1. GENERAL LIBRARY INFORMATION

Library/Director Information

Outline of Major Changes
Please be advised Bibliostat CollectConnect is now using a new interface. If you have accessed or if you believe you may have accessed the old Bibliostat Collect, please click the new link here and you will be taken to the new interface. Please be sure you exit and close the old Bibliostat Collect before you begin your survey.
To avoid loss of data, only one person at a time should be logged into a member library report. Multiple people logged into the same report will cause data to be lost.
Libraries should not have reports from two different years open at the same time.
Report all information in Part 1 as of December 31, 2022, except for questions related to the current library director/manager (questions 1.37 through 1.44).

1.1 Library ID Number
4400285330

1.2 Library Name
PORT WASHINGTON 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
Port Washington

1.6 Beginning Fiscal Reporting Year
07/01/2021

1.7 Ending Fiscal Reporting Year
06/30/2022

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 Local Fiscal Year 07/01/2021 07/01/2020

1.12 Ending Local Fiscal Year 06/30/2022 06/30/2021

1.13 Address Status 00 (for no change from previous year) 00 (for no change from previous year)

1.14 Street Address 1 LIBRARY DRIVE 1 LIBRARY DRIVE

1.15 City PORT WASHINGTON PORT WASHINGTON

1.16 Zip Code 11050 11050

1.17 Mailing Address 1 LIBRARY DRIVE 1 LIBRARY DRIVE

1.18 City PORT WASHINGTON PORT WASHINGTON

1.19 Zip Code 11050 11050

1.20 Telephone Number (enter 10 digits only and hit the Tab key; enter N/A if no telephone number) (516) 883-4400 (516) 883-4400

1.21 Fax Number (enter 10 digits only and hit the Tab key; enter N/A if no fax number) (516) 883-7927 (516) 883-7927

1.22 E-Mail Address to Contact the Library (Enter N/A if no e-mail address) library@pwpl.org library@pwpl.org
1.23 Library Home Page URL
(Enter N/A if no home page www.pwpl.org URL) www.pwpl.org

1.24 Population Chartered to Serve (per 2020 Census) 32,438 31,071

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): School 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 09/23/1994 09/23/1994

1.30 Date the library was last registered 11/07/1995 11/07/1995

1.31 Federal Employer Identification Number 116001316 116001316

1.32 County NASSAU NASSAU

1.33 School District Port Washington Port Washington
1.34 Town/City: North Hempstead
   Library System: Nassau Library System

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

1.36a President/CEO Name: Keith
1.36b President/CEO Phone Number
1.36c President/CEO Email

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

1.37 First Name of Library Director/Manager: Keith
1.38 Last Name of Library Director/Manager: Klang
1.39 NYS Public Librarian Certification Number: 25120
1.40 What is the highest education level of the library manager/director? Master's Degree
1.41 If the library manager/director holds a Master's Degree, is it a Master's Degree in Library/Information Science? Y
1.42 Do all staff working in the budgeted Librarian (certified) positions reported in 6.4 have an active NYS Public Librarian Certificate? Y

1.43 E-mail Address of the Director/Manager: kklang@pwpl.org
Fax Number of the Director/Manager          (516) 883-7927          (516) 883-7927

Does the library charge fees for library cards to people residing outside the system's service area?
Y

Was all or part of the library's funding subject to a public vote(s) held during Calendar Year 2022? (Please respond even if the vote was unsuccessful).  Y
Enter Y for Yes, N for No.
If Yes, complete one record for the public vote from each funding source. If no, go to question 1.47.

Public Votes/Contracts

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

1. Name of municipality or district holding the public vote          Port Washington School District

2. Indicate the type of municipality or district holding the public vote          School District

3. Date the vote was held (mm/dd/2022)          04/12/2022          04/13/2021

4. Was the vote successful? Y/N          Y

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

6a. Most recent prior year approved appropriation from a public vote:          $7,072,264          $7,072,264
6b. Proposed increase in appropriation as a result of the vote held on the date reported in question number 3: $0

6c. Total proposed appropriation (sum of 6a and 6b): $7,072,264

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

1.47 Did the library receive funding from an appropriation which was approved by public vote in a prior year? (Prior to Calendar Year 2022) Enter Y for Yes, N for No. If Yes, complete one record for the vote from each funding source. If No, go to question 1.48.

N

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

1. Name of municipality or district holding the public vote N/A

2. Indicate the type of municipality or district holding the public vote

3. Date the last successful vote was held (mm/dd/yyyy) N/A

4. What type of public vote was it?

5. What was the total dollar amount of the appropriation from tax dollars resulting from the last successful vote? N/A
Does the reporting library have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one record for each contract. If no, go to question 1.49.

Unusual Circumstances

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

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

2. Is this a written contractual agreement?  N/A  N/A

3. Population of the geographic area served by this contract  N/A  N/A

4. Dollar amount of contract  N/A  N/A

5. Enter the appropriate code for range of services provided (select one):  N/A  N/A

1.49 For the reporting year, has the library experienced any unusual circumstance(s) that affected the statistics reported (e.g., natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? If yes, please annotate explaining the circumstance(s) and the impact on the library using the Note; if no, please go to Part 2, Library Collection.
2. LIBRARY COLLECTION

Print/Electronic/Other Holdings

Report holdings, additions, and subscriptions as of the end of the fiscal year reported in Part 1. Please read general information instructions below before completing this section.

NOTE: This section of the survey (2.1-2.25) collects data on selected types of materials.

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

PRINT MATERIALS

Cataloged Books

2.1 Adult Fiction Books 24,760 26,566
2.2 Adult Non-fiction Books 27,699 33,659
2.3 Total Adult Books (Total questions 2.1 & 2.2) 52,459 60,225
2.4 Children's Fiction Books 16,659 16,671
2.5 Children's Non-fiction Books 11,940 12,293
2.6 Total Children's Books (Total questions 2.4 & 2.5) 28,599 28,964
2.7 Total Cataloged Books (Total questions 2.3 & 2.6) 81,058 89,189

Other Print Materials

2.8 Total Uncataloged Books 950 900
2.9 Total Print Serials 24,754 24,707
2.10 All Other Print Materials 750 750
2.11 Total Other Print Materials (Total questions 2.8 through 2.10)  26,454  26,357

2.12 Total Print Materials (Total questions 2.7 and 2.11)  107,512  115,546

ALL OTHER MATERIALS

Electronic Materials

2.13 Electronic Books  114,980  112,273

2.14 Local Electronic Collections  33  32

2.15 NOVELNY Electronic Collections  15  15

2.16 Total Electronic Collections (Total questions 2.14 and 2.15)  48  47

2.17 Audio - Downloadable Units  37,073  31,806

2.18 Video - Downloadable Units  8,431  11,813

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.)  16,137  15,551

2.20 Total Electronic Materials (Total questions 2.13, 2.16, 2.17, 2.18 and 2.19)  176,669  171,490

Non-Electronic Materials

2.21 Audio - Physical Units  15,937  16,854
<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Total</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.22</td>
<td>Video - Physical Units</td>
<td>31,339</td>
<td>32,406</td>
</tr>
<tr>
<td>2.23</td>
<td>Other Circulating Physical Items</td>
<td>754</td>
<td>411</td>
</tr>
<tr>
<td>2.24</td>
<td>Total Other Materials - Non-Electronic (Total questions 2.21 through 2.23)</td>
<td>48,030</td>
<td>49,671</td>
</tr>
</tbody>
</table>

**Grand Total/Additions to Holdings**

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Total</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.25</td>
<td><strong>GRAND TOTAL HOLDINGS</strong> (Total questions 2.12, 2.20 and 2.24)</td>
<td>332,211</td>
<td>336,707</td>
</tr>
</tbody>
</table>

