Gloversville Public Library
Annual Meeting of the Board of Trustees
Sept. 18, 2012
6:30 pm
Gloversville Public Library

Annual Meeting

Pledge of Allegiance

- Acceptance of the minutes of the last annual meeting, Sept, 2011.
- Financial Report
- Director’s Report
- Board President’s Report
- Public Comment
  - Adjourn
Draft Minutes of The Gloversville Public Library Annual Meeting
September 20, 2011

The Gloversville Public Library held its Annual Meeting on September 20, 2011 in the Reading Room at the Library, 58 E. Fulton Street, Gloversville, New York at 6:00 P.M.

The following trustees were present: Christine Pesses, Elizabeth Batchelor, Jay Ephraim, David Fisher, Karen Smith, Robin Lair and Hannah Hanlon. Michael Frank, Financial and Recording Secretary, Barbara J. Madonna, Director of the Gloversville Public Library, and Virginia Mazur, President of the Friends of the Gloversville Public Library, also attended the meeting. Five students from the participation in government class from the Johnstown High School were also in attendance. Daniel Towne, Jr. and Craig Clark were excused from the meeting.

Mrs. Pesses, President of the Board, opened the meeting by leading the Trustees and other attendees in the Pledge of Allegiance.

Mrs. Pesses asked the Trustees to review the minutes of the annual meeting of September 21, 2010. Mrs. Pesses asked if there were any corrections or additions to the minutes of the meeting as presented. Hearing none, Ms. Batchelor made a motion, seconded by Mr. Fisher, to approve the minutes as presented. This motion was approved all voting aye.

Mr. Fisher asked Mr. Frank if he would review the Annual Financial Report for the fiscal year ended June 30, 2011. Mr. Frank reviewed the report of income and expense for the year and explained the various ups and downs to budget. Mr. Frank also reviewed the current status of Grants in progress and the statement of Condition. Ms. Smith made a motion, seconded by Mr. Ephraim, to accept the Annual Financial Report as presented. This was approved all voting aye.

Ms. Madonna reviewed her Annual Report to the Community. Ms. Madonna said that she felt the addition of 5 hours on Mondays to our schedule of days open has become immensely popular with our patrons. This was made possible by the approval of the tax levy increase approved by the taxpayers in May 2010. Ms. Madonna also pointed out in her report the addition of Christine Prokopiak as our new Program Coordinator. This has allowed the Library to offer more programs for our patrons as was planned for in our five-year plan of service for the Library, which began in 2008. Ms. Madonna also commented on the continued increases in the number of visitors, computer usage and circulation over the previous year. The Trustees commended Ms. Madonna on an excellent Annual Report to the Community. The Report was accepted as presented.

Mrs. Pesses, President of the Board of Trustees, reviewed her report to the Community, discussing the various accomplishments of the Board in their sixth year as elected Trustees of the Gloversville Public Library. Mrs. Pesses reported on the Master Renovation Plan progress made this year and discussed the need to determine where we will get funding to proceed with the next step which is the Design Development phase. Mrs. Pesses also thanked the Trustees, the Staff and Volunteers for all their help during the year as President of the Board of Trustees. The entire Board congratulated Mrs. Pesses and Ms. Madonna on a job well done during the past fiscal year.

Mrs. Pesses asked if there was anything anyone from the Public wished to present at this time. Hearing none, Mr. Fisher made a motion, seconded by Ms. Batchelor to adjourn the meeting at 6:30 P.M. This was approved all voting aye.

Michael J. Frank
Recording Secretary

Karen S. Smith
Secretary
Mrs. Pesses informed the Trustees that there was no report from the AD HOC Policy Committee.

Mrs. Pesses informed the Trustees that it was time for the Annual Director’s evaluation to be done. Mrs. Lair will send out copies of the evaluation questionnaire to the Trustees and also send copies to the Library for the staff to complete.

Mr. Towne gave a report on the meetings of the Promotion Committee with Ms. Prokopiak. The Committee has been discussing various ideas on how to promote the programs scheduled at the Library over the next few months. The Committee’s ideas include the newspaper, statistical information regarding patrons using the Library, books lent and research information usage, using the Sandwich Boards and Facebook. Ms. Madonna also reported that the Facebook Programs and the Poem Telling Program were well received this past month. Also the concert on Monday evening was well attended with approximately 65-70 people attending. After the Concert a hat was passed asking for any donations that people wanted to give in support of the Library and its programs. Ms. Batchelor suggested highlighting the Library’s proactive response to the public’s request for additional services such as more hours and programming as part of a campaign to support the 2011 tax levy increase proposition.

Ms. Madonna informed the Trustees that MVLS would be sponsoring NYSCA book discussions in May and June this year. Ms. Madonna also informed the Trustees that she had been working with Megan Brennan from Butler Rowland Mays on furniture considerations to be funded with Friends Celebration money raised this year. The Children’s Room will be done first followed by furniture for the Reading Room with the goal of getting the Reading Room back to a more comfortable and quiet room to sit in and read.

Mrs. Pesses informed the Trustees that Lobby Day was well attended and that the focus of the Library people attending was to convince the legislators that Library Systems could not afford any more cuts in the State funding for libraries.

Ms. Batchelor informed the Trustees that the Friend’s Celebration plans for this year were all set.

Mr. Frank informed the Trustees that the Foundation had not met since the last meeting of the Trustees but that a meeting was being planned for late April or early May.

Mr. Ephraim informed the Trustees that the Books are Magic contest was up and running and that lots of excitement was evident in the Gloversville Enlarged School District. The program began today March 15th with a special workshop to be held on the 21st. The contest will run through the 27th of April when the entries will be due in to the Library. The children will be asked to create something based on one of the books in the Mural on the wall of the Mohawk Harvest Cooperative Market Building on North Main Street in Gloversville. The groups will be split up into K-5, Middle School and High School. An awards program has been set for May 9th at 6:00 PM with cash prizes to be awarded to the three winners.

Mrs. Pesses asked if there was any new business to discuss. Nothing was brought up at this time.

The next regular meeting will be held on April 19, 2011 at 6:30 P.M.

Ms. Smith made a motion, seconded by Ms. Batchelor to adjourn the meeting at 8:10 P.M. This was approved all voting aye.

