



New Jersey 2014 Annual Data Collection

General Information

1. County Code	1202
2. Population	3,857
3. Municipality/County	Cranbury

Street Address

4. Address	23 N. Main Street
5. City	Cranbury
6. ZIP	08512

Mailing Address

7. Address	23 N. Main Street
8. City	Cranbury
9. ZIP	08512
10. County	Middlesex
11. Telephone Number	(609) 655-0555

Contact Person

12. Name	Marilynn Mullen
13. Title	Director
14. Telephone Number	(609) 655-0555
15. Email	mullen@cranburypubliclibrary.org

Part I – Library Operating Income

Brought Forward

	Current Year	Previous Year
1.1 Municipal Funds Brought Forward	\$96,033.00	\$126,222.00



1.2 Other Funds Brought Forward	\$0.00	\$0.00
1.3 Total Balance Brought Forward	\$96,033.00	\$126,222.00
Local Tax Support		
1.4 Municipal Appropriation	\$522,192.00	\$495,245.00
1.5 Additional Tax Support	\$0.00	\$0.00
1.6 Total Local Tax Support	\$522,192.00	\$495,245.00
1.7 Funding from other municipal and county taxing units	\$0.00	\$0.00
State Aid		
1.8 Per Capita (Received Survey Year)	\$1,676.00	\$1,690.00
1.9 Emergency & Incentive Grant and Library Network	\$0.00	\$0.00
1.10 State Government Revenue	\$1,676.00	\$1,690.00
Federal Aid		
1.11 LSTA	\$0.00	\$0.00
1.12 Other Federal, not LSTA	\$0.00	\$0.00
1.13 Federal Government Revenue	\$0.00	\$0.00
Other Income		
1.14 Operating income from gifts, fees, etc.	\$17,590.00	\$16,746.00
1.15 Total Available Funds, Survey Year	\$637,491.00	\$639,903.00
1.16 Operating Income less Brought Forward Income		
Capital Budget Income from Current Year (Include Budget transfers from prior year)		
1.17 Local Government Capital Income	\$0.00	\$0.00
1.18 State Government Capital Income	\$0.00	\$0.00
1.19 Federal Government Capital Income	\$0.00	\$0.00
1.20 Other Capital Income	\$35,471.00	\$0.00
1.21 Total Capital Income All Sources	\$35,471.00	\$0.00
1.22 Capital Funds Brought Forward	\$691,528.00	\$654,887.00



Joint/County/Municipal Library		
1a. Library Name		
2.a Municipal Budget Expenditures for Library Purposes		
3.a County Library Dedicated Tax Paid		
4.a Additional Amounts Expended		
5.a Total Expenditures		
6.a Joint Lib - State Aid balances, all years		
7.a Total Aid Balances held for more than 2 years		
1b. Library Name		
2.b Municipal Budget Expenditures for Library Purposes		
3.b County Library Dedicated Tax Paid		
4.b Additional Amounts Expended		
5.b Total Expenditures		
6.b Joint Lib - State Aid balances, all years		
7.b Total Aid Balances held for more than 2 years		
1c. Library Name		
2.c Municipal Budget Expenditures for Library Purposes		
3.c County Library Dedicated Tax Paid		
4.c Additional Amounts Expended		
5.c Total Expenditures		
6.c State Aid balances, all years		
7.c Total Aid Balances held for more than 2 years		
1d. Library Name	Cranbury Public Library	Cranbury Public Library
2.d Municipal Budget Expenditures for Library Purposes	\$522,192.00	\$495,245.00
3.d County Library Dedicated Tax Paid		
4.d Additional Amounts Expended		



