



488 Freedom Plains Rd., Suite #109, Poughkeepsie, NY 12603 / (845) 452-3141 / [www.laglib.org](http://www.laglib.org)



# Annual Report

June -Dec 2016



# Our Mission

LaGrange Association Library provides opportunities for education, enrichment and recreation to the people of the LaGrange community.

## Who We Are

### Board of Trustees

Erin Hawks, President  
Mary Koniz Arnold, Vice President  
Manuela Acevedo, Treasurer  
Wayne Delia, Secretary  
Joanne Pinello Kaley  
Bob Kaminski  
Dr. Stuart Kofsky  
C. Arthur Punsoni  
Dr. Jenny Sung  
Owen Patterson, Junior Board Member

### Staff (as of 12/31/16)

Sarah Potwin, Director  
Lisa Sassi, Head of Circulation  
Sherri Smith, Public Info. Coordinator/Bookkeeper  
Anna Mondello, Adult Programmer  
Mary Wickham, Youth Programmer  
  
Jillian Baker, Circulation Clerk  
Barbara Gay, Circulation Clerk  
Noreen Gurevich, Circulation Clerk  
Ryan Hawks, Circulation Clerk  
Lisa Kellman, Circulation Clerk  
Joanne Salvado, Circulation Clerk  
Danielle Stufano, Circulation Clerk  
Evelyn Trotter, Circulation Clerk  
Roseann Weiss, Circulation Clerk  
  
Gabriel Borbon, Page  
Allison Coon, Page  
Joseph Crispino, Page  
Eileen Gao, Page  
Macy Geiger, Page  
Tyler Maegerle, Page  
Matthew Ng, Page  
Hosanna Santo, Page

## What We Offer

- Books, DVDs, Audiobooks, Music CDs, and Magazines
- Access to over 2.5 million items from the collections of the 66 member libraries in the Mid-Hudson Library System
- Over 13,000 eBook and audiobook titles downloadable through OverDrive
- Over 150 eMagazines titles downloadable through Zinio
- Consumer Reports online
- Passport Acceptance Location
- Museum Passes to 9 local venues with the ability to book passes using our online reservation system, TixKeeper
- Wireless internet access
- Copy and fax services
- Notary Public
- Community meeting space
- Access to over 7,000 streaming movies through InstantFlix
- Roku Media Players to access Netflix, Amazon Instant Video and Hulu Plus
- Chilton Library car repair database
- An extensive travel guide collection for many cities, states, regions, and countries
- Mango Languages, an online language-learning resource
- An extensive newspaper and magazine database, including historical materials
- NYS driver's license and permit online practice tests
- Civics Flash Cards to prepare for the Naturalization Test
- Early Literacy programs
- STEM & STEAM programs
- Engaging and informational programs all ages, children through adult
- Access to items available through the NYS Talking Book & Braille Library
- Home delivery for housebound patrons
- Large print materials
- Selected state and federal tax forms
- Individualized technology assistance
- An opportunity for local artists to display their art work
- Everything you need to run a book discussion group using Book Club in a Bag

# President's Letter

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There have been a lot of exciting things happening at the library lately; both inside and out.

We are up and running as a Passport Application Acceptance site. It seems to be a very popular service, as our appointment slots fill up quickly. If you are planning a trip and need to apply for or renew your passport, you can set up an appointment on our website to submit your paperwork with one of our specially trained library clerks.

We have welcomed several new staff members that we hope you have had a chance to meet.

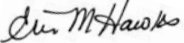
Also, you may have noticed the changes to our building. As spring approaches, the new façade on the building has been completed and we will soon have new signage to go with it. We are looking spiffy!

And a change that is not so visible, and is part of the reason for this half-year report, is that the Board of Trustees has voted to have the library shift from the June – May reporting calendar that we have followed in the past, to a January – December calendar. Aligning our reporting year with the calendar year will help us keep better track of the library's programming and finances.

