

**Saranac Lake Free Library  
Annual Report 2007**



**Centennial Walk Picnic**

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Dear Library Members and Patrons:

Last year was a turning point in library history as we enthusiastically celebrated our centennial year. The library was chartered on December 21, 1907 and, as you will see in their report, the Centennial Committee and library staff worked tirelessly to bring many events to our members, patrons and the community.

Our skilled, patient, and hard working staff continue to serve our members and patrons to meet their diverse needs.

CEF Library System resources made available through our shared library automation system have increased our interlibrary loan volume, as borrower and lender, exponentially. Wireless access is particularly appreciated by our summer population and the addition of downloadable audio books to our catalog keeps us current with advances in library technology. New childrens programming was also added in 2007.

Our membership continues to grow and is an important part of our financial stability.

The Adirondack Research Room, Thomas B. Cantwell Community Room, and Dickert Wildlife Collection are all very unique additions to this wonderful facility. We hope you enjoyed what our library had to offer in 2007 and will continue to benefit from its many programs and services. Thank you for your participation and support.

Betsy A. Whitefield, MLS  
Director

Janet S. Kibben  
Board President

CENTENNIAL CELEBRATION

DIRECTOR'S REPORT

	2006	2007
<b>Circulation</b>		
Adult	51,627	43,711
Juvenile	15,400	14,664
Interlibrary Loan	6,135	6,413
<b>Grand Total</b>	<b>73,162</b>	<b>64,788</b>
<b>Registered Borrowers</b>	<b>5,132</b>	<b>6,883</b>
<b>Collection</b>		
Items Added	2,320	3,241
<b>Patron Attendance</b>	<b>71,666</b>	<b>66,220</b>

During 2007 the SLFL proudly celebrated its Centennial.

In January, "The Return of the Library Ghosts", an historical drama, brought to life many of the people who have contributed to the library's success over the past 100 years.

In February, the Library Marchers performed in the Winter Carnival Parade dressed as books and marching to the tune "Who wrote the book of Love!" They took the first place marching trophy!

When March came, we offered a "Centennial Sweets" week serving coffee and cookies to patrons throughout the day.

Borrowers were encouraged to "Take a book on Vacation" during the month of April. Many of our readers later submitted photos of themselves reading in places near and far! They were displayed. In addition, the Children taking part in "Read Mountains of Books" had an "Onward and Upward Progress Party".

Early in May we honored our volunteers with a Centennial "Candlelit Supper". Saranac Lake native Lee Knight came from N.C. to provide musical entertainment and there was an exhibit of historic photographs and articles.

On June 23, more than 50 people took part in our "Historical Walk" followed by a picnic on the front lawn. This was a cooperative effort between the Library, the Rotary Club and Historic Saranac Lake.

In July "Saranac Lake Reads" brought the community together through first viewing and discussing the film "A Place in the Sun" and then discussing a common book "A Northern Light" by Jennifer Donnelly. In collaboration with the Artists Guild, a silent auction was held which lasted through the August Book Sale. Artists generously donated works and the funds raised will support the upcoming Cantwell Room Renovations.

During September we displayed a "Reading is Fun" school art project. School students contributed art work related to books and reading.

In early November we hosted a "Meet the Authors" night attended by 24 local authors. Our attendance broke 100!

Come December the community celebrated the Library's Charter Day with a traditional cake and the opportunity to view the Library Charter.

When January arrived, the "Read Mountains of Books" group held a Peaks Party.

Many many people contributed to making the Centennial Year a success. A big vote of thanks is extended to everyone who participated.

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LIBRARY ACTIVITIES:

In addition to the special events of our Centennial year, the library provided ongoing Programs to all age groups.

13 Brown Bag lunches were presented under the new leadership of Caper Tissot and her team of volunteers. This popular series continues to attract between 30 and 40 people on alternating Thursdays from late fall to spring.

Young children and their parents or caretakers took advantage of our Thursday morning Story Hour and this year we added Super Science Saturday and Math Monday to our offerings. Children's Program Coordinator, Peggy Orman, began this new program to implement the "What's the Big Idea?" multi year grant from The National Science Foundation. Children are exposed to math and science concepts through stories and hands on activities in this national learning standards based program.