**ADDITIONS TO HOLDINGS** - Do not subtract withdrawals or discards.

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Total</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.26</td>
<td>Cataloged Books</td>
<td>8,064</td>
<td>6,399</td>
</tr>
<tr>
<td>2.27</td>
<td>All Other Print Materials</td>
<td>300</td>
<td>250</td>
</tr>
<tr>
<td>2.28</td>
<td>Electronic Materials</td>
<td>62,631</td>
<td>61,497</td>
</tr>
<tr>
<td>2.29</td>
<td>All Other Materials</td>
<td>3,778</td>
<td>2,540</td>
</tr>
<tr>
<td>2.30</td>
<td>Total Additions (Total questions 2.26 through 2.29)</td>
<td>74,773</td>
<td>70,686</td>
</tr>
</tbody>
</table>

### 3. LIBRARY PROGRAMS, POLICIES, AND SERVICES

**Visits/Borrowers/Policies/Accessibility**

Report all information on questions 3.1 through 3.29 as of the end of the fiscal year reported in Part 1; report information on questions 3.32 through 3.84 for the 2022 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**

<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Total</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1</td>
<td>Library visits (total annual attendance)</td>
<td>159,377</td>
<td>89,190</td>
</tr>
</tbody>
</table>
3.1a Regarding the number of Library Visits entered, is this an annual count or an annual estimate based on a typical week or weeks? CT - Annual Count

3.2 Registered resident borrowers 25,998 24,238

3.3 Registered non-resident borrowers 240 148

Please report information on WRITTEN POLICIES as of 12/31/22.
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

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

Please report information on ACCESSIBILITY as of 12/31/22.
ACCESSIBILITY (Answer Y for Yes, N for No)
3.11 Does the library provide service to persons who cannot visit the library (homebound persons, persons in nursing homes, persons in jail, etc.)? Y

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

3.13 Does the library have large print books? Y

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

3.15 - If so, what do you have?
- screen reader, such as JAWS, Windoweyes or NVDA Yes
- refreshable Braille commonly referred to as a refreshable Braille display No
- screen magnification software, such as Zoomtext Yes
- electronic scanning and reading software, such as OpenBook No

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

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

<table>
<thead>
<tr>
<th>3.17</th>
<th>Number of Synchronous Program Sessions Targeted at Adults Age 19 or Older</th>
<th>2,360</th>
<th>2,364</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.18</td>
<td>Number of Synchronous Program Sessions Targeted at Young Adults Ages 12-18</td>
<td>55</td>
<td>32</td>
</tr>
<tr>
<td>3.19a</td>
<td>Number of Synchronous Program Sessions Targeted at Children Ages 0-5</td>
<td>252</td>
<td>460</td>
</tr>
<tr>
<td>3.19b</td>
<td>Number of Synchronous Program Sessions Targeted at Children Ages 6-11</td>
<td>100</td>
<td>101</td>
</tr>
<tr>
<td>3.20</td>
<td>Number of Synchronous General Interest Program Sessions</td>
<td>9</td>
<td>5</td>
</tr>
<tr>
<td>3.21</td>
<td>Total Number of Synchronous Program Sessions (Total questions 3.17, 3.18, 3.19a, 3.19b, 3.20)</td>
<td>2,776</td>
<td>2,962</td>
</tr>
<tr>
<td>3.21a</td>
<td>Number of Synchronous In-Person Onsite Program Sessions</td>
<td>2,597</td>
<td>17</td>
</tr>
</tbody>
</table>

**Note:** This fiscal year, as Covid restrictions were lifted, the Library offered a limited number of virtual programs, and expanded its live, in-person programming.

| 3.21b| Number of Synchronous In-Person Offsite Program Sessions                | 12    | 10    |
3.21c Number of Synchronous Virtual Program Sessions 167 2,935

Note: This fiscal year, the Library offered relatively few virtual/Zoom programs, as we transitioned back to live programming post-Covid.

3.21d Total number of synchronous programs 2,776

(3.21a + 3.21b + 3.21c)

3.22 One-on-One Program Sessions 4,656 1,506

Note: This total includes 3081 scheduled notarizations by Library staff. Scheduled one-on-one tech help is also now reported here.

3.23 Do library staff, trustees and/or volunteers reach outside of the library to promote library programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library? Yes Yes

3.24 Attendance at Synchronous Programs Targeted at Adults Age 19 or Older 19,254 15,323

3.25 Attendance at Synchronous Programs Targeted at Young Adults Ages 12-18 806 419

3.26a Attendance at Synchronous Programs Targeted at Children Ages 0-5 9,630 19,288

Note: In transitioning from virtual to live programming this year, we found that some patrons, particularly parents with young children, were reluctant to return to the building for in-person services and programming. In addition, the frequency of children's program offerings decreased when transitioning from virtual to in-person programming following Covid.

3.26b Attendance at Synchronous Programs Targeted at Children Ages 6-11 2,500 2,020

3.27 Attendance at Synchronous General Interest Programs 186 92
3.28 Total Attendance at Synchronous Programs
(Total questions 3.24, 3.25, 3.26a, 3.26b, 3.27).

3.28a Synchronous In-Person Onsite Program Attendance 25,109 658

Note: This fiscal year, as Covid restrictions were lifted, the Library offered a limited number of virtual programs, and expanded its live, in-person programming.

3.28b Synchronous In-Person Offsite Program Attendance 1,730 580

Note: This year, the Library was once again permitted to use our local parks, and the Sousa Bandshell, to hold outdoor musical events. These had been suspended for 2 years due to Covid restrictions.

3.28c Synchronous Virtual Program Attendance 5,537 35,904

Note: This fiscal year, the Library offered relatively few virtual programs, as we transitioned back to live programming post-Covid.

3.28d Total synchronous program attendance (3.28a + 3.28b + 32,376 3.28c)

3.29 One-on-One Program Attendance 4,656 1,506

Note: This total includes 3081 scheduled notarizations by Library staff. Scheduled one-on-one tech help is also now reported here.

3.29a Total Number of Asynchronous Program Presentations 2 141

Note: This fiscal year, the Library's programming transitioned almost entirely from virtual / Zoom to live / in-person, as we lifted Covid restrictions in our meeting spaces.

3.29b Total Views of Asynchronous Program Presentations within 30 Days 90 2,246

Note: This fiscal year, the Library's programming transitioned almost entirely from virtual / Zoom to live / in-person, as we lifted Covid restrictions in our meeting spaces.

3.30 Total Number of Children's Programs (sum of Q3.19a 352 561 and Q3.19b)
Please report information on SUMMER READING PROGRAMS for the 2022 calendar year.

SUMMER READING PROGRAM

3.32 - Indicate which of the following apply to the summer reading program(s) offered by the library during the summer of 2022 (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

3.33 Library outlets offering the summer reading program 1

3.34 Children registered for the library’s summer reading program 165

3.35 Young adults registered for the library’s summer reading program 29

3.36 Adults registered for the library’s summer reading program 37

3.37 Total number registered for the library’s summer reading program (total 3.34 + 3.35 + 3.36) 231
3.38 Children's program sessions - Summer 2022 77
3.39 Young adult program sessions - Summer 2022 10
3.40 Adult program sessions - Summer 2022 11
3.41 Total program sessions - Summer 2022 (total 3.38 + 98 3.39 + 3.40) 60
3.42 Children's program attendance - Summer 2022 2,206 1,375
3.43 Young adult program attendance - Summer 2022 64 109
3.44 Adult program attendance - Summer 2022 358 90

Note: This year, we were happy to be able to expand our Adult Summer Reading Program, which had been limited for 2 years due to Covid restrictions.

3.45 Total program attendance - Summer 2022 (total 3.42 + 2,628 3.43 + 3.44) 1,574

COLLABORATORS
3.46 Public school district(s) and/or BOCES 1 1
3.47 Non-public school(s) 0 0
3.48 Childcare center(s) 1 1
3.49 Summer camp(s) 0 0
3.50 Municipality/Municipalities 1 0

Note: Library staff made books available at the Manorhaven Pool, administered by the Town of North Hempstead.