5.d Total Expenditures	\$522,192.00	\$495,245.00
6.d State Aid balances, all years		\$0.00
7.d Total Aid Balances held for more than 2 years		\$0.00
Part II - Library Operating Expenditures		
Salary & Wages (Include all staff)		
2.1 Local, Grants, and all Other Income	\$276,143.00	\$271,415.00
2.2 Per Capita State Aid	\$0.00	\$0.00
Fringe Benefits Aid		
2.3 Local, Grants, and all Other Income	\$96,122.00	\$107,764.00
2.3a Fringe Benefits Processing Expenses/Overhead Paid to Municipality or County	\$3,000.00	\$3,000.00
2.4 Per Capita State Aid	\$0.00	\$0.00
Staff Expenditures		
2.5 Total Personnel, All Sources	\$372,265.00	\$379,179.00
Books (Include microform books; excludes serials, binding & rebinding and nonprint)		
2.6 Books - Local, grants, other	\$35,260.00	\$34,554.00
2.7 Books - Per Capita State Aid	\$0.00	\$0.00
Serials (Subscriptions to newspapers, magazines and other serials, include print and microforms; exclude binding & rebinding and items in electronic format.)		
2.8 Serials - Local, grants, other	\$3,765.00	\$2,814.00
2.9 Serials - Per Capita State Aid	\$1,690.00	\$1,707.00
Audiovisual Materials (Exclude microforms listed elsewhere and items in electronic format)		
2.10 Audiovisual Mats - Local, grants, other	\$9,279.00	\$4,976.00
2.11 Audiovisual Mats - Per Capita State Aid	\$0.00	\$0.00
Other Library Materials (Include binding & rebinding; exclude microforms)		
2.12 Other Mats - Local, grants, other	\$0.00	\$0.00
2.13 Other Mats - Per Capita State Aid	\$0.00	\$0.00



Computer-Readable Materials (Software, CD-ROM, downloadable video and audio, electronic services)		
2.14 Computer Readable Mats - Local, grants, other	\$5,457.00	\$4,435.00
2.15 Computer Readable Mats - Per Capita State Aid	\$0.00	\$0.00
Total materials, all sources. (2.6 through 2.15)		
2.16 Total Materials, all sources	\$55,451.00	\$48,486.00
All Other Library Operating Expenditures (Exclude items 2.19 to 2.22)		
2.17 All Other Expenditures - Local, grants, other	\$18,554.00	\$18,026.00
2.18 All Other Expenditures - Per Capita State Aid	\$0.00	\$0.00
Computer Costs		
2.19 Computer Costs - Local, grants other	\$6,341.00	\$5,954.00
2.20 Computer Costs - Per Capita State Aid	\$0.00	\$0.00
Plant Operation and Maintenance		
2.21 Plant Operation and Maintenance - Local, grants, other	\$51,091.00	\$51,692.00
2.21a Plant Operation and Maintenance Processing Expenses/Overhead Paid to Municipality or County	\$0.00	\$0.00
2.22 Plant Operation and Maintenance - Per Capita State Aid	\$0.00	\$0.00
Operating Expenditures Total		
2.23 Other Operating Expenditures	\$75,986.00	\$75,672.00
2.24 Total Operating Expenditures	\$506,702.00	\$506,337.00
Capital - Budget Expenditures		
2.25 Capital Budget Expenditures - Local, grants, other	\$24,610.00	\$5,095.00
2.26 Capital Budget Expenditures - Per Capita State Aid	\$0.00	\$0.00
Total PSCA Spent Survey Year		
2.27 Total PSCA Spent Survey year	\$1,690.00	\$1,707.00
Part III - Library Staff (Number of Employees Working 35 Hours per Week or More)		
3.1 FT - Certified Professional Staff	2	2



3.2 FT - Janitorial, Custodial, Security Staff Only	0	0
3.3 FT - ALL Other Staff	0	0
3.4 FT - Total Staff	2	2
Total Yearly Hours of All Employees		
For each category, list all the budgeted hours of employees (full time and part time) for the year (example, two employees at 35 hours per week is equal to 3640 hours per year).		
3.5 Total Yearly hrs - Certified Professional Staff	5,174	5,315
3.5a Total Yearly hrs - ALA-MLS	5,174	5,315
3.6 Total Yearly hrs - Janitorial, Custodial, Security Staff Only	0	0
3.7 Total Yearly hrs - All Other Staff Not included in Certified Staff or Custodial Staff	6,812	6,760
3.8 Total Annual Staff Hours	11,986	12,075
3.13 Hours in Full-time work week	37	36
Volunteers		
3.17 Number of Volunteers in typical work week	20	25
3.18 Volunteer hours in a typical work week	20	25
Minimum Standards for Full-time Professional Director/Employee Met (Yes = 1; No = 0; Total of 3.19 through 3.22 may be '0', but not more than '1')		
3.19 Meets full time director status (yes/no) 7,500 pop	No	No
3.20 Meets full time director status (yes/no) 7,500 to 9,999 pop	No	No
3.21 Meets full time director status (yes/no) 5,000 to 7,499 pop	No	No
3.22 Meets full time director status (yes/no) under 5,000 pop	Yes	Yes
Paid Staff (FTE)		
3.50 FTE Professional Staff	2.84	2.92
3.51 FTE All Other Paid Staff	3.74	3.71



