

Hauppauge Public Library

Annual Report For Public And Association Libraries - 2015

1. GENERAL LIBRARY INFORMATION

Part 1

Report all information in Part 1 as of December 31, 2015, except for questions related to the current library director/manager (questions 1.35 through 1.40).

1.1	Library ID Number	8000583520
1.2	Library Name	HAUPPAUGE PUBLIC LIBRARY
1.3	Name Status (State use only)	00 (for no change from previous year)
1.4	Structure Status (State use only)	00 (for no change from previous year)
1.5	Community	Hauppauge
1.6	Beginning Fiscal Reporting Year	07/01/2014
1.7	Ending Fiscal Reporting Year	06/30/2015
1.8	Is the library now reporting on a different fiscal year than it reported on in the previous Annual Report?	No
1.9	If yes, please indicate the beginning date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.10	Please indicate the ending date of library's new reporting year. Enter N/A if No was answered to Question 1.8.	N/A
1.11	Beginning <u>Local</u> Fiscal Year	07/01/2014
1.12	Ending <u>Local</u> Fiscal Year	06/30/2015
1.13	Address Status	00 (for no change from previous year)
1.14	Street Address	601 VETERANS MEMORIAL HWY.
1.15	City	HAUPPAUGE
1.16	Zip Code	11788
1.17	Mailing Address	601 VETERANS MEMORIAL HWY.
1.18	City	HAUPPAUGE
1.19	Zip Code	11788
1.20	Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number)	(631) 979-1600
1.21	Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number)	(631) 979-4018
1.22	E-Mail Address to Contact the Library (Enter N/A if no e-mail address)	info@hauppaugelibrary.org
1.23	Library Home Page URL (Enter N/A if no home page URL)	http://www.hauppaugelibrary.org
1.24	Population Chartered to Serve (per 2010 Census)	10,936
1.25	Indicate the type of library as stated in the library's charter (select one):	PUBLIC
1.26	Indicate the area chartered to serve as stated in the library's charter (select one):	Special Legislative District
1.27	During the reporting year, has there been any change to the library's legal service area boundaries? Changes must be the result of a Regents charter action. Answer Y for Yes, N for No.	N
1.28	Indicate the type of charter the library currently holds (select one):	Absolute

- 1.29 Date the library was granted its absolute charter or the date of the provisional charter if the library does not have an absolute charter 05/22/2007
- 1.30 Date the library was last registered 03/14/2007
- 1.31 Federal Employer Identification Number 113582721
- 1.32 County SUFFOLK
- 1.33 School District Hauppauge Union Free School District
- 1.34 Town/City Islip
- 1.35 Library System Suffolk Cooperative Library System

NOTE: For questions 1.36 through 1.41, report all information for the current library director/manager.

- 1.36 Title of Library Director/ Manager (select one): Mr.
- 1.37 First Name of Library Director/Manager Matthew
- 1.38 Last Name of Library Director/Manager Bollerman
- 1.39 NYS Public Librarian Certification Number 20154
- 1.40 E-mail Address of the Director/Manager mbollerm@suffolk.lib.ny.us
- 1.41 Fax Number of the Director/Manager (631) 979-4018
- 1.42 Does the library charge fees for library cards to people residing outside the system's service area? N

Part 2

- 1.43 Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2015? (Please respond even if the vote was unsuccessful). Enter Y for Yes, N for No. If Yes, Y complete one record for the public vote from each funding source. If no, go to question 1.44.
1. Name of municipality or district holding the public vote Hauppauge Library District
2. Indicate the type of municipality or district holding the public vote Special Legislative District
3. Date the vote was held (mm/dd/2015) 04/14/2015
4. Was the vote successful? Y/N Y
5. What type of public vote was it? budget vote (special legislative district public library only)
- 6a. Most recent prior year approved appropriation from a public vote: \$2,516,744
- 6b. Proposed increase in appropriation for Calendar Year 2015: \$40,771
- 6c. Total proposed appropriation (sum of 6a and 6b): \$2,557,515

This question should only be answered if "No" was answered in Q1.43 OR the library has votes from different municipalities/districts that were held in different years, both current and prior.

- 1.44 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2015) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.45. N
1. Name of municipality or district holding the public vote
2. Indicate the type of municipality or district holding the public vote
3. Date the last successful vote was held (mm/dd/yyyy)
4. What type of public vote was it?

5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote?