Michael J. Frank
Recording Secretary

_________________
Karen S. Smith
Secretary
## GLOVERSVILLE PUBLIC LIBRARY
### RECEIPTS
#### AUGUST 2012

<table>
<thead>
<tr>
<th></th>
<th>Budget July 1, 2012 to June 30, 2013</th>
<th>Amount Received Curr. Month</th>
<th>Amount Received Current Year to Date</th>
<th>Amount Received Prior Year to Date</th>
<th>Remaining Balance to be Received Curr. Year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Tax Levy</strong></td>
<td>$259,106.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$259,106.00</td>
</tr>
<tr>
<td><strong>Investment Income</strong></td>
<td>300.00</td>
<td>15.45</td>
<td>33.64</td>
<td>33.93</td>
<td>266.36</td>
</tr>
<tr>
<td><strong>Gloversville Library Foundation Inc. - Int. &amp; Div.</strong></td>
<td>140,000.00</td>
<td>18,624.08</td>
<td>25,946.05</td>
<td>31,588.24</td>
<td>114,053.95</td>
</tr>
<tr>
<td><strong>Gloversville Library Foundation Inc. - Don. Reg.</strong></td>
<td>5,000.00</td>
<td>0.00</td>
<td>520.00</td>
<td>1,325.00</td>
<td>4,480.00</td>
</tr>
<tr>
<td><strong>Government Affiliations</strong></td>
<td>6,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>4,149.00</td>
<td>6,000.00</td>
</tr>
<tr>
<td><strong>Fines &amp; Miscellaneous Income</strong></td>
<td>10,000.00</td>
<td>793.59</td>
<td>1,633.09</td>
<td>978.10</td>
<td>8,366.91</td>
</tr>
<tr>
<td><strong>Friends of the Gloversville Public Library, Inc.</strong></td>
<td>10,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>10,000.00</td>
<td>10,000.00</td>
</tr>
<tr>
<td><strong>TOTAL RECEIPTS</strong></td>
<td>$430,406.00</td>
<td>$19,433.12</td>
<td>$28,132.78</td>
<td>$48,074.27</td>
<td>$402,273.22</td>
</tr>
</tbody>
</table>

**Income Cash Reconciliation**

- **Income Cash Balance on August 1, 2012**: $290,816.05
- **Plus: Receipts Per Report**: 19,433.12
- **Less: Expenses Per Report**: 47,326.44
- **Income Cash Balance on August 31, 2012**: 262,922.73

- **Accounts Payable as of 08/31/12**: 6,583.50
- **Prepaid Expenses as of 08/31/12**: (1,028.41)
- **Actual Cash Balance on August 31, 2012**: $268,477.82

### BUILDING FUND

- **Balance on August 1, 2012**: $142,317.11
  - **Plus: Receipts**: 7.40
  - **NYS Construction Funds**: 2,899.00
  - **Less: Paid Outs**: 9,184.99
  - **Butler Rowland Mays Architects, LLP - Design Development**: 23,389.08
  - **Butler Rowland Mays Architects, LLP - Grant Work**: 3,452.50
- **Balance on August 31, 2012**: $109,196.94

