

Westhampton Free Library

Annual Report For Public And Association Libraries - 2016

CURRENT YEAR

PREVIOUS YEAR

1. GENERAL LIBRARY INFORMATION

Report all information in Part 1 as of December 31, 2016, except for questions related to the current library director/manager (questions 1.37 through 1.45).

1.1	Library ID Number	8000587040	<i>8000587040</i>
1.2	Library Name	WESTHAMPTON FREE LIBRARY	<i>WESTHAMPTON FREE 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	Westhampton Beach	<i>Westhampton Beach</i>
1.6	Beginning Fiscal Reporting Year	07/01/2015	<i>07/01/2014</i>
1.7	Ending Fiscal Reporting Year	06/30/2016	<i>06/30/2015</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.		<i>N/A</i>
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	<i>N/A</i>
1.11	Beginning <u>Local</u> Fiscal Year	07/01/2015	<i>07/01/2014</i>
1.12	Ending <u>Local</u> Fiscal Year	06/30/2016	<i>06/30/2015</i>
1.13	Address Status	00 (for no change from previous year)	<i>00 (for no change from previous year)</i>
1.14	Street Address	7 LIBRARY AVENUE	<i>7 LIBRARY AVENUE</i>
1.15	City	WESTHAMPTON BEACH	<i>WESTHAMPTON BEACH</i>
1.16	Zip Code	11978	<i>11978</i>
1.17	Mailing Address	7 LIBRARY AVENUE	<i>7 LIBRARY AVENUE</i>
1.18	City	WESTHAMPTON BEACH	<i>WESTHAMPTON BEACH</i>
1.19	Zip Code	11978	<i>11978</i>
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(631) 288-3335	<i>(631) 288-3335</i>
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(631) 288-5715	<i>(631) 288-5715</i>

1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	whamlib@westhamptonlibrary.org	<i>whamlib@westhamptonlibrary.org</i>
1.23	Library Home Page URL (Enter N/A if no home page URL)	www.westhamptonlibrary.net	<i>www.westhamptonlibrary.net</i>
1.24	Population Chartered to Serve (per 2010 Census)	5,571	<i>5,571</i>
1.25	Indicate the type of library as stated in the library's charter (select one):	ASSOCIATION	<i>ASSOCIATION</i>
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	School District	<i>School 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	07/02/1902	<i>07/02/1902</i>
1.30	Date the library was last registered	05/02/1977	<i>05/02/1977</i>
1.31	Federal Employer Identification Number	111672825	<i>111672825</i>
1.32	County	SUFFOLK	<i>SUFFOLK</i>
1.33	School District	Westhampton	<i>Westhampton</i>
1.34	Town/City	Westhampton Beach	<i>Westhampton Beach</i>
1.35	Library System	Suffolk Cooperative Library System	<i>Suffolk Cooperative Library System</i>

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

- 1.36a President/CEO Name
 1.36b President/CEO Phone Number
 1.36c President/CEO Email

NOTE: For questions 1.37 through 1.45, report all information for the current library director/manager.

1.37	Title of Library Director/ Manager (select one):	Mrs.	<i>Mrs.</i>
1.38	First Name of Library Director/Manager	Danielle	<i>Danielle</i>
1.39	Last Name of Library Director/Manager	Waskiewicz	<i>Waskiewicz</i>
1.40	NYS Public Librarian Certification Number	19703	<i>19703</i>

1.41	What is the highest education level of the library manager/director?	Master's Degree	
1.42	If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science?	Y	
1.43	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.	Y	
1.44	E-mail Address of the Director/Manager	danielle@westhamptonlibrary.org	<i>danielle@westhamptonlibrary.org</i>
1.45	Fax Number of the Director/Manager	(631) 288-5715	<i>(631) 288-5715</i>
1.46	Is the library a member of the New York State and Local Retirement System?	N	
1.47	Does the library charge fees for library cards to people residing outside the system's service area?	N	<i>N</i>
1.48	Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2016? (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 1.49.	Y	<i>Y</i>
1.	Name of municipality or district holding the public vote	Westhampton Beach School District	<i>Westhampton Beach School District</i>
2.	Indicate the type of municipality or district holding the public vote	School District	<i>School District</i>
3.	Date the vote was held (mm/dd/2016)	05/17/16	<i>05/19/2015</i>
4.	Was the vote successful? Y/N	Y	<i>Y</i>
5.	What type of public vote was it?	school district ballot proposition (Ed. Law Â§259(1)(a))	<i>school district ballot proposition (Ed. Law Â§259(1)(a))</i>
6a.	Most recent prior year approved appropriation from a public vote:	\$2,158,356	<i>\$2,101,861</i>

6b.	Proposed increase in appropriation as a result of the vote held on the date reported in question number 3:	\$23,402	\$56,495
6c.	Total proposed appropriation (sum of 6a and 6b):	\$2,181,398	\$2,158,356

This question should only be answered if "No" was answered in Q1.48 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

1.49 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2016) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.50.

