



ASTON PUBLIC LIBRARY

“informing, enriching and empowering”

www.astonlibrary.org

Library Board-

Harry Hill III, President
 Madelyn Bush, Vice President
 Gina Ruggieri, Secretary
 Kristine Leary, Treasurer
 Victor Crow
 Marianne Leagans
 Bernadette Zeleznick

Stephen Sarazin, Director

Highlights of 2015-

- Strategic Plan and Building Plan developed with Rich Bowra.
- Circulation of electronics, including tablets and other devices, begun.
- Children’s programs expanded.
- Adult programs expanded.

Plans for 2016-

- Trial of new programs for teens.
- Expanding fundraising.
- Spreading awareness of library to the community.



Statistical Summary-

- 109,655 Items Circulated
- 94,907 Visitors
- 16,216 Internet Sessions
- 9,371 Program Attendees
- 1,808 Volunteer Hours
- 4,550 New Items Added

2015 Expenditures-

- \$84136 Township
- \$41092 State
- \$40744 Donations
- \$35592 Other
- \$201564 Total



3270 Concord Road Aston, PA 19014
 Phone: [610-494-5877](tel:610-494-5877)

ANNUAL REPORT

| | |
|--------------------------------|-----|
| State Aid | Yes |
| Are you a district consultant? | No |

GENERAL INFORMATION

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| 1. Library AUN/LIBID Number | 925230064 |
| 2. Library Legal Name | ASTON PUBLIC LIBRARY |
| 3. Report Period Start Date | 01/01/2015 |
| 4. Report Period End Date | 12/31/2015 |
| 5. Mailing Address | 3270 CONCORD ROAD |
| 6. City/Town | ASTON |
| 7. State | PA |
| 8. Zip | 19014 |
| 9. Street Address | 3270 CONCORD ROAD |
| 10. City/Town | ASTON |
| 11. State | PA |
| 12. Zip | 19014 |
| 13. Library Telephone Number | 6104945877 |
| 14. Year Library Founded | 1977 |
| 15. Current Library Director's Name | Stephen Sarazin |
| 16. Current Library Director's Certification Level | PA Dept. of Education-Professional |
| 17. PA Dept. of Education Professional Personnel ID (PPID) Number | 1837562 |
| 18. Appointment Date of Current Library Director (MM/YYYY) | 06/2009 |
| 19. Current Library Director's Email Address | director@astonlibrary.org |
| 20. Library Region | SOUTHEAST |
| 21. Library District | DELAWARE |
| 22. County | DELAWARE |
| 23. If the Library is Part of a Library System, Select the Library System Name | Delaware County Library System |
| 24. Is the Library Incorporated as a Pennsylvania Not-For-Profit Corporation? | No |
| 25. Does the Library have 501(c)(3) tax-exempt status under IRS Code of 1986? | Yes |
| 26. Is the Library a Department of County or Local Government? | No |
| 27. WebPLUS Identification number | PA0359 |
| 28. Interlibrary Relationship Code | Member of a Federation or Cooperative |
| 29. Legal Basis Code | Non-profit Association or Agency |
| 30. Administrative Structure Code | Administrative Entity with a Single Direct Service Outlet |
| 31. FSCS Public Library Definition | Yes |
| 32. Geographic Code | Other |
| 35. Population of all Municipalities Claimed for State Aid. System headquarters report zero unless claiming a portion of system population. | 16,592 |

Municipal Population

| | | |
|---------|------------------------|-----------------|
| Summary | 1 | 16,592 |
| | 36a. Municipality name | 36b. Population |
| | Aston Township | 16,592 |

Outlets

| | |
|---------------------------------------------------------------------------------------------|-------|
| 37. Did your Service Area Change From Previous Report? If YES contact the State Aid Office. | No |
| 38. Number of Central Libraries | 1 |
| 39. Number of Branches | 0 |
| 40. Number of Bookmobiles. | 0 |
| 41. Size of Main Library Building | 9,105 |