**Prepared By,**  
Michael J. Frank, Financial and Recording Secretary

---

Submitted By,  
David R. Fisher, Treasurer
<table>
<thead>
<tr>
<th>Description</th>
<th>Budget Amount</th>
<th>Amount Expended Curr. Month</th>
<th>Amount Expended Current Year to Date</th>
<th>Amount Expended Prior Year to Date</th>
<th>Current Year Unexpended Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries - Full Time Employees</td>
<td>$136,044.00</td>
<td>$11,337.12</td>
<td>$21,639.02</td>
<td>$22,007.56</td>
<td>$114,404.98</td>
</tr>
<tr>
<td>Salaries - Part Time Employees</td>
<td>89,180.00</td>
<td>6,630.69</td>
<td>12,473.83</td>
<td>13,065.70</td>
<td>76,706.17</td>
</tr>
<tr>
<td>Salaries - Custodians</td>
<td>21,840.00</td>
<td>983.00</td>
<td>1,966.00</td>
<td>2,169.00</td>
<td>19,874.00</td>
</tr>
<tr>
<td>F I C A &amp; Medicare Tax</td>
<td>18,900.00</td>
<td>1,449.76</td>
<td>2,760.07</td>
<td>2,849.05</td>
<td>16,139.93</td>
</tr>
<tr>
<td>Unemployment Insurance</td>
<td>600.00</td>
<td>0.00</td>
<td>159.00</td>
<td>150.00</td>
<td>441.00</td>
</tr>
<tr>
<td>Disability Insurance</td>
<td>765.00</td>
<td>0.00</td>
<td>337.44</td>
<td>246.72</td>
<td>427.56</td>
</tr>
<tr>
<td>Medical Insurance</td>
<td>30,250.00</td>
<td>1,999.19</td>
<td>5,778.79</td>
<td>5,636.30</td>
<td>24,471.21</td>
</tr>
<tr>
<td>Pension Expense</td>
<td>27,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>27,000.00</td>
</tr>
<tr>
<td>Heat</td>
<td>12,000.00</td>
<td>77.25</td>
<td>77.25</td>
<td>85.66</td>
<td>11,922.75</td>
</tr>
<tr>
<td>Electricity</td>
<td>9,000.00</td>
<td>751.46</td>
<td>751.46</td>
<td>749.47</td>
<td>8,248.54</td>
</tr>
<tr>
<td>Telephone</td>
<td>650.00</td>
<td>0.00</td>
<td>421.23</td>
<td>436.33</td>
<td>228.77</td>
</tr>
<tr>
<td>Insurance</td>
<td>10,500.00</td>
<td>151.98</td>
<td>4,238.10</td>
<td>3,125.28</td>
<td>6,261.90</td>
</tr>
<tr>
<td>Books, Periodicals, etc.</td>
<td>45,000.00</td>
<td>12,023.74</td>
<td>17,081.93</td>
<td>16,935.70</td>
<td>27,918.07</td>
</tr>
<tr>
<td>Computer &amp; Automation Services</td>
<td>17,000.00</td>
<td>681.98</td>
<td>881.96</td>
<td>1,231.09</td>
<td>16,118.04</td>
</tr>
<tr>
<td>Library, Building &amp; Office Supplies</td>
<td>9,300.00</td>
<td>1,428.29</td>
<td>1,914.95</td>
<td>1,360.84</td>
<td>7,385.05</td>
</tr>
<tr>
<td>Maintenance &amp; Repairs</td>
<td>13,700.00</td>
<td>8,707.33</td>
<td>8,707.33</td>
<td>30.00</td>
<td>4,992.67</td>
</tr>
<tr>
<td>Financial Secretary</td>
<td>8,000.00</td>
<td>650.00</td>
<td>1,300.00</td>
<td>1,300.00</td>
<td>6,700.00</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>7,000.00</td>
<td>330.00</td>
<td>330.00</td>
<td>435.00</td>
<td>6,670.00</td>
</tr>
<tr>
<td>Election Expense</td>
<td>1,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>1,000.00</td>
</tr>
<tr>
<td>Professional Meetings &amp; Travel</td>
<td>2,000.00</td>
<td>20.00</td>
<td>20.00</td>
<td>43.73</td>
<td>1,980.00</td>
</tr>
<tr>
<td>Events &amp; Programming</td>
<td>4,500.00</td>
<td>15.00</td>
<td>37.50</td>
<td>727.94</td>
<td>4,462.50</td>
</tr>
<tr>
<td>Promotion Expense</td>
<td>2,000.00</td>
<td>20.00</td>
<td>20.00</td>
<td>210.25</td>
<td>1,980.00</td>
</tr>
<tr>
<td>General Expense</td>
<td>1,500.00</td>
<td>69.65</td>
<td>273.82</td>
<td>355.92</td>
<td>1,226.18</td>
</tr>
<tr>
<td>Restoration, etc. Expense</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSE</strong></td>
<td><strong>$467,729.00</strong></td>
<td><strong>$47,326.44</strong></td>
<td><strong>$81,169.68</strong></td>
<td><strong>$73,151.54</strong></td>
<td><strong>$386,559.32</strong></td>
</tr>
<tr>
<td>Check No.</td>
<td>Payee</td>
<td>Fund</td>
<td>Fund</td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>--------------------------------------------</td>
<td>--------------------------------------</td>
<td>-----------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DM</td>
<td>E F T United States Treasury (2,373.17)</td>
<td>$727.71</td>
<td>FICA &amp; Medicare Expense</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3645</td>
<td>Gloversville Public Library</td>
<td>1,645.46</td>
<td>Payroll</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3646</td>
<td>Donna J. Kuhner</td>
<td>7,287.87</td>
<td>Petty Cash</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3647</td>
<td>Baker &amp; Taylor Books (12,340.94)</td>
<td>11,312.53</td>
<td>Books</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3648</td>
<td>New York State Insurance Fund</td>
<td>69.65</td>
<td>G/E - Collection Expense</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3649</td>
<td>Electronic Office Products, Inc.</td>
<td>25.51</td>
<td>Maintenance &amp; Repairs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3650</td>
<td>Unique Management Services, Inc.</td>
<td>253.76</td>
<td>Data Base</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3651</td>
<td>Derby Office Equipment, Inc.</td>
<td>681.98</td>
<td>Computer &amp; Automation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3652</td>
<td>MVLS/SALS Joint Automation Project (935.74)</td>
<td>1,028.41</td>
<td>Payroll</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3653</td>
<td>The Leader-Herald</td>
<td>20.00</td>
<td>Promotion Expense</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3654</td>
<td>Baker &amp; Taylor Books</td>
<td>32.32</td>
<td>Books</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3655</td>
<td>National Grid (828.71)</td>
<td>300.00</td>
<td>Heat</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3656</td>
<td>Mc Cary &amp; Huff, LLP</td>
<td>374.70</td>
<td>Professional Fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3657</td>
<td>A. Mormile &amp; Son Plumbing &amp; Heating, Inc.</td>
<td>53.81</td>
<td>Books</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3658</td>
<td>Center Point Large Print</td>
<td>14.80</td>
<td>Insurance - Worker's Comp.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3659</td>
<td>Glalfelter Brokerage Services</td>
<td>703.31</td>
<td>Postage</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3660</td>
<td>Business Card (1,978.48)</td>
<td>1,102.00</td>
<td>Maintenance &amp; Repairs</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>155.93</td>
<td>Library Supplies</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>17.24</td>
<td>Building Supplies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3661</td>
<td>Gloversville Public Library</td>
<td>7,248.17</td>
<td>Payroll</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3662</td>
<td>Michael J. Frank</td>
<td>1,860.90</td>
<td>Medical Insurance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3663</td>
<td>C D P H P</td>
<td>330.00</td>
<td>Professional Fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3664</td>
<td>Bonnie Edwards</td>
<td>374.70</td>
<td>Maintenance &amp; Repairs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3665</td>
<td>MVLS/SALS Joint Automation Project</td>
<td>53.81</td>
<td>Events &amp; Programming</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3666</td>
<td>AJS Masonry, Inc.</td>
<td>14.80</td>
<td>Gates Grant Funds</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3667</td>
<td>Warren Electric Supply</td>
<td>7,017.52</td>
<td>Maintenance &amp; Repairs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3668</td>
<td>Quill Corporation</td>
<td>32.75</td>
<td>Building Supplies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3669</td>
<td>Audio Editions</td>
<td>509.06</td>
<td>Library Supplies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3670</td>
<td>Ghiorsi &amp; Sorrenti, Inc.</td>
<td>150.00</td>
<td>A/V - DVDs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DM</td>
<td>E F T NYS &amp; Local Retirement System</td>
<td>150.00</td>
<td>Maintenance &amp; Repairs</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DM</td>
<td>E F T NYS Tax Department</td>
<td>150.00</td>
<td>Pension - Withholdings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DM</td>
<td>E F T United States Treasury (2,335.34)</td>
<td>150.00</td>
<td>Payroll</td>
<td></td>
<td></td>
</tr>
<tr>
<td>DMs</td>
<td>Jaeger &amp; Flynn Associates, Inc. (Reimbursements)</td>
<td>510.47</td>
<td>Medical Insurance</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**CHECK PAID OUTS - AUGUST 2012**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHECK PAID OUTS - AUGUST 2012</td>
<td>48,374.35</td>
</tr>
</tbody>
</table>

**PETTY CASH PAID OUTS - AUGUST 2012**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maintenance &amp; Repairs</td>
<td>65.17</td>
</tr>
<tr>
<td>Professional Meeting &amp; Travel Expense</td>
<td>20.00</td>
</tr>
<tr>
<td>Newspapers (Books)</td>
<td>218.00</td>
</tr>
</tbody>
</table>

**TOTAL AUGUST 2012 PAID OUTS**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL AUGUST 2012 PAID OUTS</td>
<td>$48,677.52</td>
</tr>
</tbody>
</table>