1.	Name of municipality or district holding the public vote	N/A
2.	Indicate the type of municipality or district holding the public vote	
3.	Date the last successful vote was held (mm/dd/yyyy)	N/A
4.	What type of public vote was it?	
5.	What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote?	N/A

1.50 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 1.51.

1.	Name of contracting municipality or district	East Moriches School District	<i>Eastport South Manor School District</i>
2.	Is this a written contractual agreement?	N/A	N/A
3.	Population of the geographic area served by this contract	5,799	18,782
4.	Dollar amount of contract	\$51,848	\$220,448

5.	Enter the appropriate code for range of services provided (select one):	Full	<i>Full</i>
1.	Name of contracting municipality or district	East Quogue	<i>East Moriches School District</i>
2.	Is this a written contractual agreement?	N/A	<i>N/A</i>
3.	Population of the geographic area served by this contract	4,677	<i>5,711</i>
4.	Dollar amount of contract	\$183,677	<i>\$54,781</i>
5.	Enter the appropriate code for range of services provided (select one):	Full	<i>Full</i>
1.	Name of contracting municipality or district	Eastport South Manor School District	<i>East Quogue School District</i>
2.	Is this a written contractual agreement?	N/A	<i>N/A</i>
3.	Population of the geographic area served by this contract	19,073	<i>4,607</i>
4.	Dollar amount of contract	\$219,647	<i>\$194,691</i>
5.	Enter the appropriate code for range of services provided (select one):	Full	<i>Full</i>
1.	Name of contracting municipality or district	Remsenburg Speonk School District	<i>Remsenburg School District</i>
2.	Is this a written contractual agreement?	N/A	<i>N/A</i>
3.	Population of the geographic area served by this contract	1,968	<i>1,938</i>
4.	Dollar amount of contract	\$228,946	<i>\$228,275</i>
5.	Enter the appropriate code for range of services provided (select one):	Full	<i>Full</i>
1.51	For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the <u>Note</u> ; if no, please go to Part 2, Library Collection.	N	<i>N</i>

2. LIBRARY COLLECTION

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

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

It does not cover all materials (i.e., 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. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	13,974	<i>13,926</i>
2.2	Adult Non-fiction Books	16,916	<i>14,183</i>
2.3	Total Adult Books (Total questions 2.1 & 2.2)	30,890	<i>28,109</i>
2.4	Children's Fiction Books	16,888	<i>15,023</i>
2.5	Children's Non-fiction Books	8,816	<i>7,751</i>
2.6	Total Children's Books (Total questions 2.4 & 2.5)	25,704	<i>22,774</i>
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	56,594	<i>50,883</i>

Other Print Materials

2.8	Total Uncataloged Books	0	<i>0</i>
2.9	Total Print Serials	2,132	<i>2,464</i>
2.10	All Other Print Materials	0	<i>0</i>
2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	2,132	<i>2,464</i>
2.12	Total Print Materials (Total questions 2.7 and 2.11)	58,726	<i>53,347</i>

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	198,549	<i>119,844</i>
2.14	Local Electronic Collections	37	<i>37</i>
2.15	NOVELNY Electronic Collections	10	<i>10</i>
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	47	<i>47</i>
2.17	Audio - Downloadable Units	39,851	<i>27,022</i>
2.18	Video - Downloadable Units	8,547	<i>8,547</i>

2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	34,980	136,672
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	281,974	292,132

Non-Electronic Materials

2.21	Audio - Physical Units	2,586	2,953
2.22	Video - Physical Units	16,110	15,690
2.23	Other Non-Electronic Materials (includes films, slides, etc.)	961	874
2.24	Total Other Materials Holdings (Total questions 2.21 through 2.23)	19,657	19,517
2.25	GRAND TOTAL HOLDINGS (Total questions 2.12, 2.20 and 2.24)	360,357	364,996

CURRENT SERIAL SUBSCRIPTIONS

2.26	Current Print Serial Subscriptions	194	243
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ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.27	Cataloged Books	5,302	5,350
2.28	All Other Print Materials	1,782	1,864
2.29	Electronic Materials	63,892	41,992
2.30	All Other Materials	1,950	2,148
2.31	Total Additions (Total questions 2.27 through 2.30)	72,926	51,354

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Report all information on questions 3.1 through 3.27 as of the end of the fiscal year reported in Part 1; report information on questions 3.28 through 3.79 for the 2016 calendar year. Please click [here](#) to read general instructions before completing this section.