"Get a Clue @ the Library" was the theme for the 2007 Summer Reading Program. Children from preschool to fifth grade came to the library Wednesdays in July. Each week over 50 children participated, culminating with the traditional march through the library and ice cream sundaes.

Take a Bite out of Books had a successful second year. Peggy Orman and her team of volunteers coached two teams of 5<sup>th</sup>-7<sup>th</sup> graders in this "Jeopardy" style reading challenge. We were unsuccessful in defending our 2006 title, but everyone had fun and got to read 6 great books.

Our two book fairs (Winter Carnival and "Come to the Fair") raised over \$15,000 and the Winter Carnival Concert brought in over \$1,000 for the library, all due to volunteer efforts.

This fall, a team of volunteers executed the "Great Shift". Over 61 people hours went into incorporating our Fiction, Mystery, Science Fiction and Westerns Collection into one unit. After some selective weeding and better use of available space, it is now easier to find and shelve books.

In 2007 we successfully applied for grants from the Francis Carpenter Foundation and the New York State Education Department, Division of Library Development, Public Library Construction Grant. These grants will allow us to renovate the Thomas B. Cantwell Community Room in late winter 2008. We also have been approved by the Gates Foundation for additional funds to upgrade our public access computers in 2008/9.

Money approved by the Saranac Lake community on the school budget line item provided the funds to promote Peggy Orman to Children's Program Coordinator and hire another part time Library Clerk in 2007. In 2007, voters approved \$120,320 for library services.

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ADIRONDACK RESEARCH ROOM REPORT

2007 was a busy year in the Adirondack Room. There were ??? signatures in the Adirondack Research Room guest, 115 more than last year. ??? patrons requested materials for research, compared to 367 in 2006..

17 volunteers gave a total of ????? hours of service. Some of their jobs included selecting "Pictures from the past" along with researching and writing the captions for the Adirondack Daily Enterprise newspaper, cataloging, newspaper clipping and filing, database entry, maintaining ephemeral files, re-organizing the photograph collection, replying to mail questions, bar-coding the Adirondack Main Book Collection, scanning the entire photograph collection in archival format and in user friendly format, assisting and supervising patrons doing research, and making visitors feel welcome.

Improvements were made to the Adirondack Research Room including new floor to ceiling wood and glass doors on eight sections of book shelves.

Looking forward to 2008, I would like to re-catalog and scan the entire photograph collection, improve the old work room and vault shelving, barcode the entire Adirondack Collection and add another table with 4 chairs to the room.

**Financial Report 2007**

Balance 1/1/07	\$3,325.92
Expenses	5,184.81
Income	2,786.46
Checking account balance 12/31/07	<b>927.57</b>
Securities Income	<b>4,211.88</b>
Balance In Adirondack Room	
Investment Account 12/31/07	<b>\$89,529.48</b>

Membership Report

While we are a “free library,” it is membership contributions that provide a significant amount of funding for the many services available to all through this library.

As a member of the library, you are encouraged to attend the annual meeting held the fourth Wednesday of every January. At that time, new board members are voted in and next year’s budget is approved. Our members are also welcomed to an early opening of the summer book sale.

Over 460 people joined as members in 2007 donating over \$42,000 in revenue to balance our budget. We welcomed \_\_\_ new members.

Volunteer Summary

Seventeen upstairs volunteers came in each week to assist with shelving and straightening books; book, magazine and audio/video processing; typing, filing and copying materials; and book repair.

Seventeen other volunteers helped each week in the Adirondack Room with cataloging; clipping, photocopying and filing newspaper and magazine articles; researching, collecting data and entering it in the computer; and digitizing unique materials.

Many volunteers assisted with short-term projects in 2007, including donating time to the Centennial events, book sales, Brown Bag Lunch programs, story hour, summer reading program, Library Nitwits, exhibits, membership mailing, building and yard work, and many other projects.