3.51 Literacy provider(s) 0 0
3.52 Other (describe using the State note) 0 0

3.53 Total Collaborators (total 3.46 through 3.52) 3 2

Early/Adult/English Speaker/Digital Literacy

Please report information on EARLY LITERACY PROGRAMS for the 2022 calendar year.

EARLY LITERACY PROGRAMS

3.54 Did the library offer early literacy programs? (Enter Y Y for Yes, N for No) Y

3.55 - Indicate types of programs offered (check all that apply)

a. Focus on birth - school entry (kindergarten) No  No

b. Focus on parents & caregivers No  Yes

Note: During Covid, our children’s librarians cooperated with the staff of Cornell Cooperative Extension to present 2 virtual Zoom programs (attendance = 21) for new parents. These programs were not repeated after the building re-opened to the public and we transitioned back to in-person programming.

c. Combined audience Yes  Yes

d. N/A No  No

3.56 - Number of sessions

a. Focus on birth - school entry (kindergarten) 0  0

b. Focus on parents & caregivers 0  2

Note: During Covid, our children’s librarians cooperated with the staff of Cornell Cooperative Extension to present 2 virtual Zoom programs (attendance = 21) for new parents. These programs were not repeated after the building re-opened to the public and we transitioned back to in-person programming.

c. Combined audience 434  332

d. N/A 0  0

3.57 Total Sessions 434  334
3.58 - Attendance at sessions

a. Focus on birth - school entry (kindergarten) 0 0

b. Focus on parents & caregivers 0 21

Note: During Covid, our children's librarians cooperated with the staff of Cornell Cooperative Extension to present 2 virtual Zoom programs (attendance = 21) for new parents. These programs were not repeated after the building reopened to the public and we transitioned back to in-person programming.

c. Combined audience 14,531 12,121

d. N/A 0 0

3.59 Total Attendance 14,531 12,142

3.60 - Collaborators (check all that apply):

a. Childcare center(s) Yes Yes

Note: Library staff collaborated with the Port Washington Children's Center in presenting programs for children and their parents or caregivers.

b. Public School District(s) and/or BOCES Yes Yes

c. Non-Public School(s) Yes Yes

Note: Library staff collaborated with the Gan Shalom School in Manhasset as well as the Child's World Nursery School in Sands Point in presenting programs for children and their parents or caregivers.

d. Health care providers/agencies No No

e. Other (describe using the State note) Yes Yes

Note: Library staff collaborated with Temple Beth Israel, the Community Synagogue, and Chabad in presenting programs for children and their parents or caregivers.

Please report information on ADULT LITERACY for the 2022 calendar year.

ADULT LITERACY

3.61 Did the library offer adult literacy programs? Yes Yes

3.62 Total group program sessions 56 58
### 3.63 Total one-on-one program sessions
N/A  

### 3.64 Total group program attendance
585  

### 3.65 Total one-on-one program attendance
N/A  

### 3.66 - 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 Note)  
  - Yes

**Note:** Staff and volunteers working on our Books for Dessert program collaborated with Community Mainstreaming Associates (a local non-profit organization committed to helping those with intellectual and developmental disabilities), and the Nicholas Center (an organization helping individuals with autism to become vital members of the community).

Please report information on PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL) for the 2022 calendar year.

### PROGRAMS FOR ENGLISH SPEAKERS OF OTHER LANGUAGES (ESOL)

3.67 Did the library offer programs for English Speakers of Other Languages (ESOL)? (Enter Y for Yes, N for No)
Y

3.68 Children's program sessions
0

3.69 Young adult program sessions
0

3.70 Adult program sessions
2,021

3.71 Total program sessions (total 3.68 + 3.69 + 3.70)
2,021
3.72 One-on-one program sessions 0 0
3.73 Children's program attendance 0 0
3.74 Young adult program attendance 0 0
3.75 Adult program attendance 6,730 5,301
3.76 Total program attendance (total 3.73 + 3.74 + 3.75) 6,730 5,301
3.77 One-on-one program attendance 0 0

3.78 Collaborators (check all that apply):
   a. Literacy NY (Literacy Volunteers of America) No No
   b. Public School District(s) and/or BOCES No Yes
   c. Non-Public School(s) No No
   d. Other (describe using the Note) Yes Yes

**Note:** Our ESOL staff attends monthly Community Chest meetings to explore services available to low-income families in our area, which can then be publicized in the library. The staff also collaborates with Long Island Together, Our Lady of Fatima Church, St. Peter's Church, and the Parent Resource Center. Information on immigration issues, housing opportunities, food pantries, and health issues is then shared, in an attempt to assist an underserved population in our library district.

Please report information on DIGITAL LITERACY for the 2022 calendar year.

**DIGITAL LITERACY**

3.79 Did the library offer digital literacy programs? Y

3.80 Total group program sessions 28 38

**Note:** Following the retirement of a staff member, the Library re-evaluated the type and frequency of digital literacy programs offered.
3.81 Total one-on-one program sessions 0 100

Note: Scheduled one-on-one tech help is now included in questions 3.22 and 3.29.

3.82 Total group program attendance 286 1,068

Note: Following the retirement of a staff member, the Library re-evaluated the type and frequency of digital literacy programs offered.

3.83 Total one-on-one program attendance 0 100

Note: Scheduled one-on-one tech help is now included in questions 3.22 and 3.29.

3.84 Did your library offer teen-led activities during the 2022 calendar year? N

4. LIBRARY TRANSACTIONS

Circulation/Electronic Use/Reference 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 37,897 31,753

4.2 Adult Non-fiction Books 22,619 19,214

4.3 Total Adult Books (Total questions 4.1 & 4.2) 60,516 50,967

4.4 Children's Fiction Books 71,282 51,369

4.5 Children's Non-fiction Books 14,630 10,559

4.6 Total Children's Books (Total questions 4.4 & 4.5) 85,912 61,928

4.7 Total Cataloged Book Circulation (Total question 4.3 & 4.6) 146,428 112,895

CIRCULATION OF OTHER MATERIALS
4.8 Circulation of Adult Other Materials 34,832 29,969

4.9 Circulation of Children’s Other Materials 4,164 2,865

4.10 Circulation of Other Physical Items (Total questions 4.8, 4.9) 38,996 32,834

4.11 Physical Item Circulation (Total questions 4.7 & 4.10) 185,424 145,729

ELECTRONIC USE

4.12 Use of Electronic Material 101,787 103,073

4.13 Successful Retrieval of Electronic Information 54,219 76,813

Note: In previous reports, patron use of RB Digital was included in this total; it is now recorded in Section 2.

4.14 Electronic Content Use (Total questions 4.12 & 4.13) 156,006 181,886

4.15 Total Circulation of Materials (Total questions 4.11 & 4.12) 287,211 250,802

4.16 Total Collection Use (Total questions 4.13 & 4.15) 341,430 327,615

4.17 Grand Total Circulation of Children’s Materials (Total questions 4.6 & 4.9) 90,076 64,793

4.18 As of the end of the reporting period, does the library charge overdue fines to any users when they fail to return physical print materials by the date due? No

REFERENCE TRANSACTIONS
4.19 Total Reference Transactions 32,295 12,154

Note: This year, the Library fully re-opened after the easing of Covid restrictions. Many patrons continued to take advantage of our in-person, telephone and virtual reference options.

4.19a Regarding the number of Reference Transactions entered, is this an annual count or an annual estimate based on a typical week or weeks?

ES - Annual Estimate Based on Typical Week(s)

4.20 Does the library offer virtual reference? Y

Y

Interlibrary Loan

INTERLIBRARY LOAN - MATERIALS RECEIVED (BORROWED)

4.21 TOTAL MATERIALS RECEIVED 37,472 33,101

INTERLIBRARY LOAN - MATERIALS PROVIDED (LOANED)

4.22 TOTAL MATERIALS PROVIDED 28,541 27,189

5. TECHNOLOGY AND TELECOMMUNICATIONS

Report all information as of December 31, 2022.