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

LIBRARY USE

3.1	Library visits (total annual attendance)	151,302	159,043
3.2	Registered resident borrowers	10,796	11,718
3.3	Registered non-resident borrowers	2,701	2,294

Please report information on WRITTEN POLICIES as of 12/31/16.

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

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

Please report information on ACCESSIBILITY as of 12/31/16.

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

3.10	Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)?	Y	Y
3.11	Does the library have assistive devices for persons who are deaf and hearing impaired (TTY/TDD)?	Y	Y
3.12	Does the library have large print books?	Y	Y
3.13	Does the library have assistive technology for the blind and visually impaired?	N	N

3.14 - If so, what do you have?

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

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

LIBRARY SPONSORED PROGRAMS

3.15	Adult Program Sessions	1,953	1,857
3.16	Young Adult Program Sessions	380	390
3.17	Children's Program Sessions	688	729
3.18	All Other Program Sessions	91	89

3.19	Total Number of Program Sessions (Total questions 3.15 through 3.18)	3,112	3,065
3.20	One-on-One Program Sessions	N/A	N/A
3.21	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	
3.22	Adult Program Attendance	20,513	17,480
3.23	Young Adult Program Attendance	2,981	3,080
3.24	Children's Program Attendance	19,875	21,272
3.25	All Other Program Attendance	827	806
3.26	Total Program Attendance (Total questions 3.22 through 3.25)	44,196	42,638
3.27	One-on-One Program Attendance	N/A	N/A

Please report information on SUMMER READING PROGRAMS for the 2016 calendar year.

SUMMER READING PROGRAM

3.28 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2016 (check all that apply):

a.	Program(s) for children	Yes	Yes
b.	Program(s) for young adults	Yes	Yes
c.	Program(s) for Adults	No	Yes
d.	Summer Reading at New York Libraries name and/or logo used	Yes	Yes
e.	Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used)	Yes	Yes
f.	N/A	No	No
3.29	Library outlets offering a summer reading program	1	1
3.30	Children registered for the library's summer reading program		404
3.31	Young adults registered for the library's summer reading program		65

3.32	Adults registered for the library's summer reading program	0	70
3.33	Total number registered for the library's summer reading program (total 3.30 + 3.31 + 3.32)	0	539
3.34	Children's program sessions - Summer 2016	333	211
3.35	Young adult program sessions - Summer 2016	103	104
3.36	Adult program sessions - Summer 2016	627	679
3.37	Total program sessions - Summer 2016 (total 3.34 + 3.35 + 3.36)	1,063	994
3.38	Children's program attendance - Summer 2016	10,180	9,366
3.39	Young adult program attendance - Summer 2016	955	967
3.40	Adult program attendance - Summer 2016	7,121	7,596
3.41	Total program attendance - Summer 2016 (total 3.38 + 3.39 + 3.40)	18,256	17,929

COLLABORATORS

3.42	Public school district(s) and/or BOCES	5	4
3.43	Non-public school(s)	1	1
3.44	Childcare center(s)	2	2
3.45	Summer camp(s)	0	0
3.46	Municipality/Municipalities	1	1
3.47	Literacy provider(s)	0	0
3.48	Other (describe using the State note)	0	0
3.49	Total Collaborators (total 3.42 through 3.48)	9	8

Please report information on EARLY LITERACY PROGRAMS for the 2016 calendar year.

EARLY LITERACY PROGRAMS

3.50	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	Y	Y
3.51	- Indicate types of programs offered (check all that apply)		
a.	Focus on birth - school entry	Yes	Yes
b.	Focus on parents & caregivers	Yes	Yes
c.	Combined audience	No	No
d.	N/A	No	No
3.52	- Number of sessions		
a.	Focus on birth - school entry	219	224

b.	Focus on parents & caregivers	162	210
c.	Combined audience	0	0
d.	N/A	0	0
3.53	Total Sessions	381	434
3.54 - Attendance at sessions			
a.	Focus on birth - school entry	3,743	3,765
b.	Focus on parents & caregivers	7,724	8,253
c.	Combined audience	0	0
d.	N/A	0	0
3.55	Total Attendance	11,467	12,018
3.56 - Collaborators (check all that apply):			
a.	Childcare center(s)	Yes	Yes
b.	Public School District(s) and/or BOCES	Yes	Yes
c.	Non-Public School(s)	Yes	Yes
d.	Health care providers/agencies	Yes	No
e.	Other (describe using the State note)	No	No

Please report information on ADULT LITERACY for the 2016 calendar year.