In the coming months, there will be even more to see and do with the library. As the weather gets nicer, check out our "Little Library" at Freedom Park. This is an informal book borrowing/swapping opportunity. Watch for information on our Movies in the Park, done in partnership with the Town Parks and Recreation Department. And make sure to check out the new books in our Travel section, as you contemplate upcoming vacation time.

As always, I look forward to working with Sarah, our staff and our Board of Trustees in the coming year to keep our library a fun, thriving part of our community.

Sincerely,



Erin M. Hawks

President, Board of Trustees

# Director's Letter

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I would describe our LaGrange Library as a very dynamic place to be. Constant improvements are being put in place to better serve our community.

As of November 1, 2016, we began offering Passport Acceptance Services. We offer convenient daytime, evening and Saturday hours, which prove to be extremely popular with working families and those with children. Check out our online appointment calendar at [www.laglib.org](http://www.laglib.org). Information regarding payments and necessary documents to bring are all listed on our website. With this increase in patron traffic, we have welcomed Danielle Stufano, Jillian Baker, Joseph Crispino III, Barbara Gay, Denise Geiger, Noreen Gurevich, Ryan Hawks, Allie Coon, Tyler Maegerle, and Hosanna Santo to our staff to best serve our LaGrange community.

In the spirit of "libraries building great communities," we have undergone some new construction. Our landlord has renovated the facade of the building and improved Library signage, making us easier to find. Other building projects are not so visible to the naked eye: a shift in our reporting year to echo the fiscal calendar year; an increase in fiscal reporting standards and cash handling policies; the launch of our museum pass lending program; updates to our ever popular travel section and NOLO legal guides; the addition of Consumer Reports database; our growing collection of 155 eMagazines to download through Zinio; and finally, a smaller building project of sorts, our "Little Free Library" located on the Butterfly Trail at Freedom Park. In October 2016, we were recognized for our efforts in community partnerships by the Mid-Hudson Library System when we were awarded the Civic Engagement Award.

We're grateful for the Town of Union Vale's February 2017 payment of \$18,845, as the second installment of a three year contract and for Union Vale citizens in recognizing the importance of services provided by local libraries, including LaGrange. Additionally, we wish to thank Senator Sue Serino for her support of libraries in the Mid-Hudson area. Through the Senator's efforts, LaGrange Library received \$10,000 in New York State Bullet Aid in September 2016.

Looking forward, we're moving towards more experience-based programming: watch for storytime at Stringham Park, a Locust Grove Scavenger Hunt, and a Poughkeepsie Farm Project Tour. Together we're building a better world by learning about our community. Great libraries build communities.

In closing, I would like to thank our Library staff, volunteers, Friends of the Library, and Board of Trustees for their dedication and service to building a better LaGrange.

