

Irene S. Sweetkind Public Library
2008/2009 New Mexico Public Library Annual Report

Section A - Identification

Due Date October 1, 2009

Some of the entries in this section are pre-filled with last year's information provided by the Library or provided by the State Library. Please review and make any additions or corrections.

A01	Name of Library	IRENE S. SWEETKIND PUBLIC LIBRARY
A02	Street Address or physical location (911 address)	6515 HOOCHANEETSA BLVD.
A03	City (of street address)	COCHITI LAKE
A04	Five-digit ZIP code (of street address)	87083
A05	Four-digit ZIP code extension (of street address)	6031
A06	County	SANDOVAL
A07	Mailing address	6515 HOOCHANEETSA BLVD.
A08	City (of mailing address)	COCHITI LAKE
A09	Five-digit ZIP code (of mailing address)	87083
A10	Four-digit ZIP code extension (of mailing address)	6031
A11	Phone Number	(505) 465-2561
A12	Fax Number	(505) 465-3009
A13	Library's web page address http://	http://www.cochitilake.org/library.htm
A14	Director's Name	Mary Badarak
A15	Director's Email Address	library@cochitilake.org
A16	Director's Phone Number	(505) 465-2561
A17	Name of person completing report	Mary Badarak
A18	Email address of person completing report	library@cochitilake.org
A19	Phone number of person completing report	(505) 465-2561
A20	Number of Branch Libraries	0
A21	Number of Bookmobiles	0

Section B - Population and Federal Questions

For State Library Use Only - READ ONLY

Legal service area is the population the Library is legally obligated to serve through municipal, county or other ordinance, contract or other legal agreement.

B01	In the last year did the Library's legal service area change Y/N (Read Only)	N
B02	FY2008/2009 Population of Legal Service Area (Read Only)	394
B03	Reporting Period Starting Date (Read Only)	7/1/2008
B04	Reporting Period Ending Date (Read Only)	6/30/2009
B05	FSCS ID (Read Only)	NM0101
B06	LIBID (Read Only)	NM0101-001
B07	Interlibrary Relationship Code (Read Only)	NO
B08	Legal Basis Code (Read Only)	CI
B09	Administrative Structure Code (Read Only)	SO
B10	FSCS Public Library (Read Only)	Yes
B11	Geographic Code (Read Only)	OTH
B12	Number of Central Libraries (Read Only)	1

Section C - Funded Staff Positions (FTE)

Include ALL positions funded in the Library's budget or by another entity on behalf of the Library whether or not they are filled as of June 30, 2009. Do not include contractors, consultants, people paid by stipend or volunteers. Please report these figures in terms of Full Time Equivalent (FTE). To calculate FTEs, total the number of individual weekly hours for all paid staff and divide by 40. Example: 3 staff who each work 20 hours per week = 60 hours. 60/40 = 1.5 FTE.

C01	Number of FTE employees with an ALA-MLS degree	0
C02	Number of FTE Librarians (including ALA-MLS and other librarian FTEs)	0.75
C03	Number of all other FTE employees.	0
C04	Total funded FTE (C02 + C03)	0.75

Section D - Operating Income

Please enter the amount of ALL operating income the Library received from July 1, 2008 to June 30, 2009. Do NOT include capital revenue.

Local Government Income Received

D01	City Government Income Received	\$45,658
D02	County Government Income Received	\$3,500
D03	Tribal Government Income Received	\$0
D04	Total Income Received from Local Government (D01 + D02 + D03)	\$49,158

State Government Income Received

D05	State Grants-in-Aid Received (Read Only)	3071.55
D06	State GO Bond Reimbursements Received	\$823
D07	Tribal Library Program Grant Received (Read Only)	0
D08	Other State Funds Received (include state appropriations or other state income)	\$0
D09	Total Income Received from State Government (D05 + D06 + D07 + D08)	\$3,894

Other Operating Income Received

D10	Federal Government Operating Income Received	\$0
D11	Other Operating Income Received	\$2,087
D12	Total Operating Income (D04 + D09 + D10 + D11)	\$55,139

Section E - Capital Revenue & Expenditures

Please report the amount of capital revenue the Library received from July 1, 2008 to June 30, 2009. Examples include funds received for site acquisition; new buildings; additions to or renovation of library buildings; furnishings, equipment and initial book stock for new buildings, building additions, or building renovations; library automation systems; new vehicles; and other one time major projects.