Part 3

- 1.45 Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for *each* contract. If no, go to question 1.46. N
- | | |
|--|-----|
| 1. Name of contracting municipality or district | N/A |
| 2. Is this a written contractual agreement? | N/A |
| 3. Population of the geographic area served by this contract | N/A |
| 4. Dollar amount of contract | N/A |
| 5. Enter the appropriate code for range of services provided (select one): | N/A |
- 1.46 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the State note; if no, please go to Part 2, Library Collection. N

2. LIBRARY COLLECTION

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

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

It does not cover all materials (i.e., microform, scores, maps, and pictures) for which expenditures are reported under Print Materials Expenditures, Electronic Materials Expenditures, and Other Materials Expenditures (questions 12.6, 12.7 and 12.8). Under this category report only items that have been purchased, leased or licensed by the library, a consortium, the state library, a donor or other person or entity. Included items must only be accessible with a valid library card or at a physical library location; inclusion in the catalog is not required. Do not include items freely available without monetary exchange. Do not include items that are permanently retained by the patron; count only items that have a set circulation period where it is available for their use. Count electronic materials at the administrative entity level; do not duplicate numbers at each branch.

PRINT MATERIALS

Cataloged Books

2.1	Adult Fiction Books	12,976
2.2	Adult Non-fiction Books	11,375
2.3	Total Adult Books (Total questions 2.1 & 2.2)	24,351
2.4	Children's Fiction Books	15,880
2.5	Children's Non-fiction Books	8,163
2.6	Total Children's Books (Total questions 2.4 & 2.5)	24,043
2.7	Total Cataloged Books (Total questions 2.3 & 2.6)	48,394

Other Print Materials

2.8	Total Uncataloged Books	0
2.9	Total Print Serials	150
2.10	All Other Print Materials	0

2.11	Total Other Print Materials (Total questions 2.8 through 2.10)	150
2.12	Total Print Materials (Total questions 2.7 and 2.11)	48,544

ALL OTHER MATERIALS

Electronic Materials

2.13	Electronic Books	119,844
2.14	Local Electronic Collections	48
2.15	NOVELNY Electronic Collections	10
2.16	Total Electronic Collections (Total questions 2.14 and 2.15)	58
2.17	Audio - Downloadable Units	27,022
2.18	Video - Downloadable Units	8,547
2.19	Other Electronic Materials (Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)	136,672
2.20	Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)	292,143

Non-Electronic Materials

2.21	Audio - Physical Units	8,028
2.22	Video - Physical Units	18,983
2.23	Other Non-Electronic Materials (includes films, slides, etc.)	611
2.24	Total Other Materials Holdings (Total questions 2.21 through 2.23)	27,622
2.25	GRAND TOTAL HOLDINGS (Total questions 2.12, 2.20 and 2.24)	368,309

CURRENT SERIAL SUBSCRIPTIONS

2.26	Current Print Serial Subscriptions	150
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ADDITIONS TO HOLDINGS - Do not subtract withdrawals or discards.

2.27	Cataloged Books	3,212
2.28	All Other Print Materials	0
2.29	Electronic Materials	41,992
2.30	All Other Materials	2,878
2.31	Total Additions (Total questions 2.27 through 2.30)	48,082

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

Report all information on questions 3.1 through 3.26 as of the end of the fiscal year reported in Part 1; report information on questions 3.27 through 3.78 for the 2015 calendar year. Please click [here](#) to read general instructions before completing this section.

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

LIBRARY USE

3.1	Library visits (total annual attendance)	137,389
3.2	Registered resident borrowers	7,379
3.3	Registered non-resident borrowers	0

Please report information on WRITTEN POLICIES as of 12/31/15.

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

3.4	Does the library have an open meeting policy?	Y
3.5	Does the library have a policy protecting the confidentiality of library records?	Y

- | | | |
|-----|---|---|
| 3.6 | Does the library have an Internet use policy? | Y |
| 3.7 | Does the library have a disaster plan? | Y |
| 3.8 | Does the library have a board-approved conflict of interest policy? | Y |
| 3.9 | Does the library have a board-approved whistle blower policy? | Y |
- Please report information on ACCESSIBILITY as of 12/31/15.

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

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

3.14 - If so, what do you have?

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

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

LIBRARY SPONSORED PROGRAMS

- | | | |
|------|---|--------|
| 3.15 | Adult Program Sessions | 868 |
| 3.16 | Young Adult Program Sessions | 203 |
| 3.17 | Children's Program Sessions | 314 |
| 3.18 | All Other Program Sessions | 167 |
| 3.19 | Total Number of Program Sessions (Total questions 3.15 through 3.18) | 1,552 |
| 3.20 | One-on-One Program Sessions | 0 |
| 3.21 | Adult Program Attendance | 10,396 |
| 3.22 | Young Adult Program Attendance | 2,369 |
| 3.23 | Children's Program Attendance | 6,210 |
| 3.24 | All Other Program Attendance | 2,189 |
| 3.25 | Total Program Attendance (Total questions 3.21 through 3.24) | 21,164 |
| 3.26 | One-on-One Program Attendance | 0 |

Please report information on SUMMER READING PROGRAMS for the 2015 calendar year.

