

AGENDA
PENN YAN PUBLIC LIBRARY
BOARD MEETING
THURSDAY December 21, 2023 6:30 PM

Call to Order

- Public Comment
- Additional Agenda Items?
- *Adoption of Agenda
- *November 18th, 2023 Minutes (present: Val Brechko, Deb Connelly, Kristen Flynn-Comstock, Connie Glover, Elizabeth Burris-Chase, Steve Darrow, Peter Gamba, Sharon Pinckney, Jan Barrett, Angela Gonzalez)
- Financial Review
 - *Payment of bills for November 2023
- Library Director's Report

Standing Committee Reports

- Finance Committee
- Policy Review Committee (worked on public comment policy, working on Collection Development Policy Draft and Display Policy Draft)
- Building Committee (met with architects 12-5, project calendar- board approval of firm in January)
- Nominating Committee
- Personnel Committee

Old Business

- *2024-2028 Strategic Plan
- *EV Chargers
- *2024-2025 Committee Proposed Budget

New Business

Bylaws- Public Comment Section Draft

- *Resolution to approve 2022-2023 990 form and 2022-23 NYS Annual Financial Report
- *Tax Cap Override resolution

Whereas, the adoption of the 2024-2025 budget for the Penn Yan Public Library may require a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it Resolved, that the Board of Trustees of the Penn Yan Public Library voted and approved to exceed the tax levy limit for 2024 by at least the sixty percent of the board of trustees as required by state law on December 21, 2023.

***Adjourn**

Items with * require Board action. Enclosures: November 18th 2023 minutes, Budget and Balance sheets, Director's Report, Circulation Stats, Children's and Adult services reports, 2024-2025 proposed budget, Proposed 2024-2028 Strategic Plan, Bylaws- Public Comment Section Draft

MINUTES
PENN YAN PUBLIC LIBRARY
BOARD MEETING
THURSDAY November 16, 2023

Present:, Val Brechko, Deb Connelly, Kristen Flynn-Comstock, Connie Glover, Elizabeth Burris-Chase, Steve Darrow, Peter Gamba, Sharon Pinckney, Jan Barrett, Angela Gonzalez

Absent:

Guests: Tim Hern, RDG Partners

Call to Order

1. Public Comment:

2. *Resolution to approve the following:

a. Adoption of the November 16, 2023 Agenda as submitted:

Moved: Sharon Pinckney	Seconded: Elizabeth Burris-Chase
Approved: 9 - 0	Abstentions: 0

b. June 15, 2023 Minutes as submitted: (Present: Peter Gamba, Deb Connelly, Kristen Flynn-Comstock, Val Brechko, Steve Darrow)

Moved: Kristen Flynn-Comstock	Seconded: Steve Darrow
Approved: 5- 0	Abstentions: 2

c. September 21st Minutes (Val Brechko, Deb Connelly, Kristen Flynn-Comstock, Steve Darrow, Connie Glover, Elizabeth Burris-Chase)

Moved: Elizabeth Burris-Chase	Seconded: Steve Darrow
Approved: 6 - 0	Abstentions: 3

d. October 12th Minutes (Peter Gamba, Steve Darrow, Kristen Flynn-Comstock, Jan Barrett, Sharon Pinckney, Elizabeth Burris-Chase, Val Brechko)

Moved: Sharon Pinckney	Seconded: Jan Barrett
Approved: 7 -0	Abstentions: 2

e. Payment of the bills for October 2023

Moved: Sharon Pinckney	Seconded: Kristen Flynn-Comstock
Approved: 9-0	Abstentions: 0

3. Library Director's Report: see attached

4. Standing Committee Reports:

a. Finance Committee: Met November 6, 2023 to discuss budget: Budget was approved by the committee and was provided to the Board for review.

b. Policy Review Committee: Did not meet.

- c. Building Committee: Met October 16. Discussed EV chargers. All three bids from architects have been received and we will be scheduling a meeting soon to choose one.
- d. Nominating Committee: Did not meet.
- e. Personnel Committee: Met October 12, 2023 regarding the budget.

5. Old Business:

a. Strategic Plan 2024-2028 update (ad hoc Board committee?): Please review the plan carefully and provide any feedback you have.

b. ***Resolution to Approve the Following:** on hold until next month. More discussion with the village is needed. There are questions related to the electric capacity available for the chargers. The library has a quote for review from the same company that installed the current chargers.

EV chargers

Moved:	Seconded:
Approved:	Abstentions:

6. New Business:

a. ***Resolution to Approve the Following:**

i. Staff Holiday Brunch 12/22/23, closed from 9-11:30 and Holiday Hours (closing 1 pm Saturday 12/23 and Saturday 12/30)

Moved: Sharon Pinckney	Seconded: Val Brechko
Approved: 9 - 0	Abstentions: 0

b. 2024-2025 Committee Proposed Budget

7. *Adjourn:

Moved: Sharon Pinckney	Seconded: Deb Connelly
Approved: 9-0	Abstentions: 0

- Items with * require Board action. Enclosures: June 2023 Minutes, September 2023 Minutes, October 2023 Minutes, Budget and Balance Sheets, Director's Report, Circulation Stats, Children and Adult Services Reports, 2024-2025 proposed budget, Proposed 2024-2028 Strategic Plan

PYPL Executive Director's Report 12-21-2023

Professional Development and Meetings:

11-14 PYPL Staff Roundtable Andrea Paul, INSYGHT

11-14 STLS COSAC meeting

11-17 STLS ILS meeting

11-29 STLS DAC meeting

12-6 STLS DEI meeting

12-12 Yates County Law Library annual meeting

Happenings:

- I met with staff for performance evaluations.
- I put out the annual patron thank you door prizes.
- We submitted paperwork for available pass through federal covid funding from the Yates County Youth Bureau. It will cover pretty much all of the 2023 summer reading program expenses as it did in 2022.
- We have a new changing table installed in the women's restroom.
- A patron donated funds for the staff Christmas brunch.

checkouts	19-20	20-21	21-22	22-23																	22-23	23-24				
	total	Total	Total	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	total	July	Aug	Sep	Oct	Nov					
ADPBKFC	401	473	733	82	78	86	67	54	39	51	44	59	26	43	32	661	47	37	43	48	31					
ADPBKNF	204	213	223	26	24	25	34	20	20	14	14	16	15	21	15	244	19	16	21	15	21					
ADULTFC	5124	5390	7187	841	976	894	762	743	556	639	572	688	476	524	551	8222	592	673	640	610	518					
ADULTNF	4312	4264	4992	408	461	434	407	383	359	448	361	432	307	313	363	4676	400	366	341	378	385					
AUDIOBKCAS	3	0	5									2				2	1									
AUDIOBKCD	1506	1141	1205	118	132	159	139	129	140	130	73	87	85	107	145	1444	121	134	105	99	115					
AV-hotspot	142	854	1045	99	101	79	59	60	55	77	61	70	66	74	43	844	51	70	72	58	75					
AV-EQUIP	0	2	0					3								3										
BOOK	32	18	39	4	8	3	4	2	2	3	4		2	3	3	38	11	18	5	3	2					
COMPUTER-laptops	145	4	17	1			2				1					4	1	1	1	1	2					
playaways	39	0	0													0										
EAUDIOBOOK	0	0	0													0										
ED-VID-DVD	65	27	41	6	1	1	2	2	3	3	3	2	2	4		29	1	5	2		4					
EPHEMERAL	1	0	0													0										
EQUIPMENT	1	3	3				2	1				1	2	1	1	8	1	1	1	1	3					
HOLIDAY	24	18	19			1		2	3	6	1	2				15	2	1		1	1					
ILL-BOOK	57	0	75	9	5	4	6	10	3	5	4	8	2	6	4	66	9	19	5	10	4					
JUVDVD (new 5-1-19)	99	93	169	7	17	5	9	15	11	7	9	5	2	10	7	104	6	1	4	11						
JUVAUDIOBK	28	41	32	1	2	2			2	2	3		2	1	6	21	5	9	4	5	5					
JUVFIC	13963	15238	18506	2007	1915	1481	1595	1374	1223	1392	1530	1898	1450	1468	1544	18877	2032	1926	1534	1488	1545					
JUVMAGAZIN	29	79	50	1	3	1	4	4		8	1	3	6			31	22	7	2	3	4					
JUVMUSICCD	0	4	1	2											2	4										
JUVNF	2514	2889	3046	346	299	360	226	286	261	309	303	341	284	269	250	3534	300	307	244	237	237					
JUVPBFC	250	370	365	26	27	17	20	11	10	11	19	23	24	9	12	209	17	21	17	18	16					
JUVPBK	29	38	38	5	2	1			2		2	2	2		1	17		1	1		1					
JUVREF	2	0	0													0										
KIT	56	3	105	9	5	16	6	5	6	9	7	6	10	8	4	91	4	8	5	8	9					
LARGETYPE	6280	7055	8174	791	880	759	679	689	622	563	559	646	532	608	582	7910	688	706	529	597	486					
MAGAZINE	834	897	1007	126	125	111	98	135	143	111	88	118	93	78	104	1330	106	95	123	126	94					
MICROFORM	0	24	26	8		8						16	8	8		48	16									
MIXEDMEDIA	5	6	6								2					2	8									
MUSICCD	389	525	519	97	65	134	94	83	54	38	12	56	42	73	53	801	61	62	46	48	19					
NEWAUDBKCD	591	656	669	22	21	18	16	18	16	23	30	31	33	47	40	315	52	38	38	42	42					
NEW-BKNF	0	0	0													0										
NEW-BOOK	1997	2037	3140	191	164	188	222	258	244	312	294	334	331	393	390	3321	389	438	402	407	365					
NEW-BOOKNF	1170	1236	1213	47	27	36	51	75	81	78	84	119	98	106	104	906	110	101	108	124	129					
NEW JUVDVD-new	23	18	55	9	4	1	2	1	5	2		1		3		28		2	4	4	4					
NEWJUVPBFC	940	898	1313	155	113	112	94	89	98	121	119	130	126	144	122	1423	144	133	136	143	110					
NEW-JUVNF	291	308	402	28	23	19	15	24	24	20	33	43	37	42	33	341	40	53	41	45	53					
NEW-LP	2782	1797	675	37	27	23	20	24	16	6	15	13	17	8	11	217	12	15	16	17	10					
NEWMAGAZIN	50	47	151	4	8	3	6	4	7	7	3	4	2			48	3									
NEWMUSCD	93	150	115	15	4						3	9	7	13	14	65	8	3	10	5						
NEWSPAPER	0	0	0													0										
NEW-VIDDVD	3958	3391	4104	190	45	42	113	177	235	280	225	317	287	374	418	2703	378	406	299	366	245					
PGMRESOURC	5	0	0								8	1				9										
REF-BOOK	5	2	18	6	4				1	1	4					16			1	2	1					
ROTATING	9	33	87	3						1					26	30	26	3	1							
SOFTWARE	0	0	14		1								1	1	1	4					1					
STLSEQUIP	0	0	0													0										
TABLET	0	0	0													0										
TESTBOOK	4	9	2													0										
TOY	4	0	0													0										
UNBARCODED	31	17	36	5	7	4	3	3	1	1		1	1	1	1	28	2	2	1	1	1					

UNDEFINED	0	0	0													0					
VIDEO-DVD	13052	11910	10736	929	1059	862	844	796	551	614	580	814	584	533	521	8687	537	662	678	733	720
VID-GAME	857	853	1461	104	151	109	128	119	93	120	83	149	114	95	122	1387	132	132	98	90	70
loaned to STLS	4853	5100	5555	428	479	490	463	389	384	499	546	564	459	490	461	5652	524	470	405	407	395
Borrowed from STLS	3692	5221	6358	618	634	553	572	461	374	504	519	599	418	405	476	6133	562	567	519	498	426
Total material circ	70941	73352	83732	7811	7897	7041	6767	6446	5644	6415	6219	7610	5953	6283	6462	80548	7440	7509	6502	6649	6149
downloads-overdrive	11418	13607	13146	1248	1270	1219	1199	1011	1199	1306	1144	1276	1183	1112	1180	14347	1326	1267	1259	1262	1198
overdrive magazines	1319	1568	1062	74	65	77	106	118	112	133	113	105	84	91	98	1176	112	100	196	515	485
Freegal	3078	0	0													0					
PAC	4565	2365	3015	295	336	285	308	257	213	233	193	292	271	260	317	3260	340	314	279	244	
Total circ with digital,PAC	91321	90892	100955	9428	9568	8622	8380	7832	7168	8087	7669	9283	7491	7746	8057	99331	9218	9190	8236	8670	7832
website visits	19922	17875	5917	1665	1625							524	896	950	1225	6885	1305	1213	1005		984
visits	53717	31208	53134	4612	4358	6067	6122	5080	4329	4694	4888	5252	4188	5223	6504	61317	4350	4648	5530	5294	5294
wireless	5493	3700	3248	321	313	367	386	368	325	338	331	355	307	390	365	4166	334	338	400	367	318
		0	0													0					
new regist. Res		122	296	30	29	32	18	16	17	22	32	21	21	28	56	322	31	41	26	25	23
non res		23	60	9	14	8	4	6	4	1	8	1	4	4	9	72	9	7	6	2	10
additions to holdings		0	0													0					
cat books		1335	1488	128	95	131	114	105	65	120	96	93	107	110	98	1262	80	115	144	105	103
all other print		1047	911	63	73	83	86	67	56	70	69	61	64	69	64	825	58	70	61	47	44
audiobooks CDs		137	112	1	2	1		1	3	4	11	7	9	14	5	58	8	10	8	4	3
DVDs		184	207	20	12	15	23	14	26	2	24	24	17	22	15	214	16	8	23	13	15
vid games		22	27	1	3		1	3	2			1	1	6	2	20	2	2	3	1	
electronic			0											2		2					
kit			1		1											1					
microform			0													0					
av			1													0					
toy			0													0					

Penn Yan Public Library
MONTHLY INCOME & EXPENSE
November 2023

	Nov 23
Ordinary Income/Expense	
Income	
4100 · Printing Income	
4150 · Laser Printer	104.72
Total 4100 · Printing Income	104.72
4400 · Fines	89.99
4500 · Lost/Damaged Books Refund	16.25
4505 · Sale of Extraneous Materials	48.84
4525 · Cafe Receipts	27.77
4540 · Tax Income	58,873.33
4560 · Program Income	527.39
4700 · Interest	2.07
4800 · NonDesignated Donations	125.50
Total Income	59,815.86
Expense	
5000 · HUMAN RESOURCES	
5100 · Salaries	
5110 · Library Director II	5,888.82
5115 · Librarian I	9,255.74
5130 · Clerical	19,206.57
Total 5100 · Salaries	34,351.13
5200 · Benefits	
5210 · Medicare/SS	2,616.43
5225 · HRA Contributions	815.52
5235 · Voluntary Benefits	(200.34)
5240 · SUTA	70.31
5250 · Workmens Compensation	842.10
5200 · Benefits - Other	200.34
Total 5200 · Benefits	4,344.36
5300 · Payroll Costs	235.90
Total 5000 · HUMAN RESOURCES	38,931.39
5400 · ADMINISTRATION	
5415 · Hotspots	453.46
5451 · Service Contract	100.81
5452 · Toshiba copier	(22.42)
5460 · Office Supplies	
5463 · Other	63.61
Total 5460 · Office Supplies	63.61
5470 · Training/Travel	533.95
Total 5400 · ADMINISTRATION	1,129.41
5900 · BUILDINGS & GROUNDS	
5910 · Utilities	
5912 · Electric	301.58
5913 · Sewer & Water	90.12
5914 · Gas	56.49
Total 5910 · Utilities	448.19
5920 · New Equipmnt	359.00
5940 · Maintenance Contracts	
5943 · Trash Removal	46.90
5945 · Fire Protection	243.00
Total 5940 · Maintenance Contracts	289.90
5970 · Supplies	

Penn Yan Public Library
MONTHLY INCOME & EXPENSE
November 2023

	Nov 23
5972 · Custodial	11.97
5974 · Building	64.23
Total 5970 · Supplies	76.20
Total 5900 · BUILDINGS & GROUNDS	1,173.29
6000 · TECH (NETWORK AND ILS)	
6300 · Maintenance	425.00
Total 6000 · TECH (NETWORK AND ILS)	425.00
7300 · ADULT SERVICES	
7310 · Materials	
7315 · Print Materials	
7320 · Adult Fiction	967.49
7330 · Adult Non Fiction	490.92
7370 · Periodicals	70.00
Total 7315 · Print Materials	1,528.41
7380 · AV Materials	
7382 · Audio Books	204.95
7386 · DVD	444.82
Total 7380 · AV Materials	649.77
Total 7310 · Materials	2,178.18
7420 · Programming	51.78
Total 7300 · ADULT SERVICES	2,229.96
7500 · YOUTH SERVICES	
7510 · Materials	
7515 · Print Materials	
7520 · E	83.45
7530 · J Fiction	60.67
7540 · J Non-Fiction	70.23
7550 · YA	83.69
Total 7515 · Print Materials	298.04
7580 · AV Materials	
7588 · Video Games	49.99
Total 7580 · AV Materials	49.99
Total 7510 · Materials	348.03
7620 · Programming	1,953.81
Total 7500 · YOUTH SERVICES	2,301.84
8100 · TECHNICAL SERVICES	
8155 · Processing Costs	49.89
Total 8100 · TECHNICAL SERVICES	49.89
8200 · CIRCULATION	
8295 · Unique Management	72.10
Total 8200 · CIRCULATION	72.10
Total Expense	46,312.88
Net Ordinary Income	13,502.98
Other Income/Expense	
Other Income	
8400 · NON-BUDGETED DONATIONS	

