

MLD Trustees Meeting – February 19, 2025
TENTATIVE AGENDA – SUBJECT TO ADDITIONS AND/OR CHANGE
(* - Action Items)

Call to Order/Attendance

Adoption of agenda*

Minutes – January 2025*

Finance Report

Motion to approve abstract of vouchers*

Director's Report

Committee Reports

- Long Range Plan- No Report
- Policy/ By-Law- No Report
- Building and Grounds- No Report
- Budget- No Report

Old Business:

- Meeting Dates

New Business:

- Budget Adjustment*
- Change of Signers on Accounts*
- WBOT Mural Project*
- Annual Report*
- Annual Financial Report

Policy review/ revisions:

Privilege of the Floor - Public Comment- 3-minute limit per person

Adjournment

**MAMAKATING LIBRARY
BOARD OF TRUSTEES MEETING**

Held on Tuesday, January 14, 2025 at 6:00pm at 128 Sullivan Street, Wurtsboro NY

PRESENT: Trustees Patricia Andersen, John Buying, Jennifer Holmes, Pamela Rice, Chelsea Roth, Mark Tourtellott, and Director Cheryl Jones

EXCUSED ABSENCE: Pamela Mann

The meeting was called to order at 6:00pm

ADOPTION OF AGENDA

Motion to adopt agenda made by Pamela Rice, seconded by Chelsea Roth. Nay vote by John Buying. Motion carried.

APPROVAL OF MINUTES – December 2024

Motion to adopt December minutes made by Chelsea Roth, seconded by Mark Tourtellott. Nay vote by John Buying. Motion carried.

EXECUTIVE SESSION

Motion to move into Executive Session made by Jennifer Holmes, seconded by Chelsea Roth. Nay vote by John Buying. Motion carried. Move to Executive Session at 6:03pm.

Motion to exit Executive Session made by Pamela Rice, seconded by Jennifer Holmes. All in favor, motion carried. Executive Session ended at 6:13pm.

FINANCE REPORT

Motion to approve January vouchers made by Jennifer Holmes, seconded by Mark Tourellott. Nay vote by John Buying. Motion carried.

Treasurer's Report was presented. See attached.

DIRECTORS REPORT

Director Cheryl Jones's comprehensive report was distributed. See attached.

Items of Note

- Circulation/Registration:** 2024 circulation returned to pre-pandemic numbers
- Closings:** Generator has run for 33.1 hours total as of 1/1/25
- Program Totals:** 9 Adult programs serving 133 patrons; 7 Youth programs serving 80 programs
- Friends of the Library News:** Thank you to the Friends for donating \$1500 in support of the Library Speakers Consortium. They also gifted the library \$400 toward video games as well a sponsorship of two Dia Beacon museum passes for 2025.

COMMITTEE REPORTS

- Long Range Plan- No Report
- Policy/ By-Law- See Below
- Building and Grounds- No Report
- Budget- No Report

OLD BUSINESS

-Water Heater Update – tabled to February meeting

-Bylaws Edit – motion to approve Bylaws as amended made by Jennifer Holmes, seconded by Chelsea Roth. Nay vote by John Buying. Motion carries.

-Meeting dates for February – May. Board discussion of scheduling conflict necessitating Board meeting shift to third Wednesday of the month. February meeting will be scheduled for February 19th at 6pm.

NEW BUSINESS

-Attorney proposals: Board discussion of attorney proposals.

Motion to make budget adjustment to bring legal line to \$2000 from 2024 NYLAF funds to pay retainer for attorney made by Pamela Rice, seconded by Mark Tourtellot. All in favor, motion carried.

Motion to accept engagement letter for Director to sign hiring Robert Schofield attorney at law on retainer made by Chelsea Roth, seconded by Jennifer Holmes. Nay vote by John Buying. Motion carried.

-Trustee Board Officer Elections

President: Pamela Rice nominated Patricia Andersen to position of President.
Nomination accepted by Patricia Andersen
In favor: Chelsea Roth, Mark Tourtellott, Pamela Rice, Jennifer Holmes, Patricia Andersen
Opposed: John Buying.
Patricia Andersen elected to office of President

Vice-President:
Patricia Andersen nominated Chelsea Roth to office of Vice-President.
Nomination accepted by Chelsea Roth.
In favor of Chelsea Roth as Vice-President: Mark Tourtellott, Pamela Rice, Jennifer Holmes, Patricia Andersen, John Buying, Chelsea Roth
Chelsea Roth elected to office of Vice-President

Treasurer: Chelsea Roth nominated Jennifer Holmes for Treasurer.
Nomination accepted by Jennifer Holmes
In favor of Jennifer Holmes for Treasurer: Chelsea Roth, Mark Tourtellot, Pamela Rice, Jennifer Holmes, Patricia Andersen, John Buying
Jennifer Holmes elected to office of Treasurer

Secretary: Pamela Rice nominated Mark Tourtellott for secretary.
Nomination accepted by Mark Tourtellott.
In favor: Chelsea Roth, Mark Tourtellott, Jennifer Holmes, Patricia Andersen, Pamela Rice.
Opposed: John Buying
Mark Tourtellott elected to office of Secretary

Director job description

Motion to approve as amended by Jennifer Holmes, seconded by Mark Tourtellott. Abstention by John Buying. Motion carried.

Policy review/ revisions:

- **Security Camera Policy**

Motion to approve Mamakating Library Security Camera Policy with amendment to change “still shot” to “still shot and video” made by Jennifer Holmes, seconded by Mark Tourtellott. Nay vote by John Buying. Motion carried.

- **Open Meetings Policy**

Motion to approve Open Meeting Policy as written made by Jennifer Holmes, seconded by Mark Tourtellott. All in favor, motion carried.

- **Update to FOIL Policy**

Motion to approve Freedom of Information Policy made by Jennifer Holmes, seconded by Chelsea Roth. All in favor, motion carried.

- **Ethics Statement Policy**

Motion to approve Mamakating Library Code of Ethics Policy made by Pamela Rice, seconded by Jennifer Holmes. All in favor, motion carried.

Privilege of the Floor - Public Comment- 3-minute limit per person.

Cathy Dawkins expressed concern over potential safety and privacy issues related to sharing of security footage and patron records.

Rich Jones expressed extreme concerns over a board member’s suggestion that security footage is subject to FOIL requests, and reminded the board that safety of patrons, in specific minors, is the utmost priority of the library. He also reminded said trustee of their responsibilities to the library, and asked them to reflect upon their intentions on serving on the board.

ADJOURNMENT:

Motion to adjourn made by Pamela Rice, seconded by Chelsea Roth. Motion carried. Meeting adjourned at 7:47pm

Respectfully submitted,
Pamela Rice, Board Secretary

Mamakating Library

2024 Budget vs. Actuals - EOY

January 2024 - January 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
Income			
A1049 REAL PROPERTY TAXES			
A1001 Real Estate Taxes	372,000	372,000	100.00 %
Total A1049 REAL PROPERTY TAXES	372,000	372,000	100.00 %
A2499 USE OF MONEY & PROPERTY	34		
A2401 Interest & Earnings	107	100	107.00 %
Total A2499 USE OF MONEY & PROPERTY	141	100	141.00 %
A2649 FINES & FORFEITURES			
A4050 Fines income	526	350	150.00 %
Total A2649 FINES & FORFEITURES	526	350	150.00 %
A2771 Refund of Prior Years' Expense	120		
A2799 MISCELLANEOUS LOCAL SOURCES		4,000	
A2770 Miscellaneous income	5,036		
Total A2799 MISCELLANEOUS LOCAL SOURCES	5,036	4,000	126.00 %
A3089.6 Restricted Grants & Donations	5,553	3,203	173.00 %
A3099 STATE AID	5,789	3,340	173.00 %
A4060 UNRESTRICTED DONATIONS			
A4061 Donations - Unrestricted	11,022	780	1,413.00 %
Total A4060 UNRESTRICTED DONATIONS	11,022	780	1,413.00 %
Total Income	\$400,186	\$383,773	104.00 %
GROSS PROFIT	\$400,186	\$383,773	104.00 %
Expenses			
A7999 CULTURE & RECREATION			
A7410.1 Library- Personal Services	473	2,040	23.00 %
7410.11 Clerical	126,835	119,000	107.00 %
7410.12 Librarian	78,109	72,360	108.00 %
Total A7410.1 Library- Personal Services	205,417	193,400	106.00 %
A7410.2 Library- Equipment		1,400	
7410.21 Equipment expense	1,311		
Total A7410.2 Library- Equipment	1,311	1,400	94.00 %
A7410.4 Library- Contractual Expenses			
7410.41 Books	16,382	16,500	99.00 %
7410.405 Digital Media	13,017	10,300	126.00 %
Total 7410.41 Books	29,398	26,800	110.00 %
7410.42 Periodicals	647	500	129.00 %
7410.43 Audio/Visual	2,197	2,700	81.00 %
7410.44 Accounting	1,812		
7410.47 Cleaning Service	8,755	7,810	112.00 %
7410.48 Elections	460	460	100.00 %
7410.52 Memberships	235	450	52.00 %
7410.53 Miscellaneous expense	1,524	1,310	116.00 %

Mamakating Library

2024 Budget vs. Actuals - EOY

January 2024 - January 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
Reimbursed payments to other libraries	43		
Total 7410.53 Miscellaneous expense	1,567	1,310	120.00 %
7410.54 Professional Fees	1,914		
101 Accounting Fees	5,000	7,500	67.00 %
102 Legal Fees		300	
Total 7410.54 Professional Fees	6,914	7,800	89.00 %
7410.55 Postage and Delivery	342	450	76.00 %
7410.56 Program	3,474	3,883	89.00 %
7410.565 Program Supplies	656	780	84.00 %
Total 7410.56 Program	4,130	4,663	89.00 %
7410.57 DEBT Service Principal & Interest	7,828	26,200	30.00 %
7410.58 Building & Grounds R&M	0		
7410.581 Repairs	4,208	8,140	52.00 %
7410.582 Maintenance	3,921	2,500	157.00 %
7410.583 Landscaping	3,668	3,500	105.00 %
Total 7410.58 Building & Grounds R&M	11,796	14,140	83.00 %
7410.59 Office expense	4,579	3,200	143.00 %
7410.60 Telecom	4,020	4,600	87.00 %
7410.61 Utilities	7,421	9,250	80.00 %
7410.62 Technology	18,836	18,000	105.00 %
7410.64 Insurance	4,099		
7410.85 RCLS Service Fee	1,891	2,200	86.00 %
7410.86 Meetings & Conference	395	400	99.00 %
7410.87 Travel & Mileage	241	200	121.00 %
Total A7410.4 Library- Contractual Expenses	117,563	131,133	90.00 %
Total A7999 CULTURE & RECREATION	324,291	325,933	99.00 %
A9199 EMPLOYEE BENEFITS			
A9010.7 Payroll Taxes	97	15,500	1.00 %
9010.80 Taxes	18,255		
Total A9010.7 Payroll Taxes	18,351	15,500	118.00 %
A9030.8 Insurance			
9030.81 Disability	355	1,215	29.00 %
9030.82 Hospitalization	26	15,000	0.00 %
9030.83 Workers' Compensation	1,600	1,500	107.00 %
9030.84 Property Liability	3,773	3,700	102.00 %
9030.85 Directors and Officers	1,008	925	109.00 %
Total A9030.8 Insurance	6,762	22,340	30.00 %
A9040.0 Pension Expense	18,858	15,000	126.00 %
Total A9199 EMPLOYEE BENEFITS	43,971	52,840	83.00 %
Capital Reserve		5,000	
Payroll Expenses	445		

Mamakating Library

2024 Budget vs. Actuals - EOY

January 2024 - January 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
Total Expenses	\$368,707	\$383,773	96.00 %
NET OPERATING INCOME	\$31,479	\$0	0%
Other Income			
A2405.1 NYLAF Dividend Income	5,264		
Total Other Income	\$5,264	\$0	0%
Other Expenses			
Interest Payment	0		
Total Other Expenses	\$0	\$0	0%
NET OTHER INCOME	\$5,264	\$0	0%
NET INCOME	\$36,743	\$0	0%