**Less: Prepaid Expenses**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Less: Prepaid Expenses</td>
<td>(1,028.41)</td>
</tr>
<tr>
<td>Less: Gates Grant Funds</td>
<td>(22.67)</td>
</tr>
<tr>
<td>Less: Petty Cash Check</td>
<td>(300.00)</td>
</tr>
</tbody>
</table>

**NET TO BALANCE TO EXPENSES**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>NET TO BALANCE TO EXPENSES</td>
<td>$47,326.44</td>
</tr>
</tbody>
</table>
GLOVERSVILLE PUBLIC LIBRARY

GRANTS IN PROCESS

SPECIAL LEGISLATIVE GRANT (Senator Farley)
Balance as of August 1, 2012 $768.73
Grant Money Received 0.00
Expenses Paid From Grant Money: Check No. Purpose Amount
None
Total Expenses 0.00
0.00
Balance of Grant Money Left at August 31, 2012 $768.73

BILL & MELINDA GATES GRANT
Balance as of August 1, 2012 $147.86
Grant Money Received 0.00
Expenses Paid From Grant Money: Check No. Purpose
MVLS/SALS Joint Automation Project 3665 License & Maint. 22.67
Total Expenses
22.67
Balance of Grant Money Left at August 31, 2012 $125.19

STEWART’S FOUNDATION GRANT
Balance as of August 1, 2012 $550.00
Grant Money Received 0.00
Expenses Paid From Grant Money: Check No. Purpose
None
Total Expenses 0.00
0.00
Balance of Grant Money Left at August 31, 2012 $550.00

APPROPRIATION FOR FUTURE AUDIT
Balance as of August 1, 2012 $6,000.00
Appropriation Provided For In 0.00
Expenses Paid From Appropriation Funds Check No. Purpose
None
Total Expenses 0.00
0.00
Balance of Appropriation Funds Left at August 31, 2012 $6,000.00

RESTORATION FUNDS RECONCILEMENT
Balance as of August 1, 2012 $754.38
Funds Received 0.00
Expenses Paid From Restoration Funds: Check No. Purpose
None
Total Expenses 0.00
0.00
Balance of Restoration Funds Left at August 31, 2012 $754.38
The Gloversville Public Library leapt and bound through the year with new programs and added services. Nearly 5,000 patrons attended 396 programs. Some highlights include: gardening with Cornell Cooperative Extension, technology classes lead by Michael Daly, a celebration of Polar Express, concerts by Intermountain Trio, cellist Jeanette Jarvis, classical guitarist Peter Fletcher, a Fancy Nancy party, and an expansion of the Bibliomaniac’s teen group. Monthly book discussions and the weekly Knitting Club continued as well.

Children embraced the Summer Program theme, “One World, Many Stories,” with an I-Spy in Gloversville challenge, CSI mysteries, pottery painting, and the History of Caroga Lake given by local author Carol Smalley. Over 350 children and 50 teens signed up. Bonnie Howard, our Program Coordinator, did well in leading her first Summer Program with the partnership of Sherry Gennett, Cathy Nyland, Sonny Duross and Carol Morse from the Children’s Room.

GLOVERSVILLE READS! was launched in 2012 with the universal theme of baseball. Shoeless Joe and “Casey at the Bat” were the adult and children’s discussion titles. An opening day ceremony drew in parents and children from across the district and lectures by SUNY professor Rob Edelman were enjoyed as well.

The Gloversville Public Library joined with 21 public libraries in the Mohawk Valley and Upper Hudson library systems in the grant “Comic Connect: Using Graphic Novels to Boost Literacy,” supported by funds from the New York Literacy Library Services Act. In partnership with Park Terrace Elementary School the two year grant will provide graphic novels for the public and school libraries and training for public library and school staff to integrate the novels in the support of NYS’ English Language Learning Standards 2 and 3.

Also added this year were eBooks through OverDrive, a Nook Simple, and downloadable audio books from OneClickDigital. OverDrive provides eBooks for Kindle, Nook, Sony eReaders, iPads, laptops, Macs, PCs, and mobile devices. The Nook Simple was a Library Services and Technology Act project through MVLS to give patrons a taste of the eBooks before committing to the purchase of a device. It comes pre-loaded with more than 50 titles and can be checked out by patrons over 18 years of age for up to two weeks. Downloadable audiobooks from OneClickDigital can be used with many popular portable devices from Apple, Creative, SanDisk, and Sony. There are also apps for Apple and Android mobile devices. Finally, we were also able to purchase an additional computer for the adult department.
Demand for use of the public meeting rooms on the second floor increased during the year. A quick list include: HFM BOCES GED, Pre-GED and ABE classes; DNA testing for DSS, temp agencies and other employers holding recruiting days, Scidamard Boosters, GESD Music Boosters, Tobacco Coalition, Saratoga Arts Center, and the GHS Manga/Anime Club.

Print book circulation dipped slightly in every category except juvenile non-fiction which rose along with other materials. (Other materials encompasses DVDs, books-on-cd, magazines and eBooks.) The Library only circulated eBooks for 6 months, from January through June, and 914 titles were checked out. The Nook Simple also experienced nearly 20 circulations. Use of in-house materials rose by over 2,000 items. Borrowing items from other libraries was up slightly, while lending to them was down a bit.

Patron registration increased during the year with 85.5% of total patrons residing in the Gloversville Enlarged School District and over 94% residing within Fulton County. Computer use also decreased as did visitors to the Historical Reference Room.

BUILDINGS AND GROUNDS

The Library was honored as the first stop on the Adirondack Architectural Heritage’s inaugural tour of Gloversville’s Historic Downtown last summer. It gave me a sense of pride to see our community through the eyes of visitors who have a lot of sightseeing experience focused on architecture.

Many good things happened to the building during the year. The basement remediation was finally completed, and is working. The concrete of the front apron was repaired. And the roof was patched. The masonry cleaning project completed by AJS Masonry of Clifton Park unveiled a stunning building under the grime. A huge thank you goes out to Walrath & Stewart for allowing us to use their outside spigot when we discovered the Library’s water pressure was insufficient for the task. We were also able to re-point the masonry joints and complete some crack repair. Finally, structural netting was installed over the entrance to ensure safety from the potential of falling cornice stone.