12/05/23

Penn Yan Public Library
MONTHLY INCOME & EXPENSE
November 2023

	Nov 23
8430 · Underwood-Materials	<u>(277.56)</u>
Total 8400 · NON-BUDGETED DONATIONS	<u>(277.56)</u>
Total Other Income	<u>(277.56)</u>
Net Other Income	<u>(277.56)</u>
Net Income	<u><u>13,225.42</u></u>

12/05/23

Penn Yan Public Library
Balance Sheet
As of November 30, 2023

	Nov 30, 23
ASSETS	
Current Assets	
Checking/Savings	
1000 · Savings account	
1018 · Non designated	6,815.03
1028 · Phase IV Money	18,163.50
1000 · Savings account - Other	101,080.97
Total 1000 · Savings account	126,059.50
1014 · Operating Acct	829,774.68
Total Checking/Savings	955,834.18
Accounts Receivable	
1261 · Accounts Receivable	(1,166.57)
Total Accounts Receivable	(1,166.57)
Other Current Assets	
1220 · Prepaid Expenses	
1250 · Insurance	(4,185.68)
1251 · Workers Comp	6,517.00
Total 1220 · Prepaid Expenses	2,331.32
1275 · Cash Held For Friends	13,707.70
1499 · Undeposited Funds	2,800.65
1300 · Investments	
1350 · CDs	17,509.20
Total 1300 · Investments	17,509.20
Total Other Current Assets	36,348.87
Total Current Assets	991,016.48
Fixed Assets	
1500 · Land	37,775.41
1501 · Building Improvemt & Renovation	1,354,597.30
1502 · Office Equipment	94,508.27
1503 · Furniture & Fixtures	15,702.00
1510 · Accum Depreciatn - Fixed Assets	(628,161.61)
Total Fixed Assets	874,421.37
TOTAL ASSETS	1,865,437.85
LIABILITIES & EQUITY	
Liabilities	

12/05/23

Penn Yan Public Library
Balance Sheet
As of November 30, 2023

	Nov 30, 23
Current Liabilities	
Accounts Payable	
2005 · Payables	27,350.00
Total Accounts Payable	27,350.00
Other Current Liabilities	
1260 · Staff Receivables	(0.36)
2042 · New York Paid Family Leave	8,295.96
2045 · Deferred Compensation	865.08
2010 · Accrued Payroll & Employee Ben	32,506.87
2020 · Cash Held for Library (Friends)	13,707.70
2027 · Deferred Tax	(350,328.99)
2028 · Pass Through Funds	1,750.23
2032 · Accrued FICA	(1,003.96)
2033 · Federal Withholding	26.98
2034 · NYS Withholding	6.28
2035 · Retirement	(26,531.21)
2036 · Sales Tax 8%	354.08
2038 · Employee Health Premiums	0.27
Total Other Current Liabilities	(320,351.07)
Total Current Liabilities	(293,001.07)
Total Liabilities	(293,001.07)
Equity	
3000 · General Fund Equity	470,674.42
3100 · Restricted Funds	
3101 · Watkins/Reiner	2,961.99
3102 · Hobart	13,674.85
3103 · Underwood	5,700.34
Total 3100 · Restricted Funds	22,337.18
3900 · Retained Earnings	939,269.45
Net Income	726,157.87
Total Equity	2,158,438.92
TOTAL LIABILITIES & EQUITY	1,865,437.85

Profit & Loss Budget vs. Actual

12/05/23

Accrual Basis

July through November 2023

	Jul - Nov 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4100 · Printing Income				
4150 · Laser Printer	639.89	500.00	139.89	128.0%
4160 · Other Copies	4.63	1,000.00	(995.37)	0.5%
Total 4100 · Printing Income	644.52	1,500.00	(855.48)	43.0%
4200 · Village	0.00	1,000.00	(1,000.00)	0.0%
4400 · Fines	256.22			
4500 · Lost/Damaged Books Refund	138.24			
4505 · Sale of Extraneous Materials	126.40			
4525 · Cafe Receipts	83.32	600.00	(516.68)	13.9%
4540 · Tax Income	1,012,268.65	717,902.00	294,366.65	141.0%
4550 · Miscellaneous	3,009.40			
4560 · Program Income	527.39			
4600 · LLSA	4,502.00	4,000.00	502.00	112.6%
4700 · Interest	10.57	150.00	(139.43)	7.0%
4800 · NonDesignated Donations	1,180.53	3,000.00	(1,819.47)	39.4%
Total Income	1,022,747.24	728,152.00	294,595.24	140.5%
Expense				
5000 · HUMAN RESOURCES				
5100 · Salaries				
5110 · Library Director II	31,244.10			
5115 · Librarian I	49,878.72			
5130 · Clerical	101,496.67			
5100 · Salaries - Other	0.00	454,315.00	(454,315.00)	0.0%
Total 5100 · Salaries	182,619.49	454,315.00	(271,695.51)	40.2%
5200 · Benefits				
5210 · Medicare/SS	13,913.13	31,000.00	(17,086.87)	44.9%
5225 · HRA Contributions	8,814.15	48,240.00	(39,425.85)	18.3%
5230 · Disability	0.00	2,700.00	(2,700.00)	0.0%
5235 · Voluntary Benefits	(801.36)			
5240 · SUTA	639.23	3,500.00	(2,860.77)	18.3%
5250 · Workmens Compensation	4,458.55	4,500.00	(41.45)	99.1%
5255 · Employee Assistance Plan	500.00	500.00	0.00	100.0%
5260 · Retirement	0.00	40,000.00	(40,000.00)	0.0%
5200 · Benefits - Other	901.53			
Total 5200 · Benefits	28,425.23	130,440.00	(102,014.77)	21.8%
5300 · Payroll Costs	1,169.18			
Total 5000 · HUMAN RESOURCES	212,213.90	584,755.00	(372,541.10)	36.3%
5400 · ADMINISTRATION				
5415 · Hotspots	2,392.34	5,000.00	(2,607.66)	47.8%
5420 · Promotion	17.98	500.00	(482.02)	3.6%
5425 · Internet Service	900.00	1,800.00	(900.00)	50.0%
5430 · Telephone System	157.41	2,300.00	(2,142.59)	6.8%
5435 · Insurance	8,674.19	8,300.00	374.19	104.5%

	<u>Jul - Nov 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
5440 · Accounting				
5442 · Review/Audit	0.00	5,900.00	(5,900.00)	0.0%
5444 · Supplies	292.91	150.00	142.91	195.3%
Total 5440 · Accounting	292.91	6,050.00	(5,757.09)	4.8%
5450 · Equipment	2,946.36	500.00	2,446.36	589.3%
5451 · Service Contract	575.44			
5452 · Toshiba copier	148.18	1,000.00	(851.82)	14.8%
5460 · Office Supplies				
5461 · Staff Room	0.00	200.00	(200.00)	0.0%
5462 · White Paper	78.78	250.00	(171.22)	31.5%
5463 · Other	275.24	500.00	(224.76)	55.0%
Total 5460 · Office Supplies	354.02	950.00	(595.98)	37.3%
5470 · Training/Travel	1,023.95	1,500.00	(476.05)	68.3%
5475 · Legal	0.00	800.00	(800.00)	0.0%
5480 · Dues	335.00	1,000.00	(665.00)	33.5%
5485 · Postage	138.22	300.00	(161.78)	46.1%
5486 · Vote Expense	16.50	1,500.00	(1,483.50)	1.1%
5490 · Misc	5.59			
Total 5400 · ADMINISTRATION	17,978.09	31,500.00	(13,521.91)	57.1%
5900 · BUILDINGS & GROUNDS				
5910 · Utilities				
5912 · Electric	1,730.21	6,500.00	(4,769.79)	26.6%
5913 · Sewer & Water	1,224.17	800.00	424.17	153.0%
5914 · Gas	172.17	1,500.00	(1,327.83)	11.5%
Total 5910 · Utilities	3,126.55	8,800.00	(5,673.45)	35.5%
5920 · New Equipmnt	359.00	300.00	59.00	119.7%
5930 · Repairs & Maint				
5932 · Equipment	267.61	1,300.00	(1,032.39)	20.6%
5934 · Blding & Ground	2,962.45	9,760.00	(6,797.55)	30.4%
5930 · Repairs & Maint - Other	1,667.50			
Total 5930 · Repairs & Maint	4,897.56	11,060.00	(6,162.44)	44.3%
5940 · Maintenance Contracts				
5943 · Trash Removal	231.49	550.00	(318.51)	42.1%
5945 · Fire Protection	474.00	900.00	(426.00)	52.7%
5946 · Snow Plowing	0.00	1,000.00	(1,000.00)	0.0%
Total 5940 · Maintenance Contracts	705.49	2,450.00	(1,744.51)	28.8%
5970 · Supplies				
5972 · Custodial	463.83	800.00	(336.17)	58.0%
5974 · Building	226.08	650.00	(423.92)	34.8%
5976 · building depreciation	0.00	1,000.00	(1,000.00)	0.0%
5970 · Supplies - Other	30.24			
Total 5970 · Supplies	720.15	2,450.00	(1,729.85)	29.4%

	<u>Jul - Nov 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total 5900 · BUILDINGS & GROUNDS	9,808.75	25,060.00	(15,251.25)	39.1%
6000 · TECH (NETWORK AND ILS)				
6100 · New Hardware	105.39	3,000.00	(2,894.61)	3.5%
6150 · Parts for Repair & Maint	0.00	300.00	(300.00)	0.0%
6200 · New Software	0.00	500.00	(500.00)	0.0%
6300 · Maintenance	837.50	3,000.00	(2,162.50)	27.9%
6400 · ILS Software	35,287.00	35,287.00	0.00	100.0%
Total 6000 · TECH (NETWORK AND I...	36,229.89	42,087.00	(5,857.11)	86.1%
7100 · REFERENCE				
7110 · Materials				
7120 · Reference Books	60.00	500.00	(440.00)	12.0%
Total 7110 · Materials	60.00	500.00	(440.00)	12.0%
Total 7100 · REFERENCE	60.00	500.00	(440.00)	12.0%
7300 · ADULT SERVICES				
7310 · Materials				
7315 · Print Materials				
7320 · Adult Fiction	2,892.33	11500.00	(8,607.67)	25.2%
7321 · Graphic Novels	22.87	350.00	(327.13)	6.5%
7330 · Adult Non Fiction	1,862.71	5,000.00	(3,137.29)	37.3%
7370 · Periodicals	3,224.22	4,000.00	(775.78)	80.6%
Total 7315 · Print Materials	8,002.13	20,850.00	(12,847.87)	38.4%
7380 · AV Materials				
7382 · Audio Books	1,247.71	3,500.00	(2,252.29)	35.6%
7384 · CD Music	10.98	200.00	(189.02)	5.5%
7386 · DVD	1,679.63	4,000.00	(2,320.37)	42.0%
Total 7380 · AV Materials	2,938.32	7,700.00	(4,761.68)	38.2%
Total 7310 · Materials	10,940.45	28,550.00	(17,609.55)	38.3%
7420 · Programming	771.33	1,500.00	(728.67)	51.4%
7450 · Equipment				
7451 · Laser Printer	209.78			
7452 · Other Equipment	32.98	200.00	(167.02)	16.5%
Total 7450 · Equipment	242.76	200.00	42.76	121.4%
7454 · Cafe Supplies	77.30	950.00	(872.70)	8.1%
Total 7300 · ADULT SERVICES	12,031.84	31,200.00	(19,168.16)	38.6%
7500 · YOUTH SERVICES				
7510 · Materials				
7515 · Print Materials				
7520 · E	432.61	1,800.00	(1,367.39)	24.0%
7530 · J Fiction	649.32	1,500.00	(850.68)	43.3%
7540 · J Non-Fiction	384.39	750.00	(365.61)	51.3%

	<u>Jul - Nov 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
7550 · YA	373.27	1,250.00	(876.73)	29.9%
7560 · Realia(Non-Book)	34.97	300.00	(265.03)	11.7%
Total 7515 · Print Materials	1,874.56	5,600.00	(3,725.44)	33.5%
7580 · AV Materials				
7582 · Audiobooks	70.87	200.00	(129.13)	35.4%
7584 · Music CD	0.00	100.00	(100.00)	0.0%
7588 · Video Games	434.70	1,200.00	(765.30)	36.2%
Total 7580 · AV Materials	505.57	1,500.00	(994.43)	33.7%
Total 7510 · Materials	2,380.13	7,100.00	(4,719.87)	33.5%
7620 · Programming	3,138.58	2,400.00	738.58	130.8%
Total 7500 · YOUTH SERVICES	5,518.71	9,500.00	(3,981.29)	58.1%
8100 · TECHNICAL SERVICES				
8155 · Processing Costs	188.61	800.00	(611.39)	23.6%
8161 · Tech Supplies				
8162 · Repair	0.00	25.00	(25.00)	0.0%
8163 · AV	64.99	575.00	(510.01)	11.3%
8165 · Disc Cleaner	183.99	100.00	83.99	184.0%
8167 · Misc	187.87	750.00	(562.13)	25.0%
8161 · Tech Supplies - Other	200.71			
Total 8161 · Tech Supplies	637.56	1,450.00	(812.44)	44.0%
Total 8100 · TECHNICAL SERVICES	826.17	2,250.00	(1,423.83)	36.7%
8200 · CIRCULATION				
8250 · Equipment	0.00	200.00	(200.00)	0.0%
8260 · Patron Cards	0.00	200.00	(200.00)	0.0%
8275 · Postage for Overdues	128.20	300.00	(171.80)	42.7%
8280 · Mailing Supplies	0.00	100.00	(100.00)	0.0%
8295 · Unique Management	247.20	500.00	(252.80)	49.4%
Total 8200 · CIRCULATION	375.40	1,300.00	(924.60)	28.9%
Total Expense	295,042.75	728,152.00	(433,109.25)	40.5%
Net Ordinary Income	727,704.49	0.00	727,704.49	100.0%
Other Income/Expense				
Other Income				
8400 · NON-BUDGETED DONATIONS				
8405 · MISC/Donations-Materials	(99.26)			
8415 · Friends - Materials/Equipme...	(153.45)			
8425 · Hobart/Watkins/Reiner	(106.29)			
8430 · Underwood-Materials	(1,187.62)			
Total 8400 · NON-BUDGETED DONA...	(1,546.62)			

	<u>Jul - Nov 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total Other Income	<u>(1,546.62)</u>			
Net Other Income	<u>(1,546.62)</u>			
Net Income	<u>726,157.87</u>	<u>0.00</u>	<u>726,157.87</u>	<u>100.0%</u>

12/05/23

Reconciliation Summary

1000 · Savings account, Period Ending 11/30/2023

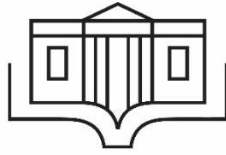
	<u>Nov 30, 23</u>
Beginning Balance	126,057.43
Cleared Transactions	
Deposits and Credits - 1 item	<u>2.07</u>
Total Cleared Transactions	<u>2.07</u>
Cleared Balance	<u>126,059.50</u>
Register Balance as of 11/30/2023	126,059.50
Ending Balance	126,059.50

12/05/23

Reconciliation Summary

1014 · Operating Acct, Period Ending 11/30/2023

	<u>Nov 30, 23</u>
Beginning Balance	923,205.41
Cleared Transactions	
Checks and Payments - 83...	(101,422.96)
Deposits and Credits - 5 it...	1,169.48
Total Cleared Transactions	<u>(100,253.48)</u>
Cleared Balance	<u>822,951.93</u>
Uncleared Transactions	
Checks and Payments - 19...	(10,739.67)
Deposits and Credits - 3 it...	109.03
Total Uncleared Transactions	<u>(10,630.64)</u>
Register Balance as of 11/30/2023	<u>812,321.29</u>
New Transactions	
Checks and Payments - 4 i...	(233,762.84)
Total New Transactions	<u>(233,762.84)</u>
Ending Balance	<u>578,558.45</u>



PENN YAN PUBLIC LIBRARY

AMAZE YOURSELF.

2024-2028 Penn Yan Public Library Strategic Plan

Mission Statement

Penn Yan Public Library's mission is to awaken and satisfy curiosity in the individual, thus enriching the community.

Narrative

In the spring months of 2023, members of the Penn Yan Public Library staff, Board of Trustees, and Friends group used the “*Community Data First approach*” to find out more about people’s aspirations for our community by asking local groups the four questions listed below. The groups included: Penn Yan Rotary, Milly’s Pantry Board of Directors, Penn Yan Downtown Business Council, Friends of Penn Yan Public Library, Penn Yan Public Library Board of Directors, Penn Yan Walking Exercise Group, a group of afterschool teen patrons, INSYGHT (multiple agency representatives), library staff meeting attendees, Dream Team and Keuka Compass.