3.52 FTE Total Paid Staff	6.59	6.63
Part IV - Library Collections (Purchased Survey Year)		
4.51 Print Books Purchased Survey Year	2,625	2,386
4.52 E-books Purchased Survey Year	32	26
4.53 Audio Purchased Survey Year - Music	88	319
4.54 Audio Purchased Survey Year - Spoken	86	70
4.55 Video Purchased Survey Year	156	115
4.56 Serial Subscriptions Purchased Survey Year - Print	112	133
4.57 Serial Subscriptions Purchased Survey Year- Electronic	1	1
4.58 Databases Purchased Survey Year	4	4
4.59 Other Materials Purchased Survey Year	16	11
4.60 Total Volumes Purchased	3,120	3,065
4.61 Total volumes purchased for other administrative entity	0	0
Owned End of Survey Year		
4.62 Print Books Owned End of Survey Year	30,765	30,767
4.63 E-Books Owned/Access Rights End of Survey Year	165	138
4.64 Audio Owned End of Survey Year - Music	715	623
4.65 Audio Owned End of Survey Year - Spoken	1,005	874
4.65a Audio Owned/Access Rights End of Survey Year - Downloadable (Units)	0	0
4.66 Video Owned End of Survey Year	1,434	1,397
4.66a Video Owned/Access Rights End of Survey Year - Downloadable (Units)	0	0
4.67 Serial Back Files Owned End of Survey Year - Print	35	36
4.68 Databases Owned/Access Rights End of Survey Year	4	4



4.69 Other Materials (Volumes)	157	139
4.70 Total Volumes Owned End of Survey Year	34,280	33,978
4.71 Total Titles Owned	33,964	33,900
4.72 Total volumes on Long-term loan to another administrative entity	0	0
4.73 Databases Purchased Through Cooperative	1	1
Part V - Circulation (Direct Circulation of all Materials to Library Users. Exclude materials provided to other libraries.)		
5.1 Total Adult Circulation	22,760	27,487
5.2 Total Children's Circulation	20,327	20,317
5.3 Total Circulation	44,705	47,804
5.3a Total Electronic Circulation	1,618	2,787
5.4 Reciprocal Borrowing Circulation	2,495	2,668
InterLibrary Loans Lent to Other Libraries (Books, photocopies, and other materials)		
5.5 Interlibrary Loans Provided To Other Libraries	44	12
InterLibrary Loans Received from Other Libraries		
5.7 Interlibrary Loans Received From Other Libraries	1,123	743
Circulation Percentages		
5.12 % of circulation of non-print materials	32.60%	30.00%
5.13 % Circulation of Electronic Materials	3.60%	5.80%
Part VI - Library Service Hours		
Public Service Hours		
6.1 Total Hours Per Week the Main Library is Open to Public	54	54
6.3 Total Days per Week Library is Open to Public	6	6
6.5 Evenings (6:00 p.m. to 8:00 p.m. minimum) per Week the Main Library is Open to Public	4	4
6.7 Main Library Open Some Weekend Hours?	Yes	Yes



What Weekend Days Are You Open?		
6.8 Saturday	Yes	Yes
6.9 Sunday	No	No
Total		
6.10 Total Annual Public Service Hours	2,760	2,760
Part VII - Library Services		
7.1 Attendance in Library Per Year	53,669	56,241
7.2 Reference Transactions Per Year	4,144	6,477
Summer Reading		
7.9 Summer Reading Club Participants	131	269
7.10 Books Read During Summer Reading Club	2,873	1,716
Registered Borrowers		
7.21 Number of Registered Users -Resident	3,188	3,132
7.22 Number of Registered Users- Non-resident	287	285
Computers		
7.23 Number of Computers for Public Use	14	14
7.24 Number of Computers with Internet Access for Public Use	10	10
7.25 Number of Users of Public Internet Computers Per Year	7,483	5,825
Library Sponsored Programs & Attendance		
7.50 Number of Programs for Children	145	128
7.501 Number of Programs for Young Adults	16	11
7.51 Number of Programs for Adults	106	111
7.52 Total Library Sponsored Programs	267	250
7.53 Attendance at Library Sponsored Children's Programs	2,866	2,186
7.531 Attendance at Library Sponsored Programs for	128	145