SYSTEMS AND SERVICES

5.1 Automated circulation system? Y Y

5.2 Online public access catalog (OPAC)? Y Y

5.3 Electronic access to the OPAC from outside the library? Y Y

5.4 Annual number of visits to the library's web site 241,735 242,236

5.5 Does the library use Internet filtering software on any computer? Y Y
5.6 Does your library use social media? Y

5.7 Does the library file for E-rate benefits? Y

5.8 Is the library part of a consortium for E-rate benefits? Y

5.9 If yes, in which consortium are you participating? Nassau Library System

5.10 Name of the person responsible for the library's Information Technology (IT) services Melanie Davidoff

5.11 IT contact's telephone number (enter 10 digits only and hit the Tab key) (516) 883-4400

5.12 IT contact's email address davidoffm@pwpl.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) 24.37
<table>
<thead>
<tr>
<th>Question</th>
<th>Title</th>
<th>FTE</th>
<th>Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.5</td>
<td>Vacant Librarian (certified)</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>6.6</td>
<td>Library Manager (not certified)</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>6.7</td>
<td>Vacant Library Manager (not certified)</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>6.8</td>
<td>Library Specialist/Paraprofessional (not certified)</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>6.9</td>
<td>Vacant Library Specialist/Paraprofessional (not certified)</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>6.10</td>
<td>Other Staff</td>
<td>38.35</td>
<td></td>
</tr>
<tr>
<td>6.11</td>
<td>Vacant Other Staff</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>6.12</td>
<td>TOTAL PAID STAFF (Total questions 6.2, 6.4, 6.6, 6.8 &amp; 6.10)</td>
<td>63.72</td>
<td>63.65</td>
</tr>
<tr>
<td>6.13</td>
<td>VACANT TOTAL PAID STAFF (Total questions 6.3, 6.5, 6.7, 6.9 &amp; 6.11)</td>
<td>0.00</td>
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</tr>
</tbody>
</table>

**SALARY INFORMATION**

<table>
<thead>
<tr>
<th>Question</th>
<th>Title</th>
<th>FTE</th>
<th>Salary</th>
</tr>
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<tbody>
<tr>
<td>6.14</td>
<td>FTE - Entry Level Librarian (certified)</td>
<td>1</td>
<td>1</td>
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<tr>
<td>6.15</td>
<td>Salary - Entry Level Librarian (certified)</td>
<td>$66,220</td>
<td>$64,760</td>
</tr>
<tr>
<td>6.16</td>
<td>FTE - Library Director (certified)</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>6.17</td>
<td>Salary - Library Director (certified)</td>
<td>$129,220</td>
<td>$126,380</td>
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<tr>
<td>6.18</td>
<td>FTE - Library Manager (not certified)</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
7. MINIMUM PUBLIC LIBRARY STANDARDS

As of January 1, 2023 all public, free association and Indian libraries in New York State are required to meet the minimum standards listed below. Please indicate which of these standards your library meets as of December 31, 2022. Please click here to read general instructions before completing this section. Helpful information for meeting minimum public library standards is available on the State Library's website. Questions about the new standards should be directed to your library system.

1. Is governed by written bylaws which define the structure and governing functions of the library board of trustees, and which shall be reviewed and re-approved by the board of trustees at least once every five years or earlier if required by law. Y Y

2. Has a community-based, board-approved, written long-range plan of service developed by the library board of trustees and staff. Y Y

3. Provides a board-approved written annual report to the community on the library's progress in meeting its mission, goals and objectives, as outlined in the library's long-range plan of service. Y Y

4. Has board-approved written policies for the operation of the library, which shall be reviewed and updated at least once every five years or earlier if required by law. Y Y
5. Annually prepares and publishes a board-approved, written budget, which enables the library to address the community's needs, as outlined in the library's long-range plan of service.

6. Periodically evaluates the effectiveness of the library’s programs, services and collections to address community needs, as outlined in the library’s long-range plan of service.

7. Is open the minimum standard number of public service hours for population served. (see instructions)

8. Maintains a facility that addresses community needs, as outlined in the library's long-range plan of service, including adequate:
   8a. space
   8b. lighting
   8c. shelving
   8d. seating
   8e. power infrastructure
   8f. data infrastructure
   8g. public restroom

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

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

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

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

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

13. Provides library staff with annual technology training, appropriate to their position, to address community needs, as outlined in the library’s long-range plan of service.

14. Establishes and maintains partnerships with other educational, cultural or community organizations which enable the library to address the community’s needs, as outlined in the library’s long-range plan of service.

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

<table>
<thead>
<tr>
<th></th>
<th>Main Library</th>
<th></th>
<th>Branches</th>
<th></th>
<th>Bookmobiles</th>
<th></th>
<th>Other Outlets</th>
<th></th>
<th>TOTAL PUBLIC SERVICE OUTLET</th>
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</thead>
<tbody>
<tr>
<td>8.1</td>
<td>Main Library</td>
<td>1</td>
<td>Branches</td>
<td>0</td>
<td>Bookmobiles</td>
<td>0</td>
<td>Other Outlets</td>
<td>0</td>
<td>TOTAL PUBLIC SERVICE OUTLET</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td>(Total questions 8.1 - 8.4)</td>
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</tbody>
</table>

PUBLIC SERVICE HOURS - Report hours to two decimal places.

<table>
<thead>
<tr>
<th></th>
<th>Minimum Weekly Total Hours - Main Library</th>
<th></th>
<th>Minimum Weekly Total Hours - Branch Libraries</th>
<th></th>
<th>Minimum Weekly Total Hours - Bookmobiles</th>
<th></th>
<th>Minimum Weekly Total Hours - Total Hours Open</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.6</td>
<td>Minimum Weekly Total Hours - Main Library</td>
<td>66.00</td>
<td>Minimum Weekly Total Hours - Branch Libraries</td>
<td>0.00</td>
<td>Minimum Weekly Total Hours - Bookmobiles</td>
<td>0.00</td>
<td>Minimum Weekly Total Hours - Total Hours Open</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>(Total questions 8.6 - 8.8)</td>
</tr>
<tr>
<td>8.9</td>
<td>Minimum Weekly Total Hours - Total Hours Open</td>
<td>66.00</td>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Annual Total Hours - Main Library</th>
<th></th>
<th>Annual Total Hours - Branch Libraries</th>
<th></th>
<th>Annual Total Hours - Bookmobiles</th>
<th></th>
<th>Annual Hours Open - Total Hours Open</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.10</td>
<td>Annual Total Hours - Main Library</td>
<td>3,600.00</td>
<td>Annual Total Hours - Branch Libraries</td>
<td>0.00</td>
<td>Annual Total Hours - Bookmobiles</td>
<td>0.00</td>
<td>Annual Hours Open - Total Hours Open</td>
</tr>
<tr>
<td></td>
<td></td>
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<td></td>
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<td>(Total questions 8.10 through 8.12)</td>
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**Note:** covid restrictions lifted

<table>
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<tr>
<th></th>
<th>Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)</th>
</tr>
</thead>
<tbody>
<tr>
<td>8.13</td>
<td>Annual Hours Open - Total Hours Open (Total questions 8.10 through 8.12)</td>
</tr>
</tbody>
</table>
8A. COVID

NOTE: This section of the survey (8A) collects data on the impact of the COVID-19 pandemic. Report all information in Part 8A from January 1, 2022 to December 31, 2022.

CV1 Were any of the library's outlets physically closed to the public for any period of time due to the Coronavirus (COVID-19) pandemic? Yes

CV2 Did library staff continue to provide services to the public during any portion of the period when the building was physically closed to the public due to the Coronavirus (COVID-19) pandemic? Yes

Note: Not applicable - The building was open during this time period.