Over the next few weeks, the Library Director, the Youth Services and the Adult Services Directors analyzed other strategic, long-range and compressive plans including but not limited to: The Yates County 2020 Comprehensive Plan, and the 2016 Village of Penn Yan Comprehensive Plan. 2020 Census data along with other statistics sources, and other library strategic plans were also studied.

At the end of June 2023, the Library Director analyzed the data (See page 13) collected from the community groups and developed the outline of the 2024-2028 Strategic Plan document. New components found in this strategic plan are the **values** that the staff and Board of Directors developed in 2019: **core library service categories (Collection, Programming, Library Personnel, Library Facility and Grounds, Technology)**, and **SMART style (Specific, Measurable, Achievable, Relevant, Time-bound) action plan objectives.**

The Library Director, the Youth Services and the Adult Services Directors analyzed other strategic, long-range and compressive plans including but not limited to: The Yates County 2020 Comprehensive Plan, the 2016 Village of Penn Yan Comprehensive Plan. 2020 census data along with other statistics sources, and other library strategic plans were studied.

In July through October 2023 department directors met to formulate key goals, action plans and objectives. The draft plan was submitted to the Board of Trustees in November 2023 and passed in December 2023.

Penn Yan Public Library Values

Inviting

We provide a welcoming, organized environment that is inviting to patrons, whether they prefer peacefulness or fun and entertainment. We listen to our patrons' needs and interact with them in a friendly, approachable manner. We are visible to the community so as to proactively engage and invite people in, rather than waiting for them to come to us.

Inclusion

We want everyone to be able to access our programs and services. Our location is physically accessible, and we are flexible to meet the needs of individuals and individual situations. We work together with community organizations and systems to increase access to the library's offerings. We are community-oriented and encourage the public to engage with our community.

Service

We strengthen individuals and the community through the services we provide. With that in mind, we are resourceful and offer a variety of programs and services both inside and outside of the library. Our offerings meet the diverse needs of the community we serve. Our procedures are clear to make it easy for people to use the library.

Enrichment

We value the cultivation of practical knowledge as well as creative discovery. We provide programs and resources that are both educational and entertaining to enrich people's lives. We offer resources, activities and skill-building workshops that awaken the curiosity of our patrons while also deepening their learning and knowledge.

Relevance

We maintain a visible presence and stay connected to the community. We regularly ask patrons for feedback to ensure we are meeting their needs. We maintain a collection of materials that are up-to-date and relevant to members of the community. We are in tune with their priorities and needs so that our programs and services are of value.

Community Aspirations

1-Safe, no bullying, harmonious

Kind, friendly, welcoming

Accepting, respectful to one another, people are valued

Inclusive, honoring diversity

Honest

2-Giving, supportive, volunteering community

Connected residents

Supported non-profits

3-Resources for all

Food security for all residents

Mental health resources

Affordable housing

Work opportunities for youth

4-Vibrant small town, quaint, growing

Good infrastructure, sustainability

Curb appeal

Walkability, bike friendly, parks and public greenspace

Diverse public social spaces, libraries, playgrounds, community centers

5-Residents who are informed about local recreational, cultural, civic and educational opportunities

Available local recreational, (multi-)cultural, civic, and educational opportunities for all ages

Key Goals for Penn Yan Public Library Service Categories

A. Collection

Adult Collection

Goal: PYPL will offer an up-to-date diverse collection of both material types and perspectives.

Value(s): Inclusion

Community Aspiration: 1

Action plan: Adult Services staff will be apprised of the types of library materials patrons need and want.

Objective: The Adult Services Department will survey patrons and community members at least 1 time between 2024 and 2028.

Action plan: The size and placement of the collection will be adjusted according to anticipated building modernization.

Objective: The distance between the adult shelving units will be expanded to meet ADA requirements by 2028.

Action plan: Adult material collection budget lines will be adjusted to accommodate demand for specific or new material types.

Objective: Annually the materials budget will reflect the changing demand for digital materials and any other new material types that are in demand.

Goal: The collection will help make a wide variety of experiences and activities available to patrons of all backgrounds.

Value(s): Inviting, inclusion, service, enrichment, relevance

Community aspiration(s): 2, 3, 4

Action plan: Staff will establish an "Experience Library" of free passes to area cultural attractions and/or local educational providers by the end of 2024.

Objective: Add at least three new passes to the current collection of Empire Passes and Buffalo Zoo passes, bringing the total to at least five.

Action plan: Develop the adult music and graphic novel collections to provide a greater balance between community interests and perspective-broadening material and communicate the offerings to community members/patrons.

Objective: Add at least five music CDs quarterly reflecting this action plan.

Objective: Add at least three adult graphic novels quarterly reflecting this action plan.

Objective: Continue graphic novel recommendation posts, establish music CD recommendation posts weekly on Facebook and Instagram. Where possible, incorporate relevant recommendations into programming.

Objective: Hold a quarterly, hybrid “What’s New in the Adult Collection” program/presentation starting in 2024.

Action Plan: Develop the collection of available hardware to reflect a greater range of useful items for community enrichment, including a range of accessibility equipment and consumer technology.

Objective: Maintain an ongoing awareness of up-and-coming technology using sources like professional library media, Wired, and the Center for the Future of Libraries.

Objective: Use a combination of existing technology budget allocations, STLS Foundation grants, COSAC grants, and Friends of PYPL monies to fund additions to these collections.

Objective: Consider adding one new piece of accessibility equipment to the collection per quarter, starting in 2024.

Objective: Consider adding one new piece of general-interest technology equipment to the collection per quarter, starting in 2024.

Objective: As new technology items are added to the collection, host programs and/or post social media content explaining their purpose and use.

Action plan: The library will better serve remote areas of its service area by developing outreach delivery and/or drop-in sites.

Objective: Adult services and customer service staff will collaborate on the drafting of an outreach grant in 2024 to serve remote population centers such as Benton and Dresden.

Action plan: Library personnel will continue to diversify the stories, subjects, and authors represented in the print and audio-visual material available to the public.

Objective: At least 8 additional BIPOC (Black, Indigenous, and People of Color) and LGBTQ popular fiction authors will be added to the PYPL automatic adult fiction purchasing roster by the end of 2024.

Objective: Staff will audit nonfiction sections and add new BIPOC/LGBTQ titles to areas determined to be lacking in authentic and realistic representation.

Objective: At least one popular DVD title that reflects authentic and realistic representation of diversity will be added to the collection per month.

Children's Collection

Goal: *The youth collections will reflect the priority of supporting an inclusive, respectful, and welcoming community.*

Value(s): *inclusion* **Community Aspiration(s):** *1, 2*

Action Plan: The Youth Services Director will consult appropriate ALA-produced awards lists to ensure that items added to the collection are inclusive.

Objective: Each year, the titles that win the Printz, Newbery, Caldecott, King, Batchelder, Belpre, Schneider Family, and Stonewall awards (given by the American Library Association), will be added to the Youth collections.

Goal: *The youth collections will help build a welcoming and accepting community.*

Value(s): *relevance* **Community Aspiration(s):** *1, 2*

Action Plan: The Youth Services Director will join the STLS Digital Selectors Team.

Objective: Every month, the youth collections will add digital titles wherein 20% of the total number of copies in each cart should be titles that highlight the perspectives of people with disabilities, and non-white, BIPOC (black, Indigenous, and people of color), LGBTQIA+ authors.

B. Programming

Adult Programming

Goal: *The library's adult programming offerings will serve as a source for information and action around issues directly impacting Yates County residents and visitors as often as possible.*

Value(s): *Service, Enrichment, Relevance* **Community aspiration(s):** *3, 4, 5*

Action plan: Create connections with local village, town and county officials or agencies to provide direct updates, in the form of presentations to patrons on construction, energy, health, education, recreation, etc. issues as appropriate.

Objective: Create a connection with the Village of Penn Yan Department of Public Works by the end of 2024.

Objective: Create a connection with Yates County Public Health by June 2024.

Objective: Identify the agency most involved in the health and upkeep of Keuka Lake (including regarding harmful algal blooms (HABs) and create a connection with it by the end of 2024.

Action plan: Create connections with local nonprofits to provide direct updates, in the form of presentations, to patrons on sustainability, resilience, etc. issues as appropriate.

Objective: Create a connection with Sustainable Finger Lakes by the end of 2024.

Goal: *The library will continue to offer the capacity for a wide range of participation in many of our adult programs.*

Value(s): *Inviting, Inclusion, Service, Enrichment, Relevance* **Community aspiration(s):** *2, 3, 4*

Action plan: The library will continue to make adult programming available to patrons with mobility and sensory concerns.

Objective: The library will continue to offer an array of adult programs virtually via Zoom.

Objective: The library will continue to record and subtitle certain adult programs as appropriate, with an emphasis on those presenting original information for broad audiences.

Objective: The library will purchase and put into use the Owl Labs Meeting Camera for appropriate events by the end of 2024.

Objective: The library will seek to contract with an organization providing American Sign Language (ASL) interpretation services to be available upon request.

Goal: *The library's programming will address diversity issues such as race, gender, sexual orientation, class, etc., as well as diverse perspectives, by platforming a wider variety of backgrounds in presenters, materials, and topics as often as possible.*

Value(s): *Inviting, Inclusion, Service, Enrichment, Relevance* **Community aspiration(s):** *1, 3, 4*

Action Plan: Library personnel will reach out to and partner with organizations and agencies representing diverse populations to present a variety of educational and community-building public programs.

Objective: Staff will identify and reach out to at least one organization or agency representing the Black community in 2024.

Objective: Staff will identify and reach out to at least one organization or agency representing the Indigenous community in 2024.

Objective: Staff will identify and reach out to at least one organization or agency representing immigrants, refugees, asylum seekers and/or displaced populations in 2025.

Objective: Staff will identify and reach out to at least one organization or agency representing people of diverse religious backgrounds in 2025.

Objective: Staff will continually inform themselves via local, national and international news on emerging subjects that would necessitate outreach to additional groups of people to build community with.

Youth Programming

Goal: *Youth in-house programming for youth under age 12 will focus on building all kinds of literacy skills in our community's youngest patrons.*

Value(s): *inviting, enrichment, relevance* **Community Aspiration(s):** *3, 5*

Action Plan: The library's programming for youth under 12 will appeal to both youth and caregivers.

Objective: Each year, the Youth Services department will offer at least two programs aimed at building early literacy skills in caregivers.

Objective: Each year, the Youth Services department will offer at least one non-storytime early-literacy-skill-building program per quarter.

Goal: *Youth in-house programming for ages 12 to 18 will meet these users "where they are," offering opportunities to inform, enlighten, and entertain.*

Value(s): *inclusion, service* **Community Aspiration(s):** *1, 5*

Action Plan: The library's programming for ages 12 to 18 will be designed to meet the diverse needs of this sometimes-challenging demographic.

Objective: Each year, the Youth Services department will partner with at least three community organizations that offer programming for this age to provide new program opportunities.

Objective: Each year, the Youth Services department will offer at least one program for the 12-18 age group that includes new-to-the-library technology

Objective: Each year, the Youth Services department will offer at least six programs that support the mental health of youth ages 12-18.

Goal: *Youth in-house programming for families will focus on creating memorable experiences for intergenerational groups of all kinds.*

Value(s): *inclusion, service* **Community Aspiration(s):** *1, 5*

Action Plan: **The Youth Services department will strive to offer programming that is accessible to all ages.**

Objective: Quarterly, the Youth Services department will offer at least one intergenerational program in the evening.

Youth Outreach Programming

Goal: *Youth Services Outreach programming will connect young patrons, regardless of their physical location, with library resources.*

Value(s): *service, relevance* **Community Aspiration(s):** *2, 3*

Action Plan: Youth Services staff will pursue outreach opportunities that showcase a diverse variety of library resources to diverse audiences.

Objective: Each year, the Youth Services department will offer at least one outreach program for youth that highlights the Libby app, JobNow, and other relevant library resources.

Goal: *The Youth Services department will build and maintain strong relationships with a wide variety of community partners.*

Value(s): enrichment **Community Aspiration(s):** 3, 4

Action Plan: Youth Services staff will continuously seek out new outreach partnerships, with a special focus on non-traditional outreach partnerships.

Objective: Youth Services staff will visit at least two new outreach locations per calendar year.

Youth Virtual Programming

The Youth Services Department will provide virtual programming if there is a quantifiable demand for it (i.e. during a pandemic), otherwise the department will focus on in-person programming, both onsite and offsite.

C. Library Personnel

Goal: *Library Personnel will be informed about Penn Yan community resources and opportunities to collaborate with local agencies and organizations.*

Value(s): Inclusion **Community Aspiration(s):** 2,3,5

Action plan: Guest speakers will present at staff roundtables

Objective: At least 3 times a year, representatives of local agencies will be invited to speak at staff roundtables

Objective: Librarians will continue to participate in local agency committees and service organizations.

Goal: *Library personnel will be trauma informed.*

Value(s): Inviting **Community Aspiration(s):** 1,2

Action plan: Staff will receive training on mental health issues

Objective: At least once a year, staff will receive training from our Employee Assistance Plan representatives.

Goal: *Library Personnel will be informed about PYPL and STLS (Southern Tier Library System) resources, procedures, policies and technologies and have opportunities to gain new professional knowledge.*

Value(s): *Service* **Community Aspiration:** *1,2,4*

Action plan: Staff will be continuously updated/trained on new library resources and policies.

Objective: Daily verbal and written means of communication of instructions will be used.

Objective: Staff will receive training at monthly Staff Roundtables.

Objective: Staff will continue to be supported in attending offsite training, meetings and conferences with annual budget lines for travel/training, and dues.

Action plan: Staff will continuously participate in creating/updating and training peers on new procedures.

Objective: Daily verbal and written means of communication of instructions and procedural updates will be used.

Objective: Staff will receive training at monthly Staff Roundtables.

Goal: *Library Personnel will be informed about Diversity, Equity and Inclusion issues.*

Value(s): *Inviting, Inclusion, Relevance* **Community Aspiration:** *1,2*

Action plan: Staff will receive training on Diversity Equity and Inclusion issues.

Objective: The Adult Services Director will annually train staff on Diversity Equity and Inclusion at a Staff Roundtable.

Goal: *Individual Library Staff members will be supported in setting individual goals.*

Value(s): *Inclusion, Service, Enrichment* **Community Aspiration:** *1,2,5*

Action plan: Staff will be able to develop their own SMART goals annually.

Objective: The Director will develop the staff evaluation process to include SMART goal formation on the self-evaluation form for full-time staff by fall 2025.

Goal: *Library Staff will experience an emotionally supportive workplace.*

Value(s): *Inviting, Enrichment* **Community Aspiration:** *1,2,3*

Action plan: The mental health of the staff is prioritized

Objective: All staff will have access to mental health care through the continued annual renewal of the Employee Assistance Plan.

Action plan: Staff social refresh time will be supported

Objective: At least 5 hours annually will be set aside for possible staff celebrations.

D. Library Facilities and Grounds

Goal: PYPL will have a continuously maintained building and maintained grounds.

Value(s): Inviting, Inclusion, Service, Relevance

Community Aspiration: 1,4

Action Plan: Curb appeal, interior aesthetics and sustainability will be maintained and improved.

Objective: By the end of 2024 trees on the library grounds will be trimmed.

Objective: By the end of 2024 the front public sidewalk will be replaced.

Objective: By the end of 2024 the book display unit will be replaced. (Friends)

Objective: The PAC area furnishings will be replaced by the end of 2028. (Friends)

Objective: The cabinet in the meeting room will be replaced by the end of 2028. (Friends)

Goal: Create an environment in which persons of all gender identities feel welcome.

Value(s): Inviting, Inclusion, Service, Relevance

Community aspiration(s): 1, 2, 3, 4

Action plan: Include provision for gender-neutral bathrooms in line with current best practices in the plan for the upcoming library construction project, along with necessary modifications to the library's use policy.

Objective: Include plans for a gender-neutral bathroom remodel in the call for bids for our upcoming construction project.

Youth Facilities

Goal: The Youth Services area will reflect the values and aspirations of the community.

Value(s): Inviting, Inclusion, Service, Enrichment, Relevance

Community Aspiration(s): 1, 4, 5

Action Plan: The placement of the Youth Services stacks, furniture, and décor will change as necessary to meet the needs of the community.

Objective: The Youth Services area will be completely re-arranged by the end of 2026, based on the results of a user survey conducted in 2025.

Goal: PYPL will become more accessible.

Value(s): Inviting, Inclusion, Service, Relevance

Community Aspiration: 1,4

Action Plan: In 2024, a multi-phased construction project will begin resulting in a more accessible building by 2028.

Objective: Restrooms will be refurbished by the end of 2028

Objective: Entryways/doorways will be refurbished by the end of 2028.

Objective: Lighting in the newer addition will be moved and replaced by the end of 2028.

Objective: Shelving units will be moved to provide 45” aisles and carpet replaced by the end of 2028.

E. Technology

Goal: *Up to date, in working order technology will continuously be available for public and staff use.*

Value(s): *Service, Relevance Community Aspiration: 2,3,5*

Action Plan: An updated Technology Plan will be created.

Objective: Staff will convene a technology plan committee in early 2024 to earmark prioritized technology updates to take place by the end of 2028.

