11) \$0

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13 From Local Public Funds
(72PF) \$58,129

12.14 From Other Funds (72OF) \$0

12.15 **Total Repairs** (Add Questions
12.13 and 12.14) \$58,129

12.16	Other Disbursements for Operation & Maintenance of Buildings	\$89,008
12.17	Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$147,137

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$62,503
12.19	Telecommunications	\$15,022
12.20	Binding Expenses	\$0
12.21	Postage and Freight	\$9,531
12.22	Professional & Consultant Fees	\$20,856
12.23	Equipment	\$100,468
12.24	Other Miscellaneous	\$157,854
12.25	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22, 12.23 and 12.24)	\$366,234
12.26	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.27	From Local Public Funds (73PF)	\$0
12.28	From Other Funds (73OF)	\$0
12.29	Total (Add Questions 12.27 and 12.28)	\$0
12.30	Budget Loans (Principal and Interest)	\$0
12.31	Short-Term Loans	\$0
12.32	Total Debt Service (Add Questions 12.29, 12.30 and 12.31)	\$0
12.33	TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.25, 12.26 and 12.32)	\$3,712,943

TRANSFERS

Transfers to Capital Fund

12.34	From Local Public Funds (76PF)	\$0
12.35	From Other Funds (76OF)	\$0

12.36	Total Transfers to Capital Fund (Add Questions 12.34 and 12.35; same as Question 13.8)	\$0
12.37	Transfer to Other Funds	\$0
12.38	TOTAL TRANSFERS (Add Questions 12.36 and 12.37)	\$0
12.39	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.33 and 12.38)	\$3,712,943
12.40	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2015	\$2,979,878
12.41	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.39 and 12.40; same as Question 11.26)	\$6,692,821

ASSURANCE

12.42	The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).	03/02/2016
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FISCAL AUDIT

12.43	Last audit performed (mm/dd/yyyy)	09/10/2015
12.44	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	07/01/2014-06/30/2015
12.45	Indicate type of audit (select one):	Private Accounting Firm

CAPITAL FUND

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

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

REVENUES FROM LOCAL SOURCES

13.1	Revenues from Local Government Sources	\$0
13.2	All Other Revenues from Local Sources	\$0

13.3 **Total Revenues from Local Sources** (Add Questions 13.1 and 13.2) \$0

STATE AID FOR CAPITAL PROJECTS

13.4 State Aid Received for Construction \$0

13.5 Other State Aid \$0

13.6 **Total State Aid** (Add Questions 13.4 and 13.5) \$0

FEDERAL AID FOR CAPITAL PROJECTS

13.7 **TOTAL FEDERAL AID** \$0

INTERFUND REVENUE

13.8 Transfer from Operating Fund (Same as Question 12.36) \$0

13.9 **TOTAL REVENUES** (Add Questions 13.3, 13.6, 13.7 and 13.8) \$0

13.10 **NON-REVENUE RECEIPTS** \$0

13.11 **TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10) \$0

13.12 **BALANCE IN CAPITAL FUND** - Beginning Balance for Fiscal Year Ending 2015 (Same as Question 14.11 of previous year, if fiscal year has not changed) \$0

13.13 **TOTAL CASH RECEIPTS AND BALANCE**(Add Questions 13.11 and 13.12; same as Question 14.12) \$0

14. CAPITAL FUND DISBURSEMENTS

PROJECT EXPENDITURES

Please click [here](#) to read general instructions before completing this section.

14.1 Construction \$0

14.2 Incidental Construction \$0

Other Disbursements

14.3 Purchase of Buildings \$0

14.4 Interest \$0

14.5 Collection Expenditures \$0

14.6 **Total Other Disbursements** (Add Questions 14.3, 14.4 and 14.5) \$0

14.7 **TOTAL PROJECT EXPENDITURES** (Add Questions 14.1, 14.2 and 14.6) \$0

14.8 **TRANSFER TO OPERATING FUND** (Same as Question 11.22) \$0

14.9	NON-PROJECT EXPENDITURES	\$0
14.10	TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$0
14.11	BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2015	\$0
14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13)	\$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	11.51
16.2	Total Librarians	11.51
16.3	All Other Paid Staff	30.87
16.4	Total Paid Employees	42.38
16.5	State Government Revenue	\$65,602
16.6	Federal Government Revenue	\$0
16.7	Other Operating Revenue	\$137,785
16.8	Total Operating Revenue	\$3,930,560
16.9	Other Operating Expenditures	\$513,371
16.10	Total Operating Expenditures	\$3,712,943
16.11	Total Capital Expenditures	\$0
16.12	Print Materials	63,561
16.13	Total Registered Borrowers	25,542
16.14	Other Capital Revenue and Receipts	\$0
16.15	Total Number of Internet Terminals Used by the General Public	37