CV3 Did the library allow users to complete registration for library cards online without having to come to the library during the Coronavirus (COVID-19) pandemic? Yes

CV4 Did the library provide reference service via the Internet or telephone when the building was physically closed to the public during the Coronavirus (COVID-19) pandemic? Yes

Note: Not applicable. The building was open during this time period.

CV5 Did the library provide 'outside' service for circulation of physical materials at one or more outlets during the Coronavirus (COVID-19) pandemic? Yes
CV6	Did the library intentionally provide Wi-Fi Internet access to users outside the building at one or more outlets during COVID-19 pandemic?  Yes

CV7	Did the library increase access to Wi-Fi Internet access to users outside the building at one or more outlets during the Coronavirus (COVID-19) pandemic?  Yes

CV8	Did library staff work for other government agencies or nonprofit organizations instead of, or in addition to, their normal duties during the Coronavirus (COVID-19) pandemic? No

CV9	Number of Weeks an Outlet Had Limited Occupancy Due to COVID-19 47

9. SERVICE OUTLET INFORMATION

Please Note: last year’s answers for repeating groups cannot be displayed. Outlets should be arranged in alphabetical order if possible.

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

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

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

1. Outlet Name	Port Washington Public Library
2. Outlet Name Status	00 (for no change)
3. Street Address	1 Library Drive
4. Outlet Street Address Status: 00 (for no change) 00 (for no change)
5. City: Port Washington
6. Zip Code: 11050
7. Phone (enter 10 digits only): (516) 883-4400
8. Fax Number (enter 10 digits only): (516) 883-7927
9. E-mail Address: library@pwpl.org
10. Outlet URL: www.pwpl.org
11. County: Nassau
13. Library System: Nassau Library System
14. Outlet Type Code (select one): CE
15. Public Service Hours Per Year for This Outlet: 3,600
16. Number of Weeks This Outlet is Open: 52
16a. Number of weeks an outlet closed due to COVID-19: 0
16b. Number of weeks an outlet had limited occupancy due to COVID-19: 0
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

Total number of non-library sponsored programs, meetings and/or events at this outlet 8 0

Enter the appropriate outlet code (select one): LRF LRF

Who owns this outlet building? School District School District

Who owns the land on which this outlet is built? School District School District

Indicate the year this outlet was initially constructed 1970 1970

Indicate the year this outlet underwent a major renovation costing $25,000 or more 2020 2020

Square footage of the outlet 47,000 47,000

Number of Internet Computers Used by General Public 68 68

Number of uses (sessions) of public Internet computers per year 16,481 7,553

Note: Following the lifting of Covid restrictions, we saw increased use of the Library's Computer Lab by the public.

Reporting Method for Number of Uses of Public Internet Computers Per Year CT - Annual Count CT - Annual Count

Type of connection on the outlet's public Internet computers Fiber Fiber
29. Maximum download speed of connection on the outlet's public Internet computers
   - Greater than or equal to 100 mbps and less than 1 gbps

30. Maximum upload speed of connection on the outlet's public Internet computers
   - Greater than or equal to 100 mbps and less than 1 gbps

31. Internet Provider
   - Cablevision/Optimum

32. WiFi Access
   - No restrictions to access

33. Wireless Sessions
   - 91,615

Note: Following the lifting of Covid restrictions, patrons returned to the building with their personal devices, and we saw increased use of the Library’s Wireless Network.

33a Reporting Method for Wireless Sessions
   - CT - Annual Count

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. Does your outlet have a Makerspace?
   - Y

37. LIBID
   - 4400285330

38. FSCSID
   - NY0374

39. Number of Bookmobiles in the Bookmobile Outlet Record
   - 0

40. Outlet Structure Status
   - 00 (for no change from previous year)

10. OFFICERS AND TRUSTEES
Trustees and Terms/Board President/Trustee Names

Report information about trustee meetings as of December 31, 2022. 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, 2022 to December 31, 2022)  

10.2 Does your library have a range of trustees stated in the library's charter documents (incorporation)? Yes

10.3 If yes, what is the range? 5-7

10.4 If your library has a range, how many voting positions are stated in the library's current by-laws? 7

10.6 Does your library's charter documents (incorporation) state a specified term for trustees? If no, please explain in a Note. Yes

10.7 If yes, what is the trustee term length, as stated in your library's charter documents (incorporation)? 5

**BOARD MEMBER SELECTION**

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

**BOARD PRESIDENT**

10.9 First Name Patricia

List Officers and Board Members as of February 1, 2023. 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.
10.10 Last Name Bridges
10.11 Mailing Address 32 Litchfield Road
10.12 City Port Washington
10.13 Zip Code (5 digits only) 11050
10.14 Phone (enter 10 digits only)
10.15 E-mail Address patricia.bridges@pwpl.org
10.16 Term Begins - Month July
10.17 Term Begins - Year (yyyy) 2022
10.18 Term Expires - Month June
10.19 Term Expires - Year (yyyy) 2027
10.20 Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled. and should identify the beginning and ending date of the unexpired previous trustee’s term. Example: Trustee is filling the remainder of [name]’s term, which was to run from beginning date to ending date. Yes
10.21 The date the Oath of Office was taken (mm.dd. yyyy) 07/06/2022
10.22 The date the Oath of Office was filed with town or county clerk (mm.dd. yyyy) 07/07/2022
10.23 Is this a brand new trustee? N
Please Note: last year’s answers for repeating groups cannot be displayed.

You may 1) enter the data for the Officers and Board Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into CollectConnect (but do not include the Board President’s this information should still be entered directly into the survey). If you choose to send your data for uploading, you must enter the data into the spreadsheet form available here. Please Note: It is customized and contains all the data entered last year to be updated this year. Complete this form and email it to collectconnect@baker-taylor.com.

<table>
<thead>
<tr>
<th></th>
<th>Status</th>
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<tr>
<td>2</td>
<td>First Name of Board Member</td>
<td>Sima</td>
</tr>
<tr>
<td>3</td>
<td>Last Name of Board Member</td>
<td>Vasa</td>
</tr>
<tr>
<td>4</td>
<td>Mailing Address</td>
<td>115A Bayview Avenue</td>
</tr>
<tr>
<td>5</td>
<td>City</td>
<td>Port Washington</td>
</tr>
<tr>
<td>6</td>
<td>Zip Code (5 digits only)</td>
<td>11050</td>
</tr>
<tr>
<td>7</td>
<td>E-mail address</td>
<td><a href="mailto:sima.vasa@pwpl.org">sima.vasa@pwpl.org</a></td>
</tr>
<tr>
<td>8</td>
<td>Office Held or Trustee</td>
<td>Vice President</td>
</tr>
<tr>
<td>9</td>
<td>Term Begins - Month</td>
<td>July</td>
</tr>
<tr>
<td>10</td>
<td>Term Begins - Year (year)</td>
<td>2018</td>
</tr>
<tr>
<td>11</td>
<td>Term Expires</td>
<td>June</td>
</tr>
<tr>
<td>12</td>
<td>Term Expires - Year (yyyy)</td>
<td>2023</td>
</tr>
</tbody>
</table>
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.  
   Yes

14. The date the Oath of Office (mm/dd/yyyy) was taken 07/11/2018 07/11/2018

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/20/2018 07/20/2018

16. Is this a brand new trustee? N N

1. Status Filled Filled

2. First Name of Board Member Nancy Nancy

3. Last Name of Board Member Comer Comer

4. Mailing Address 7 Harbor View Road 7 Harbor View Road

5. City Port Washington Port Washington

6. Zip Code (5 digits only) 11050 11050

7. E-mail address nancy.comer@pwpl.org nancy.comer@pwpl.org

8. Office Held or Trustee Secretary Secretary

9. Term Begins - Month July July

10. Term Begins - Year (year) 2021 2021
1. Status       Filled
2. First Name of Board Member       Matthew
3. Last Name of Board Member       Straus
4. Mailing Address       12 Murray Avenue
5. City       Port Washington
6. Zip Code (5 digits only)       11050
7. E-mail address       matthew.straus@pwpl.org
8. Office Held or Trustee: Trustee
9. Term Begins - Month: July
10. Term Begins - Year (year): 2020
11. Term Expires: June
12. Term Expires - Year (yyy): 2025
13. Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date. Yes
14. The date the Oath of Office (mm/dd/yyyy) was taken: 07/01/2020
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy): 07/24/2020
16. Is this a brand new trustee? N