Objective: The new technology plan will be written by the end of 2024.

Action Plan: All technology will continue to be replaced and repaired.

Objective: The Technology Library Assistant will create a new regular replacement schedule for all technology by the end of 2024.

Objective: The Technology Library Assistant will facilitate the purchasing of replacement technology including desktop and laptop computers according to the schedule on an annual basis.

Goal: *The library will use and promote existing technology and information sources to connect community members with upcoming events throughout the region.*

Value(s): *Inclusion, Service, Enrichment, Relevance Community aspiration(s): 2, 3, 4, 5*

Action plan: Promote the Yates County Chamber of Commerce community calendar as the “calendar of record” for all local activities and events.

Objective: Add a link to the Chamber calendar on the PYPL home page, add it to the website

Objective: When interacting or partnering with other community agencies, encourage them to consider the Chamber calendar as the calendar of record for our community, to promote it in their physical and digital spaces, and to submit activities and events to it for promotion; remind them that if they create Facebook Events for their activities, the Chamber may be able to automatically add them to their own calendar.

Goal: *Provide greater access to the items and accessories patrons need to navigate our increasingly device-driven world.*

Value(s): *Inclusion, Service, Relevance Community aspiration(s): 2, 3*

Action plan: Increase the library's capacity to meet patrons' power needs.

Objective: Add at least two public device charging stations by the end of 2024.

Objective: Create an organized collection of loanable (in-house) charging cords to serve the most common types of devices by the end of 2024.

Spring 2023 'Community Data First' collection results

Number of groups of people surveyed: 12

Number of people surveyed: 100

What age groups are represented: Child_1__ Teen_10__ New Adult__6_ Middle Years_48__ Senior_35__

Village of Penn Yan Residents? Yes, most participants were residents of the village.

If no, resident of what township? Jerusalem, Milo, Rushville, Dundee, Himrod, Watkins Glen, Torrey,

1. ***What kind of community do you want to live in? The collected answers brainstormed by participants fit into five main categories. (See page 3.)***

2. ***Why is that important to you?***

Participants thought the above answers were important because there can be...

- A both mentally and physically healthier population
- Reduced poverty
- A community where everyone can have the chance to succeed and feel respected
- A fully educated public working toward open mindedness and respect for diversity
- A feeling of belonging for all
- Encouragement for healthy caring human beings
- Diverse experiences available
- A community that doesn't have nameless, faceless representatives in our businesses and elsewhere
- A community that attracts tourists and new residents
- People living their own lives and not feeling judged
- A community that offers solutions to people's struggles
- A community that retains youthful residents with opportunities to meet their goals
- Social opportunities for all generations
- A place that prepares children for the larger world
- Decreased loneliness and isolation
- Positive interactions
- Increased Quality of life-
- Affordable safe housing
- A welcoming, safe, healthy, connected, authentic community
- Rising quality of life

3. ***How is that different from how you see things now?***

- There is a portion of the community that is closed minded, not welcoming, rigid

- No one place to find out all events and public activities going on
- No one place to find out about local volunteer activities
- Concern that vetting of senior services listed by other agencies is lacking
- Not enough mental health providers
- Too many silos trying to address community issues, need for more partnerships
- Tourism can take resources away from people who live here
- PYCSD school population shrinking
- People don't stay to raise their families
- There are judgmental people
- Individuals react negatively to change
- Not a diverse population
- Bullying continues to be an issue
- Not everyone has access and knowledge of available resources
- Not enough opportunities to hear and be heard respectfully
- People embracing their own diversity, but not others diversity
- Sometimes people are not outwardly friendly
- Some people can not work in peace and have acceptance from others
- The community is divided politically neighbor by neighbor
- Is being told we are divided by others creating a self-fulfilling prophecy?
- If one "side" is extreme in their views, is the other side extreme also?
- Can voices of authority make a difference by modeling accepting behavior?
- Some folks seem disconnected
- Since Covid there is less cultural opportunities such as lectures and classes
- Leadership doesn't reflect all aspects of the community
- There are judgmental parts of the community
- Fear of outsiders
- Clicks, exclusivity, economically and generationally
- Not enough sharing of good news
- Not one place to find out what is going on in the community

4. *What are some things that need to happen to create that kind of change?*

- More involvement from different segments of the community
- More youth engagement outside of school activities
- Better listening and less talking
- A stronger connection between government and what people want
- More opportunities for children
- Arts education for youth
- Intergenerational connections opportunities
- Focusing on environment such as local trails and parks and water quality
- More diverse bipartisan local government
- Provided opportunities for diverse groups to talk about issues
- More "late" night non-alcohol related opportunities
- Family friendly activities
- More local shopping locations for useful items
- Lower local gas prices
- Attract specialists and professionals
- Adult sport leagues
- More therapists for youth
- Small cultural changes could have ripple effects
- Normalizing talking about mental health issues, marginalized groups, stigmas, common humanity with small group gatherings
- More life-long learning opportunities
- Opportunities for people to share their stories
- More media coverage and banners
- Info lunch sessions
- Info on local parks, park passes
- Purposeful groups representing a cross section of ideals
- More new useful spaces

- Bring visibility to the assets the community has already
- Mennonite community interaction to share knowledge
- Community organizations working together to offer programs
- More kindness
- Outside the box thinking
- Free food
- Mixed age-group activities
- More mental health care
- Rebuild community connections post-covid
- Take advantage of renewed momentum post-covid
- Form multi-generational volunteer groups and activities
- Bike lanes
- Address local water issues such as algae blooms

PYPL
Budget

Penn Yan Public Library												
	19-20 Budget	actual 19-20	budget 20-21 no increase	actual 20-21	21-22 budget no increase	actual 21-22	Approved 22-23 no increase	actual 22-23	Approved 23-24	actual 23-24	committee proposed 24-25	
4100 printing												
4150 laser printer	\$ 600.00	\$ 704.00	600	659	500	1038.12	500	1307.34	500		1350	
4160 other copies	\$ 1,000.00	\$ 763.00	1000	429	1000	245.63	1000	8.33	1000			
4100 Printing income tot	1600	1467	1600	1088	1500	1283.75	1500	1315.67	1500		1350	
4200 village	\$ 1,000.00	\$ 1,000.00	1000	1000	1000	1000	1000	1000	1000		1000	
4400 fines	\$ 5,000.00	\$ 3,199.00	5166.6	1995	0	494.37	0	865.74			0	
4500 lost/damaged books		\$ 472.00		229		192.43		190.44				
4505 sale of extraneous materials		\$ 599.00		420		208.58		222.66				
4525 café receipts	\$ 600.00	\$ 610.00	600		0		0	406.46	600		600	
4540 tax income	\$ 706,480.00	\$ 706,480.00	\$ 706,480.00	\$ 706,480.00	\$ 706,480.00	\$ 706,480.00	\$ 706,480.00	\$ 706,480.00	\$ 717,902.00		\$ 750,208.00	
4550 misc.		\$ 3,429.00		2566		2726.77		7437.14				
4560 program income				281								
4570 thumbdrive income												
4600 L.L.S.A.	\$ 4,500.00	\$ 4,463.00	4500	4348	3500	4375.41	3500	4558.91	4000		4560	
4660 tech revenue												
4700 interest	\$ 500.00	\$ 24.00	500		150	25.2	150	25.21	150		150	
tot	\$ 719,680.00	\$ 721,743.00	\$ 719,846.60	\$ 718,407.00	\$ 712,630.00	\$ 716,786.51	\$ 712,630.00	\$ 722,502.23	\$ 725,152.00	\$ -	\$ 757,868.00	
4800 gifts/donations		\$ 3,802.00	3000	6251	3000	13835.03	3000	5679.58			3000	
4810 donations material												
4815 donations friends												
4820 donations funds												
4825 donations funds building												
4800 tot	\$ 3,000.00	\$ 3,802.00	3000	6251	3000	13835.03	3000	5679.58	3000		3000	
4900 grant income		\$ 6,100.00										
4960 other grant												
total income	\$ 722,680.00	\$ 731,645.00	\$ 722,846.60	\$ 724,658.00	\$ 715,630.00	\$ 730,621.54	\$ 715,630.00	\$ 728,181.81	\$ 728,152.00	\$ -	\$ 760,868.00	

PYPL
Budget

	budget 19-20	actual 19-20	approved 20-21	actual 20-21	approved 21-22	actual 21-22	approved 22-23	actual 22-23	approved 23-24	actual 23-24	24-25							
5000 Human Resources																		
5100 Salaries																		
5110 Director	65408	67139	66716.16	67717	71466	73267	74325	78873.52	76555		79617							
Librarian 1			0		53682	55482	55829	124740.33	57504		59804							
5115 Librarian 1	102814	102299	104870.28	106434	58646	60446	60992		62821		65334							
5125 Network Tech	56092	56142	57213.84	43339	61287													
5130 Clerical	202423	188324	206471.46	180870	192328	204023	215000	253726.93	232212		242011							
5135 Building Staff	18343		18709.86		21953		24448		25223		26234							
5100 tot. sal.	\$ 445,080.00	\$ 413,904.00	\$ 453,981.60	\$ 398,360.00	\$ 459,362.00	\$ 393,218.00	\$ 430,594.00	\$ 457,340.78	\$ 454,315.00	\$ -	\$ 473,000.00							
5200 Benefits																		
5210 Medicare/SS	\$ 30,000.00	\$ 30,600.00	30000	30916	\$ 30,000.00	29932	\$ 30,000.00	\$ 34,831.86	\$ 31,000.00		\$ 36,000.00							
5220 Health Insurance		\$ (4,619.00)																
5225 HAS/HRA Contributions																		
5225 QSEHRA Contributions	\$ 51,000.00	\$ 33,423.00	51000	40617	38200	24638	40000	24147.34	48240		50090							
5235 Voluntary benefits								-2704.59										
5230 Disability/ Paid Fam Leave	\$ 1,600.00	\$ 1,719.00	1600	2682.16	1800	2359	2700	2453.68	2700		2700							
5240 SUTA	\$ 3,000.00	\$ 918.00	3000	2758	1500	3437	3000	4451.04	3500		4500							
5250 Workmens Comp	\$ 5,500.00	\$ (430.00)	5500	4434	4500	3981	4500	7494.18	4500		4500							
Employee Assistance Plan	\$ 500.00	\$ 500.00	500	500		500	500	500	500		500							
5200 Benefits-other								2604.42										
5260 Retirement	\$ 49,000.00	\$ 50,676.00	53500	48889	55980	51226	56442	29159	40000	38886	50000							
5200 tot	\$ 140,600.00	\$ 112,787.00	\$ 145,100.00	\$ 130,796.16	\$ 131,980.00	\$ 116,073.00	\$ 137,142.00	\$ 102,936.93	\$ 130,440.00	\$ 38,886.00	\$ 148,290.00							
5300 Other Human Resources				141														
5300 payroll costs	\$ 3,000.00	\$ 2,800.00	3000	2872	3000	3090	3000	3137			3300							
5320 publicity																		
5000 total Human Resources	\$ 588,680.00	\$ 529,491.00	\$ 602,081.60	\$ 532,169.16	\$ 594,342.00	\$ 512,381.00	\$ 570,736.00	\$ 563,414.71	\$ 584,755.00	\$ 38,886.00	\$ 624,590.00							

PYPL
Budget

		budget 19-20	actual 19-20	approved 20-21	actual 20-21	approved 21-22	actual 21-22	approved 22-23	actual 22-23	approved 23-24	actual 23-24	24-25				
	5400 Administration															
5415	Hotspots	\$ 900.00	\$ 1,613.00	3250	3917	3250	6512	5000	6359.84	5000		3000				
5420	promotion	\$ 500.00	\$ 2,279.00	500	2265	500	355	500	1436.95	500		500				
5422	annual campaign	\$ 600.00										600				
5425	internet	\$ 1,800.00	\$ 1,800.00	1800	1800	1800	1800	1800	1800	1800		1800				
5430	telephone	\$ 1,700.00	\$ 2,099.00	2000	2114	2300	1944	2300	1952.99	2300		850				
5435	insurance	\$ 6,500.00	\$ 6,606.00	6600	7070	6500	8408	8000	7560.81	8300	8675	8675				
	5440 accounting															
5442	review/audit	\$ 4,000.00	\$ 4,000.00	4000	6900	4000	5600	5900	6550	5900		6550				
5444	supplies	\$ 150.00	\$ 220.00	150	147	150	515	150	35.98	150		150				
5445	cpa services															
5450	equipment for staff	\$ 500.00	\$ 1,220.00	500	796	500	366	500	348.92	500		500				
5451	service contract	\$ 1,000.00	\$ 396.00	450	454	450	324		377.02			1000				
5455	furnishings for staff	\$ 300.00			1259											
5452	Toshiba copier		\$ (598.00)		332		458	1000	414.4	1000		500				
	5460 office supplies						518		536.71							
5461	staff rm supplies	\$ 300.00	\$ 308.00	300	109	250	160	200	101.64	200		150				
5462	paper, white	\$ 300.00	\$ 202.00	250	166	250	166	250	381.1	250		300				
5463	other supplies	\$ 500.00	\$ 672.00	500	708	500	523	500	597.28	500		500				
5470	training/travel	\$ 1,800.00	\$ 1,517.00	0	178		1442	1500	817.97	1500		1200				
5475	legal	\$ 800.00		800	0	800		800		800		800				
5480	dues	\$ 1,500.00	\$ 1,038.00	1000	988	1000	880	1000	800	1000		900				
5485	postage	\$ 400.00	\$ 178.00	300	242	300	123	300	433.98	300		300				
	5490 misc.		\$ (206.00)		146		87									
5493	admin. misc.				15				1291.05							
5486	vote expense	\$ 1,500.00	\$ 851.00	1200					1521.02	1500		1500				
5400	tot admin	\$ 25,050.00	\$ 24,195.00	\$ 23,600.00	\$ 29,606.00	\$ 22,550.00	\$ 30,181.00	\$ 29,700.00	\$ 33,317.66	\$ 31,500.00	\$ 8,675.00	\$ 29,775.00				

PYPL
Budget

	5900 Building and Grounds	budget 19-20	actual 19-20	approved 20-21	actual 20-21	approved 21-22	actual 21-22	approved 22-23	actual 22-23	approved 23-24	actual 23-24	24-25				
	5910 utilities															
5912	electric	\$ 6,500.00	\$ 4,295.00	6500	5351	5500	6336	5500	5212.26	6500		6000				
5913	sewer and water	\$ 850.00	\$ 753.00	850	602	850	743	850	1004.09	800		1000				
5914	gas	\$ 2,800.00	\$ 2,504.00	2800	1536	2500	285	1600	148.53	1500		300				
5920	equipment, new			300	1560	300		300	20.99	300		300				
	5930 repairs and maint		\$ 767.00		279											
5932	equipment	\$ -	\$ 1,300.00		120	1300	2335	1300	789.72	1300		1300				
5934	building and ground	\$ 1,500.00	\$ 2,267.00	1400	3252	1400	324	17206	723.78	9760		7000				
5930	Repairs other								12537.88							
	5940 maint contracts						1389									
5941	janitorial maint															
5943	trash removal	\$ 450.00	\$ 435.00	500	533	550	562	550	563.09	550		550				
5945	fire protection	\$ 700.00	\$ 948.00	700	576	950	895	700	590	900		1000				
5946	snow plowing	\$ 1,500.00	\$ 855.00	1000	665	850	1000	1000	750	1000		1000				
	5970 supplies															
5972	custodial	\$ 600.00	\$ 513.00	600	1418	550	949	550	1048.5	800		900				
5970	other supplies		\$ 22.00		2681		238		235.96							
5974	building	\$ 9,000.00	\$ 6,714.00	650	342	650	155	650	829.16	650		650				
	building depreciation	\$ 1,000.00		1000		1000		1000		1000		1000				
5900	tot building and ground	\$ 24,900.00	\$ 21,373.00	\$ 16,300.00	\$ 18,915.00	\$ 16,400.00	\$ 15,211.00	\$ 31,206.00	\$ 24,453.96	\$ 25,060.00	\$ -	\$ 21,000.00				
	6000 tech (network,ILS)															
6100	hardware new	\$ 3,500.00	\$ 1,058.00	3000	1116	3000	8081	3000	4160	3000		2750				
6150	parts	\$ 150.00	\$ 267.00	150		150	300	150		300		300				
6200	software	\$ 500.00	\$ 63.00	500		500		500		500		500				
6300	maint	\$ 1,000.00	\$ 1,079.00	1000	531	1000	2034	3000	2268.5	3000		3000				
6400	STLS ILS and Overdrive	\$ 27,350.00	\$ 28,376.00	31115	31126	33538	32301	33538	33538	35287		36448				
6600	supplies															
6700	funded depreciation															
6000	tot tech	\$ 32,500.00	\$ 30,843.00	\$ 35,765.00	\$ 32,773.00	\$ 38,188.00	\$ 42,716.00	\$ 40,188.00	\$ 39,966.50	\$ 42,087.00	\$ -	\$ 42,998.00				
	7100 Reference															
	7110 materials															
7120	ref books	\$ 500.00	\$ 10.00	100	803	500	16	500	26.99	500		155				
7130	electronic resources	\$ 350.00		0												
7170	periodicals, microform	\$ 400.00		300												
	7200 other ref		\$ 171.00						60							
7220	programming															
7250	equipment															
7255	furnishings															
7100	tot ref	\$ 1,250.00	\$ 181.00	400	803	500	16	500	86.99	500		\$ 155.00				

