

# Greater Poughkeepsie Library District Annual Report For Public And Association Libraries - 2010

## 1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2010, except for questions related to the current library director/manager (questions 1.32 through 1.37).

1.1	Library ID Number	3200135360
1.2	Library Name	Greater Poughkeepsie Library District
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	Poughkeepsie *
1.6	Beginning Fiscal Reporting Year	1/1/2010
1.7	Ending Fiscal Reporting Year	12/31/2010
1.8	Address Status	00 (for no change from previous year)
1.9	Street Address	93 Market Street
1.10	City	Poughkeepsie
1.11	Zip Code	12601
1.12	Four-Digit Zip Code Extension	4099
1.13	Mailing Address	93 Market Street
1.14	City	Poughkeepsie
1.15	Zip Code	12601
1.16	Four-Digit Zip Code Extension	4099
1.17	Telephone Number (enter 10 digits only; enter N/A if no telephone number)	(845) 485-3445
1.18	Fax Number (enter 10 digits only; enter N/A if no fax number)	(845) 485-3789
1.19	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	administration@poklib.org
1.20	Library Home Page URL (Enter N/A if no home page URL)	www.poklib.org
1.21	Population Chartered to Serve (per 2000 Census)	72,648
1.22	Indicate the type of library as stated in the library's charter (select one):	PUBLIC
1.23	Indicate the area chartered to serve as stated in the library's charter (select one):	Special Legislative District
1.24	During the reporting year, has there been any change to the library's legal service area boundaries? Changes may be the result of a Regents charter action or due to a new contract to provide library services to residents of an area not served by a public library or due to a change to an existing contract. Answer Y for Yes, N for No.	N
1.25	Indicate the type of charter the library currently holds (select one):	Absolute
1.26	Date the library was granted its absolute charter <u>or</u> the date of the provisional charter if the library does not have an absolute charter	6/16/1989
1.27	Date the library was last registered	N/A
1.28	Federal Employer Identification Number	141701733
1.29	County	Dutchess
1.30	School District	City Of Poughkeepsie
1.31	Library System	Mid-Hudson Library System
NOTE: For questions 1.32 through 1.37, report all information for the <u>current</u> library director/manager.		
1.32	Title of Library Director/ Manager (select one):	Mr.

1.33	First Name of Library Director/Manager	Thomas
1.34	Last Name of Library Director/Manager	Lawrence
1.35	NYS Public Librarian Certification Number	12271
1.36	E-mail Address of the Director/Manager	tlawrence@poklib.org
1.37	Fax Number of the Director/Manager	(845) 485-3789
1.38	Does the library charge fees for library cards to people residing outside the system's service area?	N
1.39	For the fiscal reporting year (questions 1.6 and 1.7) was all or part of the library's budget subject to a public vote (see instructions)? Enter Y for Yes, N for No. If yes, please complete one record for <u>each</u> vote held. If no, go to question 1.40.	Y
1.	Name of municipality or district holding the vote	Greater Poughkeepsie Library District
2.	Indicate the type of municipality or district holding the vote	Special Legislative District
3.	Was this a Chapter 414 (Ed. Law Â§259.1.b)?	N
4.	Dollar amount	\$4,694,539
5.	Was the vote successful?	Y
6.	Date the vote was held (mm/dd/yyyy)	11/03/2009
1.40	For the fiscal year that ended in 2010, indicate the total percentage of the library's local public funding that was either subject to public vote(s) <u>or</u> that came from a previous appropriation(s) approved by public vote(s) still in effect.	82%
1.41	Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for <i>each</i> contract. If no, go to question 1.42.	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
1.42	For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the <u>State</u> 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.