1. Status: Filled
2. First Name of Board Member: William
3. Last Name of Board Member: Keller
4. Mailing Address: 25 Plymouth Road
5. City: Port Washington
6. Zip Code (5 digits only) 11050

7. E-mail address bill.keller@pwpi.org

8. Office Held or Trustee Trustee

9. Term Begins - Month July

10. Term Begins - Year (yyyy) 2021

11. Term Expires June

12. Term Expires - Year (yyyy) 2026

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

14. The date the Oath of Office (mm/dd/yyyy) was taken 07/07/2021

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 07/19/2021

16. Is this a brand new trustee? N

1. Status Filled

2. First Name of Board Member Michael
<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
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<tbody>
<tr>
<td>3.</td>
<td>Last Name of Board Member</td>
<td>Krevor</td>
</tr>
<tr>
<td>4.</td>
<td>Mailing Address</td>
<td>21 Franklin Avenue</td>
</tr>
<tr>
<td>5.</td>
<td>City</td>
<td>Port Washington</td>
</tr>
<tr>
<td>6.</td>
<td>Zip Code (5 digits only)</td>
<td>11050</td>
</tr>
<tr>
<td>7.</td>
<td>E-mail address</td>
<td><a href="mailto:michael.krevor@pwpl.org">michael.krevor@pwpl.org</a></td>
</tr>
<tr>
<td>8.</td>
<td>Office Held or Trustee</td>
<td>Trustee</td>
</tr>
<tr>
<td>9.</td>
<td>Term Begins - Month</td>
<td>July</td>
</tr>
<tr>
<td>10.</td>
<td>Term Begins - Year (year)</td>
<td>2018</td>
</tr>
<tr>
<td>11.</td>
<td>Term Expires</td>
<td>June</td>
</tr>
<tr>
<td>12.</td>
<td>Term Expires - Year (yyyy)</td>
<td>2023</td>
</tr>
<tr>
<td>13.</td>
<td>Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee's term. Example: Trustee is filling the remainder of [name]'s term, which was to run from beginning date to ending date.</td>
<td>Yes</td>
</tr>
<tr>
<td>14.</td>
<td>The date the Oath of Office (mm/dd/yyyy) was taken</td>
<td>07/11/2018</td>
</tr>
<tr>
<td>15.</td>
<td>The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)</td>
<td>07/20/2018</td>
</tr>
<tr>
<td>16.</td>
<td>Is this a brand new trustee?</td>
<td>N</td>
</tr>
<tr>
<td></td>
<td>Status</td>
<td>Filled</td>
</tr>
<tr>
<td>---</td>
<td>--------</td>
<td>--------</td>
</tr>
<tr>
<td>2</td>
<td>First Name of Board Member</td>
<td>Adrienne</td>
</tr>
<tr>
<td>3</td>
<td>Last Name of Board Member</td>
<td>Saur</td>
</tr>
<tr>
<td>4</td>
<td>Mailing Address</td>
<td>14 Beverly Road</td>
</tr>
<tr>
<td>5</td>
<td>City</td>
<td>Port Washington</td>
</tr>
<tr>
<td>6</td>
<td>Zip Code (5 digits only)</td>
<td>11050</td>
</tr>
<tr>
<td>7</td>
<td>E-mail address</td>
<td><a href="mailto:adrienne.saur@pwpl.org">adrienne.saur@pwpl.org</a></td>
</tr>
<tr>
<td>8</td>
<td>Office Held or Trustee</td>
<td>Trustee</td>
</tr>
<tr>
<td>9</td>
<td>Term Begins - Month</td>
<td>July</td>
</tr>
<tr>
<td>10</td>
<td>Term Begins - Year (year)</td>
<td>2019</td>
</tr>
<tr>
<td>11</td>
<td>Term Expires</td>
<td>June</td>
</tr>
<tr>
<td>12</td>
<td>Term Expires - Year (yyyy)</td>
<td>2024</td>
</tr>
<tr>
<td>13</td>
<td>Is the trustee serving a full term? If No, add a Note. The Note should identify the previous trustee whose unexpired term is being filled, and should identify the beginning and ending date of the unexpired previous trustee’s term. Example: Trustee is filling the remainder of [name]’s term, which was to run from beginning date to ending date.</td>
<td>Yes</td>
</tr>
<tr>
<td>14</td>
<td>The date the Oath of Office (mm/dd/yyyy) was taken</td>
<td>07/10/2019</td>
</tr>
</tbody>
</table>
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  
   07/18/2019

16. Is this a brand new trustee? N

**Trustee Education**

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

Complete one record for each person serving as a trustee as of December 31, 2022. These trustees will not be exactly the same as the trustees listed in the section above.

<table>
<thead>
<tr>
<th>Trustee Name</th>
<th>Patricia Bridges</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Patricia Bridges</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Has the trustee participated in trustee education in the last calendar year (2022)?</th>
<th>Y</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Trustee Name</th>
<th>Sima Vasa</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Sima Vasa</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Has the trustee participated in trustee education in the last calendar year (2022)?</th>
<th>Y</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Trustee Name</th>
<th>Nancy Comer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Nancy Comer</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Has the trustee participated in trustee education in the last calendar year (2022)?</th>
<th>Y</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Trustee Name</th>
<th>Matthew Straus</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Matthew Straus</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Has the trustee participated in trustee education in the last calendar year (2022)?</th>
<th>Y</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Trustee Name</th>
<th>William Keller</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>William Keller</td>
</tr>
</tbody>
</table>
11. OPERATING FUNDS RECEIPTS

Local Public Funds/System Cash Grants/Other State

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

**LOCAL PUBLIC FUNDS**
Specify by name the municipalities or school districts which are the source of funds.

11.1 Does the library receive any local public funds? If yes, complete one record; if no, go to question 11.3.

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Source of Funds</td>
<td>School District</td>
</tr>
<tr>
<td>2.</td>
<td>Name of funding County, Municipality or School District</td>
<td>Port Washington UFSD</td>
</tr>
<tr>
<td>3.</td>
<td>Amount</td>
<td>$7,072,264</td>
</tr>
</tbody>
</table>
4. Subject to public vote held in reporting year or in a previous reporting year(s).  

5. Written Contractual Agreement  

| 11.2 TOTAL LOCAL PUBLIC FUNDS | $7,072,264 | $7,355,154 |
| 11.3 Local Library Services Aid (LLSA) | $8,876 | $8,876 |
| 11.4 Record all Central Library Services Aid monies received from system headquarters | $0 | $0 |
| 11.5 Additional State Aid received from the System | $25,000 | $0 |
| 11.6 Federal Aid received from the System | $476 | $0 |
| 11.7 Other Cash Grants | $0 | $0 |
| 11.8 TOTAL SYSTEM CASH GRANTS (Add Questions 11.3, 11.4, 11.5, 11.6 and 11.7) | $34,352 | $8,876 |