PYPL
Budget

	budget 19-20	actual 19-20	approved 20-21	actual 20-21	approved 21-22	actual 21-22	22-23 budget	actual 22-23	approved 23-24	actual 23-24	24-25			
7300 Adult Services														
7310 materials														
7320 adult fic	\$ 12,500.00	\$ 9,536.00	11500	10687	11500	7380	11500	7245.49	11500		10000			
7321 graphic novels	\$ 350.00	\$ 265.00	350	35	350	26	350	158.68	350		350			
7325 digital downloads	\$ 1,450.00	\$ 1,421.00						43.94						
7315 Print materials-other														
7355 Adult Furnishings														
7330 adult non-fic	\$ 6,000.00	\$ 3,227.00	5000	4651	5000	3475	5000	4460.77	5000		5000			
7370 periodicals	\$ 4,000.00	\$ 4,286.00	4000	4846	4000	4104	4000	5037.64	4000		4500			
7382 audio books	\$ 4,000.00	\$ 2,697.00	3500	4359	3500	3495	3500	2401.43	3500		3000			
7384 music CD	\$ 350.00	\$ 234.00	350	546	350	156	350	246.84	200		200			
7386 DVD	\$ 5,000.00	\$ 4,389.00	4500	3592	4500	4511	4500	4741.34	4000		4000			
7310 tot materials	\$ 33,650.00	\$ 26,055.00	\$ 29,200.00	\$ 28,716.00	\$ 29,200.00	\$ 23,147.00	\$ 29,200.00	\$ 24,336.13	\$ 28,550.00	\$ -	\$ 27,050.00			
7420 programming/prog. Equip	\$ 1,800.00	\$ 1,490.00	1500	1395	1500	1489	1500	2305.71	1500		1500			
7450 equipment														
7451 laser printer		\$ 166.00		494		172								
7452 other equipment	\$ 200.00	\$ 174.00	200	123	200	139	200		200		200			
7453 supplies		\$ 14.00						13.69						
7454 café	\$ 950.00	\$ 548.00	650		0	312		785.44	950		850			
7310 materials-other		\$ 388.00		5835				130						
7300 tot adult services	\$ 36,600.00	\$ 28,835.00	\$ 31,550.00	\$ 36,563.00	\$ 30,900.00	\$ 25,259.00	\$ 30,900.00	\$ 27,570.97	\$ 31,200.00	\$ -	\$ 29,600.00			
7500 Youth Services														
7510 materials														
7520 E	\$ 1,800.00	\$ 1,395.00	\$ 1,800.00	\$ 1,052.00	\$ 1,800.00	1078	1800	931.43	1800		1500			
7530 J Fic	\$ 1,100.00	\$ 970.00	\$ 1,000.00	\$ 1,212.00	\$ 1,100.00	1970	1100	1247.11	1500		1500			
7540 J nf	\$ 600.00	\$ 515.00	\$ 600.00	\$ 823.00	\$ 600.00	749	600	944.96	750		800			
7550 YA	\$ 1,250.00	\$ 950.00	\$ 1,250.00	\$ 947.00	\$ 1,250.00	1073	1250	907.79	1250		1200			
7560 realia (non-book)	\$ 300.00	\$ 118.00	\$ 300.00	\$ -	\$ 300.00		300		300		300			
7570 periodicals	\$ 200.00	\$ 201.00	\$ 200.00	\$ -	\$ -									
7582 audiobooks	\$ 500.00	\$ 194.00	\$ 500.00	\$ 138.00	\$ 300.00	168	300		200		200			
7582 other		\$ 458.00		\$ 729.00										
7584 music cd	\$ 100.00	\$ 13.00	\$ 100.00	\$ 20.00	\$ 100.00	315	100		100		100			
7586 dvd														
7588 video games	\$ 1,000.00	\$ 964.00	\$ 1,000.00	\$ 1,258.00	\$ 1,000.00	1385	1000	1018.17	1200		1200			
7510 tot materials	\$ 6,850.00	\$ 5,778.00	\$ 6,750.00	\$ 6,179.00	\$ 6,450.00	\$ 6,738.00	\$ 6,450.00	\$ 5,049.46	\$ 7,100.00	\$ -	\$ 6,800.00			
7620 programming	\$ 2,400.00	\$ 1,642.00	\$ 2,000.00	\$ 2,869.00	\$ 2,400.00	3733	2400	4685.34	2400		2400			
7650 equipment		\$ 231.00												
7655 furnishings														
7500 tot youth services	\$ 9,250.00	\$ 7,651.00	\$ 8,750.00	\$ 9,048.00	\$ 8,850.00	\$ 10,471.00	\$ 8,850.00	\$ 9,734.80	\$ 9,500.00	\$ -	\$ 9,200.00			
8100 Technical Services														
8100 budget 19-20			budget 20-21		approved 21-22	actual 21-22	approved 22-23	actual 22-23	approved 23-24	actual 23-24	24-25			
8155 processing costs	\$ 850.00	\$ 403.00	800	770	800	299	800	294.07	800		800			
8162 repair supplies	\$ 25.00	\$ 50.00	25	400	25	33	25	38.42	25		25			
8163 av supplies	\$ 575.00	\$ 340.00	575		575		575	73.29	575		575			
8165 disc cleaner supplies	\$ 100.00	\$ 180.00	100		100	125	100		100		100			
8167 misc supplies	\$ 750.00	\$ 774.00	750	272	750	679	750	352.1	750		750			
8161 tech supplies other				12		544								
8100 tot tech services	\$ 2,300.00	\$ 1,747.00	\$ 2,250.00	\$ 1,454.00	\$ 2,250.00	\$ 1,680.00	\$ 2,250.00	\$ 757.88	\$ 2,250.00	\$ -	\$ 2,250.00			
8250 8200 Circulation														
8260 equipment	\$ 200.00	\$ 80.00	200		200		200		200		200			
8275 patron cards	\$ 450.00		200		200	490	200	376	200		200			
8280 postage for overdue	\$ 300.00	\$ 275.00	450	162	450		300	61.58	300		300			
8200 mailing supplies	\$ 200.00	\$ 39.00	300	57	300	115	100		100		100			
8295 unique management	\$ 1,000.00	\$ 412.00	1000	546	500	363	500	453.2	500		500			
tot circulation	\$ 2,150.00	\$ 806.00	\$ 2,150.00	\$ 765.00	\$ 1,650.00	\$ 968.00	\$ 1,300.00	\$ 890.78	\$ 1,300.00	\$ -	\$ 1,300.00			
8415 8400 Non-Budget expen														
9100 tot non-budgeted														
total expenses	\$ 722,680.00	\$ 645,122.00	\$ 722,846.60	\$ 662,096.16	\$ 715,630.00	\$ 638,799.00	\$ 715,630.00	\$ 700,194.25	\$ 728,152.00	\$ 47,561.00	\$ 760,868.00			

**BY-LAWS FOR
THE BOARD OF TRUSTEES OF THE
PENN YAN PUBLIC LIBRARY**

Revision Adopted 10/16/2008, 5/18/2017, 9/18/2022, 1/18/2024

The Penn Yan Public Library and the Trustees thereof shall operate and act pursuant to and possess the powers set forth in the Education Law of the State of New York with regard to public libraries.

TRUSTEES

- The Board of Trustees shall be comprised of nine members, each of whom shall serve for a term of five years. Trustees shall be elected by vote of the eligible voters of the school district in accordance with law.
- Election of trustees will be held at the annual meeting (the Trustee vote). Board members shall be elected without reference to a specific term. When more than one term is to be filled, the candidates receiving the largest number of votes shall be elected. Newly elected trustees will take office on July 1.
- Any vacancy in the office of trustee will be filled by appointment by the Board of Trustees for the balance of the unexpired term of the trustee being replaced, in accordance with the original Charter of the Penn Yan Public Library.
- Members of the Board of Trustees have a duty of loyalty and a duty of care to the library. Thus trustees are expected to attend all meetings of the Board including committee meetings, after election or appointment to the Board. Absences will be noted in the minutes of the meeting as *excused* or *unexcused*.
 - *Excused*: Trustees may be excused for short vacations, personal reasons or illness. Notice is expected in advance of the meeting to all members and to the director.
 - *Unexcused*: No notice given in advance of the meeting of the trustee's inability to attend the meeting.

If an excessive number of unexcused or excused absences are noted within a fiscal year, the President of the Board of Trustees may request improved attendance from a member or the member's resignation.

- Trustee responsibilities including New York State mandated trainings are detailed in the Trustee Job Description (See Appendix A).
- The benefits of Section 18 of the Public Officers Law of the State of New York relating to the defense and indemnification of officers (Trustees) and employees of public entities are conferred on all persons who are employees of the Penn Yan Public Library within the meaning of such law, and the Penn Yan Public Library shall be liable for the costs incurred under the provisions of such Section 18.

OFFICERS

- A President, a Financial Officer, and a Secretary shall be elected at the July meeting, by the majority of the Board to serve a one-year term.
- The President shall preside at meetings of the Board, call special meetings, appoint committees and chairpersons as needed, and perform other duties associated with the office. If the President is unable to preside at a meeting, the Financial Officer or the Secretary shall preside at the meeting.
- The Financial Officer shall be familiar with the financial transactions of the Library.
- The Secretary shall record the business conducted at Board meetings. The Secretary shall conduct correspondence for the Board and perform other duties associated with the office.

COMMITTEES

- Membership of standing committees will be chosen by the President each year in July to serve a one-year term. Standing committees shall meet on an as-needed basis but at least twice a year. Each committee will choose a chairperson who will run meetings and report on committee discussions to the full Board. Any proposals by committees that require full board action should be sent to all Board members in writing in advance of the next meeting.

Finance Committee

- Prepares and presents a proposed budget to the full Board
- Understands and oversees the financial structure of the library
- Proposes financial policies
- Oversees any fundraising activities
- Performs other tasks as deemed necessary

Personnel Committee

- Reviews the personnel policy
- Evaluates the performance of the Director
- Is familiar with staff job descriptions and proposes salary ranges
- Is familiar with the Civil Service system
- Performs other tasks as deemed necessary
- Is familiar with Health Insurance options

Policy Review Committee

- Regularly reviews Board policies

- Reviews Board By-laws when needed
- Performs other tasks when deemed necessary

Building and Grounds Committee

- Prioritizes building and grounds projects and repairs
- Performs other tasks as deemed necessary
- Evaluates building maintenance schedule

Nominating Committee

- Presents a slate of officers in July for the upcoming year
- Keeps a list and makes contact with potential new board members
- Performs other tasks as deemed necessary

MEETINGS

- Meetings are held monthly on the third Thursday of every month.
- The order of business at meetings includes:
 - a. Public Comment (*See Public Comment Policy Appendix B*)
 - b. Note of those present
 - c. Adopt the Agenda
 - d. Minutes of the previous meeting
 - e. Treasurer's report
 - f. Action on bills
 - g. Director's report
 - h. Committee reports
 - i. Old business
 - j. New business
 - k. Adjournment
- Notice of all meetings shall be posted in public locations and published as required by the Open Meetings Law. The paper of record will be used as required by the Public Officers Law Art. 7, paragraph 104.
- A quorum shall be 5 Board members.
- Meetings will be conducted in accordance with Roberts Rules of Order.
- An affirmative vote of the majority of members present at the time shall be necessary to approve any action of the Board. The President may vote upon and discuss any proposal before the Board.

- The Public Comment section of the order of business shall be the portion of the regular Board meeting during which the public may address the Board for no more than five (5) minutes each. A citizen will have one opportunity to speak, and shall direct all their comments or questions to the President during that opportunity. The President reserves the right to end public participation at any meeting if he feels the board will not be able to conduct its business in a timely manner.

LIBRARY DIRECTOR AND STAFF:

The Board shall appoint a qualified Library Director who shall be the executive and administrative officer of the library, on behalf of the Board, and under its review and direction. The Director shall recommend to the Board the appointment and specify the duties of other employees. The Director shall be held responsible for: the proper direction and supervision of the staff, the care and maintenance of library property, adequate and proper selection of materials in keeping with the stated policy of the Board, the efficiency of library service to the public, and for its financial operation within the limitations of the budgeted appropriation.

ACCOUNT CLERK

An independent paid Account Clerk shall be appointed by the Board in accordance with the Standards established by the New York State Comptroller's Office for School District Public Libraries. The Account Clerk is responsible for monthly reporting to the Board on fiscal matters related to Library operations.

AUDIT

Each year, the Board employs an independent, licensed auditing firm to examine the finances of the Library and report the findings directly to the Board. The cost for the audit is charged to the Library.

AMENDING BYLAWS

The by-laws may be amended by the majority vote of all members of the Board. Written notice of the proposed amendment will be sent to all members at least one month prior to the meeting at which such action is proposed to be taken.

Appendix A

Penn Yan Public Library Job Description

Job Title: Member, Board of Trustees

Revised October 2008, September 2022

Duties:

- Attends Board and committee meetings and comes prepared to conduct the business of the Board or committee as stated on the agenda.
- Employs a qualified library director and evaluates him/her annually.
- Approves bylaws for the Board.
- Assists in preparing the annual budget with finance committee and approval of the full Board.
- Assists in securing new and/or adequate funding for the library as needed to carry out the library's programs and services.
- Establishes policies to govern the operation and programs of the library and assigns their execution to the director and library staff in compliance with federal, state and local law.
- Assists in establishing personnel policy with personnel committee and approval of the full Board.
- Establishes conditions of employment and provides for the staff's welfare with personnel committee and approval of the full Board.
- Provides for building and space needs, and maintains the library property.
- Establishes, supports and participates in public relations programs for the library.
- Attends and participates in regional, state and national trustee meetings and workshops for a fuller understanding of trustee responsibilities.
- Determines short- and long-term goals and objectives of the library and reexamines them regularly.
- Must be able to communicate with library staff and library board members through email.
- Attends 2 hours of New York State mandated Trustee education annually (between 7-1 and 6-30 beginning 1-2023) and submits evidence of participation to the Library Board President and Library Director (see form and FAQ below).
- Attends New York State mandated Sexual Harassment Prevention training annually (between 7-1 and 6-30) (See form below)
- Other duties as required.

In addition, officers of the Board have specific jobs that coincide with their appointed office.

President:

- Presides at Board meetings and conducts them according to a standing procedure and an agenda.
- Sets meeting agenda in cooperation with the library director.
- Calls special meetings as needed.
- Appoints committees as needed.

Treasurer:

- Leads in preparation of the annual budget.
- Rotates, along with other Board members, as check signer on call of the library director.
- Signs off on financial reports for NYS and Federal reporting requirements.
- Runs meetings in absence of the president and secretary.

Secretary:

- Provides accurate record keeping for the Board and keeps records on file at the library.
- Conducts correspondence for the Board, as appropriate.
- Runs meetings in the absence of the president.

Penn Yan Public Library

SELF-ASSURANCE of Trustee Education Activity Completion Form

Each Library Trustee, elected or appointed, of a board of trustees is required to complete a minimum of two hours of trustee education annually. (Education Law 260-d as added by *Chapter 468 of the Laws of 2021*)

Please use this self-assurance form if a certificate of completion is not available from the approved education activity provider. Please submit this form to the library board president for review and signature. Trustees should retain a copy of the signed form.

I attended the following trustee education activity:

Trustee Name: _____

Approved Provider: _____

Title of Activity: _____

Topic/Content: _____

Format (e.g. workshop, webinar, online course): _____

Date of Activity: _____

Contact Hours: _____

Trustee Signature/Date

Board President Signature/Date

Please submit dual signed form to the Library Director

Trustee Education Requirements: Division of Library Development: NYS Library

Frequently Asked Questions

Q: Why are continuing education requirements for public library trustees important?

A: Public library trustees in New York State oversee an estimated \$1.6 billion of the public's money—a responsibility that must be undertaken by informed, thoughtful, prudent, and trustworthy library boards. Requiring trustee education will foster an understanding of complex governance processes so that this responsibility is met.

Furthermore, to provide effective oversight, board members must appreciate their mandated duties and responsibilities. An effective way of providing this appreciation is to offer the training necessary to be good financial stewards.

The Handbook for Library Trustees of New York State states that “trustees must learn and grow during their entire tenure on the board, developing an ever-deepening awareness of the affairs of their own library and an appreciation and understanding of other libraries and library organizations. The public library is a multifaceted organization functioning in a complex world.”

Q: What are the trustee education requirements?

A: Beginning January 1, 2023, each member, elected or appointed, of a board of trustees shall be required to complete a minimum of two hours of trustee education annually. (Education Law 260-d added by Chapter 468 of the Laws of 2021).

Per Education Law, trustee education topics may include financial oversight, accountability, fiduciary responsibilities and the general powers and duties of a library trustee. Libraries should consult with their public library system about acceptable trustee education topics, formats and activities.

Q: Who is affected by the new trustee education law?

A: All boards of trustees of chartered (incorporated) and registered (licensed) public libraries, association libraries and Indian Libraries.