Legislative Districts

| | |
|------------------------------------------------------------|---|
| Total number of State House legislative districts served | 2 |
| Total number of State Senate legislative districts served | 1 |
| Total number of Federal House legislative districts served | 1 |

State House

| | |
|------------------------------------|-----|
| State House legislative district # | 161 |
| State House legislative district # | 165 |

State Senate

| | |
|-------------------------------------|---|
| State Senate legislative district # | 9 |
|-------------------------------------|---|

Federal House

| | |
|--------------------------------------|---|
| Federal House legislative district # | 7 |
|--------------------------------------|---|

SERVICES

| | |
|-------------------------------------------------------------------------------------------------------------|----------|
| 42. Total registered Users at the end of the year | 5,749 |
| 43. Public Service Hours Per Week for Reporting Library | 54.00 |
| 44. Public Service Hours Per Weekend Period for Reporting Library | 7.00 |
| 45a. Is this the Schedule For the Entire Year? | Yes |
| 45b. If No, explain the alternate schedule. Give details of the dates, total hours and total weekend hours. | N/A |
| 46. Total Annual Public Service Hours For the Main Library | 2,664.00 |
| 47. Total Annual Public Service Hours For All Outlets Combined. (main library, branches and bookmobiles) | 2,664.00 |
| 48. Number of Weeks During the Year the Library is Open to the Public. | 52 |
| 49. Reference Questions Received Annually | 1,750 |
| 50. Annual Number of Library Visits | 94,907 |
| 51. Total Circulation | 109,655 |
| 52. Total Circulation of Children's Materials | 47,745 |
| 52a. Circulation of Electronic Materials | 9,638 |

PERSONNEL

| | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| 53.What is the Base Number of Hours for Full Time Equivalent at the library? Pennsylvania library regulations require that a minimum of 35 hours per week be used in calculating full time equivalent (FTE) staff. | 35.00 |
| 54.Hours Worked Per Week by all paid staff with an MLS from an ALA accredited program | 55 |
| 55.Total ALA-MLS FTE Staffing (State standards) | 1.57 |
| 56.Total ALA-MLS FTE Staffing (Federal reporting) | 1.38 |
| 57.Hours Worked Per Week by all paid staff with MLS from a Non-ALA accredited program. | 0 |
| 58.Total MLS Non-ALA FTE Staffing (State standards) | 0.00 |
| 59.Total MLS Non-ALA FTE Staffing (Federal reporting) | 0.00 |
| 60.Hours Worked Per Week by all paid staff with the Title of Librarian. (Do not include hours reported in Q54 and Q57) | 0 |
| 61.Total FTE Staffing for Title of Librarian (State standards) | 0.00 |
| 62.Total Librarian FTE Staffing (Federal reporting) | 0.00 |
| Total Librarian FTEs (State standard) | 1.57 |
| Total Librarian FTEs (Federal reporting) | 1.38 |
| 63.Hours Worked Per Week by all Other Paid Staff (exclude janitorial, maintenance and security) | 107 |
| 64.Total Other Paid Staff FTE Staffing (State standards) | 3.06 |
| 65.Total Other Paid Staff FTE Staffing (Federal reporting) | 2.68 |
| 66.Hours Worked Per Week by Volunteers whose responsibilities are related to the daily delivery of library service. | 35 |
| 67.Total Volunteer FTE Staffing (State standards) | 1.00 |
| 68.Total FTE Staffing for Library (State standards) | 5.63 |
| 69.Hours Worked Per Week by Janitorial, Maintenance and Security Staff. | 0 |
| 70.Total Janitorial, Maintenance and Security FTE Staffing (Federal reporting) | 0.00 |
| 71.Total Hours of Continuing Education Attended by the Director | 12.0 |
| 72.All Paid Staff Working at Least 20 Hours Per Week are Required to Attend Six Hours of Continuing Education Every Two Years. Has this requirement been met? | Yes |

Salary and Staff Information

Report filled positions as of the last day of the reporting period. If more than one staff person is responsible for more than one department, determine which responsibility is primary and report full-time data in that category, leaving the other categories blank. If there is more than one branch librarian, enter the data that most closely represents the typical branch librarian position. (Formerly questions 233a through 233g.)