Mamakating Library

Budget vs. Actuals: January = 8%

January - December 2025

	ACTUAL	TOTAL BUDGET	% OF BUDGET
Income			
A1049 REAL PROPERTY TAXES			
A1001 Real Estate Taxes	390,263	390,300	100.00 %
Total A1049 REAL PROPERTY TAXES	390,263	390,300	100.00 %
A2499 USE OF MONEY & PROPERTY			
A2401 Interest & Earnings		12,000	
Total A2499 USE OF MONEY & PROPERTY		12,000	
A2649 FINES & FORFEITURES			
A4050 Fines income	63	400	16.00 %
Total A2649 FINES & FORFEITURES	63	400	16.00 %
A2799 MISCELLANEOUS LOCAL SOURCES			
A2770 Miscellaneous income	735	4,500	16.00 %
Total A2799 MISCELLANEOUS LOCAL SOURCES	735	4,500	16.00 %
A3089.6 Restricted Grants & Donations	1,900	0	
A3099 STATE AID		3,100	
A3089.1 Grant income- LLSA grant	331	0	
A3089.2 State Aid- Grant		0	
A3089.3 Sullivan County Grant		0	
A3089.4 Sullivan Cty Public Lib. Grant		0	
A3089.5 SRP Grant		0	
Total A3099 STATE AID	331	3,100	11.00 %
A4060 UNRESTRICTED DONATIONS		0	
A4061 Donations - Unrestricted	10,181	0	
Total A4060 UNRESTRICTED DONATIONS	10,181	0	
A4999 Assigned Fund Balance		15,000	
Total Income	\$403,473	\$425,300	95.00 %
GROSS PROFIT	\$403,473	\$425,300	95.00 %
Expenses			
A7999 CULTURE & RECREATION			
A7410.1 Library- Personal Services			
7410.11 Clerical	15,788	140,220	11.00 %
7410.12 Librarian	8,858	78,200	11.00 %
Total A7410.1 Library- Personal Services	24,646	218,420	11.00 %
A7410.2 Library- Equipment			
7410.21 Equipment expense		2,000	
Total A7410.2 Library- Equipment		2,000	
A7410.4 Library- Contractual Expenses			
7410.41 Books	1,451	15,000	10.00 %
7410.405 Digital Media	60	11,500	1.00 %
Total 7410.41 Books	1,511	26,500	6.00 %
7410.42 Periodicals		500	
7410.43 Audio/Visual		1,800	

Mamakating Library

Budget vs. Actuals: January = 8%

January - December 2025

	TOTAL		
	ACTUAL	BUDGET	% OF BUDGET
7410.47 Cleaning Service		8,200	
7410.48 Elections		200	
7410.51 Legal fees		1,000	
7410.52 Memberships		500	
7410.53 Miscellaneous expense		600	
Reimbursed payments to other libraries		0	
Total 7410.53 Miscellaneous expense		600	
7410.54 Professional Fees			
101 Accounting Fees		7,500	
Total 7410.54 Professional Fees		7,500	
7410.55 Postage and Delivery		450	
7410.56 Program	345	2,500	14.00 %
7410.565 Program Supplies		510	
Total 7410.56 Program	345	3,010	11.00 %
7410.57 DEBT Service Principal & Interest		29,220	
7410.58 Building & Grounds R&M			
7410.581 Repairs		6,000	
7410.582 Maintenance		3,500	
7410.583 Landscaping		4,500	
Total 7410.58 Building & Grounds R&M		14,000	
7410.59 Office expense	415	4,000	10.00 %
7410.60 Telecom		6,750	
7410.61 Utilities		10,000	
7410.62 Technology	1,823	19,900	9.00 %
7410.85 RCLS Service Fee		2,200	
7410.86 Meetings & Conference		3,850	
7410.87 Travel & Mileage		250	
Total A7410.4 Library- Contractual Expenses	4,093	140,430	3.00 %
Total A7999 CULTURE & RECREATION	28,740	360,850	8.00 %
A9199 EMPLOYEE BENEFITS			
A9010.7 Payroll Taxes		17,300	
A9030.8 Insurance			
9030.81 Disability		1,400	
9030.82 Hospitalization		15,000	
9030.83 Workers' Compensation		1,600	
9030.84 Property Liability		4,000	
9030.85 Directors and Officers		1,150	
Total A9030.8 Insurance		23,150	
A9040.0 Pension Expense		18,000	
Total A9199 EMPLOYEE BENEFITS		58,450	
Capital Reserve		6,000	
Total Expenses	\$28,740	\$425,300	7.00 %
NET OPERATING INCOME	\$374,733	\$0	0%

Mamakating Library

Budget vs. Actuals: January = 8%

January - December 2025

		TOTAL	
	ACTUAL	BUDGET	% OF BUDGET
NET INCOME	\$374,733	\$0	0%

February 2025

Voucher #	Payee	Amt	Note
0225-01	Orange & Rockland	\$ 446.83	Autopays 1/26
0225-02	Frontier	\$ 367.26	autopays 1/14
0225-03	VISA (CJ)	\$ 516.10	autopays 1/21
0225-04	OverDrive	\$ 587.26	ebooks/audio books
0225-05	Wells Fargo	\$ 103.00	autopays 2/21
0225-06	Baker & Taylor	\$ 1,167.92	
0225-07	Robert Hrabowsky	\$ 640.00	Cleaning
0225-08	Midwest Tape	\$ 451.56	Hoopla Balance
0225-09	RefKo Landscaping		snow removal
0225-10	Playaway	\$ 173.97	Wonderbooks
0225-11	RCLS	\$ 5,184.84	Equipment, IT, E-content
0225-12	Patiana McMahon	\$ 75.00	Program Fee
0225-13	Utica National	\$ 1,035.00	Insurance
0225-14	Acorn Plumbing	\$ 742.00	Water Heater Work
0225-15	Toshiba	\$ 258.00	
0225-16	PBC Guru	\$ 1,500.00	Library Speakers Consortium
0225-17	Patricia Blanco	\$ 150.00	
0225-18	Rotolo Electric	\$ 315.00	Fixture work in 9/24
0225-19	Time & the Valleys Muse	\$ 40.00	Museum Pass
0225-20	Orange Co. Audubon	\$ 100.00	Program Fee
0225-21	Cheryl Jones	\$ 59.80	Mileage (Lib. Advocacy Day)
0225-22	Mirabito	\$ 1,147.81	Propane
0225-23			
0225-24			
0225-25			
0225-26			
0225-27			
Total:		\$ 15,061.35	

Mamakating Library Board of Trustees Meeting

February 19th, 2025

Director's Report



Building & Grounds:

- Acorn Plumbing/Heating completed the installation of the di-electric unions and replaced leaking cold water dip tube on 1/28
- Energy5 came out to do a site visit so they could work on a proposal for an electric vehicle charger
- On January 28th, A tree outside the library fell on a car next door. We not believe the tree is on our property, so we have no liability for it.

Closings/Service Interruptions & Generator Statistics:

- Generator has run for 35.1 hours total as of 1/1 (2 hours in Dec)
- 1/16 Power was on/off for about 2 hours
- The Library opened at noon on 1/28 due to winter weather



Programming:

Community Partnership Programs:

- Tiny Art w/ Community Design Workshop: 14 Participants
- SC Public Health Info Table: 5 Participants
- OFA Alzheimers & Dementia Program: 5 Participants

Stand-alone programs

- Needle Felting with Black Sheep Arts: 11 Participants

Series programs

- Books & Tea Discussion :8 Participants
- Keep It Short...Stories (KISS) Group: 5 Participants
- Culinary Club: 12 Participants
- Writers' Group:5 Participants
- Malcolm's Tech Topics: 4 Participants
- Zen Schooling : 26 Participants (2 Sessions)
- Patiana's Art Program:13 Participants
- Classic Sci-Fi Movie Night: 8 Participants
- Kates Lego Club: 12 Participants
- Read to Mocha: 14 Participants
- Storytime: 45 Participants (4 Sessions)
- Curiosity Club: 12 Participants

Program Totals:

- 14 Adult Programs serving 191 patrons
- 10 Patrons received dedicated Tech Help time
- 11 Youth Programs serving 134 patrons
- 5 Teen volunteers completed 14 hours of community service at the library



Families enjoying our new monthly LEGO Club with Kate!

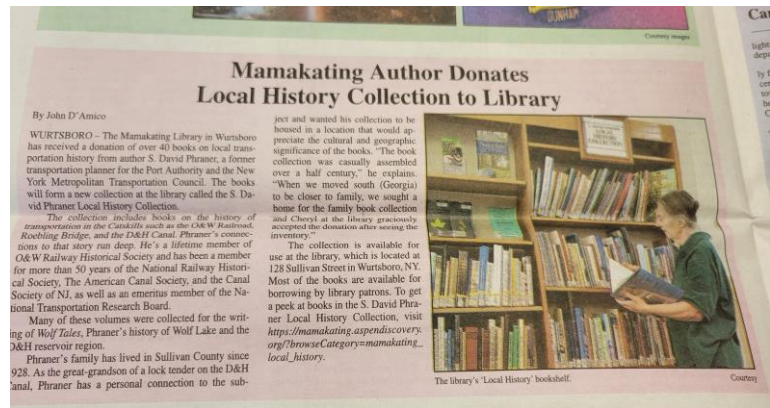
Press:

- Article in 1/23 issue of the Shawangunk Journal highlighting additions to our local history collection.

- Full report about January Media will be included in Board Packet

IT/ILS & Technical Services:

- Computer Users: 121 uses
- Wi-Fi Users: 767 uses
- New printing fees took effect 1/1. We are seeing a small increase in revenue due to this, which should help offset the rising cost of toner.



Circulation/Registration:

Previous Month's Physical Circulation

	2017	2018	2019	2020	2021	2022	2023	2024	2025
January	2206	2231	2487	2400	1823	2040	1882	2195	2006
February	1973	1956	2088	2169	1335	1840	1531	1925	
March	2414	2225	2093	1180	1929	2110	1734	2264	
April	2331	2013	2064	--	1710	1751	1705	2165	
May	2121	2161	2180	--	1644	1636	1667	2026	
June	2539	2288	2292	233	1909	1836	1818	1963	
July	3150	2640	2682	939	2225	2232	2628	2457	
August	2941	2760	2742	948	1870	2195	2822	2307	
September	2440	2015	2310	1224	1904	1597	2276	2075	
October	2166	2273	2239	1323	1969	1404	2029	2045	
November	2214	2309	1956	1496	2126	1492	1947	1964	
December	1704	2000	1924	1600	1991	1362	1918	1764	
TOTAL	28,199	24,871	25,133	13,512	22,435	23,517	24,004	25,150	2006

Previous Month's New User Registrations

	2017	2018	2019	2020	2021	2022	2023	2024	2025
January	29	14	19	19	9	17	19	17	21
February	16	18	12	20	8	16	12	12	
March	12	22	9	4	15	12	12	14	
April	28	23	18	2	8	21	11	31	
May	24	16	15	3	6	21	16	22	
June	24	30	28	0	12	16	30	17	
July	34	32	32	8	34	41	42	39	
August	28	22	31	12	28	35	48	24	
September	26	14	31	9	23	21	22	18	
October	28	16	21	8	10	19	62	36	
November	28	10	11	6	12	20	21	22	
December	28	11	8	7	10	12	8	12	
TOTAL	305	228	227	98	175	251	303	264	21

Digital Collections:

Overdrive Circulation							
	2019	2020	2021	2022	2023	2024	2025
January	323	305	394	486	603	658	598
February	264	229	429	400	508	635	
March	334	298	444	439	552	642	
April	293	475	338	448	564	544	
May	291	497	408	495	537	600	
June	344	409	362	559	448	547	
July	296	373	404	552	438	640	
August	284	311	474	578	522	596	
September	272	314	427	499	524	565	
October	236	323	367	510	582	579	
November	205	334	419	506	569	583	
December	209	320	405	546	537	599	
Total	3142	4188	4871	6018	6384	7188	598

Unique Patron Access Hoopla				
	2022	2023	2024	2025
January	32	36	54	67
February	27	42	53	
March	33	49	55	
April	28	35	44	
May	20	36	56	
June	21	37	59	
July	31	39	58	
August	34	38	60	
September	33	36	68	
October	26	50	67	
November	33	37	53	
December	35	39	62	
Total:	353	474	687	67

Overall Circulations Report Hoopla				
	2022	2023	2024	2025
January	108	131	178	185
February	98	133	179	
March	112	137	162	
April	98	127	167	
May	63	94	160	
June	60	127	160	
July	116	90	149	
August	124	116	172	
September	113	118	163	
October	87	169	194	
November	118	111	146	
December	128	115	198	
Total:	1225	1468	1524	185

Director's Meetings & Trainings:

- 1/3 Communicating with Elected Officials Training
- 1/7 Policy & Bylaws Committee Meeting
- 1/8 E-rate Informational Webinar
- 1/9 Privacy Policies Webinar
- 1/10 SUPLA Meeting
- 1/10 SLI Mentor Meetup
- 1/13 System Services Committee Meeting
- 1/15 Grant Writing Seminar through United for Libraries
- 1/16 ILS Committee
- 1/27 Annual Report Workshop
- 1/30 Library Speakers Consortium On-boarding

Staff Development:

- We have a new library page through Workforce Development. She started with us on 2/3/24. (Economic Soundness, Goal 1, Objective 2, Action 3)
- All Staff have completed yearly harassment training
- All Staff have completed a technology survey that will help director to offer personalized training on technology topics for upcoming staff meetings.

