



## Talking Points/Q&A for Wood Library Board and Staff

### **Why is Wood Library placing a funding proposition on the school district ballot on July 17, 2012?**

Wood Library is asking the voters for community-based funding support because its current funding is neither adequate nor guaranteed. As a result, programs and services have been cut and the community has suffered.

State Education law provides for libraries, like Wood Library, to go directly to the voters for community-based funding support. Because Wood Library's service area mirrors the Canandaigua City School District's service area, it is allowed to go to the school district voters through our local school district

### **What is the Library's present financial position?**

Wood Library has relied on a combination of public and private funding to operate for 150 years. In recent years, public funding has declined and become less certain. Additional strain has been placed on the Library's budget because of state cuts to the Pioneer Library System. When the system gets cut, Wood and all the other libraries in the system have to pay more for services such as inter-library loan, the shared catalogue and our circulation program. Wood Library now pays \$14,000 to the Pioneer Library System.

To continue its operations, Wood Library has taken the following steps—

- Developed a fund-raising program
- Spent down its operating fund reserves to balance the library's budget in recent years
- Used more than what is prudent from its endowment fund, endangering the fund's long-term financial stability. Since the endowment relies on its return on investment, the stock market's volatility makes relying on the endowment even more precarious.

The 2012 budget of \$699,394 reflects a \$52,842 reduction from the previous year. The impacts are described below. In addition to a \$52,842 reduction, the 2012 budget includes a \$39,597 deficit where expenses are expected to exceed income. This combination of shortfalls in funding our 2012 operations is the result of decreased municipal and state funding, decreases in endowment income, decreases in private donations, and other funding reductions.

### **What cuts have been made this year?**

- Eliminated Head Clerk position
- Reduced Youth Services Librarian position to part-time
- Cut funding for Assistant Director position
- No staff pay raises

With fewer workers doing more work, patrons may have to wait longer for their hold items and computer passes. Requests for research assistance will take longer.

## **What is Wood Library asking for?**

Wood Library is asking voters to approve a proposition to provide \$600,000 in public funds to support the library. This community-based funding amounts to an estimated 29 cents per \$1,000 of assessed value on properties across the Canandaigua City School District. On a home assessed at \$160,000, the tax bill to support the library would be about \$46 a year, less than a dollar a week. The proposition will appear on the school district ballot on Tuesday, July 17, 2012.

The proposition does not fully fund the library's operating budget. If it passes, we will still need to raise approximately \$200,000 from private sources. However, we will not have to ask for municipal support. This proposition puts the vote to the residents of the Canandaigua City School District—the people the library is chartered to serve. Taxpayers will have a direct say in how the library is funded.

If the proposition passes, the community will get a library that has a secure and adequate level of funding. The programs and services that people have come to expect from Wood Library will no longer be at risk. The library will be better positioned to respond to the needs of the community it serves by increasing the hours it is open to the public, expanding its technology resources, restoring teen services and programs, and once again offering full-service reference services.

Once community-based funding is secured, the library will function within NY's 2% tax levy cap rules and regulations.

## **How does the library help save the community money?**

For every tax dollar invested in Wood Library in 2010, the community received \$10.87 in services and programs.

Wood Library is chartered by New York State to serve everyone who lives in the Canandaigua City School District. That means that those communities that make up the school district (Canandaigua Town, Canandaigua City, Farmington, Hopewell) do not have to maintain their own individual library. This amounts to a significant cost-savings to the tax payers in those communities. Wood Library is an association library, which means that it is a free-standing not-for-profit organization. Therefore, it is not liable for the many state mandates government agencies are responsible for. It is not part of civil-service nor is it required to make contributions to the NYS Retirement Fund.

The library is open to everyone. With a free library card, people can borrow books, magazines, DVDs, music CDs and audiobooks. They can download eBooks to their eReaders. Anyone can come into the library to use the public computers and high-speed internet connections, participate in educational and cultural programs, and use the library's meeting rooms. From the comfort of their home or from their electronic devices, people can tap into the library's many databases and access information. All of these services and programs save individuals and families money.

Wood Library is part of the Pioneer Library System, a cooperative arrangement between 42 libraries across Ontario, Wayne, Wyoming, and Livingston counties. This arrangement allows each library to operate much more efficiently than it could as a stand-alone entity. Even more important, this arrangement allows for the sharing of collections and catalogues which are accessible to anyone with a Wood Library card. Last year Wood Library cardholders borrowed 26,442 books, periodicals, DVDs, and other materials from other libraries resulting in a savings of \$400,000.

Wood Library is a community partner that offers important supplemental resources to the Canandaigua City School District and other educational and learning organizations in the community. Our children's and young adult services librarians are frequently tapped by local teachers and childcare providers to provide learning resources for classroom or individual projects. They are also a resource for families who home-school their children. The library is a destination for several summer recreation programs, including those sponsored by the City of Canandaigua, the YMCA, and Salvation Army. Dozens of community organizations use the library's meeting rooms free of charge.

The community gets a full-service, high-quality library that is served by a small but committed staff. We operate six days a week with only 6 full-time staff-members and 16 part-time staff-members. Volunteers provide many functions but cannot and do not replace our professionally trained employees who provide reliable and consistent service to the community.