| | Current Annual Salary | PA Department of Education Certification Level | Gender | Number of Years in Position | Hours Worked Weekly |
|-----------------------------|-----------------------|------------------------------------------------|--------|-----------------------------|---------------------|
| System Administrator | | | | | |
| Library Director | \$40,570 | Professional | Male | 6.50 | 38.00 |
| District Consultant | | | | | |
| Branch Librarian | | | | | |
| Bookmobile Librarian | | | | | |
| Head of Reference | | | | | |
| Head of Tech. Services | | | | | |
| Head of Circulation | | | | | |
| Head of Children's Services | \$13,808 | Not Certified | Female | 1.10 | 17.00 |
| Head of Interlibrary Loan | | | | | |
| Technology Coordinator | | | | | |

LIBRARY COLLECTION

This section collects data on selected types of materials. It does not cover all materials for which expenditures are reported. Report only items the library has acquired as part of the collection, whether purchased, leased, licensed, or donated as gifts.

| | |
|-------------------------------------------------------------------|--------|
| 74.Cataloged Items at the End of the Current Annual Report Period | 49,894 |
| 75.Print Materials | 45,365 |
| 76.Electronic Books (E-Books) | 16,070 |
| 77.Audio - Physical Units | 3,180 |
| 78.Audio Downloadable Units | 7,174 |
| 79.Video - Physical Units | 1,349 |
| 80.Video - Downloadable Units | 0 |
| 81.Current Periodical Titles - Print | 55 |
| 82.Current Periodical Titles - Electronic | 0 |
| 83.Total current periodical titles | 55 |
| 84.Current Serial Subscriptions - Print, Including Duplicates | 55 |
| 85.Local/Other Electronic Collections | 33 |
| 86.State Electronic Collections | 15 |

INTERLIBRARY LOAN

| | |
|----------------------------------------------------------|--------|
| 87.Interlibrary loan items provided to other libraries | 11,894 |
| 88.Interlibrary loan items received from other libraries | 10,898 |

PROGRAMS

| | |
|-----------------------------------------------------------------------|-------|
| 89.Number of Annual Library Programs for Children (ages 11 and under) | 250 |
| 90.Number of Annual Library Programs for Young Adults (ages 12 - 18) | 2 |
| 91.Number of Annual Library Programs for Adults (ages 19+) | 78 |
| 92.Children's Program Attendance | 8,101 |
| 93.Young Adult Program Attendance | 12 |
| 94.Adult Program Attendance | 1,258 |
| Total Annual Library Programs | 330 |
| Total Program Attendance | 9,371 |

OTHER ELECTRONIC INFORMATION

| | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|
| 95.Number of Internet Computers Provided by the Library For Use by General Public | 12 |
| 96.Number of Uses (Sessions) of Public Internet Computers per Year | 16,216 |
| 97.Does the Library Provide Wireless Internet Connection to the Public? | Yes |
| 97a.Is a log-in required to access the wireless network? | Yes |
| 98.Number of Uses (Sessions) of Wireless Internet Connection per Year | |
| 99.Does the Library have an "Acceptable Use Policy for the Internet" as set forth by the Child Internet Protection Act, Act 197, of the Commonwealth of Pennsylvania? | Yes |
| 99a.Do you have a policy for the use of the wireless network? | Yes |
| 100.Number of Items Examined in Electronic Databases | |

LIBRARY BOARD

| | |
|--------------------------------------------------------------------------------------|---------------------------------------|
| 101.How Many Library Board Positions are Specified in the Library's By-laws? | 7 |
| 102.Number of Current Library Board Members | 6 |
| 103.Number of Current Library Board Members Appointed by Contributing Municipalities | 6 |
| 103a.Name of the Library Board President | Harry Hill III |
| 103a.Board President's Address | 67 Hidden Valley Road Aston, PA 19014 |
| 103a.Board President's Email | catalogss@hotmail.com |
| 103a.Board President's Phone Number | (610) 494-9149 |