The transfer of the property from the City to the Library was completed and the Board passed a budget for 2012-13 to include a full-time custodian to address maintenance as well as cleaning. Work continues with the architectural firm of Butler, Rowland and Mays Architects of Ballston Spa on a full renovation of the Library. A request for proposal was distributed to fundraising firms across the northeast and Ghiorsi & Sorenti were retained to complete a capital campaign planning study to determine the Library’s philanthropy potential from the community. Lastly, the Library was able to purchase 66 E. Fulton Street through the Fulton County foreclosure auction for $530. The property will expand parking and provide staging space for future construction projects.
GOVERNANCE AND ADMINISTRATION

Staff

Staffing was stable this year, aside from one long term illness which underspent the salary portions of the budget. And thanks to the skills and dedication of the part-time staff and work of Bonnie Howard, the Program Coordinator, patrons were minimally impacted by the absence. A thank you to all the staff who are eager to take on new projects. Each one has valuable skills and they all go the extra step to help patrons. And, in doing so, make the Gloversville Public Library an asset to our community.

Staff for the 2011-2012 Fiscal Year

- Roberta Ambrosino
- Deborah Bucholtz
- Nicole Bullock
- Linda Callahan
- Paula DeSantis
- Jameson Duross
- Sherry Gennett
- Bonnie Howard
- Circe Johnson
- Donna Kuhner
- John Lawrinait
- Barbara Madonna
- Carol Morse
- Cathy Nyland
- Myriam Rowden
- Nancy Woodruff

Board of Trustees

The Board faced a new challenge last year with the Governor’s new 2% tax cap. The first challenge was just figuring out how to calculate it. The next was to build a budget that only increases the library tax levy by 2%. The new Three Year Plan of Service completed during the year will be a key tool in determining future budget growth. On the upside the state legislature and Governor passed a state budget favorable to libraries and the voters of the GESD approved our requested tax levy increase. The Board also reviewed the Library’s circulation policy and renewed full privileges to out-of-district patrons because the limitations were having no positive impact on library’s finances or services.

Like the staff, the Board of Trustees is a dedicated group that gives countless hours to the Library for the direct benefit of the patrons in our area. They are a working board to be emulated and applauded for their efforts and passion.

Trustees for the 2011-2012 Fiscal Year

- President—Christine Pesses
- Vice-President—Elizabeth Batchelor
- Treasurer—David Fisher
- Secretary—Karen S. Smith
- Craig Clark
- Jay Ephraim
- Robin Lair
- Hannah McAllister
- Daniel R. Towne, Jr.
AUXILIARY ORGANIZATIONS

Friends of the Gloversville Public Library

The Friends had another successful Celebration in 2011. Funds were used to purchase new furniture for the Children’s Room, adult Reading Room and another computer table for the Reference Room. Their book sales were also successful. For Friends’ week they hosted a concert, gave a basket of books to a new mom and held daily book giveaways in the Children’s Room. Holiday decorations included a HUGE wreath over the front doors, in front of the oculus window and it looked stunning. They also started a student scholarship for children in the Gloversville Enlarged School District. They give so many volunteer hours and offer vital programs; StoryTime, Box o Books, refreshments for concerts, decorations, grounds beautification, book sales, scholarship fund, concerts. Even the newsletter and membership drive promote the Library. Thank you to all of our Friends who contribute to the Library’s success, and enjoy its many programs and services.

President—Virginia Mazur  
Treasurer—Jill Thaisz  
Vice President—Jean LaPorta  
Secretary—Eileen Wrightsman  
Barbara Reppenhagen—Director  
Nancy Krawczeski—Director  
Lynn Kicinski—Director

The Gloversville Library Foundation

The Foundation had a successful year of investing during 2011-12. Interest and dividends netting $11,444 more than budget, up over 6% from last year.

Chair—Jeremiah Wood IV  
Treasurer—Robert Thaisz  
Vice-Chair—Robert Maider  
Secretary—Dolores Fleischut  
Ann Lee Clough  
Mark Finkle  
Lou Castiglione  
George Morgan

Representatives from the Gloversville Public Library Board

David Fisher  
Karen S. Smith

Non-voting members

Library Director Barbara Madonna  
Friends’ President Virginia Mazur

Summary

Going forward the Library staff, trustees and volunteers will continue tweak accessibility to programs and services by examining the Library’s hours of operation, outreach opportunities, community partnerships and technology. First and foremost, this is the community’s library and our mission is to meet the needs and wants of our citizens by providing a variety of learning opportunities.
## VISITORS

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>120,757</td>
<td>127,171</td>
<td>115,435</td>
<td>105,495</td>
<td>98,699</td>
<td>102,928</td>
<td>106,112</td>
</tr>
</tbody>
</table>

## CIRCULATION

### Books
- Adult Fiction: 26,624 (27,866) (27,067) (27,595) (26,979) (25,803) (23,867)
- Adult Nonfiction: 11,197 (12,426) (12,309) (13,395) (13,980) (13,815) (12,635)

### Subtotal
- 37,821 (40,292) (39,376) (40,990) (40,959) (39,618) (36,502)

### Teen Fiction: 18,815 (20,725) (21,346) (18,854) (20,175) (17,331) (16,635)

### Juvenile Fiction: 7,019 (7,045) (7,968) (6,226) (5,789) (5,273) (5,683)

### Subtotal
- 19,806 (25,566) (25,937) (23,658) (25,477) (22,698) (21,672)

### Other Materials
- 27,565 (23,373) (17,090) (20,175) (16,037) (13,650) (11,642)

### Total Circulation
- 88,938 (93,224) (86,148) (88,405) (85,587) (78,476) (70,998)

## IN-HOUSE USE

### Books
- Adult: 4,744 (4,387) (4,424) (6,840) (6,488) (6,165) (5,164)
- Juvenile: 7,019 (7,045) (7,968) (6,226) (5,789) (5,273) (5,683)