ADULT LITERACY

3.57	Did the library offer adult literacy programs?		Yes
3.58	Total group program sessions		4
3.59	Total one-on-one program sessions		0
3.60	Total group program attendance		20
3.61	Total one-on-one program attendance		0
3.62 - 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

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2016 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.63	Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)	Y	Y
3.64	Children's program sessions		5

3.65	Young adult program sessions		0
3.66	Adult program sessions	52	45
3.67	Total program sessions (total 3.64 + 3.65 + 3.66)	52	50
3.68	One-on-one program sessions		0
3.69	Children's program attendance		38
3.70	Young adult program attendance		0
3.71	Adult program attendance	879	987
3.72	Total program attendance (total 3.69 + 3.70 + 3.71)	879	1,025
3.73	One-on-one program attendance	0	0
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 2016 calendar year.

DIGITAL LITERACY

3.75	Did the library offer digital literacy programs?	Y	Y
3.76	Total group program sessions	997	985
3.77	Total one-on-one program sessions	0	0
3.78	Total group program attendance	1,362	1,344
3.79	Total one-on-one program attendance	0	0

4. LIBRARY TRANSACTIONS

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

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	30,757	32,759
4.2	Adult Non-fiction Books	15,294	17,310
4.3	Total Adult Books (Total questions 4.1 & 4.2)	46,051	50,069
4.4	Children's Fiction Books	36,661	39,302
4.5	Children's Non-fiction Books	8,906	9,503
4.6	Total Children's Books (Total questions 4.4 & 4.5)	45,567	48,805

4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	91,618	98,874
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CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	59,103	68,066
4.9	Circulation of Children's Other Materials	24,772	26,311
4.10	Total Circulation of Other Materials (Total questions 4.8, 4.9)	83,875	108,014
4.11	Physical Item Circulation (Total questions 4.7 & 4.10)	175,493	

ELECTRONIC USE

4.12	Use of Electronic Material	13,617	13,637
4.13	Successful Retrieval of Electronic Information	241,852	
4.14	Electronic Content Use (Total questions 4.12 & 4.13)	255,469	
4.15	Total Circulation of Materials (Total questions 4.11 & 4.12)	189,110	206,888
4.16	Total Collection Use (Total questions 4.13 & 4.15)	430,962	
4.17	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	70,339	75,116

REFERENCE TRANSACTIONS

4.18	Total Reference Transactions	22,096	21,141
4.19	Does the library offer virtual reference?	Y	Y

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.20	TOTAL MATERIALS RECEIVED	14,363	14,952
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.21	TOTAL MATERIALS PROVIDED	17,172	19,603
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5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2016.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y	Y
5.2	Online public access catalog (OPAC)?	Y	Y
5.3	Electronic access to the OPAC from outside the library?	Y	Y

5.4	Annual number of visits to the library's web site	44,977	60,527
5.5	Does the library use Internet filtering software on any computer?	Y	Y
5.6	Name of the person responsible for the library's Information Technology (IT) services	Dave Jones	<i>Dave Jones</i>
5.7	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(631) 288-3335	<i>(631) 288-3335</i>
5.8	IT contact's email address	dave@westhamptonlibrary.org	<i>dave@westhamptonlibrary.org</i>

6. STAFF INFORMATION

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

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1	The number of hours per workweek used to compute FTE for all paid library personnel in this section.	35	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	Librarian (certified)	16.94	14.76
6.5	Vacant Librarian (certified)	0	0
6.6	Library Manager (not certified)	0	0
6.7	Vacant Library Manager (not certified)	0	0
6.8	Library Specialist/Paraprofessional (not certified)	1.75	1.75
6.9	Vacant Library Specialist/Paraprofessional (not certified)	0	0
6.10	Other Staff	27.34	23.85
6.11	Vacant Other Staff	0	0
6.12	TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)	47.03	41.36
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 - Entry Level Librarian (certified)	1	1
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6.15	Salary - Entry Level Librarian (certified)	\$38,711	\$40,086
6.16	FTE - Library Director (certified)	1	1
6.17	Salary - Library Director (certified)	\$108,073	\$105,438
6.18	FTE - Library Manager (not certified)	0	0
6.19	Salary - Library Manager (not certified)	\$0	\$0

7. MINIMUM PUBLIC LIBRARY STANDARDS

Report all information as of December 31, 2016. Please click [here](#) to read general instructions before completing this section.