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	<i>LIB ID</i>	6000423670
17.2	<i>Interlibrary Relationship Code</i>	ME
17.3	<i>Legal Basis Code</i>	LD
17.4	<i>Administrative Structure Code</i>	SO
17.5	<i>FSCS Public Library Definition</i>	Y
17.6	<i>Geographic Code</i>	SD1
17.7	<i>FSCS ID</i>	NY0488

SUGGESTED IMPROVEMENTS

Library Name: LIVERPOOL PUBLIC LIBRARY

Library System: Onondaga County Public Library

Name of Person Completing Form: Glenna Wisniewski

Phone Number: (315) 457-0310

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!

""In other years, completing the Annual Report has been a laborious but satisfying experience, as we would gather our statistics from various parts of the library's operations and put those statistics together in a carefully formatted report that provided an objective measure of the dimensions of the library's collection, the size of its patron population, and the facets of circulation activity that our patrons have participated in in the preceding year. This year, we were shocked and saddened to find that we cannot count checkouts from the Freegal music collection, from the Zinio magazine collection, nor from the OverDrive periodicals collection. Many patrons have shifted from wanting physical music CDs to electronic music files, and the Liverpool Public Library has responded by finding solutions such as the Freegal downloadable music service. Freegal, a paid subscription service whose name comes from "free and legal", allows library patrons to use their library card to download electronic music in limited quantities each week. However, the Annual Report gives us no credit for having invested our budgetary resources in this popular service that provides public library patrons music in the format they can enjoy on contemporary listening devices. The number reported on line 4.10 should have included an additional 30,410 circulations, but we were not allowed to count Freegal usage by our patrons. Magazines have changed greatly in the last 10 years. Today's public library patrons increasingly wish to read magazines on mobile devices rather than in print. In fact, whether they want to or not, patrons are forced to read some favorite titles electronically because they are no longer published in print form. While we are allowed to count the circulation of our print magazines, and we are allowed to count the circulation of electronic format novels, we are no longer allowed to count the checkouts of magazines in electronic format. Because we subscribe to these electronic titles in "Finite Simultaneous Use" models, with a large but limited number of licensed circs per issue, it would appear from the statistics in Part 2 of the Annual Report that the size of our collection has sky-rocketed, while our circulation numbers in Part 4 have diminished. Last year, we included a count of 101 for the Zinio magazine titles we subscribe to on line item 2.13 Electronic Books. This year, we increased our Zinio magazine subscription titles to 115, and our system added 61 OverDrive magazine titles. This year's Annual Report has new instructions for dealing with "Finite Simultaneous Use" eContent. Because these titles have a very large number of simultaneous usages, the number we are reporting on line 2.14 Electronic Collections is 14,533 as compared to 115 last year, an increase of 3 orders of magnitude. But the circulation that we are allowed to count from this collection is 0. We should have been able to count the 5543 circulations of our Zinio and OverDrive electronic magazines on line 4.10, instead of not counting it at all. When combined with the missing Freegal circulations, we have not been able to count 35,953 circulations that happened in 2015. The 2015 Annual Report does not accurately reflect the many ways our patrons are using the Liverpool Public Library. Our library circulation transactions count

in the 2015 Annual Report is not showing 35,953 checkouts of electronic content that the Liverpool Public Library provided to its patrons in 2015. In the future, please allow to count the checkout statistics of all parts of our collection. What steps will the New York State Library and the New York Department of Education be taking to explain to the consumers of this Annual Report why our state's libraries Total Holdings appear to have increased by several orders of magnitude in the past year, while circulation has fallen? Stephanie Zwolinski stephanie.zwolinski@lpl.org Systems Librarian Liverpool Public Library, www.lpl.org Liverpool, NY, 13088""