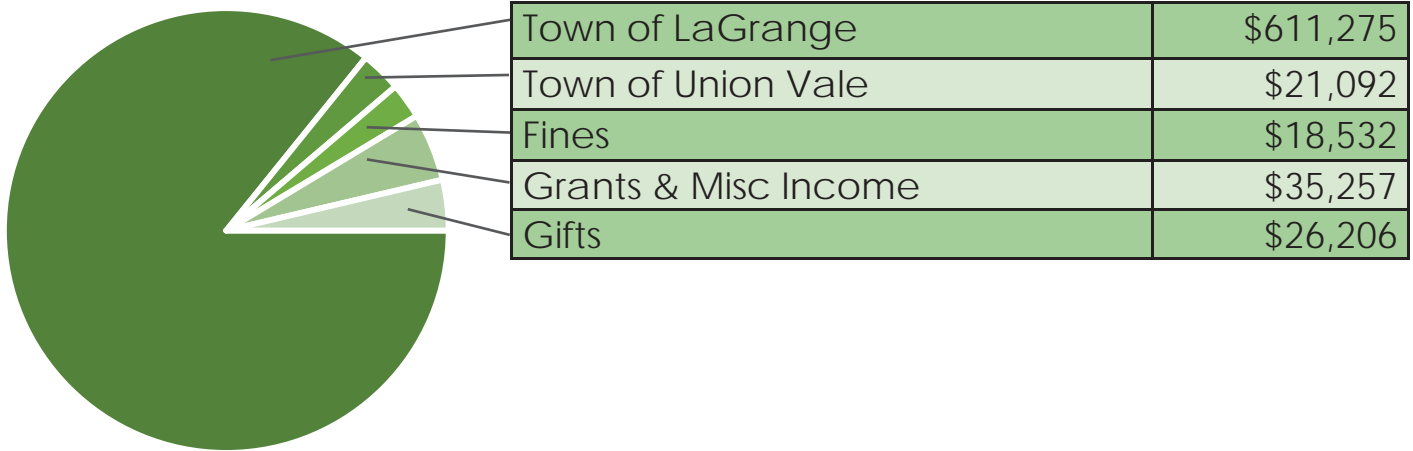


Sarah Potwin  
Library Director

# Year in Review: Finances 2016

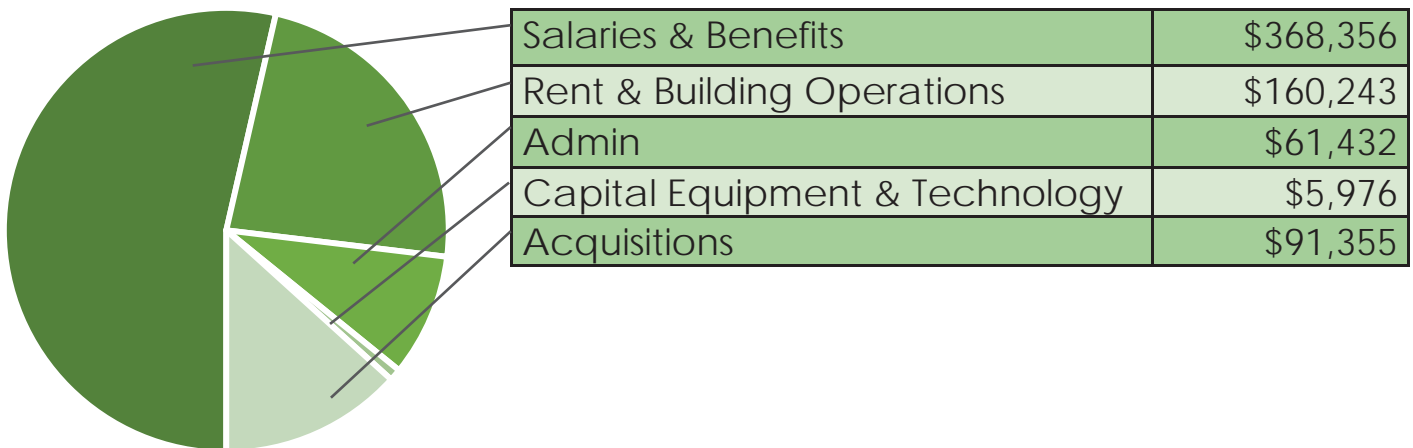
## Revenue

\$712,362 \*



## Expenditures

\$687,362 \*



\* difference due to receiving unanticipated income late in 2016 that couldn't be spent by year's end

**Grants** provide additional supplemental funding to enhance library services. We express our sincere gratitude to the following organizations for their generosity in 2016.

- Stewart's Shops
- The Crooked Rooster
- LaGrange Rotary Club
- LaGrange Lions Club
- New York State Bullet Aid
- Mid-Hudson Library System
- American Library Association  
Great Stories Club Phase I & II