7.1	1. Is governed by board-approved written bylaws which outline the responsibilities and procedures of the library board of trustees.	Y	Y
7.2	2. Has a board-approved written long range plan of service.	Y	Y
7.3	3. Presents a board-approved annual report to the community on the library's progress in meeting its goals and objectives.	Y	Y
7.4	4. Has board-approved written policies for the operation of the library.	Y	Y
7.5	5. Presents annually to appropriate funding agencies a written board-approved budget which would enable the library to meet or exceed these standards and to carry out its long-range plan of service.	Y	Y
7.6	6. Periodically evaluates the effectiveness of the library's collection and services in meeting community needs.	Y	Y
7.7	7. Is open the minimum standard number of public service hours for population served. (see instructions)	Y	Y
8. Maintains a facility to meet community needs, including adequate:			
7.8	8a. space	Y	Y
7.9	8b. lighting	Y	Y
7.10	8c. shelving	Y	Y
7.11	8d. seating	Y	Y
7.12	8e. restroom (see instructions)	Y	Y

9. Provides equipment and connections to meet community needs and provide access to other library catalogs and other electronic information, including but not limited to the following:

7.13	9a. telephone	Y	Y
7.14	9b. photocopier (see instructions)	Y	Y
7.15	9c. microcomputer or terminal	Y	Y
7.16	9d. printer	Y	Y
7.17	9e. Fax capability (see instructions)	Y	Y
7.18	10. Distributes board-approved printed information listing the library's hours open, borrowing rules, services, location and phone number.	Y	Y
7.19	11. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.	Y	Y

8. PUBLIC SERVICE INFORMATION

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

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

8.1	Main Library	1	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	69.00	69.00
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)	69.00	69.00
8.10	Annual Total Hours - Main Library	3,740.00	3,700.00
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 3,740.00 **3,700.00**
 8.10 through 8.12)

9. SERVICE OUTLET INFORMATION

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

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

If you have multiple libraries, you may 1) enter the data for the Service Outlet Information section directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into Collect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking [here](#). Complete this form and email it to bibliostat@btol.com and your data will be uploaded into Collect within 24 hours. The data will be loaded in the same order in which it appears in your file, so libraries should be in the correct order on the spreadsheet.

1.	Outlet Name	Westhampton Free Library	<i>Westhampton Free Library</i>
2.	Outlet Name Status	00 (for no change)	<i>00 (for no change)</i>
3.	Street Address	7 Library Avenue	<i>7 Library Avenue</i>
4.	Outlet Street Address Status	00 (for no change)	<i>00 (for no change)</i>
5.	City	Westhampton Beach	<i>Westhampton Beach</i>
6.	Zip Code	11978	<i>11978</i>
7.	Phone (enter 10 digits only)	(631) 288-3335	<i>(631) 288-3335</i>
8.	Fax Number (enter 10 digits only)	(631) 288-5715	<i>(631) 288-5715</i>
9.	E-mail Address	whamlib@westhamptonlibrary.org	<i>whamlib@westhamptonlibrary.org</i>
10.	Outlet URL	http://www.westhamptonlibrary.org	<i>http://www.westhamptonlibrary.org</i>
11.	County	Suffolk	<i>Suffolk</i>
12.	School District	Westhampton Beach School District	<i>Westhampton Beach School District</i>
13.	Library System	Suffolk Cooperative Library System	<i>Suffolk Cooperative Library System</i>
14.	Outlet Type Code (select one):	CE	<i>CE</i>
15.	Public Service Hours Per Year for This Outlet	3,740	<i>3,648</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	91	<i>89</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	2010	<i>2010</i>
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	2010	<i>2010</i>
25.	Square footage of the outlet	14,250	<i>14,250</i>
26.	Total number of Internet terminals at this outlet used by the general public	25	<i>25</i>
27.	Number of uses (sessions) of public Internet computers per year	11,164	<i>16,033</i>
28.	Type of connection on the outlet's public Internet computers	Cable	<i>Cable</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>10 Greater than or equal to 50 mbps and less than 100 mbps</i>
30.	Maximum <u>upload</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>5 Greater than or equal to 3 mbps and less than 6 mbps</i>
31.	Internet Provider	Cablevision/Optimum	<i>Other (specify using the State note)</i>
32.	WiFi Access	Password required	<i>Password required</i>
33.	Number of wireless sessions provided by the library wireless service per year	9,958	<i>5,139</i>
34.	Does the outlet have interactive videoconferencing capability for public use?	N	<i>Y</i>
35.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y	<i>Y</i>
36.	Is every public part of the outlet accessible to a person in a wheelchair?	Y	<i>Y</i>
37.	<i>LIBID</i>	8000587040	<i>8000587040</i>
38.	<i>FSCSID</i>	NY0694	<i>NY0694</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 (for no change from previous year)</i>

10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2016. 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, 2016 to December 31, 2016)	14	22
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NUMBER OF TRUSTEES AND TERMS

10.2	Does your library have a range of trustees stated in the library's charter (incorporation)?	Yes	
10.3	If yes, what is the range?	5-7	
10.4	If your library has a range, how many voting positions are stated in the library's current by-laws?	7	
10.5	If your library does not have a range, how many voting positions are stated in the library's charter (incorporation)?		
10.6	Does your library's charter (incorporation) state a specified term for trustees? If no, please explain in a Note.	Yes	
10.7	If yes, what is the trustee term length, as stated in your library's charter (incorporation)?	3 years	4 years