Friends of the Library News:

- The Friends will be taking the book fairies on the road again and attending the MEEC Winterfest in February to give out books to the children.
- FOML elected a new board of officers for 2025.
- The Friends sponsored a 1 year membership for the library for the Library Speakers Consortium (\$1500) with the understanding that the library will increase programming budget to cover this next year if it is well received. (LRP Governance, Goal 4, Obj. 3) & (LRP Social Equity, Goal 4, Action 2)

Other News:

- January Patron Count: 2056
- Director, Library Clerk, and Principal Clerk are still working on the picture book re-categorization project. We are hoping to complete this by March 1.
- Our new Museum Pass to the Dia: Beacon, generously sponsored by the FOML is available for circulation now.
- Director has applied for A Stewarts Match Grant to fund a summer Global Arts Program with Patiana will lead.
- Director has submitted a grant on behalf of the FOML to fund Memory Care kits to support families and caregivers of people struggling with Alzheimer's & Dementia. We are partnering with the Sullivan County Office for the Aging on this.
- We received a \$10,000 donation from Mr. Diamond & the Diamond Rose Ann Foundation.
- Library Director received a \$1000 grant to go towards next semester of LIU Certificate in Public Library Administration.
- Another shipment of recycleable dental packaging sent to Terra Cycle (LRP Sustainability, Goal 1, Objective 1, Action 5).
- SUPLA/Sullivan 180 project, Tracks & Trails Daypack has begin circulating at our library. (LRP Social Equity, Goal 1, Obj. 7)
- We have begun talks with WBOT regarding the expansion of the mural project to include a mural at the library in summer 2025. (LRP Governance, Goal 4, Obj.4)



Upcoming Programs of Note:

- Tiny Art Show begins runs through 2/28
- Virtual Author visits:
 - Sabrina Sholts 2/4 @2pm
 - Waubgeshib Rice 2/11 @7pm
 - Lee Hawkins 2/18@2pm
- Crochet Jewelry Class 2/8 @11:30am
- Tiny Art Show Reception 2/15 @ 12pm

- Fearless Foodies 2/18 @1pm
- Book Club 2/18 2:30pm
- Curiosity Club 2/18 @ 4:30pm
- Family Game Night 2/20 @4pm
- Lego Club 2/22 @ 11am
- Understanding Alzheimers & Dementia 2/25 @ 5:30pm
- Sci-Fi with the Science Guy: 2/27 @ 5pm
- Local Writer's Group 2/28 @ 10:30am

Reminders:

- Annual Harassment workshops were sent to all board members through Niche Academy. If you need help accessing Niche contact Martha (msullivan@rcls.org). If you do this training through work, you can submit those certificates instead.

Respectfully submitted,
Cheryl Jones, Library Director
February 3rd, 2025

2024 | YEAR IN REVIEW



33,862
Digital & Physical
Items Checked Out



17,858
Library Visitors
The library averaged
over 50 visitors each day!



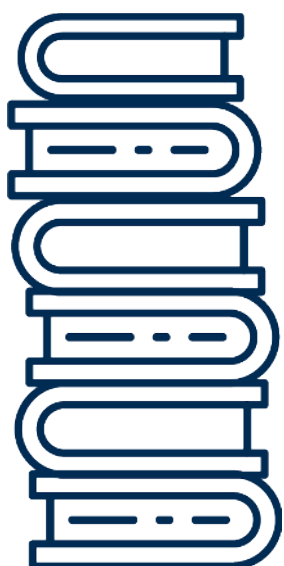
264
New Cardholders



1814 Computer
Uses & **14,000+**
Wifi
Uses



56,425
Visits to our website

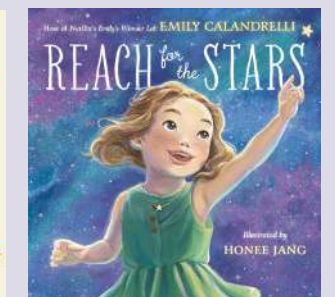
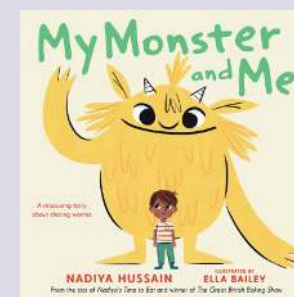
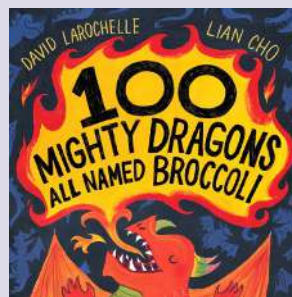
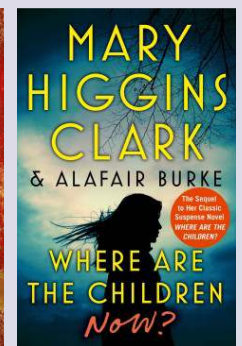
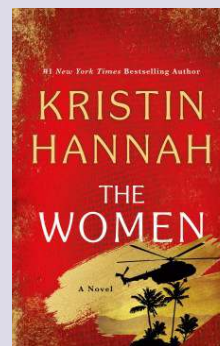
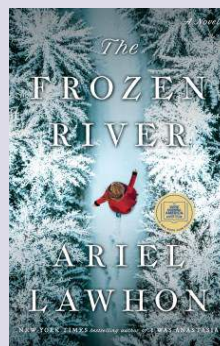
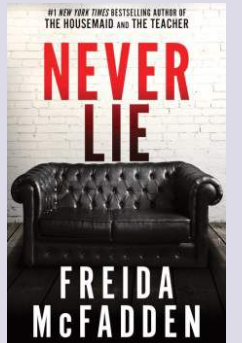
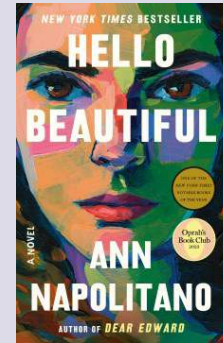


8,000+
Reference Questions
Answered by Staff

18,799
Items in our
Physical
Collections

105,030
Items in our
Digital
Collections

Top 10 Most Checked Out Books



Top Highlights

- ▶ 148 Kids & Teens Completed the Summer Reading Program
- ▶ 575% Return on Taxpayer Investment
- ▶ New Monthly Lego Club & Curious Kids Class
- ▶ 500+ Eclipse Glasses distributed
- ▶ 150+ Teen Volunteer Hours logged
- ▶ 200+ Tech Help Session
- ▶ New access to monthly virtual author talks
- ▶ 2 New Museum Passes available
- ▶ Expansion of New Video Game Collection

296

Program were held

3316

Patrons attended our events

Media & Press Report

January 2025

Facebook:

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Reach	2.8K												
Engagement	265												
New Follows	11												
Total Followers	1.3K												

Facebook Notes:

- There are two post winners. The Tiny Art Reception post had a reach of 2K, and the FOML had a reach of 575, 48 likes & reactions, 9 comments, and 3 shares. These two posts stand out as the highest reach and the most engaged out of other posts on our FB page.

Instagram:

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Views	1,708												
Engagement/ Reach	241												
Interactions	114												
Profile Visits	47												
Total Followers	470												

Instagram Notes:

- Profile Activity is up by 32.4 percent, and Profile Visits are up by 46.8 percent.
- A Tiny Art Show and the new FOML board members were the two top posts on our Instagram page with views of 143 and 133 respectively.

Press:

- Two press releases went out to three print publications: the River Reporter, Sullivan County Democrat, Shawangunk Journal, and radio station WJFF; The Year of the Arts and The S. David Phraner Collection. The River Reporter and the Sullivan County Democrat printed the press releases and accompanying picture of Vera Ioannou (former Mamakating Library Staff) appeared in the January 31st edition.

Respectfully Submitted,
Alethea Pape , 2/6/25

2025 February Budget Adjustment Notes:

Re-assignment of Debt Service Funds:

- Leave 25K in Debt Service Line
- Remaining \$4220 to move to Postage for 1-2 bulk mailings

Totals:

Deposited to Line:	Adjustment To:	Amount:
Debt Service Principal/Interest	Postage	+4220
Total Adjustments		\$4220

128 Sullivan St.

9' 6"

12'

7' 3"



**PUBLIC ART/MURAL AGREEMENT BETWEEN
WURTSBORO BOARD OF TRADE AND BUILDING OWNER**

This agreement made this _____ day of _____, 2025 between Wurtsboro Board of Trade (hereinafter referred to as "WBoT") and Mamakating Library, owner (hereinafter referred to as "Building Owner") regarding real property (hereinafter referred to as "Property") located at 128 Sullivan Street.

All mural artwork scheduled for installation will be painted and be placed upon the side facade of the building and designated by this proposal as agreed to by the WBoT and Building Owner represented and acknowledged by this site and location document.

WHEREAS, WBoT requires the services of the forthcoming artist (hereinafter referred to as "Artist") to create a work of art on the wall referenced in the photos below which are owned by Building Owner; and

WHEREAS, WBoT has determined that the Artist is qualified to create the artwork desired based upon the skill, reputation and creativity of Artist, and the Artist is willing to perform under the terms and conditions of this agreement; and

WHEREAS, Building Owner has the legal right to make decisions regarding the Property and has full authority to enter into this Agreement.

NOW THEREFORE, in consideration of the foregoing and the agreement set forth below and other good and valuable consideration, the parties agree as follows:

MURAL CREATION AND INSTALLATION ACCEPTANCE

1. On behalf of the artist, WBoT represents that the artwork to be created will be an original work by the Artist who has been vetted by WBoT Art Committee and/or Art Director.
2. Any disagreements that the Building Owner has with the direction of the artwork as it proceeds, in line with the terms of this agreement, will be mediated by WBoT to ensure that the Building Owner is satisfied but that the Artist also feels empowered to complete their work as set forth in this agreement.
3. WBoT shall be responsible for coordinating the installation of the artwork. WBoT agrees to have the artwork completely installed including all touch up artwork by no later than

- July 21st, 2025 with work set to commence on or about June 29th, 2025 with an anticipated production period of approx. 14-21 days.
4. WBoT agrees to coordinate acquisition/delivery of equipment and materials to the site with the artist.
 5. If the original artwork is damaged or changed due to building repairs, renovations, or sale of the building to a new owner, WBoT agree to assist in finding a resolution that is respectful of the artist's work whether it is a loss of the work, an alteration or maintenance that is needed. In the event of the sale of the building to a new owner, the Building Owner no longer has any obligations to WBoT or Artist under the terms of this agreement.
 6. Building Owner agrees to notify WBoT if changes, alterations, graffiti or other vandalism or any other type of damage to the image has happened to the installed artwork/mural. The Building Owner and WBoT will then collaborate on a repair plan to correct the issue.
 7. The Building Owner will not be held financially responsible for the cost of repair, but will allow WBoT to complete the repairs as they see fit. The Building Owner may choose to contribute financially to the total cost of repair but in no event shall they be obligated to do so.
 8. WBoT will serve as the point of contact on the matter and coordinate any maintenance or repair of the image and/or coordination with the artist. Once completed, the artist has the right to use the image to support or promote their career/work or use the image in an additional artwork but no longer owns the physical mural at this location. The physical mural, upon completion becomes public and belongs to the Property, for the entire life of the building, subject to the terms of this agreement.
 9. WBoT also has the right to use images of the Property for the purpose of presenting the mural at that location and its mural program, mission, etc. more broadly.
 10. WBoT reserves the right to use or sell images/reproductions of the mural to promote the interests of WBoT including images that show the whole building.
 11. The Artist reserves the right to use or sell images/reproductions of the mural and the image therein for their own art practice, PR, communications, funding efforts, etc.
 12. Neither the Artist nor WBoT owes the Building Owner or Property royalties of any kind for sale of reproductions of this image, its use or future works that use the same or similar images. The Property owns the physical mural but does not own the image or concept.
 13. Once completed, the artist has the right to use the image to support or promote their career/work or use the image in an additional artwork but no longer owns the mural at this location. The mural, upon completion becomes public and belongs to the Property, for the entire life of the building, as per the parameters of this agreement and the agreement between WBoT and the Building Owner of 128 Sullivan Street.

By execution of this agreement, the Building Owner approves the installation of the artwork/mural on said Property in accordance with the terms of this agreement.

WBOT Signature

Date

Owner Signature

Date

Mamakating Library

Annual Report For Public And Association Libraries - 2024

CURRENT YEAR

PREVIOUS YEAR

1. GENERAL LIBRARY INFORMATION

Library / Director Information

[Outline of Major Changes](#)

Please be advised of two improvements that have been implemented:

- The report now saves automatically after every new entry or change.
- Multiple users can now view and edit reports at the same time. When logging in, you will receive a pop-up message notifying you if someone else is also using the report to enable coordination.