**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  

Federal Aid/Other Receipts  

**FEDERAL AID FOR LIBRARY OPERATION**

11.10 LSTA | $0 | $0 |
<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>11.11</td>
<td>Other Federal Aid</td>
<td>$0</td>
</tr>
<tr>
<td>11.12</td>
<td><strong>TOTAL FEDERAL AID</strong> (Add Questions 11.10 and 11.11)</td>
<td>$0</td>
</tr>
<tr>
<td>11.13</td>
<td><strong>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</strong></td>
<td>$1,348</td>
</tr>
<tr>
<td>11.14</td>
<td>Gifts and Endowments</td>
<td>$185,863</td>
</tr>
<tr>
<td>11.15</td>
<td>Fund Raising</td>
<td>$0</td>
</tr>
<tr>
<td>11.16</td>
<td>Income from Investments</td>
<td>$4,030</td>
</tr>
<tr>
<td>11.17</td>
<td>Library Charges</td>
<td>$15,703</td>
</tr>
<tr>
<td>11.18</td>
<td>Other</td>
<td>$273,067</td>
</tr>
<tr>
<td>11.19</td>
<td><strong>TOTAL OTHER RECEIPTS</strong> (Add Questions 11.14, 11.15, 11.16, 11.17 and 11.18)</td>
<td>$478,663</td>
</tr>
<tr>
<td>11.20</td>
<td><strong>TOTAL OPERATING FUND RECEIPTS</strong> (Add Questions 11.2, 11.8, 11.9, 11.12, 11.13 and 11.19)</td>
<td>$7,586,627</td>
</tr>
<tr>
<td>11.21</td>
<td>BUDGET LOANS</td>
<td>$0</td>
</tr>
</tbody>
</table>

Transfers/Grant Total

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>11.22</td>
<td>From Capital Fund (Same as Question 14.8)</td>
<td>$0</td>
</tr>
<tr>
<td>11.23</td>
<td>From Other Funds</td>
<td>$146</td>
</tr>
</tbody>
</table>
11.24 TOTAL TRANSFERS
(Add Questions 11.22 and 11.23) $146 $132

11.25 BALANCE IN
OPERATING FUND -
Beginning Balance for
Fiscal Year Ending 2022 $5,636,096 $5,707,676
(Same as Question 12.39 of
previous year if fiscal year
has not changed)

11.26 GRAND TOTAL
RECEIPTS, BUDGET
LOANS, TRANSFERS
AND BALANCE (Add $13,222,869 $13,396,357
Questions 11.20, 11.21,
11.24 and 11.25; Same as
Question 12.40)

12. OPERATING FUND DISBURSEMENTS

Staff/Collection/Capital/Operation and Maintenance

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

STAFF EXPENDITURES
Salaries & Wages Paid from Library Funds
12.1 Certified Librarians $2,205,469 $2,134,188
12.2 Other Staff $1,359,011 $1,134,228
12.3 Total Salaries & Wages
Expenditures (Add $3,564,480 $3,268,416
Questions 12.1 and 12.2)
12.4 Employee Benefits
Expenditures $1,580,086 $1,462,119
12.5 Total Staff Expenditures
(Add Questions 12.3 and
12.4) $5,144,566 $4,730,535

COLLECTION EXPENDITURES
12.6  Print Materials Expenditures $305,889 $247,704
12.7  Electronic Materials Expenditures $97,819 $103,038
12.8  Other Materials Expenditures $81,358 $65,113
12.9  **Total Collection Expenditures (Add Questions 12.6, 12.7 and 12.8)** $485,066 $415,855

**CAPITAL EXPENDITURES FROM OPERATING FUNDS**

12.10 From Local Public Funds (71PF) $37,169 $38,280
12.11 From Other Funds (71OF) $0 $0
12.12 **Total Capital Expenditures (Add Questions 12.10 and 12.11)** $37,169 $38,280

**OPERATION AND MAINTENANCE OF BUILDINGS**

**Repairs to Building & Building Equipment**

12.13 From Local Public Funds (72PF) $93,647 $85,602
12.14 From Other Funds (72OF) $0 $0
12.15 **Total Repairs (Add Questions 12.13 and 12.14)** $93,647 $85,602
12.16 Other Disbursements for Operation & Maintenance of Buildings $324,070 $285,968
12.17 **Total Operation & Maintenance of Buildings (Add Questions 12.15 and 12.16)** $417,717 $371,570

**MISCELLANEOUS EXPENSES**

12.18 Office and Library Supplies $61,108 $45,280
<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Amount</th>
<th>Previous Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.19</td>
<td>Telecommunications</td>
<td>$35,399</td>
<td>$34,036</td>
</tr>
<tr>
<td>12.20</td>
<td>Postage and Freight</td>
<td>$21,229</td>
<td>$17,798</td>
</tr>
<tr>
<td>12.21</td>
<td>Professional &amp; Consultant Fees</td>
<td>$323,628</td>
<td>$306,178</td>
</tr>
<tr>
<td>12.22</td>
<td>Equipment</td>
<td>$39,286</td>
<td>$34,487</td>
</tr>
<tr>
<td>12.23</td>
<td>Other Miscellaneous</td>
<td>$302,087</td>
<td>$293,921</td>
</tr>
<tr>
<td>12.24</td>
<td><strong>Total Miscellaneous Expenses (Add Questions 12.18, 12.19, 12.20, 12.21, 12.22 and 12.23)</strong></td>
<td>$782,737</td>
<td>$731,700</td>
</tr>
</tbody>
</table>

**Contracts/Debt Service/Transfers/Grand Total**

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Amount</th>
<th>Previous Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.25</td>
<td>CONTRACTS WITH PUBLIC LIBRARIES AND/OR PUBLIC LIBRARY SYSTEMS IN NEW YORK STATE</td>
<td>$92,922</td>
<td>$93,718</td>
</tr>
</tbody>
</table>

**DEBT SERVICE**

**Capital Purposes Loans (Principal and Interest)**

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Amount</th>
<th>Previous Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.26</td>
<td>From Local Public Funds (73PF)</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>12.27</td>
<td>From Other Funds (73OF)</td>
<td>$4,974</td>
<td>$4,974</td>
</tr>
<tr>
<td>12.28</td>
<td><strong>Total (Add Questions 12.26 and 12.27)</strong></td>
<td>$4,974</td>
<td>$4,974</td>
</tr>
</tbody>
</table>

**Other Loans**

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Amount</th>
<th>Previous Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.29</td>
<td>Budget Loans (Principal and Interest)</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>12.30</td>
<td>Short-Term Loans</td>
<td>$0</td>
<td>$0</td>
</tr>
</tbody>
</table>
### 12.31 Total Debt Service (Add Questions 12.28, 12.29 and 12.30) $4,974 $4,974

### 12.32 TOTAL OPERATING FUND DISBURSEMENTS (Add Questions 12.5, 12.9, 12.12, 12.17, 12.24, 12.25 and 12.31) $6,965,151 $6,880,632

### TRANSFERS

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Transfers to Capital Fund</strong></td>
<td></td>
</tr>
<tr>
<td>From Local Public Funds (76PF)</td>
<td>$339,912</td>
</tr>
<tr>
<td>From Other Funds (76OF)</td>
<td>$0</td>
</tr>
<tr>
<td>Total Transfers to Capital Fund (Add Questions 12.33 and 12.34; same as Question 13.8)</td>
<td>$339,912</td>
</tr>
<tr>
<td>Transfer to Other Funds</td>
<td>$0</td>
</tr>
<tr>
<td><strong>TOTAL TRANSFERS</strong> (Add Questions 12.35 and 12.36)</td>
<td>$339,912</td>
</tr>
<tr>
<td><strong>TOTAL DISBURSEMENTS AND TRANSFERS</strong> (Add Questions 12.32 and 12.37)</td>
<td>$7,305,063 $7,760,261</td>
</tr>
<tr>
<td>Balance in Operating Fund - Ending Balance for the Fiscal Year Ending 2022</td>
<td>$5,917,806 $5,636,096</td>
</tr>
<tr>
<td><strong>GRAND TOTAL DISBURSEMENTS, TRANSFERS &amp; BALANCE</strong> (Add Questions 12.38 and 12.39; same as Question 11.26)</td>
<td>$13,222,869 $13,396,357</td>
</tr>
</tbody>
</table>

ASSURANCE
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).