REVENUE

FEDERAL REVENUE

| | |
|-------------------------------------------------------------------------|-----|
| 104.LSTA Revenue - Distributed to Other Libraries | \$0 |
| 105.LSTA Revenue - Received and Retained By Library/System | \$0 |
| 106.LSTA Revenue - Received and Retained From System or Other Libraries | \$0 |

Federal Employment Program

| | | |
|---------|-----------------------|--------------|
| Summary | | |
| | 107a. Source of Funds | 107b. Amount |
| | | |

Total Federal Employment Program

| | |
|--------------------------------------------------|--|
| 107c.Total Received - Federal Employment Program | |
|--------------------------------------------------|--|

-

| | |
|----------------------------------------------------------------------------------------------------------------------------------------------------|-----|
| 108.Total Federal Revenue Received for Major Renovations that do Not Add to Useable Floor Space, and/or for Major Furniture or Equipment Purchases | \$0 |
| 109.Total Other Federal Revenue | \$0 |
| 110.Total Federal Revenue | \$0 |

STATE REVENUE

| | |
|------------------------------------------------------------------------------------------------------------|----------|
| 111.State Aid to Public Libraries - Distributed to Other Libraries | \$0 |
| 112.State Aid to Public Libraries - Received and Retained By Library/System | \$0 |
| 113.State Aid to Public Libraries - Received and Retained From System or Other Libraries | \$41,092 |
| 114.Keystone Grant Revenue for Non-Routine Maintenance - Received and Retained by Library | \$0 |
| 115.Keystone Grant Revenue for Non-Routine Maintenance - Expended by Municipality on Behalf of the Library | \$0 |

State Employment Program Revenue

| | | |
|---------|------------------------------|-----------------------|
| Summary | | |
| | 116a. Name of Funding Source | 116b. Amount Received |
| | | |

Total State Employment Program

| | |
|------------------------------------------------|--|
| 116c.Total Received - State Employment Program | |
|------------------------------------------------|--|

Total State Revenue

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 117.Total State Revenue (Other than Keystone Funds) Received for Major Renovations that do Not Add to Useable Floor Space, and/or for Major Furniture or Equipment Purchases | \$0 |
| 118.Total Other State Revenue | \$0 |
| 119.Total State Revenue. | \$41,092 |

LOCAL REVENUE

Local Government Revenue - General Operating

Include all library tax and general appropriations received by the library from the county, school district, or municipal income. Do not include the value of contributed or in-kind services. SOURCE CODES: AP = Direct appropriation not based on referendum or a set millage, APM = Direct appropriation based on millage but not the result of a referendum, TxREF = Library tax levied as a result of a referendum, TxAUTH = Library tax levied by authority of the municipal officers without referendum. (Formerly question 109a.)

| | | | | | |
|---------|-----------------|----------------|------------------|-----------------|-----------------|
| Summary | 3 | 3 | 0.00 | \$0 | \$84,136 |
| | 120a.i | 120a.ii Source | 120a.iii Millage | 120b. | 120c. Received |
| | Municipality or | | | Distributed to | and retained by |
| | School District | | | other libraries | Library/System |
| | Name | | | | |
| | Aston Township | APM | 0.00 | \$0 | \$44,136 |
| | Aston Township | AP | | \$0 | \$38,000 |
| | Aston Township | AP | | \$0 | \$2,000 |

Local Government Revenue - General Operating - Received from Another Library

This section is to be completed only by libraries which received local government funds from another library. (Formerly question 109b.)

| | | | |
|---------|-------------------------|--------------------|--------------------------|
| Summary | 1 | 1 | \$5,372 |
| | 121a.i Source Library | 121a.ii Source | 121a.iii Amount Received |
| | Name | Municipality Name | |
| | Delaware County Library | County of Delaware | \$5,372 |
| | System | | |