Report all information in Part 1 as of December 31, 2024, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1	Library ID Number	7200590720	<i>7200590720</i>
1.2	Library Name	MAMAKATING LIBRARY	<i>MAMAKATING LIBRARY</i>
1.3	Name Status (State use only)	00 (for no change from previous year)	<i>00 (for no change from previous year)</i>
1.4	Structure Status (State use only)	00 (for no change from previous year)	<i>00 (for no change from previous year)</i>
1.5	Community	Wurtsboro	<i>Wurtsboro</i>
1.6	Beginning Fiscal Reporting Year	01/01/2024	<i>01/01/2023</i>
1.7	Ending Fiscal Reporting Year	12/31/2024	<i>12/31/2023</i>
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No	<i>No</i>

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	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	N/A
1.11	Beginning <u>Local</u> Fiscal Year	01/01/2024	01/01/2023
1.12	Ending <u>Local</u> Fiscal Year	12/31/2024	12/31/2023
1.13	Address Status	00 (for no change from previous year)	00 (for no change from previous year)
1.14	Street Address	128 SULLIVAN STREET	128 SULLIVAN STREET
1.15	City	WURTSBORO	WURTSBORO
1.16	Zip Code	12790	12790
1.17	Mailing Address	P.O. BOX 806	P.O. BOX 806
1.18	City	WURTSBORO	WURTSBORO
1.19	Zip Code	12790	12790
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number)	(845) 888-8004	(845) 888-8004
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter M (Missing) if no telephone number)	(845) 888-8008	(845) 888-8008
1.22	E-Mail Address (enter M (Missing) if no E-Mail)	mam@rcls.org	mam@rcls.org

1.23	Library Home Page URL (Enter M (Missing) if no home page URL)	mamakatinglibrary.org	<i>mamakatinglibrary.org</i>
1.24	Population Chartered to Serve (per 2020 Census)	10,718	<i>10,718</i>
1.25	Indicate the type of library as stated in the library's charter (select one):	PUBLIC	<i>PUBLIC</i>
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	Special Legislative District	<i>Special Legislative District</i>
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	<i>N</i>
1.28	Indicate the type of charter the library currently holds (select one):	Absolute	<i>Absolute</i>
1.29	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	03/09/2010	<i>03/09/2010</i>
1.30	Date the library was last registered	10/30/2009	<i>10/30/2009</i>
1.31	Federal Employer Identification Number	141566200	<i>141566200</i>
1.32	County	SULLIVAN	<i>SULLIVAN</i>
1.33	School District	Monticello Central School Dist.	<i>Monticello Central School Dist.</i>
1.34	Town/City	Mamakating	<i>Mamakating</i>
1.35	Library System	Ramapo Catskill Library System	<i>Ramapo Catskill Library System</i>

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

1.36a	President/CEO Name	N/A	<i>N/A</i>
1.36b	President/CEO Phone Number	N/A	<i>N/A</i>
1.36c	President/CEO Email	N/A	<i>N/A</i>

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

1.37	First Name of Library Director/Manager	Cheryl	<i>Cheryl</i>
------	--	--------	---------------

1.38	Last Name of Library Director/Manager	Jones	<i>Jones</i>
------	---------------------------------------	-------	--------------

1.39	NYS Public Librarian Certification Number	Y92R4FE	<i>Y92R4FE</i>
------	---	---------	----------------

1.40	What is the highest education level of the library manager/director?	Master's Degree	<i>Master's Degree</i>
------	--	-----------------	------------------------

1.41	If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science?	Y	<i>Y</i>
------	--	---	----------

1.42	Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? If No, list the name and e-mail address of each staff member without an active certificate in a Note.	N/A	<i>N/A</i>
------	---	-----	------------

1.43	E-mail Address of the Director/Manager	cjones@rcls.org	<i>cjones@rcls.org</i>
------	--	-----------------	------------------------

1.44	Fax Number of the Director/Manager	(845) 888-8008	<i>(845) 888-8008</i>
------	------------------------------------	----------------	-----------------------

1.45	Does the library charge fees for library cards to people residing outside the system's service area?	Y	<i>Y</i>
------	--	---	----------

Public Votes / Contracts

1.46 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2024? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, complete one record for the public vote from each funding source. If no, go to question 1.47. Y Y

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

1. Name of municipality or district holding the public vote Mamakating Library District *Mamakating Library District*

2. Indicate the type of municipality or district holding the public vote Special Legislative District *Special Legislative District*

3. Date the vote was held (mm/dd/2024) 08/20/2024 *08/29/2023*

4. Was the vote successful? Y/N Y Y

5. What type of public vote was it? budget vote (special legislative district public library only) *budget vote (special legislative district public library only)*

6a. Most recent prior year approved appropriation from a public vote: N/A \$349,000

6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: N/A \$23,000

6c. Total proposed appropriation (manually sum of 6a and 6b): N/A \$372,000

This question should only be answered if "No" was answered in Q1.46 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

1.47 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2024) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.48. N N

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

1. Name of municipality or district holding the public vote Mamakating Library District N/A
2. Indicate the type of municipality or district holding the public vote Special Legislative District Other
3. Date the last successful vote was held (mm/dd/yyyy) 08/20/2024 N/A
4. What type of public vote was it? budget vote (special legislative district public library only) Other
5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? N/A N/A

Unusual Circumstances

1.48 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 1.49. N N

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

1. Name of contracting municipality or district N/A N/A

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

1.49 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 Note; if no, please go to Part 2, Library Collection.

N N

2. LIBRARY COLLECTION

Physical Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please [read](#) general information instructions below before completing this section.

This section of the survey (2.1-2.16) collects data on selected types of materials.

It does not cover all materials (i.e., microforms, loose sheet music, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	5,581	5,800
2.2	Adult Non-fiction Books	3,557	2,661

2.3	Total Adult Books (Total questions 2.1 & 2.2)	9,138	8,461
2.4	Children's Fiction Books	3,868	4,488
2.5	Children's Non-fiction Books	2,609	1,872
2.6	Total Children's Books (Total questions 2.4 & 2.5)	6,477	6,360
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	15,615	14,821
Other Print Materials			
2.8	Total Uncataloged Books	0	0
2.9	Total Print Serials	55	102
2.10	All Other Print Materials	6	3
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	61	105
2.12	Total Print Materials (Total questions 2.7 and 2.11)	15,676	14,926
ALL OTHER MATERIALS			
2.13	Audio - Physical Units	627	634
2.14	Video - Physical Units	2,449	2,357
2.15	Other Circulating Physical Items	47	33
2.16	Total Other Physical Materials (Total questions 2.13 through 2.15)	3,123	3,024

Grand Total / Additions to Holdings

2.17	GRAND TOTAL HOLDINGS	18,799	352,597
(Total questions 2.12 and 2.16)			

ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.18	Cataloged Books	942	1,095
------	-----------------	-----	-------

2.19	All Other Print Materials	31	1
------	---------------------------	----	---

2.20	All Other Materials	0	99
------	---------------------	---	----

2.21	Total Additions (Total questions 2.18 through 2.20)	973	25,394
------	--	-----	--------

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Visits / Borrowers / Policies / Accessibility

Report all information on questions 3.1 through 3.3 and 3.17a through 3.34e as of the last day of the fiscal year stated in 1.6. and 1.7 in Part 1; report information on questions 3.4 through 3.16 and 3.35 through 3.77b based on the 2024 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 Questions 1.6 and 1.7 in Part 1.

LIBRARY USE

3.1	Library visits (total annual attendance)	17,858	15,548
-----	--	--------	--------

3.1a	Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks?	CT - Annual Count	CT - Annual Count
------	---	-------------------	-------------------

3.2	Registered resident borrowers	2,769	2,737
-----	-------------------------------	-------	-------

3.3	Registered non-resident borrowers	43	7
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Please report information on WRITTEN POLICIES as of 12/31/24.

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

Answers are prefilled with the prior year's answers. If a change is made please add a note of explanation.

3.4 Does the library have an open meeting policy? Y Y

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

3.6 Does the library have an Internet use policy? Y Y

3.7 Does the library have a disaster plan? Y Y

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

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

3.10 Does the library have a board-approved sexual harassment prevention policy? Y Y

Please report information on ACCESSIBILITY as of 12/31/24.

ACCESSIBILITY (Answer Y for Yes, N for No)

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

3.12 Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)? Y N

3.13 Does the library have large print books? Y Y

3.14 Does the library have assistive technology for people who are visually impaired or blind? N N

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

screen reader, such as JAWS, Windoweyes or NVDA No No

refreshable Braille commonly referred to as a refreshable Braille display No No

screen magnification software, such as Zoomtext No No

electronic scanning and reading software, such as OpenBook No No

3.16 Is the library registered for services from either the New York State Talking Book and Braille Library (New York State Library, Albany) or the Andrew Heiskell Braille and Talking Book Library (The New York Public Library, New York)? Y Y

Library Sponsored Programs

LIVE PROGRAM SESSIONS and ATTENDANCE

Report information on Library Program Sessions and Attendance based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

Live Program Sessions

- A live program session is any planned event which introduces the group attending to library services or which provides information to participants.
- Program sessions may cover use of the library, library services, or library tours. Program sessions may also provide cultural, recreational, or educational information.
- Examples of these types of program sessions include, but are not limited to, film showings, lectures, story hours, literacy programs, citizenship classes, and book discussions.
- For specific examples of live and prerecorded programs (previously called synchronous and asynchronous), please refer to the chart in Instructions.

IMPORTANT: If no programs within a category were offered/attended, enter 0. If they were offered/attended but that data is not available, enter M (Missing). N/A should not be entered for any programs.

NOTE: Summer Reading, Early Literacy, Adult Literacy, ESOL, and Digital Literacy programs are subsets of Live and Prerecorded programs and should be entered in those sections as well as in the appropriate subsequent section.

3.17a	Number of Sessions Targeted at Children Ages 0-5	44	63
3.17b	Attendance at Sessions Targeted at Children Ages 0-5	447	796
3.18a	Number of Sessions Targeted at Children Ages 6-11	134	62
3.18b	Attendance at Sessions Targeted at Children Ages 6-11	1,631	826
3.19a	Number of Sessions Targeted at Young Adults Ages 12-18	11	17
3.19b	Attendance at Sessions Targeted at Young Adults Ages 12-18	61	127
3.20a	Number of Sessions Targeted at Adults Age 19 or Older	151	128
3.20b	Attendance at Sessions Targeted at Adults Age 19 or Older	1,624	1,077

3.21a	Number of General Interest Program Sessions	50	18
3.21b	Attendance at General Interest Program Sessions	691	257
3.22	Total Sessions of Live Programs Categorized by Age (sum of 3.17a, 3.18a, 3.19a, 3.20a, 3.21a)	390	288
3.23	Total Attendance at Live Programs Categorized by Age (sum of 3.17b, 3.18b, 3.19b, 3.20b, 3.21b)	4,454	3,083
Live Programs Categorized by Venue			
3.24a	Total Live Onsite Program Sessions	369	260
3.24b	Total Live Onsite Program Attendance	4,290	2,876
3.25a	Total Live Offsite Program Sessions	8	10
3.25b	Total Live Offsite Program Attendance	89	94
3.26a	Total Live Virtual Program Sessions	13	18
3.26b	Total Live Virtual Program Attendance	75	113
3.27	Total Sessions of Live Programs Categorized by Venue (sum of 3.24a, 3.25a, 3.26a)	390	288
3.28	Total Attendance at Live Programs Categorized by Venue (sum of 3.24b, 3.25b, 3.26b)	4,454	3,083

Prerecorded and One-on-One Programs

3.29	Total Number of Prerecorded Program Presentations	0	0
3.30	Total Views of Prerecorded Program Presentations within 30 Days	0	0
3.31	One-on-One Program Sessions	565	82
3.32	Attendance at One-on-One Program Sessions	565	82

Teen-Led / Promotion / Summer Reading

3.33	Did your library offer teen-led activities during the 2024 calendar year?	N	Y
3.34a	Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library?	Yes	Yes
3.34b	Does your library use Facebook for promotion?	Yes	
3.34c	Does your library use Instagram for promotion?	Yes	
3.34d	Does your library use Twitter/X for promotion?	No	
3.34e	Does your library use TikTok for promotion?	No	

Please report information on SUMMER READING PROGRAMS for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

SUMMER READING PROGRAM

3.35	Did the library offer a summer reading program in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y	Y
3.36	Library outlets offering the summer reading program	1	1
3.37	Children registered for the library's summer reading program	129	158
3.38	Young adults registered for the library's summer reading program	19	38
3.39	Adults registered for the library's summer reading program	0	0
3.40	Total number registered for the library's summer reading program (total 3.37 + 3.38 + 3.39)	148	196
3.41a	Children's program sessions - Summer 2024	37	47
3.41b	Children's program attendance - Summer 2024	555	610
3.42a	Young adult program sessions - Summer 2024	5	8
3.42b	Young adult program attendance - Summer 2024	31	62
3.43a	Adult program sessions - Summer 2024	0	0
3.43b	Adult program attendance - Summer 2024	0	0

3.44	Total program sessions - Summer 2024 (total 3.41a + 3.42a + 3.43a)	42	55
3.45	Total program attendance - Summer 2024 (total 3.41b + 3.42b + 3.43b)	586	672
3.46	Did the library use the Summer Reading at New York Libraries name and/or logo?	N	N
3.47	Did the library use the Collaborative Summer Library Program (CSLP) Manual, provided through the New York State Library?	Y	Y
COLLABORATORS			
3.48	Public school district(s) and/or BOCES	1	1
3.49	Non-public school(s)	0	0
3.50	Childcare center(s)	0	1
3.51	Summer camp(s)	0	0
3.52	Municipality/Municipalities	1	1
3.53	Literacy provider(s)	0	1
3.54	Other (describe using the State note)	0	2
3.55	Total Collaborators (total 3.48 through 3.54)	2	6