E01	Local Government Capital Revenue Received from City, County and/or Tribal Government State Government	\$0
-----	--	-----

E02	Capital Revenue Received	\$0
	Federal Government	
E03	Capital Revenue Received	\$0
	Other Capital Revenue	
E04	Received (private, non-governmental)	\$0
	Total Capital Revenue	
E05	(E01 + E02 + E03 + E04)	\$0

Capital Expenditures

Please report the amount of capital expenditures the Library made from July 1, 2008 to June 30, 2009. Examples include funds expended for site acquisition; new buildings; additions to or renovation of library buildings; furnishings, equipment and initial book stock for new buildings, building additions, or building renovations; library automation systems; new vehicles; and other one time major projects.

E06	Total Capital expenditures (from ALL sources)	\$0
-----	---	-----

Section F - Expenditures

Operating Expenditures

Please report ALL operating expenditures from ALL sources made from July 1, 2008 to June 30, 2009. Do NOT include capital expenditures in operating expenditures. Do not include contractors, volunteers or people paid by stipend. If FTE staff is reported in Funded Staff Positions C01 to C04, employee salaries and benefits must be reported here.

F01	Employee Salaries	\$29,683
	Employee Benefits expenditures (includes Social Security, retirement, insurance, workman's compensation insurance, etc.)	\$5,143
F02		
	Total Employee Salaries and Benefits expenditures (F01 + F02)	\$34,826
F03		

Collection Expenditures

Please report cash expenditures on library collections from ALL sources including GO Bonds, State Aid, Local, Tribal, Federal, and other sources. Do NOT include donated library materials or software or library automation or any software or tools used by library staff.

Collection Expenditure Type

F04	Print materials (books, magazines, etc.)	\$3,779
	Electronic materials	

F05	such as Electronic Books, Electronic Journals, Databases or other electronic materials (Do not include library automation software or maintenance or any software)	\$77
F06	Other materials including audio books, videos, DVDs, microform, etc.	\$1,150
F07	Total Collection Expenditures (F04 + F05 + F06)	\$5,006
Other Operating Expenditures		
F08	Other Operating expenditures not yet reported (such as office supplies, library automation software, software, furniture, software or equipment maintenance, utilities, computer equipment, cleaning supplies, crafts, etc.)	\$12,695
F09	Total Operating expenditures (F03 + F07 + F08)	\$52,527
Collection Expenditure by Source of Funds		
F10	How much of the amount in F07 came from state library sources (State Aid, GO Bonds, or the Tribal Library Program)?	\$2,993
F11	How much of the amount in F07 came from local and other sources (City, County, Tribal, Federal, Private or other)? Note: This amount will be used to calculate the library's per-capita responsibility for State Aid Eligibility in question L05.	\$2,013
F12	Total collection expenditures by source of funds (F10 + F11)	\$5,006

Section G - Library Collections

Please report the total number of physical or electronic units in the Library's collection (including duplicates) that the Library currently owns, whether by purchase, lease, license or gifts for ALL collections including branches and bookmobiles. This section of the survey collects data on selected types of materials. It does not cover all materials.

G01	Number of Print Books and Bound Volumes currently in the Library's collection	8,956
G02	Number of Electronic Books (e-books that can be read on a computer) currently in the Library's collection	22
G03	Number of Audio materials (audio books, CDs, MP3 files, downloadable materials, and other sound recordings, all formats) currently in the Library's collection	466
G04	Number of Video materials (video tapes, DVDs, or other video recordings all formats) currently in the Library's collection	1,522

Licensed Electronic Databases

Report the number of individual licensed databases (locally mounted or remote, full-text or not) that the library pays for or has access to through a cooperative agreement with other libraries (i.e. ELIN in southeast New Mexico). Do not count products like Athena Follett, TLC, or other library system software. The statewide electronic databases (Magazines Online) supplied by the State Library are reported in G06.