FISCAL AUDIT

12.42 Last audit performed (mm/dd/yyyy) 01/16/2023 04/21/2021

12.43 Time period covered by this audit (mm/dd/yyyy) - (mm/dd/yyyy) 07/01/2021-06/30/2022 07/01/2019-06/30/2020

12.44 Indicate type of audit (select one): Private Accounting Firm

CAPITAL FUND

12.45 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

13. CAPITAL FUND RECEIPTS

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

REVENUES FROM LOCAL SOURCES

13.1 Revenues from Local Government Sources $0 $0

13.2 All Other Revenues from Local Sources $0 $50,274

13.3 Total Revenues from Local Sources (Add Questions 13.1 and 13.2) $0 $50,274

STATE AID FOR CAPITAL PROJECTS

13.4 State Aid Received for Construction $100,000 $0
13.5 Other State Aid $0 $0

13.6 **Total State Aid (Add Questions 13.4 and 13.5)** $100,000 $0

**FEDERAL AID FOR CAPITAL PROJECTS**

13.7 **TOTAL FEDERAL AID** $0 $0

**INTERFUND REVENUE**

13.8 Transfer from Operating Fund (Same as Question 12.35) $339,912 $1,373,629

13.9 **TOTAL REVENUES** (Add Questions 13.3, 13.6, 13.7 and 13.8) $439,912 $1,423,903

13.10 **NON-REVENUE RECEIPTS** $0 $0

13.11 **TOTAL CASH RECEIPTS** (Add Questions 13.9 and 13.10) $439,912 $1,423,903

13.12 **BALANCE IN CAPITAL FUND** - Beginning Balance for Fiscal Year Ending 2022 (Same as Question 14.11 of previous year, if fiscal year has not changed) $1,403,055 $44,128

13.13 **TOTAL CASH RECEIPTS AND BALANCE** (Add Questions 13.11 and 13.12; same as Question 14.12) $1,842,967 $1,468,031

**14. CAPITAL FUND DISBURSEMENTS**

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

**PROJECT EXPENDITURES**

14.1 Construction $476,499 $64,976

14.2 Incidental Construction $0 $0
### Other Disbursements

<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>14.3</td>
<td>Purchase of Buildings</td>
<td>$0</td>
</tr>
<tr>
<td>14.4</td>
<td>Interest</td>
<td>$0</td>
</tr>
<tr>
<td>14.5</td>
<td>Collection Expenditures</td>
<td>$0</td>
</tr>
<tr>
<td>14.6</td>
<td>Total Other Disbursements (Add Questions 14.3, 14.4 and 14.5)</td>
<td>$0</td>
</tr>
<tr>
<td>14.7</td>
<td>TOTAL PROJECT EXPENDITURES (Add Questions 14.1, 14.2 and 14.6)</td>
<td>$476,499</td>
</tr>
<tr>
<td>14.8</td>
<td>TRANSFER TO OPERATING FUND (Same as Question 11.22)</td>
<td>$0</td>
</tr>
<tr>
<td>14.9</td>
<td>NON-PROJECT EXPENDITURES</td>
<td>$0</td>
</tr>
<tr>
<td>14.10</td>
<td>TOTAL CASH DISBURSEMENTS AND TRANSFERS (Add Questions 14.7, 14.8 and 14.9)</td>
<td>$476,499</td>
</tr>
<tr>
<td>14.11</td>
<td>BALANCE IN CAPITAL FUND - Ending Balance for the Fiscal Year Ending 2022</td>
<td>$1,366,468</td>
</tr>
<tr>
<td>14.12</td>
<td>TOTAL CASH DISBURSEMENTS AND BALANCE (Add Questions 14.10 and 14.11; same as Question 13.13)</td>
<td>$1,842,967</td>
</tr>
</tbody>
</table>

### 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.

<table>
<thead>
<tr>
<th>Question</th>
<th>Table Value</th>
<th>Federal Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>16.1 Total ALA-MLS</td>
<td>22.20</td>
<td>21.74</td>
</tr>
<tr>
<td>16.2 Total Librarians</td>
<td>22.20</td>
<td>21.74</td>
</tr>
<tr>
<td>16.3 All Other Paid Staff</td>
<td>33.56</td>
<td>33.95</td>
</tr>
<tr>
<td>16.4 Total Paid Employees</td>
<td>55.76</td>
<td>55.69</td>
</tr>
<tr>
<td>16.5 State Government Revenue</td>
<td>$33,876</td>
<td>$13,864</td>
</tr>
<tr>
<td><strong>Note:</strong> The difference is due to receiving Bullet Aid in 2021/22.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16.6 Federal Government Revenue</td>
<td>$476</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Note:</strong> The difference is due to receiving COVID relief funds (CARES).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16.7 Other Operating Revenue</td>
<td>$480,011</td>
<td>$319,531</td>
</tr>
<tr>
<td>16.8 Total Operating Revenue</td>
<td>$7,586,627</td>
<td>$7,688,549</td>
</tr>
<tr>
<td>16.9 Other Operating Expenditures</td>
<td>$1,293,376</td>
<td>$1,196,988</td>
</tr>
<tr>
<td>16.10 Total Operating Expenditures</td>
<td>$6,923,008</td>
<td>$6,343,378</td>
</tr>
<tr>
<td>16.11 Total Capital Expenditures</td>
<td>$513,668</td>
<td>$103,256</td>
</tr>
<tr>
<td><strong>Note:</strong> Increase was due to new construction of the Libraries lavatory. Work had started in 2021 and finished in 2022. There were not as many large ongoing capital projects in the previous year.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16.12 Print Materials</td>
<td>106,762</td>
<td>114,796</td>
</tr>
<tr>
<td>16.12a Total Physical Items in Collection</td>
<td>154,792</td>
<td></td>
</tr>
<tr>
<td>16.13 Total Registered Borrowers</td>
<td>26,238</td>
<td>24,385</td>
</tr>
<tr>
<td>16.14 Other Capital Revenue and Receipts</td>
<td>$339,912</td>
<td>$1,423,903</td>
</tr>
<tr>
<td><strong>Note:</strong> Decrease from prior year is due to the Library collecting funds for the work on the Childrens room as well as the timing of deposits for the budgeted operating fund transfers made to capital projects fund within the same year.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
16.15 Number of Internet Computers Used by General Public 68 68

16.16 Total Uses (sessions) of Public Internet Computers Per Year 16,481 7,553

Note: Following the lifting of Covid restrictions, we saw increased use of the Library’s Computer Lab by the public.

16.17 Wireless Sessions 91,615 54,385

Note: Following the lifting of Covid restrictions, patrons returned to the building with their personal devices, and we saw increased use of the Library’s Wireless Network.

16.18 Total Capital Revenue $439,912 $1,423,903

Note: The difference noted for item 16.18 is related to the inter-fund balances. In 2021 we had $809,629 due from other funds in the capital projects fund and in 2022 this balance was received from the general fund increasing the cash balance/receipts for this cash basis report.

17. FOR NEW YORK STATE LIBRARY USE ONLY

17.1 LIB ID 4400285330 4400285330

17.2 Interlibrary Relationship Code ME ME

17.3 Legal Basis Code LD LD

17.4 Administrative Structure Code SO SO

17.5 FSCS Public Library Definition Y Y

17.6 Geographic Code SU1 SD1

17.7 FSCS ID NY0374 NY0374

17.8 SED CODE 280404700003 280404700003

17.9 INSTITUTION ID 800000049112 800000049112

SUGGESTED IMPROVEMENTS
Library Name: PORT WASHINGTON PUBLIC LIBRARY

Library System: Nassau Library System

Name of Person Completing Form: James Hutter; Janet West; Jean Bennett

Phone Number: (516) 883-4400

I am satisfied that this resource (Collect) is meeting library needs: Neither Agree nor Disagree

Applying this resource (Collect) will help improve library services to the public: Neither Agree nor Disagree

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!

Response has been entered.