Early Literacy

Please report information on EARLY LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

EARLY LITERACY PROGRAMS

3.56	Did the library offer early literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y	Y
3.57a	Focus on birth - school entry (kindergarten) sessions	44	63
3.57b	Focus on birth - school entry (kindergarten) attendance	447	796
3.58a	Focus on parents & caregivers sessions	0	4
3.58b	Focus on parents & caregivers attendance	0	20
3.59a	Combined audience sessions	0	0
3.59b	Combined audience attendance	0	0
3.60	Total Sessions	44	67
3.61	Total Attendance	447	816
3.62	- Collaborators (check all that apply):		
a.	Childcare center(s)	No	No
b.	Public School District(s) and/or BOCES	No	Yes
c.	Non-Public School(s)	No	No
d.	Health care providers/agencies	No	Yes

e. Other (describe using the State note) No No

Adult Literacy

Please report information on ADULT LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

ADULT LITERACY

3.63 Did the library offer adult literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section. N N

3.64a Total group program sessions

3.64b [Total group program attendance](#)

3.65a Total one-on-one program sessions

3.65b [Total one-on-one program attendance](#)

3.66 - Collaborators (check all that apply)

a. Literacy NY (Literacy Volunteers of America) No No

b. Public School District(s) and/or BOCES No No

c. Non-Public Schools No No

d. Other (see instructions and describe using Note) No No

ESOL / Digital Literacy

Please report information on ESOL, for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES (ESOL) PROGRAMS

3.67 Did the library offer English for Speakers of Other Languages (ESOL) programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section. N

3.68a Children's program sessions

3.68b [Children's program attendance](#)

3.69a Young adult program sessions

3.69b [Young adult program attendance](#)

3.70a Adult program sessions

3.70b [Adult program attendance](#)

3.71 **Total program sessions (total 3.68a + 3.69a + 3.70a)** 0

3.72 **Total program attendance (total 3.68b + 3.69b + 3.70b)** 0

3.73a One-on-one program sessions 565

3.73b [One-on-one program attendance](#) 565

3.74 - Collaborators (check all that apply):

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

Please report information on DIGITAL LITERACY for the 2024 calendar year. These are a subset of Library Sponsored Programs and should *also* be entered there.

DIGITAL LITERACY

3.75	Did the library offer digital literacy programs in 2024? (Enter Y for Yes, N for No) If entering no, proceed to the next section.	Y	Y
3.76a	Total group program sessions	10	3
3.76b	Total group program attendance	46	12
3.77a	Total one-on-one program sessions		82
3.77b	Total one-on-one program attendance		82

4. LIBRARY TRANSACTIONS

Circulation / Reference Transactions

Report all transactions as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. (Please note: Internal Library usage is not considered part of circulation.)

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	6,509	6,648
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4.2	Adult Non-fiction Books	3,018	3,092
4.3	Total Adult Books (Total questions 4.1 & 4.2)	9,527	9,740
4.4	Children's Fiction Books	8,903	7,717
4.5	Children's Non-fiction Books	2,470	2,066
4.6	Total Children's Books (Total questions 4.4 & 4.5)	11,373	9,783
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	20,900	19,523

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	3,071	3,489
4.9	Circulation of Children's Other Materials	777	942
4.10	Circulation of Other Physical Items (Total questions 4.8, 4.9)	3,848	4,431
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	24,748	23,954
4.12	As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due?	No	No
4.13	Did your library offer automatic renewal for any physical materials during the reporting period? NOTE: Patrons do not have to take any action for automatic renewals. The Integrated Library System [ILS] rules determine how/when automatic renewals occur.	Yes	

REFERENCE TRANSACTIONS

4.14	Total Reference Transactions	8,181	13,710
4.14a	Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?	ES - Annual Estimate Based on Typical Week(s)	<i>ES - Annual Estimate Based on Typical Week(s)</i>
4.15	Does the library offer virtual reference?	N	<i>N</i>

Interlibrary Loan / E-Rate

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.16	TOTAL MATERIALS RECEIVED	4,750	7,161
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.17	TOTAL MATERIALS PROVIDED	4,691	5,482
------	--------------------------	-------	-------

E-RATE

4.18	Does the library file for E-rate benefits?	N	<i>N</i>
4.19	Is the library part of a consortium for E-rate benefits?	Y	<i>Y</i>
4.20	If yes, in which consortium are you participating?	Ramapo Catskill Library System	<i>Ramapo Catskill Library System</i>

5. ELECTRONIC USE

Electronic Holdings

These are new questions added by IMLS that will be required to be answered for the 2025 report, and are voluntary for this year. All questions are simply reformulated methods of gathering data that has been previously required; no new data gathering should be needed by libraries to answer these questions.

For all questions: Answer *Missing* if the answer is unknown

Report information for Electronic Use based on the fiscal reporting year entered for Questions 1.6 and 1.7 in Section 1 General Library Information.

Electronic Books

E-books are the digital equivalent of printed books that may be accessed online from an electronic device. E-books also include e-comics. Do not consider resources available for free in the public domain when answering the following questions.

5.1 Did the library provide access to Yes
e-books purchased solely by the library?

5.2 Did the library provide access to Yes
e-books purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level?

5.3 Did the library provide access to No
e-books provided by the New York State
Library at no or minimal cost to the
library?

Electronic Serials

E-serials are periodic digital publications equivalent to printed newspapers, magazines, and similar media that are viewed as entire issues rather than as single articles returned from a research query. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.4 Did the library provide access to No
e-serials purchased solely by the
library?

5.5 Did the library provide access to Yes
e-serials purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level?

5.6 Did the library provide access to No
e-serials provided by the New York
State Library at no or minimal cost to
the library?

Electronic Audio

E-audio are digital files of sound only (e.g., audiobooks, music) that may be accessed online from an electronic device. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.7 Did the library provide access to Yes
e-audio purchased solely by the library?

5.8 Did the library provide access to Yes
e-audio purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level?

5.9 Did the library provide access to No
e-audio provided by the New York State
Library at no or minimal cost to the
library?

Electronic Video

E-videos are digital files of moving visual images with or without sound (e.g., movies, television shows) that may be accessed online from an electronic device. Examples include Hoopla, Kanopy, and cloudlibrary. Do not consider resources available for free in the public domain when answering the following questions. Answer Yes/No/Missing (Unknown)

5.10 Did the library provide access to Yes
e-videos purchased solely by the
library?

5.11 Did the library provide access to No
e-videos purchased via a consortium,
cooperative, or other similar group at
the local, regional, or state level? (Do
not include New York State Library-
provided content here; that should be
entered in 5.12.)

5.12 Did the library provide access to No
e-videos provided by the New York
State Library at no or minimal cost to
the library?

Research Databases

Research databases are organized collections of electronic data or records (e.g., facts, abstracts, articles, bibliographic data, texts, photographs) that can be searched to retrieve information. Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

5.13 Did the library provide access to research databases purchased solely by the library? No

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

5.15 Did the library provide access to research databases provided by the New York State Library at no or minimal cost to the library (e.g., NOVELny)? Yes

Online Learning

Online learning platforms primarily provide instruction, tools, and resources to enhance education, lifelong learning, and skill building. Platforms may offer homework assistance, language learning, test preparation, professional development, resume assistance, hobby instruction, etc. Answer Yes if library provided access to a platform even if the platform itself is not owned by the library (e.g., paying for access to Ryan Dowd's Homeless Library). Do not consider resources available for free when answering the following questions. Answer Yes/No/Missing (Unknown)

5.16 Did the library provide access to online learning platforms purchased solely by the library? No

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

5.18 Did the library provide access to online learning platforms provided by the New York State Library at no or minimal cost to the library? No

E-Material Circulation

Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals.

5.19 The total circulation of e-books 4,138
during the reporting period

5.20 The total circulation of e-serials 1,084
during the reporting period.

5.21 The total circulation of e-audio 4,293
during the reporting period

5.22 The total circulation of e-videos 340
during the reporting period.

6. STAFF INFORMATION

All staff questions refer to PAID staff.

Note: Report figures as of the last day of the fiscal year reported in Questions 1.6 and 1.7 in Part 1.

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

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1	The number of hours per workweek used to compute FTE for all paid library personnel in this section.	35	35
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BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2	Library Director (certified)	1	1
6.3	Vacant Library Director (certified)	0	0
6.4	Library Manager (not certified)	0	0
6.5	Vacant Library Manager (not certified)	0	0

6.6	Librarian	0	0
6.7	Vacant Librarian	0	0
6.8	Library Specialist/Paraprofessional	0	0
6.9	Vacant Library Specialist/Paraprofessional	0	0
6.10	Other Staff	3.3	3.3
6.11	Vacant Other Staff	0	0
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	4.30	4.30
6.13	VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)	0.00	0.00

SALARY INFORMATION

6.14	FTE - Library Director (certified)	1	1
6.15	Salary - Library Director (certified)	\$72,360	\$67,000
6.16	FTE - Library Manager (not certified)	0	0
6.17	Salary - Library Manager (not certified)	\$0	\$0
6.18	FTE - Librarian	0	0
6.19	Salary - Librarian	\$0	\$0

7. MINIMUM PUBLIC LIBRARY STANDARDS

All public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of **December 31, 2024**. Please click [here](#) to read general instructions before completing this section. [Helpful information for meeting minimum public library standards](#) is available on the State Library's website.

- | | | |
|--|---|---|
| 1. Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law. | Y | Y |
| 2. Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff. | Y | Y |
| 3. Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service. | Y | Y |
| 4. Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law. | Y | Y |
| 5. Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service. | Y | Y |
| 6. Periodically evaluates the effectiveness of the library's programs, services and collections to address community needs, as outlined in the library's long-range plan of service. | Y | Y |
| 7. Is open the minimum standard number of public service hours for population served. (see instructions) | Y | Y |

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

8a.	space	Y	Y
8b.	lighting	Y	Y
8c.	shelving	Y	Y
8d.	seating	Y	Y
8e.	power infrastructure	Y	Y
8f.	data infrastructure	Y	Y
8g.	public restroom	Y	Y

9. Provides programming to address community needs, as outlined in the library's long-range plan of service. Y Y

10. Provides

10a. a circulation system that facilitates access to the local library collection and other library catalogs Y Y

10b. equipment, technology, and internet connectivity to address community needs and facilitate access to information. Y Y

11. Provides access to current library information in print and online, facilitating the understanding of library services, operations and governance; information provided online shall include the standards referenced in numbers (1) through (5) above. Y Y

12. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8. Y Y

13.	Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library's long-range plan of service.	Y	Y
14.	Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community's needs, as outlined in the library's long-range plan of service.	Y	Y

8. PUBLIC SERVICE INFORMATION

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please click [here](#) to read general instructions before completing this section. Questions 8.1-8.4 are pre-filled with prior year answers but not locked to allow updating.

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

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

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	45.00	45.00
8.7	Minimum Weekly Total Hours - Branch Libraries	0.00	0.00
8.8	Minimum Weekly Total Hours - Bookmobiles	0.00	0.00

8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	45.00	45.00
8.10	Annual Total Hours - Main Library	2,340.00	2,340.00
8.11	Annual Total Hours - Branch Libraries	0.00	0.00
8.12	Annual Total Hours - Bookmobiles	0.00	0.00
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	2,340.00	2,340.00

9. SERVICE OUTLET INFORMATION

Outlets should be arranged in alphabetical order if possible.

Report all information as of the end of the fiscal year reported in Questions 1.6 and 1.7 in Part 1. Please click [here](#) to read general instructions before completing this section. Questions 1–14, 20–25, and 34–36 are pre-filled with prior year answers but not locked to allow updating.

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

NEW OUTLETS: If a new outlet was open in the reporting year for any amount of time, it must be entered here. For locked fields, use the note to input information; enter *New* in the note for Question 40.

CLOSED OUTLETS: Even if an outlet was closed for the entire year it still must be reported and not simply left out of reporting. In these cases, enter either *Closed, will reopen* or *Closed permanently* in the note for Question 40. Permanently closed outlets will be removed and not appear in subsequent reports.

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you will enter the data into the spreadsheet form available in the survey by clicking [a link](#) to an Excel sheet listing prior year outlets is located in section 9. Complete this form and email it to collectconnect@baker-taylor.com and your data will be uploaded into CollectConnect within 24 hours. The data will be loaded in the same order in which it appears in your file, so libraries should be in the correct order on the spreadsheet.

Outlet fields 5–6, 11–14, and 20–23 should be locked.