G05	Number of databases the Library pays for	1
G06	Number of databases the State library pays for (Read Only)	39
G07	Number of databases available through cooperative agreements with other libraries	0
G08	Total Licensed Electronic Databases: (G05 + G06 + G07)	40

Current Serial Subscriptions (report individual subscriptions)

G09	Number of Print Serial or Magazine subscriptions	15
	Number of Electronic	

G10	Serial or Magazine subscriptions (Electronic magazines or serials are those read using a computer or similar device. Report only individual subscriptions, do NOT include title count from databases)	2
-----	---	---

Section H - Services

Please include data from all outlets - including main library, branches and bookmobiles.

H01	How many hours was the library open to the public this year (include all hours of the main library, branches, and bookmobiles)?	1,458
-----	---	-------

H02	How many people visited the library this year?	8,113
-----	--	-------

H03	How many Reference Questions did the library answer this year? (Do not include directional questions)	1,693
-----	---	-------

Circulation (Do not include in-house circulation or in-house use)
Please report the total amount of items circulated outside the Library.

H04	Number of items circulated (checked out of the library) to all patrons (children & adults)	5,735
-----	--	-------

H05	Number of children's items circulated (checked out of the library) this year to all patrons; children and adult	413
-----	---	-----

Borrowers

H06	Number of Registered Borrowers	967
-----	--------------------------------	-----

H07	% of registered borrowers that live outside your city limits.	41%
-----	---	-----

Interlibrary Loan

H08	Number of items loaned to other libraries	0
	Number of items	

H09	borrowed from other libraries (including items borrowed from the State Library).	8
Electronic Technology		
H10	Number of Public Internet Computers	8
H11	Number of users of Public Internet Computers	2,610

Section I - Library Programs/Events

A program is an individual planned event or activity which introduces a group to library services or activities or which directly provides information to participants. Programs may also provide cultural, recreational, or educational information, often designed to meet a specific social need. Count all programs or events or activities, whether held on- or off-site, that are sponsored or co-sponsored by the library. Exclude programs sponsored by other groups that use library facilities. Please count the total attendance at each time of program regardless of the age of the person attending the program. Example: The Summer Reading Program has 2 events or activities each week for 8 weeks. Count 16 programs, not 1.

I01	Total number of individual events or programs held this year that were geared to children 11 years of age.	8
I02	Total number of individual events or programs held this year that were geared to young adults 12-18 years of age.	0
I03	Total number of other events or programs held this year.	53
I04	Total number of All Programs (I01 + I02 + I03)	61
I05	Total attendance at programs geared to children 11 and under. (Count total attendance at these programs regardless of the age of the person attending).	133
I06	Total attendance at programs geared to young adults 12 to 18 years of age. (Count total attendance at these programs regardless of the age of the person attending).	0
	Total attendance at all	

I07	other programs. (Count total attendance at these programs regardless of the age of the person attending).	538
I08	Total attendance at All Programs (I05 + I06 + I07)	671

Section J - Hours for Main Library

Please list daily total of hours open to the public.

J01	Monday: total number of hours open to the public (ex: 10)	6
J02	Tuesday: total number of hours open to the public (ex: 10)	6
J03	Wednesday: total number of hours open to the public (ex: 10)	5
J04	Thursday: total number of hours open to the public (ex: 10)	5
J05	Friday: total number of hours open to the public (ex: 10)	4
J06	Saturday: total number of hours open to the public (ex: 10)	3
J07	Sunday: total number of hours open to the public (ex: 10)	0
J08	Week Total (J01 + J02 + J03 + J04 + J05 + J06 + J07)	29.00

Section K - Library Board

K01	Board President Name	Cindy Eakin
K02	Board President Phone Number	5054652878

Section L - State Aid Eligibility

In order to receive State Aid grants, libraries must meet applicable requirements described in NMAC 4.5.2. Please review the rule before answering these questions.