### PRINT MATERIALS

#### Cataloged Books

2.1	Adult Fiction Books	32,173
2.2	Adult Non-fiction Books	75,674
2.3	<b>Total Adult Books (Total questions 2.1 &amp; 2.2)</b>	107,847
2.4	Children's Fiction Books	21,674
2.5	Children's Non-fiction Books	15,231
2.6	<b>Total Children's Books (Total questions 2.4 &amp; 2.5)</b>	36,905
2.7	<b>Total Cataloged Books (Total questions 2.3 &amp; 2.6)</b>	144,752

#### Other Print Materials

2.8	Total Uncataloged Books	500
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2.9	Total Print Serials	400
2.10	All Other Print Materials	13,486
2.11	<b>Total Other Print Materials (Total questions 2.8 through 2.10)</b>	14,386
2.12	<b>Total Print Materials (Total questions 2.7 and 2.11)</b>	159,138

### **ELECTRONIC MATERIALS**

2.13	Electronic Books	224
2.14	Local Databases	5
2.15	NOVELNY Databases	9
2.16	Other Databases	15
2.17	<b>Total Databases (Total questions 2.14, 2.15 and 2.16)</b>	29
2.18	Other Electronic Materials (includes all other materials in digital format such as e-serials, CD-ROMs, government documents, electronic files, reference tools, scores, maps, etc.)	724
2.19	<b>Total Electronic Materials (Total questions 2.13, 2.17 and 2.18)</b>	977

### **ALL OTHER MATERIALS**

2.20	Audio - Physical Units	7,814
2.21	Audio - Downloadable Titles	872
2.22	Video - Physical Units	7,829
2.23	Video - Downloadable Titles	0
2.24	All Other Materials (includes microform, films, slides, filmstrips, etc.)	2,114
2.25	<b>Total Other Materials Holdings (Total questions 2.20 through 2.24)</b>	18,629
2.26	<b>GRAND TOTAL HOLDINGS (Total questions 2.12, 2.19 and 2.25)</b>	178,744

### **CURRENT SERIAL SUBSCRIPTIONS**

2.27	Current Print Serial Subscriptions	350
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### **ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.**

2.28	Cataloged Books	12,077
2.29	All Other Print Materials	0
2.30	Electronic Materials	75
2.31	All Other Materials	3,270
2.32	<b>Total Additions (Total questions 2.28 through 2.31)</b>	15,422

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

Report all information on questions 3.1 through 3.10 and 3.49 through 3.57 as of the end of the fiscal year reported in Part 1; report information on questions 3.11 through 3.48 for the 2010 calendar year.

### **LIBRARY SPONSORED PROGRAMS**

3.1	Adult Program Sessions	359
3.2	Young Adult Program Sessions	145
3.3	Children's Program Sessions	740
3.4	All Other Program Sessions	534
3.5	<b>Total Number of Program Sessions (Total questions 3.1 through 3.4)</b>	1,778
3.6	Adult Program Attendance	3,823
3.7	Young Adult Program Attendance	2,657
3.8	Children's Program Attendance	12,771
3.9	All Other Program Attendance	4,932
3.10	<b>Total Program Attendance (Total questions 3.6 through 3.9)</b>	24,183

### **SUMMER READING PROGRAM**

3.11- Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2010 (check all that apply):

a.	Program(s) for children	Yes
b.	Program(s) for young adults	Yes
c.	Summer Reading at New York Libraries name and/or logo used	Yes
d.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used	Yes
e.	N/A	No
3.12	Library outlets offering the summer reading program	2
3.13	Children registered for the library's summer reading program	474
3.14	Young adults registered for the library's summer reading program	50
3.15	Total number registered for the library's summer reading program (total 3.13 + 3.14)	524
3.16	Children's program sessions - Summer 2010	123
3.17	Young adult program sessions - Summer 2010	23
3.18	Total program sessions - Summer 2010 (total 3.16 + 3.17)	146
3.19	Children's program attendance - Summer 2010	4,103
3.20	Young adult program attendance - Summer 2010	259
3.21	Total program attendance - Summer 2010 (total 3.19 + 3.20)	4,362