Young Adults		
7.54 Attendance at Library Sponsored Adult Programs	1,383	1,422
7.55 Total Attendance at Library Sponsored Programs	4,377	3,753
Community Sponsored Programs & Attendance		
7.56 Number of Community Sponsored Programs for Children	4	8
7.561 Number of Community Sponsored Programs for Young Adults	1	2
7.57 Number of Community Sponsored Programs for Adults	62	64
7.58 Total Community Sponsored Programs	67	74
7.59 Attendance at Community Sponsored Programs for Children	48	52
7.591 Attendance at Community Sponsored Programs for Young Adults	4	6
7.60 Attendance at Community Sponsored Programs for Adults	282	345
7.61 Total Attendance at Community Sponsored Programs	334	403
Library and Community Sponsored Program Totals		
7.62 Total Library and Community Sponsored Programs	334	324
7.63 Total Attendance at Library and Community-Sponsored Programs	4,711	4,156
Part VIII - Service Outlets		
Main Library		
8.1 Main Library	1	1
8.2 Number of Branches	0	0
8.3 Number of Bookmobiles	0	0
8.4 Number of Bookmobile stops annually	0	0



8.5 Square Footage (Main Library)	5,000	5,000
Outlets		
8.6 Name of Branch		1
8.7 Square Footage (Branch)		
8.8 Public Service Hours Per Year	2,760	2,760
8.9 Number of Weeks Open	52	52
Part IX - Salary and Hourly Information Budgeted		
9.1 Director's Annual Salary	\$76,385.00	\$76,385.00
9.2 Annual Full Time (35 hours or more per week) Entry-level MLS Salary	\$50,765.00	\$50,765.00
9.3 Hourly Starting wage for Library Assistant	\$12.00	\$12.00
9.10 Director's Annual Salary if ALA Accredited & Full Time	\$76,385.00	\$76,385.00
Part X - Additional Per Capita State Aid Questions		
10.1 Magazine and Newspaper Subscriptions Purchased Survey Year	112	133
10.2 Does the Library Provide free access to the JerseyClicks Icon?	Yes	Yes
10.3 Does the library offer interlibrary loan to patrons through current technology?	Yes	Yes
10.4 Does the library provide children's programming?	Yes	Yes
10.5 Is the library a member of the regional cooperative?	Yes	Yes
10.6 Report the Total Hours of the Library-related training for the Library Board	16	10
10.7 Report the Total Hours of Library-related training for the Professional Staff	40	11
10.8 Report the Total Hours of Library-related training for All Other Staff	1	4



10.9 Is the library reporting on a January to December fiscal year?	Yes	Yes
10.10 Web Address of Library	www.cranburypubliclibrary.org	www.cranburypubliclibrary.org
10.11 Type of library	Municipality	Municipality
10.12 Did the library have an audit conducted during the survey year for the prior year?	Yes	Yes
10.13 Did library administration receive a copy of the municipality's/county's application?	Yes	Yes
Part XI - Trustee/Comisssioner Information		
11.2 FSCS LIBNAME	CRANBURY PUBLIC LIBRARY	CRANBURY PUBLIC LIBRARY
11.3 Alternate Name of Applicate Library		
Library Director		
11.1 Name of Director	Marilynn Mullen	Marilynn Mullen
11.4 Email address of director	mullen@cranburypubliclibrary.org	mullen@cranburypubliclibrary.org
11.5 Director's phone number	(609) 655-0555	(609) 655-0555
11.6 Phone extension		
Board of Trustees or County Library Commissioners for Current Year Not Survey Year		
11.7 Name of President:	Kirstie Venanzi	Kirstie Venanzi
11.9 Home Address	18 Brainerd Drive	18 Brainerd Drive
11.10 City, State, Zip	Cranbury, NJ 08512	Cranbury, NJ 08512
11.8 Term Expires:	12/31/15	12/31/15
11.11 Telephone Number		
Other Board Members		
11.12 Name	David Fletcher	Harold Rourke
11.13 Home Address	7 Longstreet Lane	38 Labaw Drive
11.14 City, State, Zip	Cranbury, NJ 08512	Cranbury, NJ 08512
11.15 Term Expires	12/31/17	12/31/14
11.12 Name	Jane Holland	David Fletcher