Nine students also donated time volunteering at the library.

These volunteers saved the library thousands of dollars in operating costs, while they helped to keep our library running smoothly and added to the services the library provided during our Centennial year!

<b>2007 Income &amp; Expenses</b>		<b>Jan - Dec 07</b>	<b>Budget</b>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Endowments		59,187.59	68,186.50
Fundraiser		25,022.82	25,796.00
General Income		10,687.68	9,846.00
Grants & Gifts		24,912.51	24,987.50
Membership Drive		41,799.20	47,000.00
Memorial Donations		4,034.00	1,200.00
Taxpayer Contribution		116,384.00	116,384.00
<b>Total Income</b>		<b>282,027.80</b>	<b>293,400.00</b>
<b>Expense</b>			
Fundraising		1,742.12	1,750.00
General Expenses		13,641.62	14,848.00
Insurance		24,277.62	20,650.00
Library Collection		26,313.19	30,000.00
Maintenance		40,040.42	22,112.00
Membership		621.63	1,000.00
Office Expense		13,644.73	14,060.00
Payroll		158,360.13	165,780.00
Utilities		24,667.49	23,200.00
<b>Total Expense</b>		<b>303,308.95</b>	<b>293,400.00</b>
<b>Net Ordinary Income</b>		<b>-21,281.15</b>	<b>0.00</b>
<b>2006 Carryover</b>		<b>3,749.96</b>	
<b>2007 Deficit (Roofing &amp; Signage)</b>		<b>-17,513.19</b>	
<b>Cantwell Room Fund Balance</b>		<b>47,604.87</b>	
<b>Payroll Liability Adjustment</b>		<b>-2.08</b>	
<b>Oper. Fund Bal. 12/31/07</b>		<b>30,089.60</b>	

## Proposed 2008 Budget

### Income

Endowments	68,125
Cantwell Room Fund	53,100
Fundraisers	21,750
General Income	9,900
Grants & Gifts	58,950
Membership Drive	43,196
Memorial Donations	2,500
Taxpayer Contribution	123,328
<b>Total</b>	<b>\$380,849</b>

### Expenses

Fundraising	2,250
Library Collection	30,000
General Expenses	13,140
Insurance	20,762
Maintenance	7,796
Cantwell Room	96,200
Office Expense	15,150
Utilities	24,300
Payroll	171,251
<b>Total</b>	<b>\$380,849</b>

## Building and Grounds Report

We implemented all the improvements approved by the New York State Education Department, Division of Library Development, Public Library Construction Grant 2006. This work included some lighting upgrades, roof replacement over the Reading Room, new chimney liner, and new storm door on the old entrance. The work was complete in September. The library paid the 50 percent matching contribution, except for the roofing work which ended up costing more than the budget so we paid \$4,500 more than what the grant required.

The design for improved interior signage was complete in the Spring and the signage was installed in October.

The Building and Grounds committee met with Paul Mays, our Architect who prepared a design for the Cantwell Room upgrades. We then put together a team of people and prices to finalize the work. It is expected to be complete in April, 2008.

Saranac Lake Free Library Staff

Betsy A. Whitefield, MLS, Director  
Patricia Wiley, Library Assistant  
Michele Tucker, Curator Adirondack Room  
Christina Fontana  
Helen Sprague  
Peggy Orman  
Cindy McCasland  
Abigail Fuller  
Elizabeth Barge

Board of Trustees:

Janet S. Kibben, President  
Jane Bickford, Vice President  
Carol Edmonds, Treasurer  
Marilyn Riotto, Secretary  
Siobhan Crary, Trustee  
Linda Beairsto, Trustee  
Grace McDonnell, Trustee  
Joan Tyler, Trustee  
Betty Wadsworth, Trustee  
Peter Gillespie, Trustee  
Maury Otis, Trustee

Committee Chairpersons:

Betty Wadsworth, Adirondack Room and Centennial Committee  
Janet Kibben., Building and Grounds  
Siobhan Crary, Membership  
Carol Edmonds, Finance

Photos: Insert a few here