Q: Who approves the trustee education activities (topics and formats) and providers?

A: At the state level, trustee education providers and activities (topics and formats) are approved by the New York State Library acting on behalf of the Commissioner of Education.

In addition to pre-approving public library systems as trustee education providers, the State Library has delegated authority to public library systems to approve additional trustee education providers and activities (topics and formats) for their member libraries.

Q: Which trustee education providers are pre-approved at the State level?

A: The State Library has pre-approved the following trustee education providers:

- New York State Library/Division of Library Development

- Public Library Systems

- WebJunction

- New York Library Association (including the Library Trustees Section and other Sections/Roundtables)

- Reference and Research Library Resources Councils

- Empire State Library Network (formerly New York 3Rs Association)

- PULISDO (Public Library System Directors Organization)

- ALA including United for Libraries and other Divisions

Other providers may be approved by the public library systems. Libraries should contact the public library system to request approval of a provider.

Q: What types of trustee education formats are acceptable?

A: Trustee education may be delivered online or in person. Trustee education formats may include lectures, workshops, webinars, or online courses. Trustee education formats may also include educational programs held at in-person or virtual regional, state or national library association conferences. Libraries may contact the public library system if they have a question as to whether a trustee education format is acceptable.

Q: How do trustees demonstrate compliance with the education requirements?

A: Each trustee files evidence of completion of the education requirements with the library board president. Evidence of completion may include:

 Certificates of completion issued by the approved provider

 A signed self-assurance of completion. The self-assurance must identify the approved provider and include a description of the content and format of each activity (see sample form).

Q: How is trustee education compliance tracked by the Library?

A: The Library Board of Trustees should establish a written policy and procedures related to trustee education and compliance.

 Public Library Systems are available to Library Boards to assist with the development of library policies that comply with the trustee education law.

 The library should track trustee education compliance. This sample form, provided by the State Library, can assist library boards in maintaining a record of trustee education activities.

Q: How is trustee education compliance tracked by the State Library?

A: Compliance is tracked through questions on the Annual Report for Public and Association Libraries.

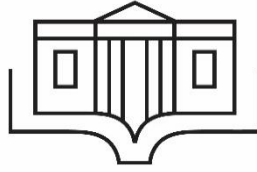
Q: What happens if a trustee fails to meet the trustee education requirements?

A: The State Library recommends that a Library Board address this topic in its Board-approved trustee education policy and procedures. In addition, the Library Board may wish to amend the library's by-laws to specifically address trustee education requirements and compliance. For assistance and for sample policies and bylaws, please contact your Public Library System.

Q: Can the costs for complying with the trustee education requirements be charged to the library?

A: Yes. Modest and reasonable costs incurred by a trustee in complying with the trustee education requirements may be charged to the library if there is board approved policy. All such costs must be approved by the board of trustees. The State Library recommends that the library's trustee education policy and procedures provide information on this topic. The Trustee Handbook recommends that 1% of the library's budget should be dedicated to continuing education.

Last Updated: June 27, 2022



PENN YAN PUBLIC LIBRARY

AMAZE YOURSELF.

Sexual Harassment Prevention Training _____

I viewed the NY State Department of Labor's Sexual Harassment Prevention Training videos and the PYPL Executive Director discussed any questions or clarifications I had with me.

<https://www.youtube.com/watch?v=a97FsTjtiIg>

<https://www.youtube.com/watch?v=1za7gs9S2H0>

Date viewed: _____

Employee signature: _____

Printed name: _____

PYPL Executive Director

Signature: _____

Date: _____

Appendix B

Penn Yan Public Library Public Comment Policy

The Penn Yan Public Library Board of Trustees incorporates an opportunity for Public Comment during its regular board meetings in accordance with New York State's Open Meetings Law. Residents of the Library's service area may use this time during meetings to verbally address the board. The Library Board reserves the right to determine the manner in how public comments are received to maintain a fair, respectful, and well-managed meeting. The following Rules and Procedures apply to the Library's Public Comment section of the meeting Agenda:

Rules and Procedures for Public Comment

- Participants must sign in and identify their community of residence.
- Participants must be a resident of the Penn Yan Public Library chartered service area which has congruent boundary lines with of the Penn Yan Central School District.
- Residents will be recognized in order of sign-in.
- Residents will be allotted a maximum of 3-minutes to speak.
- A resident can only speak once, and only use their own signed-in for 3-minutes to speak.
- Residents must limit their comments to library-related matters.
- A designated library trustee will preside over the meeting.
- A designated trustee will introduce each resident and keep track of the time.
- The Library Board may limit the total amount of time allowed for Public Comment.
- The Library Board may only listen to residents during Public Comment.
- The Library Board may not address an issue, or answer questions during Public Comment.
- The Library Board may not vote upon any issue raised during Public Comment unless specified on the agenda.

Form **990**

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

2022

Department of the Treasury
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

Do not enter social security numbers on this form as it may be made public.

Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

A For the 2022 calendar year, or tax year beginning **JUL 1, 2022** and ending **JUN 30, 2023**

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Final return/terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization PENN YAN PUBLIC LIBRARY Doing business as Number and street (or P.O. box if mail is not delivered to street address) Room/suite 214 MAIN ST. City or town, state or province, country, and ZIP or foreign postal code PENN YAN, NY 14527	D Employer identification number 16-6000692 E Telephone number 315-536-6114
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527		G Gross receipts \$ 733,492.
J Website: WWW.PYPL.ORG		H(a) Is this a group return for subordinates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all subordinates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. See instructions
K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other		L Year of formation: 1895 M State of legal domicile: NY
F Name and address of principal officer: ANGELA GONZALEZ SAME AS C ABOVE		

Part I Summary

	1	Briefly describe the organization's mission or most significant activities: TO AWAKEN AND SATISFY CURIOSITY IN THE INDIVIDUAL, THUS ENRICHING THE COMMUNITY.		
	2	Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
Activities & Governance	3	Number of voting members of the governing body (Part VI, line 1a)	3	9
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4	9
	5	Total number of individuals employed in calendar year 2022 (Part V, line 2a)	5	17
	6	Total number of volunteers (estimate if necessary)	6	25
	7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.
	7b	Net unrelated business taxable income from Form 990-T, Part I, line 11	7b	0.
	Revenue	8	Contributions and grants (Part VIII, line 1h)	Prior Year 34,735.
9		Program service revenue (Part VIII, line 2g)	716,761.	722,476.
10		Investment income (Part VIII, column (A), lines 3, 4, and 7d)	25.	2,126.
11		Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	0.	0.
12		Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	751,521.	733,492.
Expenses		13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	0.
	14	Benefits paid to or for members (Part IX, column (A), line 4)	0.	0.
	15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	508,240.	567,614.
	16a	Professional fundraising fees (Part IX, column (A), line 11e)	0.	0.
	b	Total fundraising expenses (Part IX, column (D), line 25)	0.	
	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	194,477.	210,500.
	18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	702,717.	778,114.
	19	Revenue less expenses. Subtract line 18 from line 12	48,804.	-44,622.
Net Assets or Fund Balances	20	Total assets (Part X, line 16)	Beginning of Current Year 1,618,059.	End of Year 1,497,167.
	21	Total liabilities (Part X, line 26)	101,977.	358,151.
	22	Net assets or fund balances. Subtract line 21 from line 20	1,516,082.	1,139,016.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer ANGELA GONZALEZ, EXECUTIVE DIRECTOR	Date			
	Type or print name and title				
Paid Preparer Use Only	Print/Type preparer's name TIMOTHY M. HERN, CPA	Preparer's signature TIMOTHY M. HERN, CPA	Date 11/13/23	Check if self-employed <input type="checkbox"/>	PTIN P00895031
	Firm's name RDG + PARTNERS CPAS, PLLC	Firm's EIN 20-3723571	Firm's address 10 WINTHROP STREET ROCHESTER, NY 14607		
	Phone no. 585-673-2600				

May the IRS discuss this return with the preparer shown above? See instructions Yes No

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III []

1 Briefly describe the organization's mission: TO AWAKEN AND SATISFY CURIOSITY IN THE INDIVIDUAL, THUS ENRICHING THE COMMUNITY.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? [] Yes [X] No

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? [] Yes [X] No

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ 740,500. including grants of \$) (Revenue \$ 722,476.) THE LIBRARY PROVIDES CIRCULATION OF MATERIALS, BOOKS, MAGAZINES, VIDEOS, AND AUDIOBOOKS. IT HAS 10 PUBLIC INTERNET COMPUTERS AND APPROXIMATELY 70,000 HOLDINGS OF BOOKS, ELECTRONIC MATERIALS, AUDIO/VIDEO, AND MAGAZINES/NEWSPAPERS, WHICH WERE LENT OUT APPROXIMATELY 85,000 TIMES. THE LIBRARY HOLDS ABOUT 600 PROGRAMS THROUGHOUT THE YEAR, WHICH WERE ATTENDED BY ABOUT 7,000 ATTENDEES. THE LIBRARY WAS VISITED ABOUT 53,000 TIMES.

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4d Other program services (Describe on Schedule O.) (Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses 740,500.

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i>	X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ? See instructions		X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i>		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If "Yes," complete Schedule C, Part II</i>		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Rev. Proc. 98-19? <i>If "Yes," complete Schedule C, Part III</i>		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i>		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i>		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i>		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i>	X	
10 Did the organization, directly or through a related organization, hold assets in donor-restricted endowments or in quasi endowments? <i>If "Yes," complete Schedule D, Part V</i>	X	
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X, as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i>	X	
b Did the organization report an amount for investments - other securities in Part X, line 12, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII</i>		X
c Did the organization report an amount for investments - program related in Part X, line 13, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i>		X
d Did the organization report an amount for other assets in Part X, line 15, that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i>		X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i>	X	
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If "Yes," complete Schedule D, Part X</i>		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i>		X
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i>		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If "Yes," complete Schedule F, Parts I and IV</i>		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If "Yes," complete Schedule F, Parts II and IV</i>		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If "Yes," complete Schedule F, Parts III and IV</i>		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I.</i> See instructions		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>		X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>		X
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>		X

Part IV Checklist of Required Schedules (continued)

Table with 3 columns: Question ID, Question Text, Yes, No. Rows 22-38. Includes questions about grants, compensation, tax-exempt bonds, excess benefit transactions, and contributions.

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V []

Table with 3 columns: Question ID, Question Text, Yes, No. Rows 1a, 1b, 1c. Includes questions about Form 1096, Forms W-2G, and backup withholding rules.

Part V Statements Regarding Other IRS Filings and Tax Compliance (continued)

Table with columns for question number, question text, and Yes/No response boxes. Includes questions 2a through 17 regarding employee counts, tax returns, unrelated business income, foreign accounts, prohibited transactions, and charitable contributions.

Part VI Governance, Management, and Disclosure. For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes on Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI

Section A. Governing Body and Management

		Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain on Schedule O.		
1b	Enter the number of voting members included on line 1a, above, who are independent		
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, trustees, or key employees to a management company or other person?		X
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?		X
5	Did the organization become aware during the year of a significant diversion of the organization's assets?		X
6	Did the organization have members or stockholders?		X
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?		X
7b	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?		X
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
8a	The governing body?	X	
8b	Each committee with authority to act on behalf of the governing body?	X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses on Schedule O		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10a	Did the organization have local chapters, branches, or affiliates?		X
10b	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?		
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	X	
11b	Describe on Schedule O the process, if any, used by the organization to review this Form 990.		
12a	Did the organization have a written conflict of interest policy? If "No," go to line 13	X	
12b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
12c	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe on Schedule O how this was done	X	
13	Did the organization have a written whistleblower policy?	X	
14	Did the organization have a written document retention and destruction policy?	X	
15	Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
15a	The organization's CEO, Executive Director, or top management official		X
15b	Other officers or key employees of the organization		X
	If "Yes" to line 15a or 15b, describe the process on Schedule O. See instructions.		
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
16b	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?		

Section C. Disclosure

- 17** List the states with which a copy of this Form 990 is required to be filed NONE
- 18** Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A, if applicable), 990, and 990-T (section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
 Own website Another's website Upon request Other (explain on Schedule O)
- 19** Describe on Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records
ANGELA GONZALEZ - 315-536-6114
214 MAIN ST., PENN YAN, NY 14527

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
 - List all of the organization's **current** key employees, if any. See the instructions for definition of "key employee."
 - List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (box 5 of Form W-2, box 6 of Form 1099-MISC, and/or box 1 of Form 1099-NEC) of more than \$100,000 from the organization and any related organizations.
 - List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
 - List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.
- See the instructions for the order in which to list the persons above.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC/1099-NEC)	(E) Reportable compensation from related organizations (W-2/1099-MISC/1099-NEC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) ANGELA GONZALEZ EXECUTIVE DIRECTOR	37.50			X			74,696.	0.	0.	
(2) PETER A GAMBA PRESIDENT	3.00	X		X			0.	0.	0.	
(3) VALERIE BRECHKO TREASURER	3.00	X		X			0.	0.	0.	
(4) CONNIE L GLOVER SECRETARY	3.00	X		X			0.	0.	0.	
(5) ELIZABETH BURRIS-CHASE TRUSTEE	3.00	X					0.	0.	0.	
(6) DEBORAH CONNELLY TRUSTEE	3.00	X					0.	0.	0.	
(7) KRISTEN FLYNN-COMSTOCK TRUSTEE	3.00	X					0.	0.	0.	
(8) JAN BARRETT TRUSTEE	3.00	X					0.	0.	0.	
(9) SHARON PINCKNEY TRUSTEE	3.00	X					0.	0.	0.	
(10) STEVE DARROW TRUSTEE	3.00	X					0.	0.	0.	

Part VIII Statement of Revenue

Check if Schedule O contains a response or note to any line in this Part VIII

				(A)	(B)	(C)	(D)	
				Total revenue	Related or exempt function revenue	Unrelated business revenue	Revenue excluded from tax under sections 512 - 514	
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns	1a						
	b Membership dues	1b						
	c Fundraising events	1c						
	d Related organizations	1d						
	e Government grants (contributions)	1e						
	f All other contributions, gifts, grants, and similar amounts not included above ...	1f	8,890.					
	g Noncash contributions included in lines 1a-1f	1g	\$					
	h Total. Add lines 1a-1f			8,890.				
Program Service Revenue	2 a REAL PROPERTY TAXES	Business Code	900099	706,480.	706,480.			
	b OTHER PROGRAM REVENUE		900099	9,256.	9,256.			
	c LOCAL LIBRARY SERVICE		611710	4,559.	4,559.			
	d COPIER AND PRINTER CHA		561000	1,315.	1,315.			
	e FINES		900099	866.	866.			
	f All other program service revenue							
	g Total. Add lines 2a-2f			722,476.				
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)			2,126.			2,126.	
	4 Income from investment of tax-exempt bond proceeds							
	5 Royalties							
	6 a Gross rents	6a	(i) Real					
			(ii) Personal					
	b Less: rental expenses ...	6b						
	c Rental income or (loss)	6c						
	d Net rental income or (loss)							
	7 a Gross amount from sales of assets other than inventory	7a	(i) Securities					
			(ii) Other					
	b Less: cost or other basis and sales expenses	7b						
	c Gain or (loss)	7c						
d Net gain or (loss)								
8 a Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c). See Part IV, line 18	8a							
b Less: direct expenses	8b							
c Net income or (loss) from fundraising events								
9 a Gross income from gaming activities. See Part IV, line 19	9a							
b Less: direct expenses	9b							
c Net income or (loss) from gaming activities								
10 a Gross sales of inventory, less returns and allowances	10a							
b Less: cost of goods sold	10b							
c Net income or (loss) from sales of inventory								
Miscellaneous Revenue	11 a _____	Business Code						
	b _____							
	c _____							
	d All other revenue							
	e Total. Add lines 11a-11d							
12 Total revenue. See instructions				733,492.	722,476.	0.	2,126.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	74,696.	73,420.	1,276.	
6 Compensation not included above to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	386,846.	380,235.	6,611.	
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	29,159.	28,661.	498.	
9 Other employee benefits	37,630.	36,987.	643.	
10 Payroll taxes	39,283.	38,612.	671.	
11 Fees for services (nonemployees):				
a Management				
b Legal				
c Accounting				
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A), amount, list line 11g expenses on Sch O.)	6,550.		6,550.	
12 Advertising and promotion	1,437.		1,437.	
13 Office expenses	10,592.		10,592.	
14 Information technology	41,535.	41,535.		
15 Royalties				
16 Occupancy	24,455.	24,210.	245.	
17 Travel	818.		818.	
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	71,249.	70,537.	712.	
23 Insurance	7,561.		7,561.	
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses on line 24e. If line 24e amount exceeds 10% of line 25, column (A), amount, list line 24e expenses on Schedule O.)				
a ADULT SERVICES	33,931.	33,931.		
b YOUTH SERVICES	9,734.	9,734.		
c OTHER	902.	902.		
d CIRCULATION	891.	891.		
e All other expenses	845.	845.		
25 Total functional expenses. Add lines 1 through 24e	778,114.	740,500.	37,614.	0.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing	399,376.	1	438,682.
	2 Savings and temporary cash investments	145,617.	2	143,641.
	3 Pledges and grants receivable, net		3	
	4 Accounts receivable, net		4	
	5 Loans and other receivables from any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), and persons described in section 4958(c)(3)(B)		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	4,051.	9	3,398.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 1,762,499.		
	b Less: accumulated depreciation	10b 876,832.	953,101.	10c 885,667.
	11 Investments - publicly traded securities		11	
	12 Investments - other securities. See Part IV, line 11		12	
	13 Investments - program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11	115,914.	15	25,779.
16 Total assets. Add lines 1 through 15 (must equal line 33)	1,618,059.	16	1,497,167.	
Liabilities	17 Accounts payable and accrued expenses	80,806.	17	94,671.
	18 Grants payable		18	
	19 Deferred revenue		19	
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D	21,171.	21	25,779.
	22 Loans and other payables to any current or former officer, director, trustee, key employee, creator or founder, substantial contributor, or 35% controlled entity or family member of any of these persons		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	0.	25	237,701.
	26 Total liabilities. Add lines 17 through 25	101,977.	26	358,151.
Net Assets or Fund Balances	Organizations that follow FASB ASC 958, check here <input checked="" type="checkbox"/> and complete lines 27, 28, 32, and 33.			
	27 Net assets without donor restrictions	1,512,147.	27	1,135,581.
	28 Net assets with donor restrictions	3,935.	28	3,435.
	Organizations that do not follow FASB ASC 958, check here <input type="checkbox"/> and complete lines 29 through 33.			
	29 Capital stock or trust principal, or current funds		29	
	30 Paid-in or capital surplus, or land, building, or equipment fund		30	
	31 Retained earnings, endowment, accumulated income, or other funds		31	
	32 Total net assets or fund balances	1,516,082.	32	1,139,016.
33 Total liabilities and net assets/fund balances	1,618,059.	33	1,497,167.	