BOARD MEMBER SELECTION

10.8	Enter Board Member Selection Code (select one):	O - other (specify using the State note)	<i>O - other (specify using the State note)</i>
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List Officers and Board Members as of February 1, 2017. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

10.9	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the Note), or Vacant	Mr.	<i>Mr.</i>
10.10	First Name	Thomas	<i>Thomas</i>
10.11	Last Name	Moore	<i>Moore</i>
10.12	Mailing Address	36 Lilac Rd	<i>36 Lilac Rd</i>
10.13	City	Westhampton Beach	<i>Westhampton Beach</i>
10.14	Zip Code (5 digits only)	11978	<i>11978</i>
10.15	Phone (enter 10 digits only)	(631) 288-8782	<i>(631) 288-8782</i>
10.16	E-mail Address	tmoore@westhamptonlibrary.org	<i>tmoore@westhamptonlibrary.org</i>
10.17	Term Begins - Month	October	<i>June</i>
10.18	Term Begins - Year (yyyy)	2015	<i>2015</i>
10.19	Term Expires - Month	July	<i>July</i>

10.20	Term Expires - Year (yyyy)	2018	2019
10.21	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	No	
10.22	The date the Oath of Office was taken (mm/dd/yyyy)	N/A	10/30/2015
10.23	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	N/A
10.24	Is this a brand new trustee?	N	Y
1.	Title of Board Member (select one):	Ms.	Ms.
2.	First Name of Board Member	Susan	Susan
3.	Last Name of Board Member	Rosenberg	Rosenberg
4.	Mailing Address	PO Box 241	7 Library Avenue
5.	City	Westhampton Beach	Westhampton Beach
6.	Zip Code (5 digits only)	11978	11978
7.	E-mail address	srosenberg@westhamptonlibrary.org	srosenberg@westhamptonlibrary.org
8.	Office Held or Trustee	Other (Add State Note)	Treasurer
9.	Term Begins - Month	October	June
10.	Term Begins - Year (year)	2015	2012
11.	Term Expires	July	July
12.	Term Expires - Year (yyyy)	2017	2016
13.	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	No	
14.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	10/30/2015
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	N/A
16.	Is this a brand new trustee?	N	Y
1.	Title of Board Member (select one):	Mrs.	Mrs.
2.	First Name of Board Member	Barbara	Barbara
3.	Last Name of Board Member	Matros	Matros
4.	Mailing Address	7 Buttercup Lane	7 Liberty Ave
5.	City	Westhampton	Westhampton Beach
6.	Zip Code (5 digits only)	11977	11978
7.	E-mail address	bmatros@westhamptonlibrary.org	bmatros@westhamptonlibrary.org

8.	Office Held or Trustee	Vice President	<i>Trustee</i>
9.	Term Begins - Month	October	<i>June</i>
10.	Term Begins - Year (year)	2015	<i>2012</i>
11.	Term Expires	July	<i>July</i>
12.	Term Expires - Year (yyyy)	2017	<i>2016</i>
13.	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	No	
14.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	<i>10/30/2016</i>
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	<i>N/A</i>
16.	Is this a brand new trustee?	N	<i>Y</i>
1.	Title of Board Member (select one):	Mr.	<i>Mrs.</i>
2.	First Name of Board Member	Robert	<i>Jennifer</i>
3.	Last Name of Board Member	Santucci	<i>Mendelson</i>
4.	Mailing Address	26 Peters Lane	<i>7 Liberty Ave</i>
5.	City	Westhampton Beach	<i>Westhampton Beach</i>
6.	Zip Code (5 digits only)	11978	<i>11978</i>
7.	E-mail address	rsantucci@westhamptonlibrary.org	<i>jmendelson@westhamptonlibrary.org</i>
8.	Office Held or Trustee	Trustee	<i>Secretary</i>
9.	Term Begins - Month	February	<i>June</i>
10.	Term Begins - Year (year)	2016	<i>2014</i>
11.	Term Expires	July	<i>July</i>
12.	Term Expires - Year (yyyy)	2020	<i>2018</i>
13.	Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes	
14.	The date the Oath of Office (mm/dd/yyyy) was taken	N/A	<i>N/A</i>
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	<i>N/A</i>
16.	Is this a brand new trustee?	Y	<i>N</i>
1.	Title of Board Member (select one):	Miss	<i>Vacant</i>
2.	First Name of Board Member	Mary Anne	
3.	Last Name of Board Member	Yutes	