**COLLABORATORS**

3.22	Public school district(s) and/or BOCES	4
3.23	Non-public school(s)	4
3.24	Childcare center(s)	0
3.25	Summer camp(s)	5
3.26	Municipality/Municipalities	0
3.27	Literacy provider(s)	0
3.28	Other (describe using the State note)	0
3.29	Total Collaborators (total 3.22 through 3.28)	13

**EARLY LITERACY PROGRAMS**

3.30	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	Y
3.31	Indicate age group(s) (check all that apply):	
a.	Birth - school entry	Yes
b.	Parents and Caregivers	Yes
c.	N/A	No
3.32	Ages birth to school entry program sessions	363
3.33	Parent and/or caregiver program sessions	20
3.34	Total program sessions (total 3.32 + 3.33)	383
3.35	Ages birth to school entry program attendance	7,632
3.36	Parent and/or caregiver program attendance	206
3.37	Total program attendance (total 3.35 + 3.36)	7,838
3.38	Collaborators (check all that apply):	
a.	Childcare center(s)	Yes
b.	Public School District(s) and/or BOCES	Yes
c.	Non-Public School(s)	Yes
d.	Other (describe using the State note)	No
e.	N/A	No

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

3.39	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	N
3.40	Children's program sessions	0
3.41	Young adult program sessions	0
3.42	Adult program sessions	0
3.43	<b>Total program sessions (total 3.40 + 3.41 + 3.42)</b>	0
3.44	Children's program attendance	0
3.45	Young adult program attendance	0
3.46	Adult program attendance	0
3.47	<b>Total program attendance (total 3.44 + 3.45 + 3.46)</b>	0
3.48	Collaborators (check all that apply):	
a.	Literacy NY (Literacy Volunteers of America)	Yes
b.	Public School District(s) and/or BOCES	Yes
c.	Non-Public School(s)	Yes
d.	Other (describe using the State note)	No
e.	N/A	No

## LIBRARY USE

3.49	Library visits (total annual attendance)	367,939
3.50	Registered resident borrowers	30,111
3.51	Registered non-resident borrowers	7

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

3.52	Does the library have an open meeting policy?	Y
3.53	Does the library have a policy protecting the confidentiality of library records?	Y
3.54	Does the library have an Internet use policy?	Y
3.55	Does the library have a disaster policy?	N

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

3.56	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y
3.57	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	N

## 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	92,620
4.2	Adult Non-fiction Books	59,255
4.3	<b>Total Adult Books (Total questions 4.1 &amp; 4.2)</b>	151,875
4.4	Children's Fiction Books	74,722
4.5	Children's Non-fiction Books	19,802
4.6	<b>Total Children's Books (Total questions 4.4 &amp; 4.5)</b>	94,524
4.7	<b>Total Cataloged Book Circulation (Total question 4.3 &amp; 4.6)</b>	246,399

### CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	191,075
4.9	Circulation of Children's Other Materials	46,717
4.10	<b>Total Circulation of Other Materials (Total questions 4.8 &amp; 4.9)</b>	237,792
		484,191

4.11	Grand Total Circulation Transactions (Total questions 4.7 & 4.10)	
4.12	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	141,241
<b>REFERENCE TRANSACTIONS</b>		
4.13	Total Reference Transactions	77,638
<b>INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)</b>		
4.14	TOTAL MATERIALS RECEIVED	73,108
<b>INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)</b>		
4.15	TOTAL MATERIALS PROVIDED	115,502

## 5. AUTOMATION AND TELECOMMUNICATIONS

Report all information as of December 31, 2010.

### 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	328,755
5.5	Does the library use Internet filtering software on any computer?	Y
5.6	Total number of Internet terminals used by the general public.	59
5.7	Number of users (in-library only) of public Internet computers per year	101,526
5.8	Type of connection on public Internet computers	Fiber
5.9	Maximum speed of connection on public library Internet computers	6.1 - 10 Mbps
5.10	Do you offer WiFi to your patrons?	Y
5.11	Do you have interactive videoconferencing capability for public use?	N

## 6. STAFF INFORMATION

Report all staff information as of the end of the fiscal year reported in Part 1.