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Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI

1	Total revenue (must equal Part VIII, column (A), line 12)	1	733,492.
2	Total expenses (must equal Part IX, column (A), line 25)	2	778,114.
3	Revenue less expenses. Subtract line 2 from line 1	3	-44,622.
4	Net assets or fund balances at beginning of year (must equal Part X, line 32, column (A))	4	1,516,082.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain on Schedule O)	9	-332,444.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 32, column (B))	10	1,139,016.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII

	Yes	No
1 Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain on Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
b Were the organization's financial statements audited by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? _____ If the organization changed either its oversight process or selection process during the tax year, explain on Schedule O.	X	
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Uniform Guidance, 2 C.F.R. Part 200, Subpart F? _____		X
b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why on Schedule O and describe any steps taken to undergo such audits _____		

Form 990 (2022)

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	39,527.	13,444.	189,332.	34,735.	8,890.	285,928.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf	687,089.	704,333.	706,480.	706,480.	706,480.	3,510,862.
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3	726,616.	717,777.	895,812.	741,215.	715,370.	3,796,790.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						3,796,790.

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
7 Amounts from line 4	726,616.	717,777.	895,812.	741,215.	715,370.	3,796,790.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources	79.	24.	26.	25.	2,126.	2,280.
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						3,799,070.
12 Gross receipts from related activities, etc. (see instructions)					12	78,543.
13 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2022 (line 6, column (f), divided by line 11, column (f))	14	99.94 %
15 Public support percentage from 2021 Schedule A, Part II, line 14	15	99.99 %
16a 33 1/3% support test - 2022. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input checked="" type="checkbox"/>
b 33 1/3% support test - 2021. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
17a 10% -facts-and-circumstances test - 2022. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 10% -facts-and-circumstances test - 2021. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the facts-and-circumstances test, check this box and stop here. Explain in Part VI how the organization meets the facts-and-circumstances test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions		<input type="checkbox"/>

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge ...						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in)	(a) 2018	(b) 2019	(c) 2020	(d) 2021	(e) 2022	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties, and income from similar sources ...						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included on line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						

14 First 5 years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here**

Section C. Computation of Public Support Percentage

15 Public support percentage for 2022 (line 8, column (f), divided by line 13, column (f))	15	%
16 Public support percentage from 2021 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2022 (line 10c, column (f), divided by line 13, column (f))	17	%
18 Investment income percentage from 2021 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests - 2022. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

b 33 1/3% support tests - 2021. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

Part IV Supporting Organizations

(Complete only if you checked a box on line 12 of Part I. If you checked box 12a, Part I, complete Sections A and B. If you checked box 12b, Part I, complete Sections A and C. If you checked box 12c, Part I, complete Sections A, D, and E. If you checked box 12d, Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? <i>If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.</i>		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? <i>If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).</i>		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? <i>If "Yes," answer lines 3b and 3c below.</i>		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? <i>If "Yes," describe in Part VI when and how the organization made the determination.</i>		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? <i>If "Yes," explain in Part VI what controls the organization put in place to ensure such use.</i>		
4a Was any supported organization not organized in the United States ("foreign supported organization")? <i>If "Yes," and if you checked box 12a or 12b in Part I, answer lines 4b and 4c below.</i>		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? <i>If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.</i>		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? <i>If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.</i>		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? <i>If "Yes," answer lines 5b and 5c below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).</i>		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? <i>If "Yes," provide detail in Part VI.</i>		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (as defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described on line 7? <i>If "Yes," complete Part I of Schedule L (Form 990).</i>		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons, as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? <i>If "Yes," provide detail in Part VI.</i>		
b Did one or more disqualified persons (as defined on line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? <i>If "Yes," provide detail in Part VI.</i>		
c Did a disqualified person (as defined on line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? <i>If "Yes," provide detail in Part VI.</i>		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? <i>If "Yes," answer line 10b below.</i>		
b Did the organization have any excess business holdings in the tax year? <i>(Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)</i>		

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described on lines 11b and 11c below, the governing body of a supported organization?		
b A family member of a person described on line 11a above?		
c A 35% controlled entity of a person described on line 11a or 11b above? If "Yes" to line 11a, 11b, or 11c, provide detail in Part VI .		
11a		
11b		
11c		

Section B. Type I Supporting Organizations

	Yes	No
1 Did the governing body, members of the governing body, officers acting in their official capacity, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's officers, directors, or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove officers, directors, or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.		
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.		
1		
2		

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).		
1		

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?		
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).		
3 By reason of the relationship described on line 2, above, did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.		
1		
2		
3		

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).			
a <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.			
b <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.			
c <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a governmental entity (see instructions).			
2 Activities Test. Answer lines 2a and 2b below.		Yes	No
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.			
b Did the activities described on line 2a, above, constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.			
3 Parent of Supported Organizations. Answer lines 3a and 3b below.			
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? If "Yes" or "No" provide details in Part VI .			
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.			
2a			
2b			
3a			
3b			

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

1 Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI). See instructions.
All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3.	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d.	3	
4	Cash deemed held for exempt use. Enter 0.015 of line 3 (for greater amount, see instructions).	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by 0.035.	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount			Current Year
1	Adjusted net income for prior year (from Section A, line 8, column A)	1	
2	Enter 0.85 of line 1.	2	
3	Minimum asset amount for prior year (from Section B, line 8, column A)	3	
4	Enter greater of line 2 or line 3.	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions).	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	1
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	2
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	3
4	Amounts paid to acquire exempt-use assets	4
5	Qualified set-aside amounts (prior IRS approval required - <i>provide details in Part VI</i>)	5
6	Other distributions (<i>describe in Part VI</i>). See instructions.	6
7	Total annual distributions. Add lines 1 through 6.	7
8	Distributions to attentive supported organizations to which the organization is responsive (<i>provide details in Part VI</i>). See instructions.	8
9	Distributable amount for 2022 from Section C, line 6	9
10	Line 8 amount divided by line 9 amount	10

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2022	(iii) Distributable Amount for 2022
1 Distributable amount for 2022 from Section C, line 6			
2 Underdistributions, if any, for years prior to 2022 (reasonable cause required - <i>explain in Part VI</i>). See instructions.			
3 Excess distributions carryover, if any, to 2022			
a From 2017			
b From 2018			
c From 2019			
d From 2020			
e From 2021			
f Total of lines 3a through 3e			
g Applied to underdistributions of prior years			
h Applied to 2022 distributable amount			
i Carryover from 2017 not applied (see instructions)			
j Remainder. Subtract lines 3g, 3h, and 3i from line 3f.			
4 Distributions for 2022 from Section D, line 7: \$			
a Applied to underdistributions of prior years			
b Applied to 2022 distributable amount			
c Remainder. Subtract lines 4a and 4b from line 4.			
5 Remaining underdistributions for years prior to 2022, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, <i>explain in Part VI</i> . See instructions.			
6 Remaining underdistributions for 2022. Subtract lines 3h and 4b from line 1. For result greater than zero, <i>explain in Part VI</i> . See instructions.			
7 Excess distributions carryover to 2023. Add lines 3j and 4c.			
8 Breakdown of line 7:			
a Excess from 2018			
b Excess from 2019			
c Excess from 2020			
d Excess from 2021			
e Excess from 2022			

Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information. (See instructions.)

Multiple horizontal lines for supplemental information.

SCHEDULE D
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

Complete if the organization answered "Yes" on Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
Attach to Form 990.

Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2022

Open to Public
Inspection

Name of the organization

PENN YAN PUBLIC LIBRARY

Employer identification number

16-600692

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?		<input type="checkbox"/> Yes <input type="checkbox"/> No

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

Preservation of land for public use (for example, recreation or education) Preservation of a historically important land area

Protection of natural habitat Preservation of a certified historic structure

Preservation of open space

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after July 25, 2006, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year _____

4 Number of states where property subject to conservation easement is located _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?

Yes No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year _____

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)?

Yes No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under FASB ASC 958, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide in Part XIII the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under FASB ASC 958, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1 \$ _____

(ii) Assets included in Form 990, Part X \$ _____

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under FASB ASC 958 relating to these items:

a Revenue included on Form 990, Part VIII, line 1 \$ _____

b Assets included in Form 990, Part X \$ _____

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule D (Form 990) 2022

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

- 3 Using the organization's acquisition, accession, and other records, check any of the following that make significant use of its collection items (check all that apply):
- a Public exhibition
 - b Scholarly research
 - c Preservation for future generations
 - d Loan or exchange program
 - e Other _____
- 4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.
- 5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? Yes No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

- 1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? Yes No
- b If "Yes," explain the arrangement in Part XIII and complete the following table:
- | | Amount |
|---------------------------------|---------|
| c Beginning balance | 21,171. |
| d Additions during the year | 4,608. |
| e Distributions during the year | |
| f Ending balance | 25,779. |
- 2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? Yes No
- b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

Part V Endowment Funds. Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance	16,610.	16,610.	16,610.	16,610.	16,610.
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs	500.				
f Administrative expenses					
g End of year balance	16,110.	16,610.	16,610.	16,610.	16,610.

- 2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:
- a Board designated or quasi-endowment _____ %
 - b Permanent endowment _____ %
 - c Term endowment _____ %
- The percentages on lines 2a, 2b, and 2c should equal 100%.
- 3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:
- | | Yes | No |
|--|--------------------------|-------------------------------------|
| (i) Unrelated organizations | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| (ii) Related organizations | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? | <input type="checkbox"/> | <input type="checkbox"/> |
- 4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land		37,775.		37,775.
b Buildings		1,604,593.	766,290.	838,303.
c Leasehold improvements				
d Equipment		104,429.	94,951.	9,478.
e Other		15,702.	15,591.	111.
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				885,667.

Part VII Investments - Other Securities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 12.)		

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 13.)		

Part IX Other Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.)	

Part X Other Liabilities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2) NET PENSION LIABILITY	237,701.
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.)	237,701.

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FASB ASC 740. Check here if the text of the footnote has been provided in Part XIII...

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
a	Net unrealized gains (losses) on investments	2a	
b	Donated services and use of facilities	2b	
c	Recoveries of prior year grants	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d		2e
3	Subtract line 2e from line 1		3
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b		4c
5	Total revenue. Add lines 3 and 4c . (This must equal Form 990, Part I, line 12.)		5

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
a	Donated services and use of facilities	2a	
b	Prior year adjustments	2b	
c	Other losses	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d		2e
3	Subtract line 2e from line 1		3
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b		4c
5	Total expenses. Add lines 3 and 4c . (This must equal Form 990, Part I, line 18.)		5

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART IV, LINE 2B:

THE LIBRARY IS CUSTODIAN OF A CASH ACCOUNT THAT IS USED BY THE FRIENDS OF PENN YAN PUBLIC LIBRARY FOR FUNDRAISING FUNCTIONS.

PART V, LINE 4:

BOOK PURCHASES.

**SCHEDULE O
(Form 990)**

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
Attach to Form 990 or Form 990-EZ.
Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2022

Open to Public
Inspection

Name of the organization

PENN YAN PUBLIC LIBRARY

Employer identification number

16-6000692

FORM 990, PART VI, SECTION B, LINE 11B:

THE BOARD OF TRUSTEES IS PROVIDED WITH A COPY OF THE 990 AND PERFORMS A
REVIEW BEFORE FILING.

FORM 990, PART VI, SECTION B, LINE 12C:

ANNUAL CONFLICT OF INTEREST FORMS ARE SIGNED AND MAINTAINED IN THE
ADMINISTRATION OFFICE. ANY CONFLICTS ARE RESOLVED IN ACCORDANCE WITH NEW
YORK STATE LAW.

FORM 990, PART VI, SECTION C, LINE 19:

THE LIBRARY MAKES ITS GOVERNING DOCUMENTS AVAILABLE UPON REQUEST.

FORM 990, PART XI, LINE 9, CHANGES IN NET ASSETS:

CHANGE IN VALUE OF RETIREMENT/PENSION LIABILITY -332,444.

FORM 990, PART XII, LINE 2C:

THE OVERSIGHT PROCESS HAS NOT CHANGED FROM THE PRIOR YEAR.

**SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023**

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

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, Christine Dorward (rdgpyplaud), hereby certify that I am the Chief Financial Officer of the SPU - Library of Penn Yan Public Library, and that the information provided in the Annual Financial Report of the SPU - Library of Penn Yan Public Library for the fiscal year ended 06/30/2023, is true and correct to the best of my knowledge and belief.

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SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

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 2023 and has been used by the OSC as the basis for preparing this Annual Financial Report for the fiscal year ended 2023:

List of funds being used

- A - General
- EM - Enterprise Miscellaneous
- K - Schedule of Non-Current Government Assets

All amounts included in this Annual Financial Report for 2023 represent data filed by your government with OSC as reviewed and adjusted where necessary.

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

**A - General
Balance Sheet**

	06/30/2023	06/30/2022	06/30/2021
Assets and Deferred Outflows			
Total for Assets and Deferred Outflows	\$0.00		

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

**A - General
Balance Sheet**

	06/30/2023	06/30/2022	06/30/2021
Liabilities, Deferred Inflows and Fund Balances			
Total for Liabilities, Deferred Inflows and Fund Balances	\$0.00		

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

**A - General
Results of Operations**

	06/30/2023	06/30/2022	06/30/2021
Revenues and Other Sources			
Total for Revenues and Other Sources	\$0.00		

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

**A - General
Results of Operations**

	06/30/2023	06/30/2022	06/30/2021
Expenditures and Other Uses			
Total for Expenditures and Other Uses	\$0.00		

SPU - Library of Penn Yan Public Library
 Annual Financial Report
 For the Fiscal Period 07/01/2022 - 06/30/2023

**A - General
 Changes in Fund Balance**

	06/30/2023	06/30/2022	06/30/2021
Analysis of Changes in Fund Balance			
8021 - Fund Balance - Beginning of Year	\$0.00	-	-
8022 - Restated Fund Balance - Beginning of Year	\$0.00	-	-
Add Revenues and Other Sources	\$0.00	-	-
Deduct Expenditures and Other Uses	\$0.00	-	-
8029 - Fund Balance - End of Year	\$0.00	-	-

SPU - Library of Penn Yan Public Library
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**A - General
Adopted Budget Summary**

	06/30/2024	06/30/2023	06/30/2022
Estimated Revenues and Other Sources			
Total for Estimated Revenues and Other Sources	\$0.00		

SPU - Library of Penn Yan Public Library
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For the Fiscal Period 07/01/2022 - 06/30/2023

**A - General
Adopted Budget Summary**

	06/30/2024	06/30/2023	06/30/2022
Estimated Appropriations and Other Uses			
Total for Estimated Appropriations and Other Uses	\$0.00		

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

**EM - Enterprise Miscellaneous
Statement of Net Position**

	06/30/2023	06/30/2022	06/30/2021
Assets and Deferred Outflows			
Assets			
Current Assets			
Cash and Cash Equivalents			
200 - Cash	\$558,495.00	\$518,664.00	\$416,705.00
201 - Cash In Time Deposits	\$17,592.00	\$19,593.00	\$19,720.00
Total for Cash and Cash Equivalents	\$576,087.00	\$538,257.00	\$436,425.00
Restricted Cash and Cash Equivalents			
230 - Cash Special Reserves	\$29,214.00	\$25,106.00	\$27,019.00
Total for Restricted Cash and Cash Equivalents	\$29,214.00	\$25,106.00	\$27,019.00
Net Other Receivables			
380 - Accounts Receivable	-	\$0.00	\$751.00
Total for Net Other Receivables	\$0.00	\$0.00	\$751.00
Other Assets			
480 - Prepaid Expenses	\$3,398.00	\$4,051.00	\$4,343.00
489 - Miscellaneous Current Assets <i>Undeposited Funds</i>	\$2,801.00	\$2,801.00	\$2,801.00
Total for Other Assets	\$6,199.00	\$6,852.00	\$7,144.00
Total for Current Assets	\$611,500.00	\$570,215.00	\$471,339.00