4. Mailing Address 450 Montauk Hwy
5. City Westhampton Beach
6. Zip Code (5 digits only) 11978
7. E-mail address mayutes@westhamptonlibrary.org
8. Office Held or Trustee Secretary
9. Term Begins - Month February
10. Term Begins - Year (year) 2016
11. Term Expires July
12. Term Expires - Year (yyyy) 2019
13. Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). No
14. The date the Oath of Office (mm/dd/yyyy) was taken N/A
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) N/A
16. Is this a brand new trustee? N

1. Title of Board Member (select one): Mr. *Vacant*
2. First Name of Board Member Mitchell
3. Last Name of Board Member Schecter
4. Mailing Address 22 Tuttle Place
5. City Westhampton Beach
6. Zip Code (5 digits only) 11978
7. E-mail address mschecter@westhamptonlibrary.org
8. Office Held or Trustee Trustee
9. Term Begins - Month June
10. Term Begins - Year (year) 2016
11. Term Expires July
12. Term Expires - Year (yyyy) 2020
13. Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). No
14. The date the Oath of Office (mm/dd/yyyy) was taken N/A
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) N/A
16. Is this a brand new trustee? Y
1. Title of Board Member (select one): Vacant *Vacant*

2. First Name of Board Member
3. Last Name of Board Member
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee
9. Term Begins - Month
10. Term Begins - Year (year)
11. Term Expires
12. Term Expires - Year (yyyy)
13. Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
14. The date the Oath of Office (mm/dd/yyyy) was taken
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)
16. Is this a brand new trustee?

Vacant

1. Title of Board Member (select one):
2. First Name of Board Member
3. Last Name of Board Member
4. Mailing Address
5. City
6. Zip Code (5 digits only)
7. E-mail address
8. Office Held or Trustee
9. Term Begins - Month
10. Term Begins - Year (year)
11. Term Expires
12. Term Expires - Year (yyyy)
13. Is this trustee serving a full term? If No, add a Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
14. The date the Oath of Office (mm/dd/yyyy) was taken

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)
16. Is this a brand new trustee?

11. OPERATING FUNDS RECEIPTS

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

LOCAL PUBLIC FUNDS

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

11.1	Does the library receive any local public funds? If yes, complete one record for each funding source; if no, go to question 11.3.		Y
1.	Source of Funds	N/A	<i>School District</i>
2.	Name of funding County, Municipality or District	N/A	<i>Westhampton Beach School District</i>
3.	Amount	N/A	<i>\$2,033,961</i>
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	N/A	Y
5.	Written Contractual Agreement	N/A	Y
11.2	TOTAL LOCAL PUBLIC FUNDS	\$0	<i>\$2,675,405</i>

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$0	<i>\$1,593</i>
11.4	Central Library Aid (CLDA and/or CBA)	\$0	<i>\$0</i>
11.5	Additional State Aid received from the System	\$0	<i>\$3,000</i>
11.6	Federal Aid received from the System	\$0	<i>\$0</i>
11.7	Other Cash Grants	\$0	<i>\$0</i>
11.8	TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$0	<i>\$4,593</i>

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	<i>\$0</i>
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FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	\$0	<i>\$0</i>
11.11	Other Federal Aid	\$0	<i>\$0</i>
	TOTAL FEDERAL AID		

11.12	(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	\$0	\$92,616
11.15	Fund Raising	\$0	\$0
11.16	Income from Investments	\$0	\$22,447
11.17	Library Charges	\$0	\$6,354
11.18	Other	\$0	\$4,124
11.19	TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$0	\$125,541
11.20	TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$0	\$2,805,539
11.21	BUDGET LOANS	\$0	\$0
TRANSFERS			
11.22	From Capital Fund (Same as Question 14.8)	\$0	\$0
11.23	From Other Funds	\$0	\$0
11.24	TOTAL TRANSFERS (Add Questions 11.22 and 11.23)	\$0	\$0
11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2016 (Same as Question 12.40 of previous year if fiscal year has not changed)	\$4,163,931	\$4,079,351
11.26	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.41)	\$4,163,931	\$6,884,890

12. OPERATING 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.

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

12.1	Certified Librarians	\$0	\$559,740
12.2	Other Staff	\$0	\$606,271
12.3	Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)	\$0	\$1,166,011
12.4	Employee Benefits Expenditures	\$0	\$319,365
12.5	Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$0	\$1,485,376

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$0	\$83,865
12.7	Electronic Materials Expenditures	\$0	\$28,419
12.8	Other Materials Expenditures	\$0	\$65,475
12.9	Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$0	\$177,759

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$0	\$10,401
12.11	From Other Funds (71OF)	\$0	\$0
12.12	Total Capital Expenditures (Add Questions 12.10 and 12.11)	\$0	\$10,401

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	\$0	\$29,839
12.14	From Other Funds (72OF)	\$0	\$0
12.15	Total Repairs (Add Questions 12.13 and 12.14)	\$0	\$29,839
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$0	\$123,279
12.17	Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$0	\$153,118