### 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
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### BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1
6.3	Vacant Library Director (certified)	0
6.4	Librarian (certified)	15.83
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)	5
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0
6.10	Other Staff	33.91
6.11	Vacant Other Staff	0
6.12	<b>TOTAL PAID STAFF</b> (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	55.74
6.13	<b>VACANT TOTAL PAID STAFF</b> (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)	\$46,857
6.16	FTE - Library Director (certified)	1

6.17	Salary - Library Director (certified)	\$96,000
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, 2010.

7.1	1. Is governed by board-approved written bylaws.	Y
7.2	2. Has a board-approved written long range plan of service.	Y
7.3	3. Presents an annual report to the community.	Y
7.4	4. Has board-approved written policies.	Y
7.5	5. Presents an annual written budget to appropriate funding agencies.	Y
7.6	6. Periodically evaluates the effectiveness of the 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.	Has the equipment and connections necessary to facilitate access to information:	
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. telefacsimile capability (see instructions)	Y
7.18	10. Distributes 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 section 90.8 of Commissioner' Regulations. (see instructions)	Y

## 8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Part 1.

**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	1
8.3	Bookmobiles	0
8.4	Other Outlets	0
8.5	<b>TOTAL PUBLIC SERVICE OUTLETS (Total questions 8.1 - 8.4)</b>	2

**PUBLIC SERVICE HOURS** - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	67
8.7	Minimum Weekly Total Hours - Branch Libraries	57
8.8	Minimum Weekly Total Hours - Bookmobiles	0
8.9	<b>Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)</b>	124.00
8.10	Annual Total Hours - Main Library	3,484

8.11	Annual Total Hours - Branch Libraries	2,964
8.12	Annual Total Hours - Bookmobiles	0
8.13	<b>Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)</b>	6,448.00

## 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	Adriance Memorial Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	93 Market Street
4.	Outlet Street Address Status	00 (for no change)
5.	City	Poughkeepsie
6.	Zip Code	12601
7.	Four-Digit Zip Code Extension	4099
8.	Phone (enter 10 digits only)	(845) 485-3445
9.	Fax Number (enter 10 digits only)	(845) 485-3789
10.	E-mail Address	administration@poklib.org
11.	Outlet URL	www.poklib.org
12.	County	Dutchess
13.	Outlet Type Code (select one):	CE
14.	Public Service Hours Per Year for This Outlet	3,484
15.	Number of Weeks This Outlet is Open	67
16.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
17.	Is the meeting space available for public use even when the outlet is closed?	N
18.	Total number of non-library sponsored programs, meetings and/or events at this outlet	305
19.	Enter the appropriate outlet code (select one):	LO
20.	Who owns this outlet building?	Library Board
21.	Who owns the land on which this outlet is built?	Library Board
22.	Indicate the year this outlet was initially constructed	1898
23.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2009
24.	Square footage of the outlet	42,000
25.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
26.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
27.	<i>LIBID</i>	3200135360
28.	<i>FSCSID</i>	NY0230
29.	<i>Metropolitan Status Code</i>	CC
30.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
31.	<i>Outlet Structure Status</i>	00 (for no change from previous year)
1.	Outlet Name	Arlington Branch Library
2.	Outlet Name Status	00 (for no change)
3.	Street Address	504 Haight Avenue
4.	Outlet Street Address Status	00 (for no change)
5.	City	Poughkeepsie