# Year in Review: Statistics 2016

258,724 visitors

6,835 LaGrange Library cardholders



122,986 items borrowed



10,337 reference questions answered

77,737 material holdings

110 magazine subscriptions



9,857 items added to the collection

8,166 eBook & audiobook OverDrive downloads

2,690 eMagazine Zinio downloads

74,223 website visits



319 adult programs

406 youth programs

3,753 wi-fi sessions

3,954 uses of public internet computers

## Highlights

Modernized and streamlined our bookkeeping system in accordance with New York State accounting standards
Implemented new cash handling procedures and policies
Began operating as a Passport Acceptance Facility offering 35 convenient service hours of operation
Expanded our museum pass collection with the addition of 7 local venues
Implemented a museum pass reservation system to allow patrons to reserve passes online
Added a digital magazine collection with Zinio
Began offering access to Consumer Reports online to library cardholders
Worked in conjunction with LaGrange Parks & Recreation to erect a Little Free Library at Freedom Park
Expanded our reader advisory services by offering patrons free copies of the monthly publication <i>BookPage</i>
Added an art gallery hanging system for local artists to display their artwork
Partnered with Field Goods, a year-round local produce delivery service, by becoming one of their pick-up locations and receive \$1 for every bag picked up
Received a Civic Engagement Award from the Mid-Hudson Library System for our partnership with LaGrange Parks & Recreation in offering outdoor movie and other library programs at Freedom Park, and in building the Little Free Library
Partnered with the Poughkeepsie Public Library District to participate in The Big Read from the National Endowment for the Arts
Joined forces with Abilities First to offer employment and socialization opportunities
Reached out to local homeschool groups by providing targeted STEAM programming

# Our Supporters

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LaGrange Association Library received \$12,500 in donations for July-Dec 2016. We're grateful to our donors and wish to recognize and thank them for their generous support.

\* While we strive to recognize everyone's gift, errors may be unintentionally made. Please notify us if a donor has been excluded.

## **Up to \$49**

Anonymous - 6 donors  
Mr. & Mrs. Raymond E. Aldrich III  
Adeline & Dennis Anderson  
Richard & Susan Birchman  
Sheila Burke  
Jacqueline Braungart & Joseph Carmody  
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Bill & Carol Eberle  
Phyllis Bonsignore & Stephen Estroff  
Dave & Flo Gagliardy  
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Eileen Cuneo & Dean Tomasi  
Keith & Abbey Weiner  
Judith D. Willsey

## **\$50 to \$99**

Anonymous - 1 donor  
Reddy S. & Rama D. Annapareddy  
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Nivo Rovedo  
Rita & Paul Schnecke  
Donna & Tom Shea  
Teahan & Constantino LLP  
Peggy & Bob Wagner

## **\$100 to \$149**

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Mary Koniz Arnold  
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Mary K. & James McPhee  
Nancy Rabolt  
*in memory of George & Anne Kuchler*  
Eileen G. Waldstein & Richard C. Schisler  
Ruth & Michael Sheets  
Wen Shen  
Jeff Stokes  
Alan Thomas  
John & Evelyn Trotter  
Dr. Sheldon Werner & Roz Werner  
Dr. Jenny Sung & Dr. Michael Yen

## **\$150 to \$199**

Manuela A. Acevedo  
Loretta Alden  
GE Foundation  
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Joanne Pinello Kaley & Brian Kaley  
Thomas Rockwell  
Helen & Brian Silverman

## **\$200 to \$499**

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Anonymous  
*in memory of Judith Scofield*  
Richard Birch  
Darlind Construction, Inc.  
Dr. Stuart Kofsky & Kathleen Kofsky  
Ann B. Lescher  
Rita Nowak  
Penny Kelly & Michael Risinit  
Paul Secor & Joan Kavanagh  
George Wade III

## **\$500 to \$999**

Wayne & Kelly Delia  
Bruce & Erin Hawks  
Mr & Mrs Robert Kaminski  
Natalie J. Marshall & Phillip Shatz

## **\$1,000 & over**

Ronald J. & Mellina Miller Weiss Fund of  
the Community Foundation

## **In Kind Donations**

Alterniverse  
Friends of the LaGrange Library  
Susan Gong  
Hannaford  
Hawk Meadow Montessori School  
LaGrange Library Volunteers  
Madava Farms  
Walter Manrique  
Joan O'Neill & Lucy  
Poughkeepsie Farm Project  
Thrifty Beverage  
Tompkins Mahopac Bank  
Donna Yoanidis