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$0	\$26,015
12.19	Telecommunications	\$0	\$6,159
12.20	Binding Expenses	\$0	\$0
12.21	Postage and Freight	\$0	\$9,048
12.22	Professional & Consultant Fees	\$0	\$28,127
12.23	Equipment	\$0	\$15,612
12.24	Other Miscellaneous	\$0	\$203,777

12.25	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22, 12.23 and 12.24)	\$0	\$288,738
12.26	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0	\$20,437
DEBT SERVICE			
Capital Purposes Loans (Principal and Interest)			
12.27	From Local Public Funds (73PF)	\$0	\$585,130
12.28	From Other Funds (73OF)	\$0	\$0
12.29	Total (Add Questions 12.27 and 12.28)	\$0	\$585,130
12.30	Budget Loans (Principal and Interest)	\$0	\$0
12.31	Short-Term Loans	\$0	\$0
12.32	Total Debt Service (Add Questions 12.29, 12.30 and 12.31)	\$0	\$585,130
12.33	TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.25, 12.26 and 12.32)	\$0	\$2,720,959
TRANSFERS			
Transfers to Capital Fund			
12.34	From Local Public Funds (76PF)	\$0	\$0
12.35	From Other Funds (76OF)	\$0	\$0
12.36	Total Transfers to Capital Fund (Add Questions 12.34 and 12.35; same as Question 13.8)	\$0	\$0
12.37	Transfer to Other Funds	\$0	\$0
12.38	TOTAL TRANSFERS (Add Questions 12.36 and 12.37)	\$0	\$0
12.39	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.33 and 12.38)	\$0	\$2,720,959
12.40	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2016	\$0	\$4,163,931

12.41 **GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE** (Add Questions 12.39 and 12.40; same as Question 11.26) \$0 \$6,884,890

ASSURANCE

12.42 The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy). 02/10/2015

FISCAL AUDIT

12.43 Last audit performed (mm/dd/yyyy) 08/26/2015
 12.44 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) 07/01/2014- 06/30/2015
 12.45 Indicate type of audit (select one): Private Accounting Firm

CAPITAL FUND

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

13. CAPITAL FUND RECEIPTS

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

REVENUES FROM LOCAL SOURCES

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

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

INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.36)	\$0	\$0
13.9	TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$0	\$0
13.10	NON-REVENUE RECEIPTS	\$0	\$0
13.11	TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10)	\$0	\$0
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2016 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$0	\$0
13.13	TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12)	\$0	\$0

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
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)	\$0	\$0
14.9	NON-PROJECT EXPENDITURES	\$0	\$0
14.10	TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$0	\$0

14.11	BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2016	\$0	\$0
14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13)	\$0	\$0

15. CENTRAL LIBRARIES

PART 15 EXISTS FOR THE CENTRAL/CO-CENTRAL LIBRARIES ONLY. PLEASE PROCEED TO SECTION 16. FEDERAL TOTALS AND CONTINUE ON WITH YOUR SURVEY

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

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

16.1	Total ALA-MLS	15.70	13.79
16.2	Total Librarians	17.23	15.32
16.3	All Other Paid Staff	23.92	20.87
16.4	Total Paid Employees	41.15	36.19
16.5	State Government Revenue	\$0	\$4,593
16.6	Federal Government Revenue	\$0	\$0
16.7	Other Operating Revenue	\$0	\$125,541
16.8	Total Operating Revenue	\$0	\$2,805,539
16.9	Other Operating Expenditures	\$0	\$462,293
16.10	Total Operating Expenditures	\$0	\$2,125,428
16.11	Total Capital Expenditures	\$0	\$10,401
16.12	Print Materials	58,726	53,347
16.13	Total Registered Borrowers	13,497	14,012
16.14	Other Capital Revenue and Receipts	\$0	\$0
16.15	Total Number of Internet Terminals Used by the General Public	25	25

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	LIB ID	8000587040	8000587040
17.2	Interlibrary Relationship Code	ME	ME
17.3	Legal Basis Code	NP	NP
17.4	Administrative Structure Code	SO	SO
17.5	FSCS Public Library Definition	Y	Y
17.6	Geographic Code	SD1	SD1
17.7	FSCS ID	NY0694	NY0694
17.8	SED CODE	580902700003	580902700003

SUGGESTED IMPROVEMENTS

Library Name: WESTHAMPTON FREE LIBRARY *WESTHAMPTON FREE LIBRARY*
Library System: Suffolk Cooperative Library System *Suffolk Cooperative Library System*
Name of Person Completing Form: *Danielle Waskiewicz*
Phone Number: *(631) 288-3335*

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

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

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!