11.13 Home Address	31 Washington Drive	7 Longstreet Lane
11.14 City, State, Zip	Cranbury, NJ 08512	Cranbury, NJ 08512
11.15 Term Expires	12/31/18	12/31/17
11.12 Name	Andre Mento	Jane Holland
11.13 Home Address	1 Chamberlin Court	31 Washington Drive
11.14 City, State, Zip	Cranbury, NJ 08512	Cranbury, NJ 08512
11.15 Term Expires	12/31/17	12/31/18
11.12 Name	Lorraine Sedor	Andre Mento
11.13 Home Address	32 Evans Drive	1 Chanberlin Court
11.14 City, State, Zip	Cranbury, NJ 08512	Cranbury, NJ 08512
11.15 Term Expires	12/31/19	12/31/17
11.12 Name	Richard Burke	Ashish Awasthi
11.13 Home Address	14 Washington Drive	1 Stites Drive
11.14 City, State, Zip	Cranbury, NJ 08512	Cranbury, NJ 08512
11.15 Term Expires	12/31/16	12/31/16
11.12 Name		Richard Burke
11.13 Home Address		14 Washington Drive
11.14 City, State, Zip		Cranbury, NJ 08512
11.15 Term Expires		12/31/16
11.12 Name		
11.13 Home Address		
11.14 City, State, Zip		
11.15 Term Expires		
11.12 Name		
11.13 Home Address		
11.14 City, State, Zip		
11.15 Term Expires		



11.12 Name		
11.13 Home Address		
11.14 City, State, Zip		
11.15 Term Expires		
11.12 Name		
11.13 Home Address		
11.14 City, State, Zip		
11.15 Term Expires		
11.12 Name		
11.13 Home Address		
11.14 City, State, Zip		
11.15 Term Expires		
11.12 Name		
11.13 Home Address		
11.14 City, State, Zip		
11.15 Term Expires		
Mayor & Superintendent of Schools And/Or Alternates		
11.16 Name	David Cook	Jay Taylor
11.17 Home Address	2 Maplewood Avenue	13 South Main Street
11.18 City, State, Zip	Cranbury, NJ 08512	Cranbury, NJ 08512
11.19 Name	Ashutosh Hadap	Kevin Fox
11.20 Home Address	10 Stites Drive	19 Liedtke Drive
11.21 City, State, Zip	Cranbury, NJ 08512	Cranbury, NJ 08512
Part XII - Miscellaneous Automatic Sums		
Income		
12.1 Local Government Revenue	\$522,192	\$495,245
Expenditures		



12.2 Salaries & Wages Expenditures	\$276,143	\$271,415
12.3 Employee Benefits Expenditures	\$96,122	\$107,764
12.4 Print Materials Expenditures	\$40,715	\$39,075
12.5 Electronic Materials Expenditures	\$5,457	\$4,435
12.6 Other Materials Expenditures	\$9,279	\$4,976
12.7 Total Capital Expenditures	\$24,610	\$5,095
12.8 PCSA Salary and Benefits	\$0.00	\$0.00
12.9 PCSA Materials	\$1,690.00	\$1,707.00
12.10 PCSA Other	\$0.00	\$0.00
Collection		
12.11 Total Print Materials	30,800	30,803
12.12 Total Audio Materials	1,720	1,497
12.13 Total Databases	33	33
Programs		
12.14 Total Library and Community sponsored Children's programs	149	136
12.15 Total Library and Community Sponsored Adult Programs	168	175
12.16 Total Attendance at Library and Community Sponsored Children's programs	2,914	2,238
12.17 Total Attendance at Library and Community Sponsored Adult Programs	1,665	1,767
12.18 Total Registered Borrowers	3,475	3,417
12.19 Children's Circulation as a Percentage of Total Circulation	45.47%	42.50%
Staff (FTE)		
12.20 FTE Professional Staff for national statistics	2.49	2.56
12.21 FTE All other paid Staff for national statistics	3.28	3.25



12.22 FTE Total Paid Staff for national statistics	5.76	5.81
Part XIII - Optional Questions		
13.1 Report the total amount expended for materials purchased to provide materials for populations using non-English materials (all formats)	\$0.00	\$0.00
13.2 Percentage of materials budget used to purchase materials in languages other than English	0.00%	0.00%
13.3 Does the library offer password-free Web access via Wi-Fi?	Yes	
13.4 Report the total number of furlough days	0	0
13.5 Is the library responsible for the payment of bills?	Yes	
13.6 Wireless Sessions Per Year		

Annotations

Interlibrary Loans Provided To Other Libraries

A glitch was fixed in Jersey Cat so that our library is included in more searches resulting in a higher loan number.--2015-03-04