SUMMER READING PROGRAM

3.27 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2015 (check all that apply):

- | | | |
|----|---|-----|
| a. | Program(s) for children | Yes |
| b. | Program(s) for young adults | Yes |
| c. | Program(s) for Adults | Yes |
| d. | Summer Reading at New York Libraries name and/or logo used | Yes |
| e. | Collaborative Summer Library Program (CSLP Manual, provided through the New York State Library, used) | Yes |
| f. | N/A | No |

3.28	Library outlets offering a summer reading program	1
3.29	Children registered for the library's summer reading program	383
3.30	Young adults registered for the library's summer reading program	369
3.31	Adults registered for the library's summer reading program	86
3.32	Total number registered for the library's summer reading program (total 3.29 + 3.30 + 3.31)	838
3.33	Children's program sessions - Summer 2015	99
3.34	Young adult program sessions - Summer 2015	78
3.35	Adult program sessions - Summer 2015	121
3.36	Total program sessions - Summer 2015 (total 3.33 + 3.34 + 3.35)	298
3.37	Children's program attendance - Summer 2015	2,181
3.38	Young adult program attendance - Summer 2015	1,797
3.39	Adult program attendance - Summer 2015	1,917
3.40	Total program attendance - Summer 2015 (total 3.37 + 3.38 + 3.39)	5,895

COLLABORATORS

3.41	Public school district(s) and/or BOCES	1
3.42	Non-public school(s)	1
3.43	Childcare center(s)	0
3.44	Summer camp(s)	0
3.45	Municipality/Municipalities	2
3.46	Literacy provider(s)	0
3.47	Other (describe using the State note)	3
3.48	Total Collaborators (total 3.41 through 3.47)	7

Please report information on EARLY LITERACY PROGRAMS for the 2015 calendar year.

EARLY LITERACY PROGRAMS

3.49	Did the library offer early literacy programs? (Enter Y for Yes, N for No)	Y
3.50	- Indicate types of programs offered (check all that apply)	
a.	Focus on birth - school entry	Yes
b.	Focus on parents & caregivers	No
c.	Combined audience	Yes
d.	N/A	No
3.51	- Number of sessions	
a.	Focus on birth - school entry	68
b.	Focus on parents & caregivers	0
c.	Combined audience	30
d.	N/A	0
3.52	Total Sessions	98
3.53	- Attendance at sessions	
a.	Focus on birth - school entry	874
b.	Focus on parents & caregivers	0
c.	Combined audience	661
d.	N/A	0
3.54	Total Attendance	1,535
3.55	- Collaborators (check all that apply):	

- | | | |
|----|--|-----|
| a. | Childcare center(s) | No |
| b. | Public School District(s) and/or BOCES | Yes |
| c. | Non-Public School(s) | Yes |
| d. | Health care providers/agencies | No |
| e. | Other (describe using the State note) | No |

Please report information on ADULT LITERACY for the 2015 calendar year.

ADULT LITERACY

- | | | |
|------|--|-----|
| 3.56 | Did the library offer adult literacy programs? | Yes |
| 3.57 | Total group program sessions | 30 |
| 3.58 | Total one-on-one program sessions | 0 |
| 3.59 | Total group program attendance | 378 |
| 3.60 | Total one-on-one program attendance | 0 |
| 3.61 | - Collaborators (check all that apply) | |
| a. | Literacy NY (Literacy Volunteers of America) | No |
| b. | Public School District(s) and/or BOCES | No |
| c. | Non-Public Schools | No |
| d. | Other (see instructions and describe using State Note) | No |

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2015 calendar year.

PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

- | | | |
|------|--|----|
| 3.62 | Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No) | N |
| 3.63 | Children's program sessions | 0 |
| 3.64 | Young adult program sessions | 0 |
| 3.65 | Adult program sessions | 0 |
| 3.66 | One-on-one program sessions | 0 |
| 3.67 | Total program sessions (total 3.63 + 3.64 + 3.65) | 0 |
| 3.68 | Children's program attendance | 0 |
| 3.69 | Young adult program attendance | 0 |
| 3.70 | Adult program attendance | 0 |
| 3.71 | One-on-one program attendance | 0 |
| 3.72 | Total program attendance (total 3.68 + 3.69 + 3.70) | 0 |
| 3.73 | - Collaborators (check all that apply): | |
| a. | Literacy NY (Literacy Volunteers of America) | No |
| b. | Public School District(s) and/or BOCES | No |
| c. | Non-Public School(s) | No |
| d. | Other (describe using the State note) | No |

Please report information on DIGITAL LITERACY for the 2015 calendar year.