L01	Director Certified? Y/N	Y
L02	Type of Certification Does the library have a	Grade I

	Basic Reference	
L03	Collection as specified or approved by the State Library? (Y/N)	Y
L04	FY2008/2009 Library status (Read Only)	Public
L05	Total local funds spent per-capita on Library collections (F11 / B02)	\$5.11
L06	Total local funds needed to be spent on Library collections (Read Only)	591
L07	Does the library offer Interlibrary Loan services to its patrons? Y/N	Y
L08	Does the library have a library board that is a planning and advisory group for the library comprised of representative members of the community? Y/N	Y
L09	How many times did the Library Board meet in FY2008/2009? (July 1, 2008 to June 30, 2009)	10

Plans & Policies

What year were the following documents last updated?

L10	Collection Development Policy	2006
L11	Long Range Plan	2004
L12	Community Assessment	2008

2008/2009 State Aid Grant Expenditures

Please report on how your library expended the State Aid grant received in FY2008/2009. If the library did not receive a grant, please just put zero. The amount of the grant is provided by the State Library in L13 and can not be changed. Total must equal L13.

L13	Amount of State Aid Grant received in FY2008/2009 (Read Only)	3072
-----	---	------

How much of the grant listed in L13 was spent on?

L14	Library collections?	\$2,172
L15	Staff continuing education?	\$900
L16	Other expenditures?	\$0
L17	Total (L14 + L15 + L16)	\$3,072

Section M - Outlet Information

This section has replaced the Branch library section. An outlet is a unit including a main library, branch, or bookmobile that provides direct public library services. Every library has at least one outlet - so there must be one entry for every library. Most of the information has been prefilled for you, but please verify and correct as needed. If you have opened a branch or bookmobile this year, please add an entry. If you have closed a branch, please delete the entry.

Example: Tucumcari has 1 outlet - the main library. Truth or Consequences has 2 outlets - the main library and the Downtown Branch.

State Eligibility questions M15-M20 for Branch or Bookmobile Grants Only (outlets that are NOT a branch should answer N/A)

M01	FSCSKEY (Read Only)	NM0101
M02	FSCS_SEQ. (Read Only)	1
M03	LIBID (Read Only)	NM0101-001
M04	Outlet Name	IRENE S. SWEETKIND PUBLIC LIBRARY
M05	Street address or physical location (911 address)	6515 HOOCHANEETSA BLVD.
M06	City	COCHITI LAKE
M07	Five-digit ZIP Code	87083
M08	Four-digit ZIP Code extension	6031
M09	County	SANDOVAL
M10	Telephone	(505) 465-2561
M11	Outlet Type Code	CE
M12	Metropolitan Status Code	NC
M13	Square Footage of Outlet (not applicable for Bookmobiles)	2200
M14	Number of Bookmobiles (for Bookmobile records only)	0
M15	Was this branch or bookmobile open before July 1, 2008? Y/N	N/A
M16	How many weeks was this branch or bookmobile open to the public this year?	N/A
M17	Does this branch have separate quarters from the main public library? Y/N	N/A
M18	Does this branch/bookmobile have its own staff dedicated to the branch or bookmobile? Y/N	N/A

M19	Total number of hours this branch or bookmobile is open each week (for bookmobiles count scheduled stops open to the public only).	N/A
M20	Does this branch/bookmobile have a Basic Reference Collection and a permanent circulating collection? (Y/N)	N/A

Section N - Informational Questions

N01	Name of the Library's Automation System/Catalog	Winnebago Spectrum
N02	If applicable, what is the web address of your library's catalog?	N
N03	Library's Internet Service Provider (ISP)	aplus.net
N04	Type of connection to the ISP	Satellite
N05	Speed of the connection to the ISP	Less than 768 Kbps
N06	Does the library provide wireless access for the public? Y/N	Yes

Section O - Optional Questions

These questions are not required. We use this information to assist Library Development in working with your libraries in these areas.