6.	Zip Code	12603
7.	Four-Digit Zip Code Extension	N/A
8.	Phone (enter 10 digits only)	(845) 454-9301
9.	Fax Number (enter 10 digits only)	(845) 454-9308
10.	E-mail Address	N/A
11.	Outlet URL	www.poklib.org
12.	County	Dutchess
13.	Outlet Type Code (select one):	BR
14.	Public Service Hours Per Year for This Outlet	2,964
15.	Number of Weeks This Outlet is Open	57
16.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
17.	Is the meeting space available for public use even when the outlet is closed?	N
18.	Total number of non-library sponsored programs, meetings and/or events at this outlet	31
19.	Enter the appropriate outlet code (select one):	LR
20.	Who owns this outlet building?	Other (specify using the State note)
21.	Who owns the land on which this outlet is built?	Other (specify using the State note)
22.	Indicate the year this outlet was initially constructed	N/A
23.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2000
24.	Square footage of the outlet	6,800
25.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
26.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
27.	<i>LIBID</i>	3200135360
28.	<i>FSCSID</i>	NY0230
29.	<i>Metropolitan Status Code</i>	CC
30.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
31.	<i>Outlet Structure Status</i>	

## 10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2010. 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, 2010 to December 31, 2010)	14
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.	11
10.4	Have the members of the library board taken and filed the Oath of Office (public libraries <u>only</u> )?	Y
10.5	The date trustees took the Oath of Office (mm/dd/yyyy)	01/15/2010
10.6	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/15/2010

### BOARD MEMBER SELECTION

10.7	Enter Board Member Selection Code (select one):	EP - board members are elected in a public election
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List Officers and Board Members for the **2011 Calendar Year**. Complete one record for *each* board member.

BOARD PRESIDENT

10.8	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), or Vacant	Mrs.
10.9	First Name	Mary
10.10	Last Name	McGowan
10.11	Mailing Address	4 Ferris Lane
10.12	City	Poughkeepsie
10.13	Zip Code	12601
10.14	Phone	(845) 471-8517
10.15	E-mail Address	mary_mcgowan@earthlink.net
10.14	Term Expires - Month	December
10.16	Term Expires - Year (yyyy)	2011
1.	Title of Board Member (select one):	Ms.
2.	First Name of Board Member	Sheila
3.	Last Name of Board Member	Scott
4.	Mailing Address	5 Carroll Street
5.	City	Poughkeepsie
6.	Zip Code (5 digits only)	12601
7.	E-mail address	s_scott@phscca.com
8.	Office Held or Trustee	Treasurer
9.	Term Expires	December
10.	Term Expires - Year (yyyy)	2013
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Linda
3.	Last Name of Board Member	Beyer
4.	Mailing Address	14 Kingwood Lane
5.	City	Poughkeepsie
6.	Zip Code (5 digits only)	12601
7.	E-mail address	lmbchanel@aol.com
8.	Office Held or Trustee	Secretary
9.	Term Expires	December
10.	Term Expires - Year (yyyy)	2012
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Sondra
3.	Last Name of Board Member	Farganis
4.	Mailing Address	11 Old Silvermine Place
5.	City	Poughkeepsie
6.	Zip Code (5 digits only)	12603
7.	E-mail address	sondra.farganis@gmail.com
8.	Office Held or Trustee	
9.	Term Expires	December
10.	Term Expires - Year (yyyy)	2015
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Lila
3.	Last Name of Board Member	Lynch
4.	Mailing Address	4 St. John's Parkway

5.	City	Poughkeepsie
6.	Zip Code (5 digits only)	12601
7.	E-mail address	fipanelli@aol.com
8.	Office Held or Trustee	Vice President
9.	Term Expires	December
10.	Term Expires - Year (yyyy)	2012
1.	Title of Board Member (select one):	Dr.
2.	First Name of Board Member	Duane
3.	Last Name of Board Member	Hutton
4.	Mailing Address	34 Brentwood Drive
5.	City	Poughkeepsie
6.	Zip Code (5 digits only)	12603
7.	E-mail address	hutde@aol.com
8.	Office Held or Trustee	Trustee
9.	Term Expires	December
10.	Term Expires - Year (yyyy)	2013
1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	Tom
3.	Last Name of Board Member	McGlinchey
4.	Mailing Address	145 College Avenue
5.	City	Poughkeepsie
6.	Zip Code (5 digits only)	12603
7.	E-mail address	mcglin2@aol.com
8.	Office Held or Trustee	Trustee
9.	Term Expires	December
10.	Term Expires - Year (yyyy)	2014
1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	Patrick
3.	Last Name of Board Member	Watson
4.	Mailing Address	23 Alden Road
5.	City	Poughkeepsie
6.	Zip Code (5 digits only)	12603
7.	E-mail address	pjw@patrickjwatson.com
8.	Office Held or Trustee	Trustee
9.	Term Expires	December
10.	Term Expires - Year (yyyy)	2014
1.	Title of Board Member (select one):	Dr.
2.	First Name of Board Member	Anne
3.	Last Name of Board Member	Constantinople
4.	Mailing Address	67 Muirfield Court
5.	City	Poughkeepsie
6.	Zip Code (5 digits only)	12603
7.	E-mail address	constant406@yahoo.com
8.	Office Held or Trustee	Trustee
9.	Term Expires	December
10.	Term Expires - Year (yyyy)	2013
1.	Title of Board Member (select one):	Ms.
2.	First Name of Board Member	Mary