DIGITAL LITERACY

- | | | |
|------|--|-----|
| 3.74 | Did the library offer digital literacy programs? | Y |
| 3.75 | Total group program sessions | 64 |
| 3.76 | Total one-on-one program sessions | 0 |
| 3.77 | Total group program attendance | 350 |
| 3.78 | Total one-on-one program attendance | 0 |

4. LIBRARY TRANSACTIONS

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

CATALOGED BOOK CIRCULATION

4.1	Adult Fiction Books	20,831
4.2	Adult Non-fiction Books	11,723
4.3	Total Adult Books (Total questions 4.1 & 4.2)	32,554
4.4	Children's Fiction Books	23,674
4.5	Children's Non-fiction Books	7,025
4.6	Total Children's Books (Total questions 4.4 & 4.5)	30,699
4.7	Total Cataloged Book Circulation (Total question 4.3 & 4.6)	63,253

CIRCULATION OF OTHER MATERIALS

4.8	Circulation of Adult Other Materials	72,055
4.9	Circulation of Children's Other Materials	15,792
4.10	Circulation of Electronic Materials	15,396
4.11	Total Circulation of Other Materials (Total questions 4.8, 4.9 & 4.10)	103,243
4.12	Grand Total Circulation Transactions (Total questions 4.7 & 4.11)	166,496
4.13	Grand Total Circulation of Children's Materials (Total questions 4.6 & 4.9)	46,491

REFERENCE TRANSACTIONS

4.14	Total Reference Transactions	32,684
4.15	Does the library offer virtual reference?	Y

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.16	TOTAL MATERIALS RECEIVED	14,879
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INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.17	TOTAL MATERIALS PROVIDED	22,334
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5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2015.

SYSTEMS AND SERVICES

5.1	Automated circulation system?	Y
5.2	Online public access catalog (OPAC)?	Y
5.3	Electronic access to the OPAC from outside the library?	Y
5.4	Annual number of visits to the library's web site	84,074
5.5	Does the library use Internet filtering software on any computer?	Y
5.6	Number of uses (sessions) of public Internet computers per year	29,465
5.7	Name of the person responsible for the library's Information Technology (IT) services	Matthew Bollerman
5.8	IT contact's telephone number (enter 10 digits only and hit the Tab key)	(631) 979-1600
5.9	IT contact's email address	matthew@hauppaugelibrary.org

6. STAFF INFORMATION

Note: Report figures as of the last day of the fiscal year reported in Part 1. Include the FTE for all positions

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

FTE (FULL-TIME EQUIVALENT CALCULATION)

6.1 The number of hours per workweek used to compute FTE for all paid library personnel in this section. 35

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS

6.2 Library Director (certified) 1
 6.3 Vacant Library Director (certified) 0
 6.4 Librarian (certified) 9
 6.5 Vacant Librarian (certified) 0
 6.6 Library Manager (not certified) 0
 6.7 Vacant Library Manager (not certified) 0
 6.8 Library Specialist/Paraprofessional (not certified) 0
 6.9 Vacant Library Specialist/Paraprofessional (not certified) 0
 6.10 Other Staff 16
 6.11 Vacant Other Staff 0
 6.12 **TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 & 6.10)** 26.00
 6.13 **VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 & 6.11)** 0.00

SALARY INFORMATION

6.14 FTE - Entry Level Librarian (certified) 1
 6.15 Salary - Entry Level Librarian (certified) \$44,456
 6.16 FTE - Library Director (certified) 1
 6.17 Salary - Library Director (certified) \$122,000
 6.18 FTE - Library Manager (not certified) 0
 6.19 Salary - Library Manager (not certified) N/A

7. MINIMUM PUBLIC LIBRARY STANDARDS

Report all information as of December 31, 2015. Please click [here](#) to read general instructions before completing this section.

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

8. Maintains a facility to meet community needs, including adequate:		
7.8	8a. space	Y
7.9	8b. lighting	Y
7.10	8c. shelving	Y
7.11	8d. seating	Y
7.12	8e. restroom (see instructions)	Y
9. Provides equipment and connections to meet community needs and provide access to other library catalogs and other electronic information, including but not limited to the following:		
7.13	9a. telephone	Y
7.14	9b. photocopier (see instructions)	Y
7.15	9c. microcomputer or terminal	Y
7.16	9d. printer	Y
7.17	9e. Fax capability (see instructions)	Y
7.18	10. Distributes board-approved printed information listing the library's hours open, borrowing rules, services, location and phone number.	Y
7.19	11. Employs a paid director in accordance with the provisions of Commissioner's Regulation 90.8.	Y

8. PUBLIC SERVICE INFORMATION

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

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

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

PUBLIC SERVICE HOURS - Report hours to two decimal places.