1. Outlet Name MAMAKATING LIBRARY MAMAKATING LIBRARY

2.	Outlet Name Status	00 (for no change)	<i>00</i>
3.	Street Address	128 SULLIVAN STREET	<i>128 SULLIVAN STREET</i>
4.	Outlet Street Address Status	00 (for no change)	<i>00</i>
5.	City	WURTSBORO	<i>WURTSBORO</i>
6.	Zip Code	12790	<i>12790</i>
7.	Phone (enter 10 digits only)	(845) 888-8004	<i>(845) 888-8004</i>
8.	Fax Number (enter 10 digits only)	(845) 888-8008	<i>(845) 888-8008</i>
9.	E-mail Address	Mam@rcls.org	<i>Mam@rcls.org</i>
10.	Outlet URL	Mamakatinglibrary.org	<i>Mamakatinglibrary.org</i>
11.	County	SULLIVAN	<i>SULLIVAN</i>
12.	School District	Monticello Central School District	<i>Monticello Central School District</i>
13.	Library System	Ramapo Catskill Library System	<i>Ramapo Catskill Library System</i>
14.	Outlet Type Code (select one):	CE	<i>CE</i>
15.	Public Service Hours Per Year for This Outlet	2,340	<i>2,340</i>
16.	Number of Weeks This Outlet is Open	52	<i>52</i>
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y	<i>Y</i>

18.	Is the meeting space available for public use even when the outlet is closed?	N	<i>N</i>
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	16	<i>16</i>
20.	Enter the appropriate outlet code (select one):	LO	<i>LO</i>
21.	Who owns this outlet building?	Library Board	<i>Library Board</i>
22.	Who owns the land on which this outlet is built?	Library Board	<i>Library Board</i>
23.	Indicate the year this outlet was initially constructed	2014	<i>2014</i>
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2014	<i>2014</i>
25.	Square footage of the outlet	4,893	<i>4,893</i>
26.	Number of Internet Computers Used by General Public	4	<i>5</i>
27.	Number of uses (sessions) of public Internet computers per year	1,814	<i>2,031</i>
27a	Reporting Method for Number of Uses of Public Internet Computers Per Year	CT - Annual Count	<i>CT - Annual Count</i>
28.	Type of connection on the outlet's public Internet computers	Cable	<i>DSL</i>
29.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	9 Greater than or equal to 25 mbps and less than 50 mbps	<i>9 Greater than or equal to 25 mbps and less than 50 mbps</i>

30.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	6 Greater than or equal to 6 mbps and less than 10 mbps	<i>6 Greater than or equal to 6 mbps and less than 10 mbps</i>
31.	Internet Provider	Frontier Communications	<i>Frontier Communications</i>
32.	WiFi Access	No restrictions to access	<i>No restrictions to access</i>
33.	Wireless Sessions	14,247	<i>22,220</i>
33a	Reporting Method for Wireless Sessions	CT - Annual Count	<i>CT - Annual Count</i>
34.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y	<i>Y</i>
35.	Is every public part of the outlet accessible to a person in a wheelchair?	Y	<i>Y</i>
36.	Does your outlet have a Makerspace?	N	<i>N</i>
37.	<i>LIBID</i>	7200590720	<i>7200590720</i>
38.	<i>FSCSID</i>	NY0599	<i>NY0599</i>
39.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0	<i>0</i>
40.	<i>Outlet Structure Status</i>	00 (for no change from previous year)	<i>00</i>

10. OFFICERS AND TRUSTEES

Trustees and Terms / Trustee Names

Report information about trustee meetings as of December 31, 2024. 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, 2024 to December 31, 2024)	12	12
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NUMBER OF TRUSTEES AND TERMS

10.2	If the library's charter documents (incorporation) state a range of trustees, what is it? If a range is not stated, enter N/A.	5-15	5-15
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10.3	If your library has a range, how many voting positions are stated in the library's current by-laws? If a range is not stated, enter N/A.	7	7
------	--	---	---

10.4	If your library does not have a range, how many voting positions are stated in the library's charter documents (incorporation)? If library does have a range, enter N/A here.	N/A	N/A
------	---	-----	-----

10.5	What is the trustee term length, as stated in your library's charter documents (incorporation) ? If a term length is not stated, please explain in a Note.	4 years	4 years
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10.6	I attest that all trustees participated in trustee education in the last calendar year (2024). If entering No, provide explanation in a Note.	Y	Y
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BOARD MEMBER SELECTION

10.7	Enter Board Member Selection Code (select one):	EP - board members are elected in a public election	<i>EP - board members are elected in a public election</i>
------	---	---	--

List Officers and Board Members as of February 1 of the CURRENT year.

Trustee information has been pre-filled with prior year answers but not locked; please make sure to delete former trustees, add new ones, and update position titles, dates and make any other needed changes. You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available [here](#) . Please Note: It is customized and contains previously entered data in need of updating. Complete this form and email it to collectconnect@baker-taylor.com.

1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Jennifer	<i>Jennifer</i>
3.	Last Name of Board Member	Holmes	<i>Holmes</i>
4.	Mailing Address	PO Box 703	<i>PO Box 703</i>
5.	City	Wurtsboro	<i>Wurtsboro</i>
6.	Zip Code (5 digits only)	12790	<i>12790</i>
7.	E-mail address	jholmes.trustee@rcls.org	<i>jholmes.trustee@rcls.org</i>
8.	Office Held or Trustee	Financial Officer	<i>Vice President</i>
9.	Term Begins - Month	September	<i>September</i>
10.	Term Begins - Year (year)	2022	<i>2022</i>
11.	Term Expires	August	<i>August</i>
12.	Term Expires - Year (yyyy)	2026	<i>2026</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/09/2024	<i>02/16/2023</i>

Note: Oath was originally taken within 1 month of taking office as required. In 2024, we discovered that our oaths were to be filed with the county and not the town as was previous practice. On July 9th, 2024 a new oath was taken by all trustees to be filed with the county. Future practice will be corrected and Oaths will be filed in the appropriate office.

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

07/09/2024 02/16/2023

Note: Oath was originally taken within 1 month of taking office as required. In 2024, we discovered that our oaths were to be filed with the county and not the town as was previous practice. On July 9th, 2024 a new oath was taken by all trustees to be filed with the county. Future practice will be corrected and Oaths will be filed in the appropriate office.

16.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	John	<i>John</i>
3.	Last Name of Board Member	Buying	<i>Buying</i>
4.	Mailing Address	64 Witte Drive	<i>64 Witte Drive</i>
5.	City	Middletown	<i>Middletown</i>
6.	Zip Code (5 digits only)	10940	<i>10940</i>
7.	E-mail address	jbuying.trustee@rcls.org	<i>jbuying.trustee@rcls.org</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Begins - Month	September	<i>September</i>
10.	Term Begins - Year (year)	2022	<i>2022</i>
11.	Term Expires	August	<i>August</i>
12.	Term Expires - Year (yyyy)	2026	<i>2026</i>

13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
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14. The date the Oath of Office (mm/dd/yyyy) was taken	07/09/2024	<i>09/06/2022</i>
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Note: Oath was originally taken within 1 month of taking office as required. In 2024, we discovered that our oaths were to be filed with the county and not the town as was previous practice. On July 9th, 2024 a new oath was taken by all trustees to be filed with the county. Future practice will be corrected and Oaths will be filed in the appropriate office

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/09/2024	<i>09/06/2022</i>
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Note: Oath was originally taken within 1 month of taking office as required. In 2024, we discovered that our oaths were to be filed with the county and not the town as was previous practice. On July 9th, 2024 a new oath was taken by all trustees to be filed with the county. Future practice will be corrected and Oaths will be filed in the appropriate office.

16. Is this a brand new trustee?	N	<i>N</i>
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1. Status	Filled	<i>Filled</i>
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2. First Name of Board Member	Chelsea	<i>Chelsea</i>
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3. Last Name of Board Member	Roth	<i>Roth</i>
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4. Mailing Address	115 Horton Road	<i>115 Horton Road</i>
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5. City	Bloomingburg	<i>Bloomingburg</i>
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6. Zip Code (5 digits only)	12721	<i>12721</i>
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7. E-mail address	Croth.trustee@rcls.org	<i>Croth.trustee@rcls.org</i>
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8. Office Held or Trustee	Trustee	<i>Trustee</i>
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9.	Term Begins - Month	September	<i>October</i>
10.	Term Begins - Year (year)	2024	<i>2023</i>
11.	Term Expires	August	<i>August</i>
12.	Term Expires - Year (yyyy)	2025	<i>2024</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	No	<i>No</i>

Note: Trustee is serving the remainder of a term previous held by Antoinette King, which was to run from 9/21-8/25.

14.	The date the Oath of Office (mm/dd/yyyy) was taken	08/30/2024	<i>01/03/2024</i>
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15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	08/30/2024	<i>01/03/2024</i>
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16.	Is this a brand new trustee?	N	<i>Y</i>
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1.	Status	Filled	<i>Filled</i>
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2.	First Name of Board Member	Pamela	<i>Pamela</i>
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3.	Last Name of Board Member	Mann	<i>Mann</i>
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4.	Mailing Address	19 Marc Lane	<i>19 Marc Lane</i>
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5.	City	Wurtsboro	<i>Wurtsboro</i>
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6.	Zip Code (5 digits only)	12790	<i>12790</i>
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7.	E-mail address	pmann.trustee.mam@rcls.org	<i>pmann.trustee.mam@rcls.org</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Begins - Month	September	<i>September</i>
10.	Term Begins - Year (year)	2021	<i>2021</i>
11.	Term Expires	August	<i>August</i>
12.	Term Expires - Year (yyyy)	2025	<i>2025</i>

13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.

Yes *Yes*

14. The date the Oath of Office (mm/dd/yyyy) was taken 07/09/2024 *10/05/2021*

Note: Oath was originally taken within 1 month of taking office as required. In 2024, we discovered that our oaths were to be filed with the county and not the town as was previous practice. On July 9th, 2024 a new oath was taken by all trustees to be filed with the county. Future practice will be corrected and Oaths will be filed in the appropriate office.

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/09/2024 *10/05/2021*

Note: Oath was originally taken within 1 month of taking office as required. In 2024, we discovered that our oaths were to be filed with the county and not the town as was previous practice. On July 9th, 2024 a new oath was taken by all trustees to be filed with the county. Future practice will be corrected and Oaths will be filed in the appropriate office

16. Is this a brand new trustee? N *N*

1. Status Filled *Filled*

2. First Name of Board Member Pamela *Pamela*

3.	Last Name of Board Member	Rice-Woytowitz	<i>Rice-Woytowitz</i>
4.	Mailing Address	PO Box 57	<i>PO Box 57</i>
5.	City	Wurtsboro	<i>Wurtsboro</i>
6.	Zip Code (5 digits only)	12790	<i>12790</i>
7.	E-mail address	prwoytowitz.trustee@rcls.org	<i>prwoytowitz.trustee@rcls.org</i>
8.	Office Held or Trustee	Secretary	<i>Secretary</i>
9.	Term Begins - Month	September	<i>September</i>
10.	Term Begins - Year (year)	2023	<i>2023</i>
11.	Term Expires	August	<i>August</i>
12.	Term Expires - Year (yyyy)	2027	<i>2027</i>
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	07/09/2024	<i>10/01/2023</i>

Note: Oath was originally taken within 1 month of taking office as required. In 2024, we discovered that our oaths were to be filed with the county and not the town as was previous practice. On July 9th, 2024 a new oath was taken by all trustees to be filed with the county. Future practice will be corrected and Oaths will be filed in the appropriate office.

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

07/09/2024
10/01/2023

Note: Oath was originally taken within 1 month of taking office as required. In 2024, we discovered that our oaths were to be filed with the county and not the town as was previous practice. On July 9th, 2024 a new oath was taken by all trustees to be filed with the county. Future practice will be corrected and Oaths will be filed in the appropriate office

16.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Mark	<i>Mark</i>
3.	Last Name of Board Member	Tourtellott	<i>Tourtellott</i>
4.	Mailing Address	846 Winterton Rd	<i>846 Winterton Rd</i>
5.	City	Middletown	<i>Middtown</i>
6.	Zip Code (5 digits only)	10940	<i>10940</i>
7.	E-mail address	mtourtellott.trustee@rcls.org	<i>mtourtellott.trustee@rcls.org</i>
8.	Office Held or Trustee	Trustee	<i>Trustee</i>
9.	Term Begins - Month	September	<i>September</i>
10.	Term Begins - Year (year)	2024	<i>2020</i>
11.	Term Expires	August	<i>August</i>
12.	Term Expires - Year (yyyy)	2028	<i>2024</i>

13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	<i>Yes</i>
14.	The date the Oath of Office (mm/dd/yyyy) was taken	08/30/2024	<i>11/06/2020</i>
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	08/30/2024	<i>11/06/2020</i>
16.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name of Board Member	Patricia	<i>Patricia</i>
3.	Last Name of Board Member	Andersen	<i>Andersen</i>
4.	Mailing Address	PO Box 493	<i>PO Box 493</i>
5.	City	Wurtsboro	<i>Wurtsboro</i>
6.	Zip Code (5 digits only)	12790	<i>12790</i>
7.	E-mail address	pandersen.trustee@rcls.org	<i>pandersen.trustee@rcls.org</i>
8.	Office Held or Trustee	President	<i>President</i>
9.	Term Begins - Month	September	<i>September</i>
10.	Term Begins - Year (year)	2024	<i>2020</i>
11.	Term Expires	August	<i>August</i>

12.	Term Expires - Year (yyyy)	2028	2024
13.	Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.	Yes	Yes
14.	The date the Oath of Office (mm/dd/yyyy) was taken	08/30/2024	10/21/2020
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	08/30/2024	10/21/2020
16.	Is this a brand new trustee?	N	N

11. OPERATING FUNDS RECEIPTS

Local Public Funds / System Cash Grants / Other State

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

LOCAL PUBLIC FUNDS

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

11.1	Does the library receive any local public funds? If yes, complete one record for each taxing authority; if no, go to question 11.3.	Y	Y
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Please Note: last year's answers for repeating groups cannot be displayed.