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 123.Total Local Government Revenue Received for Major Renovations that do Not Add to Useable Floor Space, and/or Major Furniture or Equipment Purchases | \$0 |
| 124.TOTAL LOCAL GOVERNMENT REVENUE | \$89,508 |
| 125.Revenue from School District included above | \$0 |

Revenue From Other Local Sources

| | |
|---------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 126.Other Operating Revenue for Major Renovations that do Not Add to Useable Floor Space, and/or for Major Furniture or Equipment Purchases | \$0 |
| 127.Other Operating Revenue | \$70,743 |
| 128.Miscellaneous Revenue | \$0 |
| 129.TOTAL OTHER OPERATING REVENUE | \$70,743 |

TOTAL OPERATING REVENUE

| | |
|------------------------------------------|-----------|
| 130.TOTAL OPERATING REVENUE ALL ACCOUNTS | \$201,343 |
|------------------------------------------|-----------|

BEGINNING BALANCES: Fields 131 through 136 are locked. Contact the State Aid Office with any changes.

| | |
|-----------------------------------------------|----------|
| 131.LSTA Funds Beginning Balance | \$0 |
| 132.Other Federal Funds Beginning Balance | \$0 |
| 133.State Aid Funds Beginning Balance | \$0 |
| 134.Keystone Funds Beginning Balance | \$0 |
| 135.Other State Funds Beginning Balance | \$0 |
| 136.Local Operating Account Beginning Balance | \$90,673 |
| 137.TOTAL BEGINNING BALANCE | \$90,673 |

TRANSFER IN

| | |
|----------------------------------------------------------------------------------|-----------|
| 138.LSTA Funds Transferred Into Operating Account From Other Accounts | \$0 |
| 139.Other Federal Funds Transferred Into Operating Account from Other Accounts | \$0 |
| 140.State Aid Funds Transferred Into Operating Account from Other Accounts | \$0 |
| 141.Keystone Funds Transferred Into Operating Account from Other Accounts | \$0 |
| 142.Other State Funds Transferred Into Operating Account from Other Accounts | \$0 |
| 143.Local Operating Funds Transferred Into Operating Account from Other Accounts | \$0 |
| 144.Total Funds Transferred into Operating Account from Other Accounts | \$0 |
| 145.TOTAL FUNDS AVAILABLE | \$292,016 |

EXPENDITURES

Operating expenditures are the current, on-going costs incurred in providing public library service. These include the salaries and benefits of personnel, collection expenditures, maintenance of equipment, furniture and physical plant.

SALARIES AND WAGES EXPENDITURES

| | |
|---------------------------------------------------------------------------------------|-----------|
| 146.Salary and Wage Expenditures For All Library Staff | \$115,836 |
| 147.Salary and Wage Expenditures By Employment Programs For Staff Provided to Library | \$0 |
| 148.TOTAL SALARIES AND WAGES | \$115,836 |

BENEFITS EXPENDITURES

| | |
|----------------------------------------------------------------------------------------|-----------|
| 149.Employee Benefit Expenditures For All Library Staff | \$13,863 |
| 150.Employee Benefit Expenditures By Employment Programs For Staff Provided to Library | \$0 |
| 151.TOTAL EMPLOYEE BENEFITS | \$13,863 |
| 152.TOTAL STAFF EXPENDITURES | \$129,699 |

COLLECTION EXPENDITURES

| | |
|--------------------------------------------------------------------------------------------|----------|
| 153.Collection Expenditures - Print Materials | \$34,838 |
| 154.Collection Expenditures - Electronic Materials | \$0 |
| 155.Collection Expenditures - Other Materials | \$4,905 |
| 156.Collection Expenditures - Internet Provider Connection Fees | \$0 |
| 157.Collection Expenditures - Library Collection Maintenance Supplies and Automation Costs | \$974 |
| 158.TOTAL COLLECTION EXPENDITURES (State standards) | \$40,717 |