8.6	Minimum Weekly Total Hours - Main Library	73.00
8.7	Minimum Weekly Total Hours - Branch Libraries	0.00
8.8	Minimum Weekly Total Hours - Bookmobiles	0.00
8.9	Minimum Weekly Total Hours - Total Hours Open (Total questions 8.6 - 8.8)	73.00
8.10	Annual Total Hours - Main Library	3,671.00
8.11	Annual Total Hours - Branch Libraries	0.00
8.12	Annual Total Hours - Bookmobiles	0.00
8.13	Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)	3,671.00

9. SERVICE OUTLET INFORMATION

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

1.	Outlet Name	Hauppauge Public Library
2.	Outlet Name Status	00 (for no change) 601 Veterans Memorial Hwy.

3.	Street Address	
4.	Outlet Street Address Status	00 (for no change)
5.	City	Hauppauge
6.	Zip Code	11788
7.	Phone (enter 10 digits only)	(631) 979-1600
8.	Fax Number (enter 10 digits only)	(631) 979-4018
9.	E-mail Address	info@hauppaugelibrary.org
10.	Outlet URL	hauppaugelibrary.org
11.	County	Suffolk
12.	School District	Hauppauge
13.	Library System	Suffolk Cooperative Library System
14.	Outlet Type Code (select one):	CE
15.	Public Service Hours Per Year for This Outlet	3,671
16.	Number of Weeks This Outlet is Open	52
17.	Does this outlet have meeting space available for public use (non-library sponsored programs, meetings and/or events)?	Y
18.	Is the meeting space available for public use even when the outlet is closed?	N
19.	Total number of non-library sponsored programs, meetings and/or events at this outlet	167
20.	Enter the appropriate outlet code (select one):	LR
21.	Who owns this outlet building?	Other (specify using the State note)
22.	Who owns the land on which this outlet is built?	Other (specify using the State note)
23.	Indicate the year this outlet was initially constructed	1962
24.	Indicate the year this outlet underwent a major renovation costing \$25,000 or more	N/A
25.	Square footage of the outlet	12,425
26.	Total number of Internet terminals at this outlet used by the general public	19
27.	Type of connection on the outlet's public Internet computers	Fiber
28.	Maximum <u>download</u> speed of connection on the outlet's public Internet computers	8 Greater than or equal to 15 mbps and less than 25 mbps
29.	Maximum <u>upload</u> speed of connection on the outlet's public Internet computers	8 Greater than or equal to 15 mbps and less than 25 mbps
30.	Internet Provider	Other (specify using the State note)
31.	WiFi Access	No restrictions to access
32.	Number of wireless sessions provided by the library wireless service per year	8,543
33.	Does the outlet have interactive videoconferencing capability for public use?	N
34.	Does the outlet have a building entrance that is physically accessible to a person in a wheelchair?	Y
35.	Is every public part of the outlet accessible to a person in a wheelchair?	Y
36.	<i>LIBID</i>	8000583520
37.	<i>FSCSID</i>	NY9010
38.	<i>Number of Bookmobiles in the Bookmobile Outlet Record</i>	0
39.	<i>Outlet Structure Status</i>	00 (for no change from previous year)

10. OFFICERS AND TRUSTEES

Report information about trustee meetings as of December 31, 2015. All public and association libraries are required by Education Law to hold at least four meetings a year.

BOARD MEETINGS

- 10.1 Total number of board meetings held during calendar year (January 1, 2015 to December 31, 2015) 13
- 10.2 Number of voting library board positions stated in the library's charter. 5
- 10.3 Number of current voting positions on library board. 5
- 10.4 Trustee term length 5

BOARD MEMBER SELECTION

- 10.5 Enter Board Member Selection Code (select one): EP - board members are elected in a public election

List Officers and Board Members as of February 1, 2016. Complete one record for each board member. There must be a record for each voting position, whether filled or vacant. Do not include non-voting positions.

BOARD PRESIDENT

- 10.6 Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), or Vacant Mr.
- 10.7 First Name Ralph
- 10.8 Last Name Plotke
- 10.9 Mailing Address 29 Marlon Lane
- 10.10 City Hauppauge
- 10.11 Zip Code (5 digits only) 11788
- 10.12 Phone (enter 10 digits only) (516) 779-1994
- 10.13 E-mail Address ralphplotkeroofservices@gmail.com
- 10.14 Term Begins - Month July
- 10.15 Term Begins - Year (yyyy) 2015
- 10.16 Term Expires - Month June
- 10.17 Term Expires - Year (yyyy) 2020
- 10.18 The date the Oath of Office was taken (mm/dd/yyyy) 07/19/2015
- 10.19 The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/20/2015
- 10.20 Is this a brand new trustee? N