1.	Source of Funds	Town	Town
2.	Name of funding County, Municipality or School District	Mamakating	Mamakating

3.	Amount	\$372,000	\$349,000
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	Y	Y
5.	Written Contractual Agreement	N/A	Y

11.2 **TOTAL LOCAL PUBLIC FUNDS** \$372,000 \$349,000

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$3,302	\$3,176
11.4	Record all Central Library Services Aid monies received from system headquarters	\$0	\$0
11.5	Additional State Aid received from the System	\$0	\$0
11.6	Federal Aid received from the System	\$0	\$0
11.7	Other Cash Grants	\$0	\$0
11.8	TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$3,302	\$3,176

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	\$0	\$22,379
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Federal Aid / Other Receipts

FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	\$0	\$0
11.11	Other Federal Aid	\$0	\$0
11.12	TOTAL FEDERAL AID (Add Questions 11.10 and 11.11)	\$0	\$0
11.13	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0	\$0
OTHER RECEIPTS			
11.14	Gifts and Endowments	\$4,608	\$7,081
11.15	Fund Raising	\$0	\$0
11.16	Income from Investments	\$2,470	\$206
11.17	Library Charges	\$5,094	\$5,429
11.18	Other	\$120	\$539
11.19	TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$12,292	\$13,255
11.20	TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$387,594	\$387,810
11.21	BUDGET LOANS	\$0	\$0
Transfers / Grand Total			
TRANSFERS			
11.22	From Capital Fund (Same as Question 14.8)	\$30,144	\$0

11.23	From Other Funds	\$0	\$0
11.24	TOTAL TRANSFERS (Add Questions 11.22 and 11.23)	\$30,144	\$0
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2024 (Same as Question 12.39 of previous year if fiscal year has not changed)	\$138,017	\$133,114
11.26	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.40)	\$555,755	\$520,924

12. OPERATING FUND DISBURSEMENTS

Staff / Collection / Capital
Operation and Maintenance

Report financial data based on the fiscal reporting year reported in Part 1. (Q1.6 and Q1.7, or Q1.9 and Q1.10 if the fiscal reporting year has changed since the previous annual report). **ROUND TO THE NEAREST DOLLAR.** Please click [here](#) to read general instructions before completing this section.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$72,257	\$67,000
12.2	Other Staff	\$116,198	\$106,890
12.3	Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)	\$188,455	\$173,890
12.4	Employee Benefits Expenditures	\$37,484	\$35,044

12.5	Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$225,939	\$208,934
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COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$15,069	\$17,904
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12.7	Electronic Materials Expenditures	\$12,767	\$8,641
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12.8	Other Materials Expenditures	\$3,258	\$2,712
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12.9	Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$31,094	\$29,257
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CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$9,873	\$35,898
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12.11	From Other Funds (71OF)	\$0	\$0
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12.12	Total Capital Expenditures (Add Questions 12.10 and 12.11)	\$9,873	\$35,898
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OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	\$3,369	\$3,968
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12.14	From Other Funds (72OF)	\$0	\$0
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12.15	Total Repairs (Add Questions 12.13 and 12.14)	\$3,369	\$3,968
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12.16	Other Disbursements for Operation & Maintenance of Buildings	\$26,367	\$27,474
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12.17	Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$29,736	\$31,442
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MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$8,111	\$9,032
12.19	Telecommunications	\$3,970	\$3,405
12.21	Professional & Consultant Fees	\$8,576	\$9,313
12.22	Equipment	\$1,311	\$2,757
12.23	Other Miscellaneous	\$1,440	\$2,295
12.24	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.21, 12.22 and 12.23)	\$23,408	\$26,802

Contracts / Debt Service / Transfers / Grand Total

12.25	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$16,586	\$19,132
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DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.26	From Local Public Funds (73PF)	\$26,200	\$26,200
12.27	From Other Funds (73OF)	\$0	\$0
12.28	Total (Add Questions 12.26 and 12.27)	\$26,200	\$26,200

Other Loans

12.29	Budget Loans (Principal and Interest)	\$0	\$0
12.30	Short-Term Loans	\$0	\$0

12.31	Total Debt Service (Add Questions 12.28, 12.29 and 12.30)	\$26,200	\$26,200
12.32	TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31)	\$362,836	\$377,665
TRANSFERS			
Transfers to Capital Fund			
12.33	From Local Public Funds (76PF)	\$22,829	\$5,242
12.34	From Other Funds (76OF)	\$0	\$0
12.35	Total Transfers to Capital Fund (Add Questions 12.33 and 12.34; same as Question 13.8)	\$22,829	\$5,242
12.36	Transfer to Other Funds	\$0	\$0
12.37	TOTAL TRANSFERS (Add Questions 12.35 and 12.36)	\$22,829	\$5,242
12.38	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.32 and 12.37)	\$385,665	\$382,907
12.39	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2024	\$170,090	\$138,017
12.40	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.38 and 12.39; same as Question 11.26)	\$555,755	\$520,924

ASSURANCE

12.41	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).	02/15/2024	02/13/2024
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FISCAL AUDIT

12.42	Last audit performed (mm/dd/yyyy)	12/01/2004	12/01/2004
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12.43	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	01/01/2003-12/31/2003	01/01/2003-12/31/2003
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12.44	Indicate type of audit (select one):	Private Accounting Firm	Private Accounting Firm
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CAPITAL FUND

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

Report financial data based on the fiscal year reported in Questions 1.6 and 1.7 in Part 1. *ROUND TO THE NEAREST DOLLAR*. Please click [here](#) to read general instructions before completing this section.

REVENUES FROM LOCAL SOURCES

13.1	Revenues from Local Government Sources	\$0	\$0
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13.2	All Other Revenues from Local Sources	\$5,421	\$0
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13.3	Total Revenues from Local Sources (Add Questions 13.1 and 13.2)	\$5,421	\$0
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STATE AID FOR CAPITAL PROJECTS

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

FEDERAL AID FOR CAPITAL PROJECTS

13.7	TOTAL FEDERAL AID	\$0	\$0
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INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.35)	\$22,829	\$5,242
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13.9	TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$28,250	\$5,242
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13.10	NON-REVENUE RECEIPTS	\$0	\$0
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13.11	TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10)	\$28,250	\$5,242
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13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2024 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$15,271	\$16,577
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13.13	TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12)	\$43,521	\$21,819
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14. CAPITAL FUND DISBURSEMENTS

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

PROJECT EXPENDITURES

14.1	Construction	\$0	\$0
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14.2	Incidental Construction	\$0	\$0
Other Disbursements			
14.3	Purchase of Buildings	\$0	\$0
14.4	Interest	\$0	\$0
14.5	Collection Expenditures	\$0	\$0
14.6	Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	\$0	\$0
14.7	TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6)	\$0	\$0
14.8	TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$30,144	\$0
14.9	NON-PROJECT EXPENDITURES	\$0	\$6,548
14.10	TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$30,144	\$6,548
14.11	BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2024	\$13,377	\$15,271
14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13)	\$43,521	\$21,819

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	0.88	0.88
16.2	Total Librarians	0.88	0.88
16.3	All Other Paid Staff	2.89	2.89
16.4	Total Paid Employees	3.77	3.77
16.5	State Government Revenue	\$3,302	\$25,555
Note: 2023's State Government Revenue included a construction grant that was dispensed in 2023 and therefore not accounted for in 2024.			
16.6	Federal Government Revenue	\$0	\$0
16.7	Other Operating Revenue	\$12,292	\$13,255
16.8	Total Operating Revenue	\$387,594	\$387,810
16.9	Other Operating Expenditures	\$69,730	\$77,376
16.10	Total Operating Expenditures	\$326,763	\$315,567
16.11	Total Capital Expenditures	\$40,017	\$42,446
16.12	Print Materials	15,670	14,923
16.12a	Total Physical Items in Collection	18,793	17,947
16.13	Circulation of Children's Physical Material	12,150	
16.14	Total Registered Borrowers	2,812	2,744
16.15	Other Capital Revenue and Receipts	\$28,250	\$5,242

16.16	Number of Internet Computers Used by General Public	4	5
16.17	Total Uses (sessions) of Public Internet Computers Per Year	1,814	2,031
16.18	Wireless Sessions	14,247	22,220
16.19	Total Capital Revenue	\$28,250	\$5,242

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	LIB ID	7200590720	7200590720
17.2	Interlibrary Relationship Code	ME	ME
17.3	Legal Basis Code	LD	LD
17.4	Administrative Structure Code	SO	SO
17.5	FSCS Public Library Definition	Y	Y
17.6	Geographic Code	CD2	CD2
17.7	FSCS ID	NY0599	NY0599
17.8	SED CODE	800000070815	800000070815
17.9	INSTITUTION ID	800000070815	800000070815

SUGGESTED IMPROVEMENTS

Library Name:	MAMAKATING LIBRARY	<i>MAMAKATING LIBRARY</i>
Library System:	Ramapo Catskill Library System	<i>Ramapo Catskill Library System</i>
Name of Person Completing Form:	Cheryl Jones	<i>Cheryl Jones</i>

Phone Number: (845) 888-8010 (845) 888-8010

I am satisfied that this resource (Collect) is meeting library needs: Agree *Agree*

Applying this resource (Collect) will help improve library services to the public: Agree *Agree*

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!

**SPU - Library of Mamakating Library
Annual Financial Report
For the Fiscal Period 01/01/2024 - 12/31/2024**

SPU - Library of Mamakating Library
Annual Financial Report
For the Fiscal Period 01/01/2024 - 12/31/2024

Authorization

Article 3, Section 30 of the General Municipal Law

1. ***Every Municipal Corporation*** shall annually make a report of its financial condition to the Comptroller. Such report shall be made by the Chief Fiscal Officer of such Municipal Corporation***
5. All reports shall be certified by the officer making the same and shall be filed with the Comptroller*** it shall be the duty of the incumbent officer at the time such reports are required to be filed with the Comptroller to file such report***

Certification Statement

I, Cheryl Jones (LG484650200100B), hereby certify that I am the Chief Financial Officer of the SPU - Library of Mamakating Library, and that the information provided in the Annual Financial Report of the SPU - Library of Mamakating Library for the fiscal year ended 12/31/2024, is true and correct to the best of my knowledge and belief.

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SPU - Library of Mamakating Library
Annual Financial Report
For the Fiscal Period 01/01/2024 - 12/31/2024

Financial Statements

Financial information for the following funds and accounts groups are included in the Annual Financial Report filed by your government for the fiscal year ended 2024 and has been used by the OSC as the basis for preparing this Annual Financial Report for the fiscal year ended 2024:

List of funds being used

- A - General
- K - Schedule of Non-Current Government Assets
- W - Schedule of Non-Current Government Liabilities

All amounts included in this Annual Financial Report for 2024 represent data filed by your government with OSC as reviewed and adjusted where necessary.