### Other Materials: 15,497 (13,666) (12,995) (13,306) (13,198) (13,841) (16,269)

### Subtotal

### Grand Total Collection Use
- 116,198 (118,322) (111,535) (114,777) (111,062) (103,755) (98,114)

## REFERENCE QUESTIONS

### Adult
- 5,266 (3,808) (3,139) (5,292) (5,017) (4,023) (3,558)

### Juvenile
- 1,369 (1,436) (2,332) (1,615) (1,367) (1,362) (1,564)

### Total
- 6,635 (5,244) (5,471) (6,907) (6,384) (5,385) (5,122)

## ADULT MEETINGS AND PROGRAMS

### 2011-2012
- Adult Programs: 206 Children’s programs with 1,843 people
- Children’s programs: 2,943 people

### 2010-2011
- Adult Programs: 106 Children’s programs with 2,647 people
- Children’s programs: 2,647 people

### 2009-2010
- Adult Programs: 135 Children’s programs with 4,485 people
- Children’s programs: 4,485 people

### 2008-2009
- Adult Programs: 134 Children’s programs with 6,296 people
- Children’s programs: 6,296 people

### 2007-2008
- Adult Programs: 244 Children’s programs with 6,795 people
- Children’s programs: 6,795 people

### 2006-2007
- Adult Programs: 206 Children’s programs with 1,843 people
- Children’s programs: 1,843 people

### 2005-2006
- Adult Programs: 155 Children’s programs with 4,485 people
- Children’s programs: 4,485 people

## INTERLIBRARY LOAN

### Material Borrowed
- Books/Serials: 9,513 (9,399) (9,494) (8,975) (8,419) (6,894) (5,927)
- Audio/Visual: 1,674 (1,748) (1,096) (658) (607) (559) (763)

### Total
- 11,187 (11,147) (10,590) (9,633) (9,026) (7,453) (6,690)

### Material Loaned
- Books/Serials: 5,777 (6,719) (5,706) (3,571) (2,519) (1,988)
- Audio/Visual: 93 (67) (130) (321) (358) (251) (141)

### Total
- 5,870 (6,786) (5,836) (3,892) (3,192) (2,770) (2,129)

## HISTORICAL ROOM

### Visitors
- 167 (213) (296) (260) (303) (231) (271)

### Books Used
- 375 (369) (408) (337) (375) (541) (592)

### Reference Questions
- 14 (36) (24) (51) (49) (63) (127)

### Telephone Reference
- 12 (4) (7) (15) (28) (23) (75)

### Letters/Emails
- 4 (8) (19) (20) (21) (23) (23)

## COMPUTER USAGE

### New Patrons
- Adult: 610 (567) (585) (635) (679) (612) (478)
- Juvenile: 247 (243) (290) (277) (293) (267) (188)

### Total Patrons
- Resident: 7,949 (7,877) (6,998) (6,313) (5,893) (5,584) (5,273)
- Non-Resident: 1,348 (1,487) (2,361) (2,205) (2,135) (2,130) (2,168)

### Total
- 9,297 (9,334) (9,359) (8,518) (8,018) (7,144) (7,441)

## LIBRARY HOLDINGS

### Books
- Adult Fiction: 11,338 (12,083) (12,351) (14,085) (10,297) (10,777) (10,250)
- Adult Nonfiction: 16,918 (18,128) (18,264) (18,209) (20,317) (19,187) (20,460)
- Teen Fiction: 1,789 (1,786) (1,258) (1,341) (1,067) (928) (273)

### Total
- 30,045 (31,997) (31,873) (33,635) (31,681) (30,892) (30,983)

## ADDITIONS TO COLLECTION

### Books
- Adult Fiction: 3,592 (3,918) (3,794) (4,703) (5,793) (5,261) (5,911)

### OTHER MATERIALS
- 4,024 (3,715) (3,184) (2,382) (3,931) (5,982) (10,558)

### Total Holdings
- 47,894 (49,596) (48,844) (50,904) (48,754) (50,088) (53,998)
GLOVERSVILLE PUBLIC LIBRARY

FINANCIAL REPORT FOR THE

FISCAL YEAR ENDING JUNE 30, 2012

Prepared By,
Michael J. Frank, Financial and Recording Secretary

Submitted By,
David R. Fisher, Treasurer
### GLOVERSVILLE PUBLIC LIBRARY

**RECEIPTS**

**FISCAL YEAR ENDING JUNE 30, 2012**

<table>
<thead>
<tr>
<th></th>
<th>Budget Amount Rec’d.</th>
<th>Amount Rec’d.</th>
<th>Amount Rec’d.</th>
<th>Over/(Under)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>July 1, 2011 to June 30, 2012</td>
<td>Current Year to Date</td>
<td>Prior Year to Date</td>
<td>Budget</td>
</tr>
<tr>
<td>Tax Levy</td>
<td>$253,200.00</td>
<td>$253,200.00</td>
<td>$241,200.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Investment Income</td>
<td>500.00</td>
<td>300.01</td>
<td>330.20</td>
<td>(199.99)</td>
</tr>
<tr>
<td>Gloversville Library Foundation, Inc. - Int. &amp; Div.</td>
<td>135,000.00</td>
<td>146,443.82</td>
<td>137,468.37</td>
<td>11,443.82</td>
</tr>
<tr>
<td>Gloversville Library Foundation, Inc. - Donations</td>
<td>5,000.00</td>
<td>8,030.00</td>
<td>10,185.44</td>
<td>3,030.00</td>
</tr>
<tr>
<td>Government Affiliations</td>
<td>5,000.00</td>
<td>5,990.00</td>
<td>7,151.86</td>
<td>990.00</td>
</tr>
<tr>
<td>Fines &amp; Miscellaneous Income</td>
<td>10,000.00</td>
<td>11,322.51</td>
<td>14,875.85</td>
<td>1,322.51</td>
</tr>
<tr>
<td>Friends of the Gloversville Public Library, Inc.</td>
<td>10,000.00</td>
<td>10,000.00</td>
<td>10,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td><strong>TOTAL RECEIPTS</strong></td>
<td><strong>$418,700.00</strong></td>
<td><strong>$435,286.34</strong></td>
<td><strong>$421,211.72</strong></td>
<td><strong>$16,586.34</strong></td>
</tr>
</tbody>
</table>

Public Library General Fund

Cash Balance on July 1, 2011: $286,499.37

Plus: Receipts Per Report: 435,286.34

Less: Expenses Per Report: 405,296.08

Cash Balance on June 30, 2012: $316,489.63

Accounts Payable as of 6/30/12: 11,843.77

Prepaid Expenses as of 6/30/12: (10,543.21)

Adjusted Cash Balance on June 30, 2012: $317,790.19
# GLOVERSVILLE PUBLIC LIBRARY