O01	Did the Library receive E-Rate funding from July 1, 2008 to June 30, 2009? Y/N	N
O02	Are you interested in applying for E-Rate in 2010? Y/N	Y
O03	Are you using Filtering Software or measures? Y/N	Y
O04	Name of Filtering Software	Norton Utilities

Promotional/Marketing Activities

Describe how the library promoted library services, programs, and activities in FY2008/2009

Various ways in which the library promotes its services and programs include: 1) Our printed

newsletter "Library News" which is sent to all of the households in our legal services area, and provided free for anyone who visits our library. The newsletter includes a list of new books and media and reports on activities in the library. 2) We have a web page which includes links to our volunteer schedule, our teen-blog, documents from the Library Board and articles of interest. 3) Our Archive program is helping to preserve and make available through our web pages town documents and items of historical interest about the Town of Cochiti Lake. 4) This year the library had three book sales in which discarded book were available for sale as part of three town holiday picnic and concert events: Memorial Day, 4th of July, and Labor Day. While the festivities were taking place, people were invited to visit the library open house, and to share in the support of our library.

O05 (Please click Input Answer to enter your text) 12,000 character limit.

Narrative Question

The State Library wants to know how your library is making a difference in your community. Please describe major successes and challenges from the past year. Include information about significant programs, people, services and events, and information about new or improved facilities. Copies of brochures and pamphlets used to promote library activities may be mailed separately.

The Irene S. Sweetkind Public Library has become the community center for the Town of Cochiti Lake: in addition to the residents of Cochiti Lake, who comprise our legal services area, we welcomed visitors and patrons from the nearby Cochiti Lake campgrounds, from the towns of Pena Blanca, Sile and La Bajada, and from the Cochiti and Santo Domingo Pueblos. This past year we had more than 8,000 visitors. Our most popular service is our collection of media " with more than 1500 entertainment and educational DVDs and Videos available to lend. In as much as our the nearest major city is 30 miles away, our library provides the best and most convenient access to entertainment for our library patrons. Our computer center with six public computers and high-speed internet access is also a very popular service for our community. In many cases, for people in remote rural areas our library provides the only dependable internet access. In addition to our public computers, we have wireless internet available for people with laptop or notebook computers; wireless internet service is available 24/7. Further, there are two computers (off line) that are loaded with learning games, stories and interactive videos for young children. Our summer reading program for children continues to be a popular activity. Every year, Nancy Hart - who is a semi-retired teacher and library volunteer, prepares a wonderful weekly program for children from age 4 to 14 (or so) with music, reading and crafts all following the guidelines and curriculum provided by the New Mexico State Library and with a generous mix of Nancy's genius for engaging children of all ages. She is truly a treasure for our library. Town committees and boards use the library as a meeting place. "Bookies" " our adult book club " continues to read and discuss literature from the classics to best sellers. This year, their largest turnout was the discussion of David Wroblewski's "The Story of Edgar Sawtelle". Other books included classics such as Willa Cather's "My Antonia", "The Camel Bookmobile" by Masha Hamilton, and the best selling "The Guernsey Literary and Potato Peel Pie Society" by Mary Ann Shaffer and Annie Barrows. "Bookies" meet once a month in the library, except during the summer when they meet for lunch out front of the library in the picnic area. Occasionally, the library shows DVD movies on Friday evenings, free to the public. This year our movies have included "Seven Pounds" and "The Curious Case of Benjamin Button" as well as the classic comedy "Noises Off".

O06 (Please click Input Answer to enter your text) 12,000 character limit.

Section P - Certification of the Library

By completing this section, you are certifying that all the information in the annual report is accurate, truthful and complete. You are no longer required to print this page out and mail it to the State Library.

- P01 Date (mm/dd/yyyy) 9/24/2009
- P02 Name of person completing the report Mary Badarak
- P03 Title of person completing the report Library Director
- P04 Name of Fiscal Officer Mary Wheeler

P05 Title of Fiscal Officer Town Administrator