OTHER OPERATING EXPENDITURES

| | |
|------------------------------------------------------------------------------------------------------------------------------|-----------|
| 159.Expenditures for Major Renovations that do Not Add to Useable Floor Space, and/or Major Furniture or Equipment Purchases | \$0 |
| 160.Other Operating Expenditures | \$30,948 |
| 161.Mortgage Principal Paid | \$0 |
| 162.Rent to Supporting Municipality and Cost of Raising Money | \$0 |
| 163.Total Other Operating Expenditures (State Standard) | \$30,948 |
| 164.Total Other Operating Expenditures (Federal reporting) | \$31,922 |
| 165.Total Operating Expenditures (State Standards) | \$201,364 |
| 166.TOTAL OPERATING EXPENDITURES | \$201,364 |

ONE-TIME, NON-RECURRING EXPENDITURES

| | |
|------------------------------------------------------------------------------------------------------------|----|
| 167.Did the Library Have any One-time, Non-recurring Expenditures of Local Funds During the Report Period? | No |
| 167a.If YES enter total amount of non-recurring expenditures and a note of explanation. | 0 |

TRANSFERS OUT

| | |
|----------------------------------------------------------------------------------|-----|
| 168.Funds Transferred from Operating Account to Bookmobile Replacement Fund | \$0 |
| 169.LSTA Funds Transferred from Operating Account Into Other Accounts | \$0 |
| 170.Other Federal Funds Transferred from Operating Account into Other Accounts | \$0 |
| 171.State Aid Funds Transferred from Operating Account into Other Accounts | \$0 |
| 172.Keystone Funds Transferred from Operating Account into Other Accounts | \$0 |
| 173.Other State Funds Transferred from Operating Account into Other Accounts | \$0 |
| 174.Local Operating Funds Transferred from Operating Account into Other Accounts | \$0 |
| 175.Total Funds Transferred from Operating into Other Accounts | \$0 |

FINANCIAL SUMMARIES

SUMMARY OF ACCOUNTS

Beginning Balance + Transfers In + Revenue - Total Expenditures - Transfers Out = Ending Balance

Please enter the total expenditure for each row. If no expenditure, enter 0.

| | Beginning Balance | Transfers In | Revenue | Total Expenditures | Transfer Out | Ending Balance |
|---------------------|-------------------|--------------|------------------|--------------------|--------------|-----------------|
| LSTA | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Other Federal Funds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| State Aid | \$0 | \$0 | \$41,092 | \$41,092 | \$0 | \$0 |
| Keystone | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Other State Funds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Local Operating | \$90,673 | \$0 | \$160,251 | \$160,272 | \$0 | \$90,652 |
| Total | \$90,673 | | \$201,343 | \$201,364 | \$0 | \$90,652 |

CAPITAL REVENUE

| | |
|---------------------------------------------------------|-----|
| 177.Capital Revenue - Federal Funds | \$0 |
| 178.Capital Revenue - State Funds - Other than Keystone | \$0 |
| 179.Capital Revenue - State Funds - Keystone | \$0 |
| 180.Capital Revenue - Local Government Funds | \$0 |
| 181.Capital Revenue - Other Local Funds | \$0 |

CAPITAL EXPENDITURES

| | |
|-------------------------------------|-----|
| 182.Capital Expenditures - Keystone | \$0 |
| 183.Capital Expenditures -Other | \$0 |
| 184.Total Capital Expenditures | \$0 |

OTHER ACCOUNTS

| | |
|-------------------------------------------------------------------|----------|
| 185.Total of All Trust Funds and Endowments | \$89,393 |
| 186.Total Amount of Trust Funds and Endowments that is Restricted | \$0 |
| 187.Total of All Other Local Funds | \$0 |

Certification of Estimated Costs

Certification of Estimated Costs. In instances where a library shares utilities, supplies, janitorial or other services with a municipality or some other agency, without paying for them, the value of these items may be calculated and included as part of local financial effort. 22 PA Code § 131.59 A copy of the Certification of Estimated Costs (CEC) document is available on the LibPAS login page. Print a copy of the form for each contributing entity listed and give to municipality/agency to complete. Enter the total estimated cost as calculated in column 2 of the CEC document here. Submit the completed CEC document, with original signature and seal, as part of the library's supporting documentation. (Formerly question 224.)