## BUILDING FUND

### RECEIPTS & DISBURSEMENTS

**FISCAL YEAR ENDING JUNE 30, 2012**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Balance on July 1, 2011</strong></td>
<td>$101,570.44</td>
</tr>
<tr>
<td><strong>Plus: Receipts:</strong></td>
<td></td>
</tr>
<tr>
<td>Interest on Money Market Account</td>
<td>$91.54</td>
</tr>
<tr>
<td>Friends of the Gloversville Public Library, Inc.</td>
<td>$41,619.49</td>
</tr>
<tr>
<td>Donations</td>
<td>$122,699.66</td>
</tr>
<tr>
<td>Insurance Settlement - Basement</td>
<td>$10,000.00</td>
</tr>
<tr>
<td><strong>Less: Paid Outs:</strong></td>
<td></td>
</tr>
<tr>
<td>Architects - Master Plan</td>
<td>$14,138.07</td>
</tr>
<tr>
<td>Architects - Miscellaneous Fees</td>
<td>$1,038.25</td>
</tr>
<tr>
<td>Architects - Masonry Restoration and Cleaning</td>
<td>$11,988.76</td>
</tr>
<tr>
<td>David Jablonski Construction - Roof Repairs</td>
<td>$1,890.00</td>
</tr>
<tr>
<td>AJS Masonry, Inc. - Exterior Bldg. Cleaning &amp; Repair</td>
<td>$24,287.70</td>
</tr>
<tr>
<td>PCC Contracting, Inc. - Sidewalk Repairs</td>
<td>$7,760.00</td>
</tr>
<tr>
<td>John Lawrinait - Clean Basement</td>
<td>$1,000.00</td>
</tr>
<tr>
<td>Children's Room Furniture &amp; Magazine Racks</td>
<td>$14,562.03</td>
</tr>
<tr>
<td>Ghiorsi &amp; Sorrenti, Inc. - Fundraising Study</td>
<td>$40,050.79</td>
</tr>
<tr>
<td>Building Acquisition Expenses</td>
<td>$2,283.00</td>
</tr>
<tr>
<td><strong>Balance on June 30, 2012</strong></td>
<td><strong>$156,982.53</strong></td>
</tr>
</tbody>
</table>
## GLOVERSVILLE PUBLIC LIBRARY

### DISBURSEMENTS

**FISCAL YEAR ENDING JUNE 30, 2012**

<table>
<thead>
<tr>
<th>Item</th>
<th>Budget Amount Disb.</th>
<th>Amount Disb. Prior Year to Date</th>
<th>Over/(Under) Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>July 1, 2011 to June 30, 2012</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries - Full Time Employees</td>
<td>$132,044.00</td>
<td>$125,673.91</td>
<td>($6,370.09)</td>
</tr>
<tr>
<td>Salaries - Part Time Employees</td>
<td>84,217.00</td>
<td>82,019.67</td>
<td>(2,197.33)</td>
</tr>
<tr>
<td>Salaries - Custodians</td>
<td>12,531.00</td>
<td>12,773.00</td>
<td>242.00</td>
</tr>
<tr>
<td>FICA &amp; Medicare Tax</td>
<td>17,502.00</td>
<td>16,874.03</td>
<td>(627.97)</td>
</tr>
<tr>
<td>Unemployment Insurance</td>
<td>650.00</td>
<td>618.00</td>
<td>(32.00)</td>
</tr>
<tr>
<td>Disability Insurance</td>
<td>600.00</td>
<td>584.16</td>
<td>(15.84)</td>
</tr>
<tr>
<td>Medical Insurance</td>
<td>22,500.00</td>
<td>20,291.51</td>
<td>(2,208.49)</td>
</tr>
<tr>
<td>Pension Expense</td>
<td>25,000.00</td>
<td>22,780.25</td>
<td>(2,219.75)</td>
</tr>
<tr>
<td>Heat</td>
<td>12,250.00</td>
<td>7,461.28</td>
<td>(4,788.72)</td>
</tr>
<tr>
<td>Electricity</td>
<td>9,500.00</td>
<td>6,716.59</td>
<td>(2,783.41)</td>
</tr>
<tr>
<td>Telephone</td>
<td>650.00</td>
<td>1,035.87</td>
<td>385.87</td>
</tr>
<tr>
<td>Insurance</td>
<td>10,500.00</td>
<td>5,832.90</td>
<td>(4,667.10)</td>
</tr>
<tr>
<td>Books, Periodicals, etc.</td>
<td>45,000.00</td>
<td>44,083.08</td>
<td>(916.92)</td>
</tr>
<tr>
<td>Computer &amp; Automation Services</td>
<td>16,000.00</td>
<td>14,359.61</td>
<td>(1,640.39)</td>
</tr>
<tr>
<td>Library, Building &amp; Office Supplies</td>
<td>9,300.00</td>
<td>11,688.61</td>
<td>2,388.61</td>
</tr>
<tr>
<td>Maintenance &amp; Repairs</td>
<td>13,700.00</td>
<td>11,909.21</td>
<td>(1,790.79)</td>
</tr>
<tr>
<td>Financial Secretary</td>
<td>7,800.00</td>
<td>7,800.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Professional Fees</td>
<td>5,000.00</td>
<td>1,950.00</td>
<td>(3,050.00)</td>
</tr>
<tr>
<td>Election Expense</td>
<td>1,000.00</td>
<td>1,090.53</td>
<td>90.53</td>
</tr>
<tr>
<td>Professional Meetings &amp; Travel</td>
<td>2,000.00</td>
<td>1,978.33</td>
<td>(21.67)</td>
</tr>
<tr>
<td>Events &amp; Programming</td>
<td>4,000.00</td>
<td>4,412.21</td>
<td>412.21</td>
</tr>
<tr>
<td>Promotion Expense</td>
<td>2,000.00</td>
<td>1,736.90</td>
<td>(263.10)</td>
</tr>
<tr>
<td>General Expense</td>
<td>1,200.00</td>
<td>1,626.43</td>
<td>426.43</td>
</tr>
<tr>
<td>Rest. Restoration, etc.</td>
<td>0.00</td>
<td>0.00</td>
<td>12,660.00</td>
</tr>
<tr>
<td><strong>TOTAL EXPENSE</strong></td>
<td>$434,944.00</td>
<td>$405,296.08</td>
<td>($29,647.92)</td>
</tr>
</tbody>
</table>
# GLOVERSVILLE PUBLIC LIBRARY