- 1. Title of Board Member (select one): Mr.
- 2. First Name of Board Member Stephen
- 3. Last Name of Board Member Bard
- 4. Mailing Address 601 Veterans Memorial Hwy
- 5. City Hauppauge
- 6. Zip Code (5 digits only) 11788
- 7. E-mail address sbardesq@aol.com
- 8. Office Held or Trustee Treasurer
- 9. Term Begins - Month July
- 10. Term Begins - Year (year) 2013
- 11. Term Expires June
- 12. Term Expires - Year (yyyy) 2018
- 13. The date the Oath of Office (mm/dd/yyyy) was taken 07/15/2013
- 14. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/16/2013
- 15. Is this a brand new trustee? N

1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	Andrew
3.	Last Name of Board Member	Black
4.	Mailing Address	601 Veterans Memorial Hwy
5.	City	Hauppauge
6.	Zip Code (5 digits only)	11788
7.	E-mail address	bean92@optonline.net
8.	Office Held or Trustee	Vice President
9.	Term Begins - Month	July
10.	Term Begins - Year (year)	2012
11.	Term Expires	June
12.	Term Expires - Year (yyyy)	2017
13.	The date the Oath of Office (mm/dd/yyyy) was taken	07/24/2012
14.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/25/2012

15. Is this a brand new trustee? N

1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	Robert
3.	Last Name of Board Member	Druckenmiller
4.	Mailing Address	601 Veterans Memorial Hwy
5.	City	Hauppauge
6.	Zip Code (5 digits only)	11788
7.	E-mail address	rdruck@optonline.net
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	July
10.	Term Begins - Year (year)	2011
11.	Term Expires	June
12.	Term Expires - Year (yyyy)	2016
13.	The date the Oath of Office (mm/dd/yyyy) was taken	07/1/2011
14.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	07/05/2011

15. Is this a brand new trustee? N

1.	Title of Board Member (select one):	Mr.
2.	First Name of Board Member	Peter
3.	Last Name of Board Member	Crociata
4.	Mailing Address	601 Veterans Memorial Hwy
5.	City	Hauppauge
6.	Zip Code (5 digits only)	11788
7.	E-mail address	pjmmt95@aol.com
8.	Office Held or Trustee	Trustee
9.	Term Begins - Month	December
10.	Term Begins - Year (year)	2015
11.	Term Expires	June
12.	Term Expires - Year (yyyy)	2016
13.	The date the Oath of Office (mm/dd/yyyy) was taken	12/17/2015
14.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	12/18/2015

15. Is this a brand new trustee? Y

11. OPERATING FUNDS RECEIPTS

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

LOCAL PUBLIC FUNDS

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

11.1	Does the library receive any local public funds? If yes, complete one record for each funding source; if no, go to question 11.3.	Y
1.	Source of Funds	School District
2.	Name of funding County, Municipality or District	Hauppauge Public Schools
3.	Amount	\$2,516,744
4.	Subject to public vote held in reporting year or in a previous reporting year(s).	Y
5.	Written Contractual Agreement	N/A
11.2	TOTAL LOCAL PUBLIC FUNDS	\$2,516,744

SYSTEM CASH GRANTS TO MEMBER LIBRARY

11.3	Local Library Services Aid (LLSA)	\$2,874
11.4	Central Library Aid (CLDA and/or CBA)	\$0
11.5	Additional State Aid received from the System	\$0
11.6	Federal Aid received from the System	\$0
11.7	Other Cash Grants	\$0
11.8	TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7)	\$2,874

OTHER STATE AID

11.9	State Aid other than LLSA, Central Library Aid (CLDA and/or CBA), or other State Aid reported as system cash grants	\$0
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FEDERAL AID FOR LIBRARY OPERATION

11.10	LSTA	\$0
11.11	Other Federal Aid	\$0
11.12	TOTAL FEDERAL AID (Add Questions 11.10 and 11.11)	\$0

11.13	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0
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OTHER RECEIPTS

11.14	Gifts and Endowments	\$0
11.15	Fund Raising	\$0
11.16	Income from Investments	\$4,621
11.17	Library Charges	\$25,812
11.18	Other	\$75,476
11.19	TOTAL OTHER RECEIPTS (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)	\$105,909
11.20	TOTAL OPERATING FUND RECEIPTS (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)	\$2,625,527

11.21	BUDGET LOANS	\$0
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TRANSFERS

11.22	From Capital Fund (Same as Question 14.8)	\$0
11.23	From Other Funds	\$0
11.24	TOTAL TRANSFERS (Add Questions 11.22 and 11.23)	\$0

11.25	BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2015 (Same as Question 12.40 of previous year if fiscal year has not changed)	\$1,462,640
11.26	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS AND BALANCE (Add Questions 11.20, 11.21, 11.24 and 11.25; Same as Question 12.41)	\$4,088,167

12. OPERATING FUND DISBURSEMENTS

STAFF EXPENDITURES

Salaries & Wages Paid from Library Funds

Please click [here](#) to read general instructions before completing this section.