## How did the Library pay for its new look?

The library has received pledges of \$3.4 million toward its \$4 million New Chapter Capital Campaign through the generosity of individual donors as well as matching grants from the State's Library Construction Fund. No local municipal tax dollars were used.

Approximately \$2.4 million in pledges has been received to date. Of that amount, \$2.0 million was used to fund the first phase of the capital project—an extensive and long overdue renovation of the existing historic facility at 134 North Main Street in the City of Canandaigua. The renovations were needed to remedy a number of fire, building, energy and ADA code issues as well as to bring the library's infrastructure up to 21st century standards.

The second phase of the project, a 5,650 sq. ft. addition, will be built to increase space for use by the community. This construction will not be started until the remainder of the pledges is received. The library board has established a policy that the organization will not commit money to the capital project unless it is in hand from donations and grants. Again, no local municipal tax dollars will be used for this project.

## Do that many people really use the Library?

Yes. In 2011—

- The library was visited 100,000 times by people who used our services or attended programs
- 12,219 adults, teens and children attended 703 programs
- Our public computers were used 18,244 times
- We answered 5,000 reference questions
- People from the community borrowed 233,554 books, periodicals, CDs, audio books and DVDs.

## How is the Library used?

On average, over 320 people come to the Library each day it is open to—

- Borrow from its vast collection of books, audio books, DVDs, music CDs, and video games, magazines and other information resources
- Access reference materials and on-line databases
- Use the library's 20 public internet computers for researching, submitting job applications, completing income taxes, and connecting with others
- Attend a wide array of children's, teen/tween and adult programs
- Use free public space for community meetings and private tutor sessions
- Browse local and regional newspapers and a wide variety of magazines
- Find a quiet space for research, reading, and studying
- Seek professional reference support on specific topics
- Get help using computers, eReaders, smart phones, and other digital devices
- Pick up materials loaned from 42 other libraries

## What will the Library do with the funding when the proposition passes?

If the voters approve the proposition, Wood Library will be able to—

- Increase Saturday hours and open on Sunday
- Restore and expand collections, including eBooks
- Restore and develop more programming for children, teens, and adults
- Restore professional reference services
- Invest in the most recent technologies such as eReaders, Chromebooks, and Macs
- Provide more technology assistance through tutoring sessions and computer classes
- Increase collaborations with our schools and other community partners

## What if the proposition does not pass, what will happen?

Wood Library will be forced to make substantial cuts to its programs and services including—

- Close one day a week
- Cut some of the popular programming for children and teens, and adult learning programs such as computer classes and technology tutoring sessions

- Reduce staff time dedicated to technology and professional reference assistance
- Reduce new materials purchases for all collections by at least one-third
- Slash periodicals subscriptions and e-book availability
- Operate with less staff
- Expect longer wait times for holds and other library services
- Limit computer updates and upgrades, and no purchases of new technological devices.

### How are the Library Trustees elected?

Wood Library is what is called, under New York State Education Law, an Association Library which is a free-standing not-for-profit organization with a board that is recruited from the community. Each year, all library card holders (18 years or older) can vote in the board elections at the library's annual meeting. The trustees are entrusted with the stewardship of the library's funding.

### When is the vote? Where do I go?

The vote will be held Tuesday, July 17, 2012. Polls are open from 7 a.m. to 9 p.m. at the Canandaigua Elementary School Gym and the Cheshire Fire Hall. See attached map outlining the District. Everyone living north and east of black boundary line will vote at the Elementary School and everyone south of the line vote at the Cheshire Fire Hall.

### How do I vote?

You must be a registered, qualified voter residing in the Canandaigua City School District.

- **Registered Voter:** Registered to vote with the Ontario County Board of Elections.
- **Qualified Voter:** Individual must: (a) be a citizen of the United States; (b) have reached 18 years of age and older; and (c) be a legal resident within the District for a period of 30 days preceding the election at which he/she offers to vote.

A Voter Registration form may be obtained directly from the New York State Board of Elections website: <http://www.co.ontario.ny.us/elections/>. The form may be filled out and either dropped off or mailed to the Ontario County Board of Elections, 74 Ontario Street, Canandaigua, NY 14424.

Voter registration forms will also be available at Wood Library. The deadline to register to vote is July 16 .

### I won't be here, but want to vote. How do I do that?

Here are the steps to acquire an absentee ballot:

1. To obtain an application:
  - a. Visit the Canandaigua City School District website and under "Quick Links" select Absentee Ballots. Print the application at the bottom of the screen, complete and return to the District Clerk. **OR**
  - b. Call the District Clerk at 396-3710 and request an application.
2. Complete the application and return to:
 

District Clerk, 143 N Pearl Street, Canandaigua, NY 14424
3. Once the ballot is ready for distribution (approximately June 30) the ballot will be mailed to you.
4. Complete the ballot and return to the District Clerk at above address by 5:00 p.m. on July 17, 2012.

Absentee ballot applications will also be available at Wood Library.

**For more information, contact Jim Terwilliger, Wood Library Board Trustee at 585-394-7559**