3.	Last Name of Board Member	Moore
4.	Mailing Address	10 Argent Drive
5.	City	Poughkeepsie
6.	Zip Code (5 digits only)	12603
7.	E-mail address	marymoor@us.ibm.com
8.	Office Held or Trustee	Trustee
9.	Term Expires	December
10.	Term Expires - Year (yyyy)	2014
1.	Title of Board Member (select one):	Mrs.
2.	First Name of Board Member	Miriam
3.	Last Name of Board Member	Zimet-Aaron
4.	Mailing Address	93 Turnberry Court
5.	City	Poughkeepsie
6.	Zip Code (5 digits only)	12603
7.	E-mail address	zimetama@gmail.com
8.	Office Held or Trustee	Trustee
9.	Term Expires	December
10.	Term Expires - Year (yyyy)	2011

## 11. OPERATING FUNDS RECEIPTS

Report financial data based on the fiscal reporting year reported in Part 1. *ROUND TO THE NEAREST DOLLAR.*

### 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	Other (specify using the State note)
2.	Name of funding County, Municipality or District	Poughkeepsie Public Library District
3.	Amount	\$4,905,696
4.	Subject to Public Vote	Y
5.	Written Contractual Agreement	N
1.	Source of Funds	County
2.	Name of funding County, Municipality or District	Dutchess County
3.	Amount	\$83,160
4.	Subject to Public Vote	N
5.	Written Contractual Agreement	Y
1.	Source of Funds	Other (specify using the State note)
2.	Name of funding County, Municipality or District	Dutchess County IDA
3.	Amount	\$7,661
4.	Subject to Public Vote	N
5.	Written Contractual Agreement	N
11.2	<b>TOTAL LOCAL PUBLIC FUNDS</b>	\$4,996,517

### SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$18,587
11.4	Central Library Aid (CLDA and/or CBA)	\$228,162
		\$0

11.5	Additional State Aid received from the System	
11.6	Federal Aid received from the System	\$0
11.7	Other Cash Grants	\$0
11.8	<b>TOTAL SYSTEM CASH GRANTS</b> (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$246,749
<b>OTHER STATE AID</b>		
11.9	State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants	\$0
<b>FEDERAL AID FOR LIBRARY OPERATION</b>		
11.10	LSTA	\$0
11.11	Other Federal Aid	\$58,502
11.12	<b>TOTAL FEDERAL AID</b> (Add Questions 11.10 and 11.11)	\$58,502
11.13	<b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b>	\$0
<b>OTHER RECEIPTS</b>		
11.14	Gifts and Endowments	\$60,657
11.15	Fund Raising	\$0
11.16	Income from Investments	\$11,477
11.17	Library Charges	\$86,807
11.18	Other	\$261,554
11.19	<b>TOTAL OTHER RECEIPTS</b> (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$420,495
11.20	<b>TOTAL OPERATING FUND RECEIPTS</b> (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$5,722,263
11.21	<b>BUDGET LOANS</b>	\$0
<b>TRANSFERS</b>		
11.22	From Capital Fund (Same as Question 14.8)	\$0
11.23	From Other Funds	\$121,785
11.24	<b>TOTAL TRANSFERS</b> (Add Questions 11.22 and 11.23)	\$121,785
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2010 (Same as Question 12.38 of previous year if fiscal year has not changed)	\$478,840
11.26	<b>GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE</b> (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.39)	\$6,322,888