12.1	Certified Librarians	\$607,963
12.2	Other Staff	\$415,574
12.3	Total Salaries & Wages Expenditures (Add Questions 12.1 and 12.2)	\$1,023,537
12.4	Employee Benefits Expenditures	\$472,529
12.5	Total Staff Expenditures (Add Questions 12.3 and 12.4)	\$1,496,066

COLLECTION EXPENDITURES

12.6	Print Materials Expenditures	\$58,609
12.7	Electronic Materials Expenditures	\$51,643
12.8	Other Materials Expenditures	\$223,353
12.9	Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)	\$333,605

CAPITAL EXPENDITURES FROM OPERATING FUNDS

12.10	From Local Public Funds (71PF)	\$11,390
12.11	From Other Funds (71OF)	\$0
12.12	Total Capital Expenditures (Add Questions 12.10 and 12.11)	\$11,390

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs to Building & Building Equipment

12.13	From Local Public Funds (72PF)	\$895
12.14	From Other Funds (72OF)	\$0
12.15	Total Repairs (Add Questions 12.13 and 12.14)	\$895
12.16	Other Disbursements for Operation & Maintenance of Buildings	\$503,565
12.17	Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)	\$504,460

MISCELLANEOUS EXPENSES

12.18	Office and Library Supplies	\$14,268
12.19	Telecommunications	\$19,240
12.20	Binding Expenses	\$0
12.21	Postage and Freight	\$5,871
12.22	Professional & Consultant Fees	\$23,225
12.23	Equipment	\$5,674
12.24	Other Miscellaneous	\$59,919
12.25	Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22, 12.23 and 12.24)	\$128,197
12.26	CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE	\$0

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

12.27	From Local Public Funds (73PF)	\$0
12.28	From Other Funds (73OF)	\$0
12.29	Total (Add Questions 12.27 and 12.28)	\$0
12.30	Budget Loans (Principal and Interest)	\$0
12.31	Short-Term Loans	\$0
12.32	Total Debt Service (Add Questions 12.29, 12.30 and 12.31)	\$0
12.33	TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.25, 12.26 and 12.32)	\$2,473,718

TRANSFERS

Transfers to Capital Fund

12.34	From Local Public Funds (76PF)	\$75,000
12.35	From Other Funds (76OF)	\$0
12.36	Total Transfers to Capital Fund (Add Questions 12.34 and 12.35; same as Question 13.8)	\$75,000
12.37	Transfer to Other Funds	\$0
12.38	TOTAL TRANSFERS (Add Questions 12.36 and 12.37)	\$75,000
12.39	TOTAL DISBURSEMENTS AND TRANSFERS (Add Questions 12.33 and 12.38)	\$2,548,718
12.40	BALANCE IN OPERATING FUND - Ending Balance for the Fiscal Year Ending 2015	\$1,539,449
12.41	GRAND TOTAL DISBURSEMENTS, TRANSFERS & BALANCE (Add Questions 12.39 and 12.40; same as Question 11.26)	\$4,088,167

ASSURANCE

12.42	The Library operated in accordance with all provisions of Education Law and the Regulations of the Commissioner, and assures that the "Annual Report" was reviewed and accepted by the Library Board on (date - mm/dd/yyyy).	01/21/2016
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FISCAL AUDIT

12.43	Last audit performed (mm/dd/yyyy)	08/20/2015
12.44	Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy)	07/01/2014 - 06/30/2015
12.45	Indicate type of audit (select one):	Private Accounting Firm

CAPITAL FUND

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

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

REVENUES FROM LOCAL SOURCES

13.1	Revenues from Local Government Sources	\$0
13.2	All Other Revenues from Local Sources	\$774
13.3	Total Revenues from Local Sources (Add Questions 13.1 and 13.2)	\$774

STATE AID FOR CAPITAL PROJECTS

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

FEDERAL AID FOR CAPITAL PROJECTS

13.7	TOTAL FEDERAL AID	\$0
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INTERFUND REVENUE

13.8	Transfer from Operating Fund (Same as Question 12.36)	\$75,000
13.9	TOTAL REVENUES (Add Questions 13.3, 13.6, 13.7 and 13.8)	\$75,774
13.10	NON-REVENUE RECEIPTS	\$0
13.11	TOTAL CASH RECEIPTS (Add Questions 13.9 and 13.10)	\$75,774
13.12	BALANCE IN CAPITAL FUND - Beginning Balance for Fiscal Year Ending 2015 (Same as Question 14.11 of previous year, if fiscal year has not changed)	\$611,864
13.13	TOTAL CASH RECEIPTS AND BALANCE (Add Questions 13.11 and 13.12; same as Question 14.12)	\$687,638

14. CAPITAL FUND DISBURSEMENTS

PROJECT EXPENDITURES

Please click [here](#) to read general instructions before completing this section.