SPU - Library of Mamakating Library
 Annual Financial Report
 For the Fiscal Period 01/01/2024 - 12/31/2024

**A - General
 Balance Sheet**

	12/31/2024	12/31/2023	12/31/2022
Assets and Deferred Outflows			
Assets			
Cash and Cash Equivalents			
200 - Cash	\$167,597.29	\$137,595.38	\$133,974.48
201 - Cash In Time Deposits	\$15,724.59	\$15,639.34	\$15,549.04
210 - Petty Cash	\$145.57	\$52.76	\$52.76
Total for Cash and Cash Equivalents	\$183,467.45	\$153,287.48	\$149,576.28
Other Assets			
489 - Miscellaneous Current Assets	-	-	\$419.05
Total for Other Assets	\$0.00	\$0.00	\$419.05
Total for Assets	\$183,467.45	\$153,287.48	\$149,995.33
Total for Assets and Deferred Outflows	\$183,467.45	\$153,287.48	\$149,995.33

SPU - Library of Mamakating Library
Annual Financial Report
For the Fiscal Period 01/01/2024 - 12/31/2024

**A - General
Balance Sheet**

	12/31/2024	12/31/2023	12/31/2022
Liabilities, Deferred Inflows and Fund Balances			
Liabilities			
Payables			
600 - Accounts Payable	\$7,558.76	\$2,268.04	\$538.39
Total for Payables	\$7,558.76	\$2,268.04	\$538.39
Payroll Liabilities			
602 - Payroll Deductions	\$685.34	\$712.59	\$1,140.78
Total for Payroll Liabilities	\$685.34	\$712.59	\$1,140.78
Total for Liabilities	\$8,244.10	\$2,980.63	\$1,679.17
Fund Balance			
Assigned Fund Balance			
915 - Assigned Unappropriated Fund Balance	\$13,376.98	\$15,270.60	\$16,577.10
Total for Assigned Fund Balance	\$13,376.98	\$15,270.60	\$16,577.10
Unassigned Fund Balance			
917 - Unassigned Fund Balance	\$161,846.37	\$135,036.25	\$131,739.06
Total for Unassigned Fund Balance	\$161,846.37	\$135,036.25	\$131,739.06
Total for Fund Balance	\$175,223.35	\$150,306.85	\$148,316.16
Total for Liabilities, Deferred Inflows and Fund Balances	\$183,467.45	\$153,287.48	\$149,995.33

SPU - Library of Mamakating Library
Annual Financial Report
For the Fiscal Period 01/01/2024 - 12/31/2024

**A - General
Results of Operations**

	12/31/2024	12/31/2023	12/31/2022
Revenues and Other Sources			
Revenues			
Property Taxes			
1001 - Real Property Taxes	\$372,000.00	\$349,000.00	\$320,000.00
Total for Property Taxes	\$372,000.00	\$349,000.00	\$320,000.00
Departmental Income			
2082 - Library Charges	\$521.60	\$634.63	\$1,469.92
Total for Departmental Income	\$521.60	\$634.63	\$1,469.92
Use of Money and Property			
2401 - Interest and Earnings	\$5,404.46	\$206.14	\$101.86
Total for Use of Money and Property	\$5,404.46	\$206.14	\$101.86
Other Revenues			
2705 - Gifts and Donations	\$4,607.55	\$2,256.66	\$10,953.92
2706 - Grants From Local Governments	\$5,789.00	\$4,824.01	\$12,089.19
2770 - Unclassified <i>Office income: faxes, copies, etc.</i>	\$4,692.64	\$5,333.14	\$9,905.92
Total for Other Revenues	\$15,089.19	\$12,413.81	\$32,949.03
State Aid			
3089 - State Aid Other	-	\$25,555.00	\$3,141.00
Total for State Aid	\$0.00	\$25,555.00	\$3,141.00

SPU - Library of Mamakating Library
Annual Financial Report
For the Fiscal Period 01/01/2024 - 12/31/2024

**A - General
Results of Operations**

	12/31/2024	12/31/2023	12/31/2022
Total for Revenues	\$393,015.25	\$387,809.58	\$357,661.81
Total for Revenues and Other Sources	\$393,015.25	\$387,809.58	\$357,661.81

SPU - Library of Mamakating Library
Annual Financial Report
For the Fiscal Period 01/01/2024 - 12/31/2024

**A - General
Results of Operations**

	12/31/2024	12/31/2023	12/31/2022
Expenditures and Other Uses			
Expenditures			
Culture and Recreation			
Culture			
74101 - Library - Personal Services	\$188,927.90	\$173,889.83	\$156,240.92
74102 - Library - Equipment and Capital Outlay	\$11,184.00	\$42,446.53	\$2,817.88
74104 - Library - Contractual	\$104,303.32	\$108,238.92	\$90,935.20
Total for Culture	\$304,415.22	\$324,575.28	\$249,994.00
Total for Culture and Recreation	\$304,415.22	\$324,575.28	\$249,994.00
Employee Benefits			
Employee Benefits			
90108 - State Retirement System - Employee Benefits	\$18,858.00	\$17,032.00	\$16,211.89
90308 - Social Security - Employee Benefits	\$16,644.86	\$15,279.18	\$13,480.44
90408 - Workers' Compensation - Employee Benefits	\$1,600.00	\$1,445.00	\$1,286.00
90558 - Disability Insurance - Employee Benefits	\$380.67	\$1,287.43	(\$836.30)
90608 - Hospital, Medical and Dental Insurance - Employee Benefits	-	-	\$8,513.83
Total for Employee Benefits	\$37,483.53	\$35,043.61	\$38,655.86
Total for Employee Benefits	\$37,483.53	\$35,043.61	\$38,655.86
Debt Service			

SPU - Library of Mamakating Library
 Annual Financial Report
 For the Fiscal Period 01/01/2024 - 12/31/2024

**A - General
 Results of Operations**

	12/31/2024	12/31/2023	12/31/2022
Debt Service			
97896 - Long Term Debt, Other (Specify) - Debt Principal <i>WSB Mortgage #0473</i>	\$18,372.45	\$17,664.93	\$14,351.02
97897 - Long Term Debt, Other (Specify) - Debt Interest <i>WSB Mortgage #0473</i>	\$7,827.55	\$8,535.07	\$9,213.30
Total for Debt Service	\$26,200.00	\$26,200.00	\$23,564.32
Total for Debt Service	\$26,200.00	\$26,200.00	\$23,564.32
Total for Expenditures	\$368,098.75	\$385,818.89	\$312,214.18
Total for Expenditures and Other Uses	\$368,098.75	\$385,818.89	\$312,214.18

SPU - Library of Mamakating Library
 Annual Financial Report
 For the Fiscal Period 01/01/2024 - 12/31/2024

**A - General
 Changes in Fund Balance**

	12/31/2024	12/31/2023	12/31/2022
Analysis of Changes in Fund Balance			
8021 - Fund Balance - Beginning of Year	\$150,306.85	\$148,316.00	\$102,868.93
8012 - Prior Period Adjustment OR Change in Accounting Principle - Increase in Fund Balance	-	\$0.16	-
8022 - Restated Fund Balance - Beginning of Year	\$150,306.85	\$148,316.16	\$102,868.93
Add Revenues and Other Sources	\$393,015.25	\$387,809.58	\$357,661.81
Deduct Expenditures and Other Uses	\$368,098.75	\$385,818.89	\$312,214.18
8029 - Fund Balance - End of Year	\$175,223.35	\$150,306.85	\$148,316.00

SPU - Library of Mamakating Library
 Annual Financial Report
 For the Fiscal Period 01/01/2024 - 12/31/2024

**A - General
 Adopted Budget Summary**

	12/31/2025	12/31/2024	12/31/2023
Estimated Revenues and Other Sources			
Estimated Revenue			
1049 - Est Rev - Property Taxes	\$390,300.00	\$372,000.00	\$349,000.00
1299 - Est Rev - Departmental Income	-	-	\$0.00
2799 - Est Rev - Other Revenues	\$31,900.00	\$4,100.00	\$8,010.00
3099 - Est Rev - State Aid	\$3,100.00	\$3,340.00	\$5,840.00
Total for Estimated Revenue	\$425,300.00	\$379,440.00	\$362,850.00
Total for Estimated Revenues and Other Sources	\$425,300.00	\$379,440.00	\$362,850.00

SPU - Library of Mamakating Library
 Annual Financial Report
 For the Fiscal Period 01/01/2024 - 12/31/2024

**A - General
 Adopted Budget Summary**

	12/31/2025	12/31/2024	12/31/2023
Estimated Appropriations and Other Uses			
Estimated Appropriations			
1999 - App - General Government Support	\$368,620.00	\$325,450.00	\$300,160.00
2999 - App - Education	\$3,010.00	\$2,650.00	\$2,660.00
9199 - App - Employee Benefits	\$53,670.00	\$51,340.00	\$60,030.00
Total for Estimated Appropriations	\$425,300.00	\$379,440.00	\$362,850.00
Total for Estimated Appropriations and Other Uses	\$425,300.00	\$379,440.00	\$362,850.00

SPU - Library of Mamakating Library
 Annual Financial Report
 For the Fiscal Period 01/01/2024 - 12/31/2024

K - Schedule of Non-Current Government Assets
Schedule of Non-Current Government Assets

	12/31/2024	12/31/2023	12/31/2022
Non-Current Assets			
Depreciable Capital Assets			
102 - Buildings	\$1,651,624.68	\$1,641,751.68	\$1,599,305.15
Total for Depreciable Capital Assets	\$1,651,624.68	\$1,641,751.68	\$1,599,305.15
Total for Non-Current Assets	\$1,651,624.68	\$1,641,751.68	\$1,599,305.15

SPU - Library of Mamakating Library
Annual Financial Report
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W - Schedule of Non-Current Government Liabilities
Schedule of Non-Current Government Liabilities

	12/31/2024	12/31/2023	12/31/2022
Long-Term Obligations			
Debt Obligations			
689 - Other Long Term Debt <i>Mortgage Payable</i>	\$182,439.95	\$200,812.40	\$218,477.33
Total for Debt Obligations	\$182,439.95	\$200,812.40	\$218,477.33
Other Long-Term Obligations			
638 - Net Pension Liability Proportionate Share	\$57,492.00	\$70,087.00	(\$28,578.00)
Total for Other Long-Term Obligations	\$57,492.00	\$70,087.00	(\$28,578.00)
Total for Long-Term Obligations	\$239,931.95	\$270,899.40	\$189,899.33

SPU - Library of Mamakating Library
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Supplemental Schedules

The Supplemental Schedules includes the following schedules:

- Statement of Indebtedness
- Bond Repayment
- Bank Reconciliation
- Employee and Retiree Benefits

SPU - Library of Mamakating Library
 Annual Financial Report
 For the Fiscal Period 01/01/2024 - 12/31/2024

**Statement of Indebtedness
 Debt Summary**

Debt Type	Beginning Balance	Debt Issued	Principal Paid	Paid From debt Proceeds	Accreted Interest	Prior Year Adjustment	Ending Balance
Other	\$200,812.40	\$0.00	\$18,372.45	\$0.00	\$0.00	\$0.00	\$182,439.95
Total	\$200,812.40	\$0.00	\$18,372.45	\$0.00	\$0.00	\$0.00	\$182,439.95

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**Statement of Indebtedness
 Debt Records**

Debt Type/ Purpose	Lender Name	Issue Date	Maturity Date	Beginning Balance	Debt Issued	Principal Paid	Paid From Debt Proceeds	Prior Year Adjustment	Accreted Interest	Ending Balance
Other Building Construction		2/1/15	2/1/35	\$200,812.40	\$0.00	\$18,372.45	\$0.00	\$0.00	\$0.00	\$182,439.95

SPU - Library of Mamakating Library
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Bond Repayment

Fiscal Year Ending	Bond Principal Due	Bond Interest Due	Total Due	Remaining Principal Balance
2025	\$0.00	\$0.00	\$0.00	\$0.00
Total	\$0.00	\$0.00	\$0.00	
\$0.00 Total Bond Ending Balance for Statement of Indebtedness.				

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Bank Reconciliation

Accounts

Account No.	Account Type	Associated Fund(s)	Bank Balance	Deposits In Transit	Outstanding Checks	Adjustments	Total
1011	Checking	A	\$90,886.62	\$0.00	\$0.00	\$0.00	\$90,886.62
7863	Checking	A	\$15,724.59	\$0.00	\$0.00	\$0.00	\$15,724.59
101	Checking	A	\$63,472.71	\$0.00	(\$139.02)	\$0.00	\$63,333.69
1102	Capital Reserve	A	\$13,376.98	\$0.00	\$0.00	\$0.00	\$13,376.98
Total			\$183,460.90	\$0.00	(\$139.02)	\$0.00	\$183,321.88
Total Cash From Financials							\$183,321.88

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 For the Fiscal Period 01/01/2024 - 12/31/2024

Bank Reconciliation

Collateralization of Cash

Total Bank Balance	\$183,460.90
FDIC Insurance	\$250,000.00
Collateralized with Securities held in possession of the municipality or its agent or otherwise secured	\$0.00
Total of FDIC Insurance and Collateralized with securities held in possession of the municipality or its agent or otherwise secured	\$250,000.00

Investments and Collateralization of Investments

Investments From Financials	\$0.00
Market Value as of Fiscal Year End Date	\$0.00
Collateralized with Securities held in possession of the municipality or its agent or otherwise secured	\$0.00

SPU - Library of Mamakating Library
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Employee and Retiree Benefits

Total Number

Full Time Employees	Part Time Employees	Volunteers with Paid Benefits	Retirees with Paid Benefits
3	3		

Number Receiving Benefits

Benefit	Amount	Full Time	Part Time	Volunteer	Retiree
State Retirement System	\$18,858.00	3	1		
Police Retirement					
Fire Retirement					
Local Pension Fund					
Social Security	\$16,644.86	3	3		
Worker's Compensation	\$1,600.00	3	3		
Life Insurance					
Unemployment Insurance					
Disability Insurance	\$380.67	3	3		
Hospital, Medical and Dental Insurance					
Union Welfare Benefits					
Supplemental Benefit Payments to Disabled Firefighters					
Employee Benefits, Other					
Total Employee Benefits Paid	\$37,483.53				