| | | |
|---------|-----------------------------------|--------------|
| Summary | 1 | \$50,242 |
| | 188.a Name of Contributing Entity | 188.b Amount |
| | Aston Township | \$50,242 |

GIFTS

| Summary | | | | |
|----------------------------------------------|------------------------------------------------------------------|---------------------------------------------------------------------------------|------------------------------------------------------------|-------------------------------------------------------------|
| | 189.a Gifts Purchased Specifically for the Library - Description | 189.a.i For any Gifts described as 'Other' in 189.a, please give details below. | 189.b Gifts Purchased Specifically for the Library - Donor | 189.c Gifts Purchased Specifically for the Library - Amount |
| Gifts Purchased Specifically for the Library | | | | |

LOCAL FINANCIAL EFFORT CALCULATIONS

Adjusted Total Operating Figure for Local Financial Effort

| | |
|-------------------------------------------------------------------------------------------------------------------------------|-----------|
| A.Total Operating Expenditure | \$201,364 |
| B.Mortgage Principal | \$0 |
| C.10% of Total Operating Expenditure | \$20,136 |
| D.Mortgage Adjustment | \$-20,136 |
| E.Mortgage Allocation: If line B is greater than line C, enter the amount from line D. If line B is less than line C, enter 0 | \$0 |
| F.Bookmobile Funds | \$0 |
| G.LFE Operating Expenditures | \$201,364 |

Credits Toward Local Financial Effort

| | |
|--------------------------------------------------------------------------|-----|
| H.Total Capital Expenditure | \$0 |
| I.Capital Expenditure Credit: Enter line C or line H, whichever is less. | \$0 |
| J.Gifts Purchased | \$0 |
| K.Total LFE Credits | \$0 |

Deductions From Local Financial Effort

| | |
|---------------------------|----------|
| L.State Aid Expended | \$41,092 |
| M.LSTA Expended | \$0 |
| N.Keystone Funds Expended | \$0 |
| O.Rent to Muncipalities | \$0 |
| P.Total LFE Deductions | \$41,092 |

Subtotal Local Financial Effort

| | |
|----------------|-----------|
| Q.Subtotal LFE | \$160,272 |
|----------------|-----------|

Estimated Shared Costs Credit

| | |
|--------------------------------------------------------------------------|----------|
| R.Estimated Shared Costs | \$50,242 |
| S.Maximum Allowable Shared Cost Credit | \$28,283 |
| T.Credit for Estimated Costs: Enter line R or line S, whichever is less. | \$28,283 |

Total Local Financial Effort

| | |
|--------------------------------|-----------|
| U.Total Local Financial Effort | \$188,555 |
|--------------------------------|-----------|

BRANCH REPORT

| | |
|---------------------------------------------|----|
| Does the library have a branch or branches? | No |
|---------------------------------------------|----|

BOOKMOBILE REPORT

| | |
|----------------------------------------------------|----|
| Does the library have a bookmobile or bookmobiles? | No |
|----------------------------------------------------|----|

DISTRICT LIBRARY CENTER REPORT

| | |
|------------------------------------|--|
| Are you a district library center? | |
|------------------------------------|--|

46. 12 holidays, 1 training day, 1 full snow day, 2 partial snow days.(PA0359-2016-01-14)

49. This number has always been an estimate.(PA0359-2016-01-13)

51. 100,017 physical materials + 8177 Overdrive + 1461 Zinio.(PA0359-2016-02-24)

52a. 8177 Overdrive + 1461 Zinio.(PA0359-2016-02-24)

76. Value is per Library System Office.(PA0359-2016-02-08)

98. Number not available.(PA0359-2016-02-24)

100. Number not available.(PA0359-2016-02-24)

120c. Separate entries are for property tax millage, annual contribution from operating budget, and special contribution supporting summer programs. The rate of the property tax millage is 0.00005(PA0359-2016-01-14)

121a.iii County aid.(PA0359-2016-02-24)