14.1	Construction	\$0
14.2	Incidental Construction	\$21,813
Other Disbursements		
14.3	Purchase of Buildings	\$0
14.4	Interest	\$0
14.5	Collection Expenditures	\$0
14.6	Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)	\$0
14.7	TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6)	\$21,813
14.8	TRANSFER TO OPERATING FUND (Same as Question 11.22)	\$0
14.9	NON-PROJECT EXPENDITURES	\$0
14.10	TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)	\$21,813
14.11	BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2015	\$665,825
14.12	TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13)	\$687,638

15. CENTRAL LIBRARIES

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

16. FEDERAL TOTALS

All questions in Part 16 are calculated, locked fields.

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

16.1	Total ALA-MLS	8.75
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16.2	Total Librarians	8.75
16.3	All Other Paid Staff	14.00
16.4	Total Paid Employees	22.75
16.5	State Government Revenue	\$2,874
16.6	Federal Government Revenue	\$0
16.7	Other Operating Revenue	\$105,909
16.8	Total Operating Revenue	\$2,625,527
16.9	Other Operating Expenditures	\$632,657
16.10	Total Operating Expenditures	\$2,462,328
16.11	Total Capital Expenditures	\$33,203
16.12	Print Materials	48,544
16.13	Total Registered Borrowers	7,379
16.14	Other Capital Revenue and Receipts	\$75,774
16.15	Total Number of Internet Terminals Used by the General Public	19

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1	<i>LIB ID</i>	8000583520
17.2	<i>Interlibrary Relationship Code</i>	ME
17.3	<i>Legal Basis Code</i>	LD
17.4	<i>Administrative Structure Code</i>	SO
17.5	<i>FSCS Public Library Definition</i>	Y
17.6	<i>Geographic Code</i>	OTH
17.7	<i>FSCS ID</i>	NY9016
17.8	<i>SED CODE</i>	800000058324

SUGGESTED IMPROVEMENTS

Library Name:	HAUPPAUGE PUBLIC LIBRARY
Library System:	Suffolk Cooperative Library System
Name of Person Completing Form:	Matthew Bollerman
Phone Number:	(631) 979-1600

Please share with us your suggestions for improving the *Annual Report*. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank you!

Hauppauge Public Library

Annual Report For Public And Association Libraries - 2015

Federal Notes
State Notes
Local Notes

1. GENERAL LIBRARY INFORMATION

No Notes

2. LIBRARY COLLECTION

No Notes

3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

3.47 Other (describe using the State note)

State Note: Three local museums

4. LIBRARY TRANSACTIONS

No Notes

5. TECHNOLOGY AND TELECOMMUNICATIONS

No Notes

6. STAFF INFORMATION

No Notes

7. MINIMUM PUBLIC LIBRARY STANDARDS

No Notes

8. PUBLIC SERVICE INFORMATION

No Notes

9. SERVICE OUTLET INFORMATION

Repeating Group 1

21. Who owns this outlet building?

State Note: Hauppauge Corporate Center, 750 North Country Road, Ste. 3, Setauket, NY 11733

Repeating Group 1

22. Who owns the land on which this outlet is built?

State Note: Hauppauge Corporate Center, 750 North Country Road, Ste. 3, Setauket, NY 11733

Repeating Group 1

30. Internet Provider

State Note: Lightpath

10. OFFICERS AND TRUSTEES

No Notes

11. OPERATING FUNDS RECEIPTS

11.25 BALANCE IN OPERATING FUND - Beginning Balance for Fiscal Year Ending 2015 (Same as Question 12.40 of previous year if fiscal year has not changed)

State Note: Our opening fund balance changed to reflect the cumulative effect of applying GASB 68.

12. OPERATING FUND DISBURSEMENTS

12.6 Print Materials Expenditures

Federal Note: Our community is demanding less print material.

13. CAPITAL FUND RECEIPTS

13.11 **TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10)

Federal Note: The Board made a transfer into capital.

14. CAPITAL FUND DISBURSEMENTS

No Notes

15. CENTRAL LIBRARIES

No Notes

16. FEDERAL TOTALS

16.14 *Other Capital Revenue and Receipts*

Federal Note: The Board made a transfer into capital.

17. FOR NEW YORK STATE LIBRARY USE ONLY

No Notes

SUGGESTED IMPROVEMENTS

No Notes