## STATEMENT OF CONDITION

**FISCAL YEAR ENDING JUNE 30, 2012**

### ASSETS:
- Cash - General Fund $317,790.19
- Cash - Building Fund 156,982.53
- Cash - Bill & Melinda Gates Foundation Grant 147.86
- Cash - Special Legislative Grant - Farley 768.73
- Cash - Stewart's Foundation Grant 550.00
- Building & Land 424,083.00
- Prepaid Expenses 10,543.21
- Other Assets 2.00

**TOTAL ASSETS $910,867.52**

### LIABILITIES & CAPITAL:
- Accounts Payable $11,843.77
- Net Worth 899,023.75

**TOTAL LIABILITIES & CAPITAL $910,867.52**
GLOVERSVILLE PUBLIC LIBRARY

STATUS OF GRANTS

FISCAL YEAR ENDING JUNE 30, 2012

SPECIAL LEGISLATIVE GRANT (SENATOR FARLEY):
Balance Left in Grant at 7/01/11 $ 768.73
RECEIPTS 0.00

DISBURSEMENTS:
Computer & Automation Expense 0.00
Total Disbursements 0.00

Net Cash Remaining in Grant at 6/30/12 $ 768.73

STEWART’S FOUNDATION GRANT:
Balance Left in Grant at 7/01/11 $ 350.00
RECEIPTS 500.00

DISBURSEMENTS:
Programming 300.00
Total Disbursements 300.00

Net Cash Remaining in Grant at 6/30/12 $ 550.00

BILL & MELINDA GATES GRANT
Balance Left in Grant at 7/01/11 $ 147.86
RECEIPTS 0.00

DISBURSEMENTS:
Computer & Automation Expense 0.00
Total Disbursements 0.00

Net Cash Remaining in Grant at 6/30/12 $ 147.86
NOTES TO FINANCIAL STATEMENTS
FISCAL YEAR ENDING JUNE 30, 2012

1. Investment Income was down slightly from the budgeted amount for the year ended June 30, 2012. The lower investment income was primarily due to the continued low interest rates on Money Market Accounts and other investment alternatives available for Municipal deposits. Certificate of Deposit rates continued to be lower than Money Market rates during the fiscal year ended June 30, 2012 making it less advantageous to invest in Certificates of Deposit. The Library can only invest in Bank Deposit accounts and securities issued by the Federal Government. Interest and Dividends received from the Gloversville Library Foundation, Inc. were up approximately $9,000 from the amount received for the fiscal year ending June 30, 2011 and were up approximately $11,500 from the budgeted amount for the year ended June 30, 2012. The Foundation Investment Committee has worked diligently in repositioning it's investments to obtain the best possible return on it's portfolio in support of the Library's budget. The Foundation is not limited in it's investment choices and continues to look for better yielding assets while continuing to invest in quality securities.

2. Donations for the year ended June 30, 2012 were approximately $3,000 above the budgeted amount for the year ended June 30, 2012. Donations were, however, approximately $2,200 lower than the previous year. In the fiscal year ending June 30, 2011 a special donation of $4,600 was received to help with the restoration costs associated with the paintings that hang in the lobby of the Library. Donations to the Library are generally made in memory of a deceased friend or family member or in honor of a birthday or anniversary. This line item is estimated based on prior year's experience and can vary significantly from year to year.

3. Government Affiliation income was above the budgeted amount by approximately $1,000 due to State Aid for the fiscal year coming in higher than anticipated in the Budget. The State Legislature did not reduce our per capita state aid rate by as much as we anticipated in the Budget. Our Government Affiliation income, however, was approximately $1,200 lower that the previous year.

4. Fines and Miscellaneous Income increased by approximately $1,300 over the budgeted amount for the year ended June 30, 2012. This was due to the continued better collection of fines and funds for lost books through the use of a collection agency. The prior year amount was approximately $3,600 higher than the current year due to additional support from the Friends of the Gloversville Public Library and a refund received related to prior year medical insurance.

5. Total Salary Expense was below budget by approximately $8,300 primarily due to one full time person being on unpaid medical leave for approximately 3 months and part time hours being less than planned in the Budget. Total Salary Expense increased over the previous year by approximately $11,300 due primarily to a 2% across the board raise given to the employees.

6. FICA and Medicare Tax Expense was under budget by approximately $600 due to the lower salary expense. FICA and Medicare Tax Expense was approximately $800 higher than last year due to the increase in salaries based on raises given to the employees.

7. Medical Insurance Expense was under budget by approximately $2,200 primarily as a result of the full time staff not using all of their reimbursement account balances during the year. Medical Insurance Expense exceeded last year's amount by approximately $1,800 due primarily to a rate increase.

8. Pension Expense was under budget by approximately $2,200 as our cost based on the State's estimate of our salaries for the year was lower than anticipated. Our Pension Expense compared to the prior year did increase by approximately $6,300 based on the overall performance of the State's Pension Plan and funding requirements.

9. Utility Expense (Heat and Electricity) was under budget in total by approximately $7,600 due to lower than expected rates and an extremely mild winter. The extremely mild winter and lower rates also contributed to making our Utility Expense lower than the previous year by approximately $3,000.
10. Insurance Expense was under budget by approximately $4,700 due primarily to the Library Property and Parking Lot not being transferred from the City of Gloversville to the Library until November 2011. The expense remained approximately the same as last year at $5,800.

11. Computer and Automation Expense was under budget by approximately $1,600 due mainly to an additional computer on order that was not received and paid for in the year ending June 30, 2012. This expense was under the prior year by approximately $2,700 due to more computer replacements and software being purchased during the prior fiscal year.

12. Library, Building & Office Supply Expense was over budget by approximately $2,400 primarily due to stocking up on needed supplies at year end in light of the expected shortfall in next year's budget. This year's expense also exceeded last year's by approximately $3,100 for the same reason.

13. Maintenance and Repairs Expense was under budget by approximately $1,800 due primarily to the delay in transferring the property to the Library from the City and the lack of needed snow removal over the past winter. The current year's expense did, however, exceed last year's expense by approximately $8,000 as some needed painting was done and some architect fees were paid in the overall planning process for the building after the acquisition.

14. Professional Fee Expense was under budget by approximately $3,100 as the Library Trustees are allocating $3,000 in the budget as a reserve for an audit in the near future as part of the Master Renovation Plan funding. The audit is expected to run between $12,000 and $15,000 when done. This expense category was below last year's by approximately $800 as legal fees for the current year were below the prior year.

15. Restoration Expense of $12,660 in the prior year related to the restoration work done on the two paintings that hang in the lobby of the Library. No such expense was incurred in the current year.