SPU - Library of Penn Yan Public Library
Annual Financial Report
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**EM - Enterprise Miscellaneous
Statement of Net Position**

	06/30/2023	06/30/2022	06/30/2021
Non-Current Assets			
Non-Depreciable Capital Assets			
101 - Land	\$37,775.00	\$37,775.00	\$37,775.00
Total for Non-Depreciable Capital Assets	\$37,775.00	\$37,775.00	\$37,775.00
Depreciable Capital Assets			
102 - Buildings	\$1,604,593.00	\$1,604,593.00	\$1,591,761.00
104 - Machinery and Equipment	\$104,429.00	\$100,614.00	\$94,448.00
107 - Other Capital Assets	\$15,702.00	\$15,702.00	\$15,702.00
Total for Depreciable Capital Assets	\$1,724,724.00	\$1,720,909.00	\$1,701,911.00
Other Non-Current Assets			
108 - Net Pension Asset Proportionate Share	-	\$94,743.00	-
Total for Other Non-Current Assets	\$0.00	\$94,743.00	\$0.00
Accumulated Depreciation			
112 - Accumulated Depreciation Buildings	(\$766,290.00)	(\$698,843.00)	(\$631,395.00)
113 - Accumulated Depreciation Improvements Other than Buildings	(\$94,951.00)	(\$91,561.00)	(\$88,846.00)
117 - Accumulated Depreciation Other Capital Assets	(\$15,591.00)	(\$15,179.00)	(\$14,427.00)
Total for Accumulated Depreciation	(\$876,832.00)	(\$805,583.00)	(\$734,668.00)
Total for Non-Current Assets	\$885,667.00	\$1,047,844.00	\$1,005,018.00
Total for Assets	\$1,497,167.00	\$1,618,059.00	\$1,476,357.00

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

**EM - Enterprise Miscellaneous
Statement of Net Position**

	06/30/2023	06/30/2022	06/30/2021
Total for Assets and Deferred Outflows	\$1,497,167.00	\$1,618,059.00	\$1,476,357.00

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

**EM - Enterprise Miscellaneous
Statement of Net Position**

	06/30/2023	06/30/2022	06/30/2021
Liabilities, Deferred Inflows and Net Position			
Liabilities			
Current Liabilities			
Payables			
600 - Accounts Payable	\$36,313.00	\$35,014.00	\$33,241.00
601 - Accrued Liabilities	\$58,358.00	\$45,792.00	\$47,497.00
Total for Payables	\$94,671.00	\$80,806.00	\$80,738.00
Other Current Liabilities			
688 - Other Liabilities <i>Cash Help for Friends</i>	\$25,779.00	\$21,171.00	\$23,084.00
Total for Other Current Liabilities	\$25,779.00	\$21,171.00	\$23,084.00
Total for Current Liabilities	\$120,450.00	\$101,977.00	\$103,822.00
Long-Term Obligations			
Other Long-Term Obligations			
638 - Net Pension Liability Proportionate Share	\$237,701.00	\$0.00	\$1,161.00
Total for Other Long-Term Obligations	\$237,701.00	\$0.00	\$1,161.00
Total for Long-Term Obligations	\$237,701.00	\$0.00	\$1,161.00
Total for Liabilities	\$358,151.00	\$101,977.00	\$104,983.00

SPU - Library of Penn Yan Public Library
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**EM - Enterprise Miscellaneous
Statement of Net Position**

	06/30/2023	06/30/2022	06/30/2021
Deferred Inflows			
Deferred Inflows of Resources			
691 - Deferred Inflow Of Resources	-	-	\$0.00
Total for Deferred Inflows of Resources	\$0.00	\$0.00	\$0.00
Total for Deferred Inflows	\$0.00	\$0.00	\$0.00
Net Position			
Restricted Net Position			
920 - Net Assets Invested in Capital Assets Net of Related Debt	\$885,667.00	-	-
923 - Net Assets Restricted for Other Purposes Cash Special Reserves	\$29,214.00	\$25,106.00	\$27,019.00
Total for Restricted Net Position	\$914,881.00	\$25,106.00	\$27,019.00
Unrestricted Net Position			
924 - Net Assets Unrestricted Deficit	\$224,135.00	\$1,490,976.00	\$1,344,355.00
Total for Unrestricted Net Position	\$224,135.00	\$1,490,976.00	\$1,344,355.00
Total for Net Position	\$1,139,016.00	\$1,516,082.00	\$1,371,374.00
Total for Liabilities, Deferred Inflows and Net Position	\$1,497,167.00	\$1,618,059.00	\$1,476,357.00

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

**EM - Enterprise Miscellaneous
Results of Operations**

	06/30/2023	06/30/2022	06/30/2021
Revenues and Other Sources			
Revenues			
Property Taxes			
1001 - Real Property Taxes	\$706,480.00	\$706,480.00	\$706,480.00
Total for Property Taxes	\$706,480.00	\$706,480.00	\$706,480.00
Use of Money and Property			
2401 - Interest and Earnings	\$2,126.00	\$25.00	\$26.00
2440 - Rental Other <i>Copier and Printer Charges</i>	\$1,315.00	\$1,284.00	\$1,088.00
Total for Use of Money and Property	\$3,441.00	\$1,309.00	\$1,114.00
Other Revenues			
2705 - Gifts and Donations	\$8,890.00	\$13,835.00	\$10,952.00
2706 - Grants From Local Governments	-	\$20,900.00	\$178,380.00
2770 - Unclassified <i>Other Revenue</i>	\$10,122.00	\$4,622.00	\$10,526.00
Total for Other Revenues	\$19,012.00	\$39,357.00	\$199,858.00
State Aid			
3089 - State Aid Other <i>Local Library Service Aid</i>	\$4,559.00	\$4,375.00	\$4,348.00
Total for State Aid	\$4,559.00	\$4,375.00	\$4,348.00
Total for Revenues	\$733,492.00	\$751,521.00	\$911,800.00

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

**EM - Enterprise Miscellaneous
Results of Operations**

	06/30/2023	06/30/2022	06/30/2021
Total for Revenues and Other Sources	\$733,492.00	\$751,521.00	\$911,800.00

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

**EM - Enterprise Miscellaneous
Results of Operations**

	06/30/2023	06/30/2022	06/30/2021
Expenditures and Other Uses			
Expenditures			
General Government Support			
Self Insurance			
17101 - Self Insurance, Administration - Personal Services	-	-	\$0.00
17104 - Self Insurance, Administration - Contractual	\$26,958.00	\$23,669.00	\$28,959.00
17108 - Self Insurance, Administration - Employee Benefits	-	-	\$0.00
Total for Self Insurance	\$26,958.00	\$23,669.00	\$28,959.00
Total for General Government Support	\$26,958.00	\$23,669.00	\$28,959.00
Culture and Recreation			
Culture			
79894 - Culture And Recreation, Other - Contractual <i>Library Services for Users</i>	\$183,542.00	\$170,355.00	\$161,554.00
79898 - Culture And Recreation, Other - Employee Benefits <i>Payroll Taxes, Benefits including Pension</i>	\$438,516.00	\$23,259.00	(\$185,680.00)
Total for Culture	\$622,058.00	\$193,614.00	(\$24,126.00)
Total for Culture and Recreation	\$622,058.00	\$193,614.00	(\$24,126.00)
Home and Community Services			
Special Services			

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 For the Fiscal Period 07/01/2022 - 06/30/2023

**EM - Enterprise Miscellaneous
 Results of Operations**

	06/30/2023	06/30/2022	06/30/2021
89891 - Home and Community Services, Other - Personal Services <i>Payroll</i>	\$461,542.00	\$389,530.00	\$387,576.00
89894 - Home and Community Services, Other - Contractual	-	-	\$0.00
89898 - Home and Community Services, Other - Employee Benefits	-	-	\$0.00
Total for Special Services	\$461,542.00	\$389,530.00	\$387,576.00
Total for Home and Community Services	\$461,542.00	\$389,530.00	\$387,576.00
Total for Expenditures	\$1,110,558.00	\$606,813.00	\$392,409.00
Total for Expenditures and Other Uses	\$1,110,558.00	\$606,813.00	\$392,409.00

SPU - Library of Penn Yan Public Library
 Annual Financial Report
 For the Fiscal Period 07/01/2022 - 06/30/2023

**EM - Enterprise Miscellaneous
 Changes in Net Position**

	06/30/2023	06/30/2022	06/30/2021
Analysis of Changes in Net Position			
8021 - Net Position - Beginning of Year	\$1,516,082.00	\$1,371,374.00	\$851,983.00
8015 - Prior Period Adjustment OR Change in Accounting Principle - Decrease in Net Position	-	-	\$0.00
8022 - Restated Net Position - Beginning of Year	\$1,516,082.00	\$1,371,374.00	\$851,983.00
Add Revenues and Other Sources	\$733,492.00	\$751,521.00	\$911,800.00
Deduct Expenditures and Other Uses	\$1,110,558.00	\$606,813.00	\$392,409.00
8029 - Net Position - End of Year	\$1,139,016.00	\$1,516,082.00	\$1,371,374.00

SPU - Library of Penn Yan Public Library
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 For the Fiscal Period 07/01/2022 - 06/30/2023

**EM - Enterprise Miscellaneous
 Adopted Budget Summary**

	06/30/2024	06/30/2023	06/30/2022
Estimated Revenues and Other Sources			
Estimated Revenue			
1049 - Est Rev - Property Taxes	\$717,902.00	-	-
1199 - Est Rev - Non-Property Tax Items	\$3,000.00	-	-
2199 - Est Rev - Departmental Income	\$1,500.00	-	-
2499 - Est Rev - Use of Money and Property	\$150.00	-	-
2799 - Est Rev - Other Revenues	\$1,600.00	-	-
3099 - Est Rev - State Aid	\$4,000.00	-	-
Total for Estimated Revenue	\$728,152.00	\$0.00	\$0.00
Total for Estimated Revenues and Other Sources	\$728,152.00	\$0.00	\$0.00

SPU - Library of Penn Yan Public Library
 Annual Financial Report
 For the Fiscal Period 07/01/2022 - 06/30/2023

**EM - Enterprise Miscellaneous
 Adopted Budget Summary**

	06/30/2024	06/30/2023	06/30/2022
Estimated Appropriations and Other Uses			
Estimated Appropriations			
1999 - App - General Government Support	\$31,500.00	-	-
7999 - App - Culture and Recreation	\$242,337.00	-	-
8999 - App - Home and Community Services	\$454,315.00	-	-
Total for Estimated Appropriations	\$728,152.00	\$0.00	\$0.00
Total for Estimated Appropriations and Other Uses	\$728,152.00	\$0.00	\$0.00

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

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

	06/30/2023	06/30/2022	06/30/2021
Non-Current Assets			
Non-Depreciable Capital Assets			
101 - Land	\$37,775.00	-	-
Total for Non-Depreciable Capital Assets	\$37,775.00		
Depreciable Capital Assets			
102 - Buildings	\$1,604,593.00	-	-
104 - Machinery and Equipment	\$104,429.00	-	-
107 - Other Capital Assets	\$15,702.00	-	-
Total for Depreciable Capital Assets	\$1,724,724.00		
Accumulated Depreciation			
112 - Accumulated Depreciation Buildings	(\$766,290.00)	-	-
113 - Accumulated Depreciation Improvements Other than Buildings	(\$94,951.00)	-	-
117 - Accumulated Depreciation Other Capital Assets	(\$15,591.00)	-	-
Total for Accumulated Depreciation	(\$876,832.00)		
Total for Non-Current Assets	\$885,667.00		

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

Supplemental Schedules

The Supplemental Schedules includes the following schedules:

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

SPU - Library of Penn Yan Public Library
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Statement of Indebtedness

You have indicated you have no debt data to report.

SPU - Library of Penn Yan Public Library
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Bond Repayment

No Bonds Reported in the Statement of Indebtedness.

SPU - Library of Penn Yan Public Library
Annual Financial Report
For the Fiscal Period 07/01/2022 - 06/30/2023

Bank Reconciliation

Accounts

Account No.	Account Type	Associated Fund(s)	Bank Balance	Deposits In Transit	Outstanding Checks	Adjustments	Total
8754	Certificate of Deposit (CD)	EM	\$17,592.00	\$0.00	\$0.00	\$0.00	\$17,592.00
8654	Checking	EM	\$19,528.00	\$0.00	\$0.00	\$0.00	\$19,528.00
3834	Checking	EM	\$6,251.00	\$0.00	\$0.00	\$0.00	\$6,251.00
3310	Checking	EM	\$446,503.00	\$109.00	\$0.00	(\$10,731.00)	\$435,881.00
1185	Savings	EM	\$126,049.00	\$0.00	\$0.00	\$0.00	\$126,049.00
Total			\$615,923.00	\$109.00	\$0.00	(\$10,731.00)	\$605,301.00
Total Cash From Financials							\$605,301.00

SPU - Library of Penn Yan Public Library
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 For the Fiscal Period 07/01/2022 - 06/30/2023

Bank Reconciliation

Collateralization of Cash

Total Bank Balance	\$615,923.00
FDIC Insurance	\$293,371.00
Collateralized with Securities held in possession of the municipality or its agent or otherwise secured	\$329,003.00
Total of FDIC Insurance and Collateralized with securities held in possession of the municipality or its agent or otherwise secured	\$622,374.00

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 Penn Yan Public 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
5	12	0	0

Number Receiving Benefits

Benefit	Amount	Full Time	Part Time	Volunteer	Retiree
Social Security	\$34,832.00	5	12		
Worker's Compensation	\$7,494.00	5	12		
Life Insurance					
Unemployment Insurance	\$4,451.00	5	12		
Hospital, Medical and Dental Insurance	\$24,147.00	5	12		
Union Welfare Benefits					
Employee Benefits, Other	\$3,536.00	5	12		
State Retirement System	\$29,159.00	5	12		
Police Retirement					
Fire Retirement					
Local Pension Fund	\$332,444.00	5	12		
Disability Insurance	\$2,453.00	5	12		
Supplemental Benefit Payments to Disabled Firefighters					
Total Employee Benefits Paid	\$438,516.00				

November 2023 adult services report

In November, I answered 27 reference questions for 29 patrons, including 11 tech questions, 0 local history questions, and 3 legal question. I served 4 Mennonite patrons. Patrons sought information on the career of film star Joaquin Phoenix, how to use tabs within their web browser, the official reasons and situations for which the flag is lowered to half mast, and books on horse training.

At least 111 patrons participated in 14 programs in November. We held our last Diverse Voices Matter session, to the chagrin of its small but loyal group of fans. (Show up to programs you want to see continue!) We had good attendance at a screening of a film about local Indigenous lives and history, including one person visiting from Denmark. Presenter Sara Campbell offered a good crew of Family Research participants insights on how to use land records and deeds for genealogical research. A guest presenter at Classics in Spirituality shared a bit about the divinatory art of geomancy.

I've been working on model local history pamphlets to surface information about key local people and topics, since much of our local history collection is now in storage. In November I finished drafts for two of them: one on Robert Ingersoll and one on the Keuka Outlet Trail. I intend to present these to staff in the coming months to determine whether they're fit for sharing with the public.

I've continued work with the STLS DEI committee. We met in person this fall and developed a number of plans for the new year that will benefit all libraries in the system. I've been personally working on a programming kit on ways to build empathy and a project called "Everyday Advocacy," which will deliver overviews of key justice issues to libraries on a monthly basis, along with suggested action steps anyone can take to improve the problems cited. I'm very excited to be able to do this kind of significant work to benefit a wide swath of my colleagues and the communities they serve.

Penn Yan Public Library Monthly Youth Services Report to Board

NOVEMBER 2023 IN REVIEW

November was a very busy month and included going to an excellent presentation by author Ellen Hopkins, whose young adult verse novels are frequently challenged in school and public libraries. We gave away two take-home kits, both of which were all claimed after a few hours, and welcomed local picture book author Catherine Ramirez for a reading.

MEETINGS/TRAININGS ATTENDED

- Dream Catchers (PY Afterschool Coalition) meeting
- CSLP Summer Learning Symposium (virtual)
- STLS Digital Library Advisory Group meeting
- STLS Youth Services Advisory Group meeting

NOTABLE PATRON INTERACTIONS

- presented a storytime during the *Imagination Station* program facilitated by the Living Well
- attended the CCE Yates annual meeting and accepted PYPL's Friend of Extension 2023 award on behalf of all the staff

NOVEMBER 2023 PROGRAMS

In-person programs: 28

Attendance at in-person programs: 529

NOTES

November's numbers got a bit of a bump from including all of the votes and entries in October's pumpkin decorating contest in them, since it ended the fourth of the month. Here are a few of the entries:



Submitted December 12, 2023 by Sarah Crevelling, Youth Services Librarian