127. \$200 in county-reimbursed program expense deducted.(PA0359-2016-02-24)

149. 11119 Employer contributions + 2744 Director health insurance(PA0359-2016-01-14)

154. Electronic materials are purchased at the County level.(PA0359-2016-02-24)

160. \$200 in county-reimbursed program expense deducted.(PA0359-2016-02-24)

Beginning and ending balances do not match exactly with our financial reports. The difference is minor and we think it is due to differences in how things are accounted for.(PA0359-2016-02-24)

Beginning and ending balances do not match exactly with our financial reports. The difference is minor and we think it is due to differences in how things are accounted for. (PA0359-2016-02-24)

**CERTIFICATION OF ESTIMATED COSTS
FOR PENNSYLVANIA PUBLIC LIBRARY LOCAL EFFORT CREDIT**
Office of Commonwealth Libraries - State Aid Unit

Aston Township

02/26/2016

Name of Library

Date

3270 Concord Road Aston, PA 19014

Mailing Address - Street, City, State, Zip+4

Certification of Estimated Cost of Shared Utilities, Janitorial and Other Services Used by the Library but Paid by the Municipality or Other Agency - Regulation 131.59 of Title 22 of the Pennsylvania Code identifies the estimated value of shared utilities, supplies, janitorial and other services as acceptable components of local financial effort to earn State Aid. The regulation reads as follows:

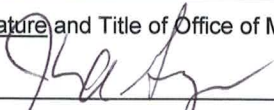
Shared utilities, janitorial and other services. In instances where a library shares utilities, supplies, janitorial or other services with a municipality or some other agency, without paying for them, the value of these items may be calculated and included as part of local financial effort. In such instances, however, the statement reporting the value of the items shall be accompanied by a report of the total expenditures by the municipality or other party for the items in which the library shares. The cost of repairs to or alternations of a shared building or to the grounds around it may not be included as local financial effort unless the repairs or alternations are to the part of the building occupied exclusively by the library. The local effort allowed for the shared services covered by the subsection shall not exceed 15% of the library's total allowable effort.

The following items are purchased or paid for by ** Aston Township. They are used partially by the public library. Below in **Column 1** is reported the total cost of the item. **Column 2** is estimated cost of the portion used by the public library.
** Enter the name of the municipality or other agency that supplies the shared item.

| Items Shared | Column 1 - Total Cost to the Municipality or Other Agency | Column 2 - Estimated Cost of Portion Used by Library |
|---------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|------------------------------------------------------|
| Janitorial Costs | \$ 37,313 | \$ 5,271 |
| How many people are employed? <u>1 FT, 2 PT</u> | | |
| Supplies (Identify some of the supplies, e.g., paper towels, soap, wax, etc. which are shared.) | Paper products, office supplies, cleaning products | Paper products, office supplies, cleaning products |
| Electricity | \$ 62,192 | \$ 26,795 |
| Water | \$ 4,213 | \$ 1,874 |
| Sewerage | \$ 3,608 | \$ 1,138 |
| Heat | \$ 18,625 | \$ 6,568 |
| Other shared Items/Services (Specify): | \$ | \$ |
| Property Insurance | \$ 43,599 | \$ 2,641 |
| Maintenance Contracts/Bldg R&M | \$ 19,043 | \$ 5,956 |
| TOTAL | \$ 188,593 | \$ 50,242 |
| Are the above items used in more than one building? <u>Yes</u> <input checked="" type="checkbox"/> <u>No</u> <input type="checkbox"/> | Total Area of the Building Square Feet <u>33,655</u> | Area of Library Quarters Square Feet <u>9,105</u> |
| How was the library's share of the above costs determined? | | |

I certify that the foregoing is correct:

Municipal (or other) Seal

| | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|
| Signature and Title of Office of Municipality or Agency:  <u>Township Manager</u> | |
| Address (Street, City, State, Zip +4): <u>5021 Pennell Road Aston, PA 19014</u> | Telephone: (<u>610</u>) <u>494-1636</u> |