## 12. OPERATING FUND DISBURSEMENTS

### STAFF EXPENDITURES

#### Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$1,036,189
12.2	Other Staff	\$1,528,670
12.3	<b>Total Salaries &amp; Wages Expenditures</b> (Add Questions 12.1 and 12.2)	\$2,564,859
12.4	<b>Employee Benefits Expenditures</b>	\$983,270
12.5	<b>Total Staff Expenditures</b> (Add Questions 12.3 and 12.4)	\$3,548,129

### COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$234,449
12.7	Electronic Materials Expenditures	\$105,933
12.8	Other Materials Expenditures	\$79,311
	<b>Total Collection Expenditures</b>	\$419,693

12.9	(Add Questions 12.6, 12.7 and 12.8)	
<b>CAPITAL EXPENDITURES FROM OPERATING FUNDS</b>		
12.10	From Local Public Funds (71PF)	\$50,804
12.11	From Other Funds (71OF)	\$0
12.12	<b>Total Capital Expenditures</b> (Add Questions 12.10 and 12.11)	\$50,804
<b>OPERATION AND MAINTENANCE OF BUILDINGS</b>		
<b>Repairs to Building &amp; Building Equipment</b>		
12.13	From Local Public Funds (72PF)	\$3,743
12.14	From Other Funds (72OF)	\$0
12.15	<b>Total Repairs</b> (Add Questions 12.13 and 12.14)	\$3,743
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$493,076
12.17	<b>Total Operation &amp; Maintenance of Buildings</b> (Add Questions 12.15 and 12.16)	\$496,819
<b>MISCELLANEOUS EXPENSES</b>		
12.18	Office and Library Supplies	\$46,183
12.19	Telecommunications	\$42,586
12.20	Binding Expenses	\$216
12.21	Postage and Freight	\$14,052
12.22	Other Miscellaneous	\$166,257
12.23	<b>Total Miscellaneous Expenses</b> (Add Questions 12.18, 12.19, 12.20, 12.21 and 12.22)	\$269,294
12.24	<b>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</b>	\$35,836
<b>DEBT SERVICE</b>		
<b>Capital Purposes Loans (Principal and Interest)</b>		
12.25	From Local Public Funds (73PF)	\$976,207
12.26	From Other Funds (73OF)	\$0
12.27	<b>Total</b> (Add Questions 12.25 and 12.26)	\$976,207
12.28	Budget Loans (Principal and Interest)	\$0
12.29	Short-Term Loans	\$0
12.30	<b>Total Debt Service</b> (Add Questions 12.27, 12.28 and 12.29)	\$976,207
12.31	<b>TOTAL OPERATING FUND DISBURSEMENTS</b> (Add Questions 12.5, 12.9, 12.12, 12.17, 12.23, 12.24 and 12.30)	\$5,796,782
<b>TRANSFERS</b>		
<b>Transfers to Capital Fund</b>		
12.32	From Local Public Funds (76PF)	\$0
12.33	From Other Funds (76OF)	\$0
12.34	<b>Total Transfers to Capital Fund</b> (Add Questions 12.32 and 12.33; same as Question 13.8)	\$0
12.35	<b>Transfer to Other Funds</b>	\$0
12.36	<b>TOTAL TRANSFERS</b> (Add Questions 12.34 and 12.35)	\$0
12.37	<b>TOTAL DISBURSEMENTS AND TRANSFERS</b> (Add Questions 12.31 and 12.36)	\$5,796,782
12.38	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2010	\$526,106
12.39	<b>GRAND TOTAL DISBURSEMENTS, TRANSFERS &amp; BALANCE</b> (Add Questions 12.37 and 12.38; same as Question 11.26)	\$6,322,888
<b>ASSURANCE</b>		

12.40 The Library operated under its plan of service in accordance with the 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). 03/22/2011

#### FISCAL AUDIT

12.41 Last audit performed (mm/dd/yyyy) 04/03/2010  
12.42 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) 01/01/2009 - 12/31/2009  
12.43 Indicate type of audit (select one): Private Accounting Firm

#### CAPITAL FUND

12.44 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. Y

### 13. CAPITAL FUND RECEIPTS

Report financial data based on the fiscal year reported in Part 1. *ROUND TO THE NEAREST DOLLAR.*

#### REVENUES FROM LOCAL SOURCES

13.1 Revenues from Local Government Sources \$0  
13.2 All Other Revenues from Local Sources \$171,761  
13.3 **Total Revenues from Local Sources** (Add Questions 13.1 and 13.2) \$171,761

#### STATE AID FOR CAPITAL PROJECTS

13.4 State Aid Received for Construction \$131,558  
13.5 Other State Aid \$0  
13.6 **Total State Aid** (Add Questions 13.4 and 13.5) \$131,558

#### FEDERAL AID FOR CAPITAL PROJECTS

13.7 **TOTAL FEDERAL AID** \$0

#### INTERFUND REVENUE

13.8 **Transfer from Operating Fund** (Same as Question 12.34) \$0  
13.9 **TOTAL REVENUES** (Add Questions 13.3, 13.6, 13.7 and 13.8) \$303,319

#### NON-REVENUE RECEIPTS

13.10 **TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10) \$303,319

13.12 BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2010 (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) \$303,319

### 14. CAPITAL FUND DISBURSEMENTS

#### PROJECT EXPENDITURES

14.1 Construction \$124,203  
14.2 Incidental Construction \$179,116

#### 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) \$303,319

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

14.9 **NON-PROJECT EXPENDITURES** \$0

#### **TOTAL CASH DISBURSEMENTS AND TRANSFERS**

14.10	(Add Questions 14.7, 14.8 and 14.9)	\$303,319
14.11	<b>BALANCE IN CAPITAL FUND</b> - Ending Balance for the Fiscal Year Ending 2010	\$0
14.12	<b>TOTAL CASH DISBURSEMENTS AND BALANCE</b> (Add Questions 14.10 and 14.11; same as Question 13.13)	\$303,319

## 15. FEDERAL TOTALS

All questions in Part 15 are calculated. locked fields.

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

15.1	Total ALA-MLS	14.73
15.2	Total Librarians	19.11
15.3	All Other Paid Staff	29.67
15.4	Total Paid Employees	48.77
15.5	State Government Revenue	\$246,749
15.6	Federal Government Revenue	\$58,502
15.7	Other Operating Revenue	\$420,495
15.8	Total Operating Revenue	\$5,722,263
15.9	Other Operating Expenditures	\$801,949
15.10	Total Operating Expenditures	\$4,769,771
15.11	Total Capital Expenditures	\$354,123
15.12	Print Materials	145,652
15.13	Total Registered Borrowers	30,118
15.14	Other Capital Revenue and Receipts	\$0

## 16. FOR NEW YORK STATE LIBRARY USE ONLY

16.1	<i>LIB ID</i>	3200135360
16.2	<i>Interlibrary Relationship Code</i>	ME
16.3	<i>Legal Basis Code</i>	LD
16.4	<i>Administrative Structure Code</i>	MO
16.5	<i>FSCS Public Library Definition</i>	Y
16.6	<i>Geographic Code</i>	OTH
16.7	<i>FSCS ID</i>	NY0230

## SUGGESTED IMPROVEMENTS

Library Name:	Greater Poughkeepsie Library District
Library System:	Mid-Hudson Library System
Name of Person Completing Form:	Tom Lawrence
Phone Number:	(845) 485-3445

Please share with us your suggestions for improving the *Annual Report*. Thank you!