# Finger Lakes Library System

## Annual Report for Library Systems - 2015 (Public Library Systems 2015)

### 1. General System Information

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>1.1</td>
<td>SEDCODE</td>
</tr>
<tr>
<td>1.2</td>
<td>System Name</td>
</tr>
<tr>
<td>1.3</td>
<td>Beginning Reporting Year</td>
</tr>
<tr>
<td>1.4</td>
<td>Ending Reporting Year</td>
</tr>
<tr>
<td>1.5</td>
<td>Street Address</td>
</tr>
<tr>
<td>1.6</td>
<td>City</td>
</tr>
<tr>
<td>1.7</td>
<td>Zip Code</td>
</tr>
<tr>
<td>1.8</td>
<td>Four-Digit Zip Code Extension (enter N/A if unknown)</td>
</tr>
<tr>
<td>1.9</td>
<td>Mailing Address</td>
</tr>
<tr>
<td>1.10</td>
<td>City</td>
</tr>
<tr>
<td>1.11</td>
<td>Zip Code</td>
</tr>
<tr>
<td>1.12</td>
<td>Four-Digit Zip Code Extension (enter N/A if unknown)</td>
</tr>
<tr>
<td>1.13</td>
<td>Library System Telephone Number (enter 10 digits only and hit the Tab key)</td>
</tr>
<tr>
<td>1.14</td>
<td>Fax Number (enter 10 digits only)</td>
</tr>
<tr>
<td>1.15</td>
<td>System Home Page URL</td>
</tr>
<tr>
<td>1.16</td>
<td>URL of the system's complete Plan of Service</td>
</tr>
<tr>
<td>1.17</td>
<td>Population Chartered to Serve (2010 Census)</td>
</tr>
<tr>
<td>1.18</td>
<td>Area Chartered to Serve (square miles)</td>
</tr>
<tr>
<td>1.19</td>
<td>Federal Employer Identification Number</td>
</tr>
<tr>
<td>1.20</td>
<td>County</td>
</tr>
<tr>
<td>1.21</td>
<td>County (Counties) Served</td>
</tr>
<tr>
<td>1.22</td>
<td>School District</td>
</tr>
<tr>
<td>1.23</td>
<td>Title of System Director: (drop-down): Mr., Mrs., Ms., Miss, Dr.</td>
</tr>
<tr>
<td>1.24</td>
<td>First Name of System Director</td>
</tr>
<tr>
<td>1.25</td>
<td>Last Name of System Director</td>
</tr>
<tr>
<td>1.26</td>
<td>NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.</td>
</tr>
<tr>
<td>1.31</td>
<td>Telephone Number of the System Director, including area code and extension (enter digits only, field will automatically format with extension)</td>
</tr>
<tr>
<td>1.32</td>
<td>E-Mail Address of the System Director</td>
</tr>
<tr>
<td>1.33</td>
<td>Fax Number of the System Director (enter 10 digits only and hit the Tab key)</td>
</tr>
<tr>
<td>1.34</td>
<td>Name of Outreach Coordinator</td>
</tr>
<tr>
<td>1.48</td>
<td>Does the reporting system have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one repeating group for each co</td>
</tr>
</tbody>
</table>

1. Name of Contracting Municipality or District | N/A |

N/A
1.49 For the reporting year, has the system experienced any unusual circumstance(s) that affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No

2. Personnel Information

2.1 FTE (Full-Time Equivalent Calculation)
The number of hours per work week used to compute FTE for all budgeted positions.

2.25 2.10 Librarians - Filled Position(s) FTE  0.25
2.11 Librarians - Vacant Position(s) FTE  0.25
2.12 Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Filled Position FTE  1
2.13 Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Vacant Position FTE  0
2.14 Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.6 + 2.8 + 2.10 + 2.12)  4.25
2.15 Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.7 + 2.9 + 2.11 + 2.13)  0.25
2.16 Total Other Professional Staff - Filled Position(s) FTE  5
2.17 Total Other Professional Staff - Vacant Position(s) FTE  0
2.18 Total Other Staff - Filled Position(s) FTE  6.2
2.19 Total Other Staff - Vacant Position(s) FTE  0
2.20 Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)  15.45
2.21 Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)  0.25

SALARY INFORMATION

2.22 Entry-Level Librarian (certified) FTE  1
2.23 Entry-Level Librarian (certified) Current Annual Salary  $52,000
2.24 System Director FTE  1
2.25 System Director Current Annual Salary  $87,000

3. System Membership, Outlets and Governance

PUBLIC SERVICE OUTLETS

3.9 Number of member libraries  33
3.15 Main Library/System Headquarters  1
3.16 Branches  0
### 3.17 Bookmobiles

0

### 3.18 Reading Centers

0

### 3.19 Other Outlets

15

### 3.20 Total Public Service Outlets (total questions 3.15 through 3.19)

16

### 3.21 Name of Central Library/Co-Central Libraries

Tompkins County Public Library

### BOARD/COUNCIL MEETINGS

2.22 Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year

11

### 3.24 Number of voting positions on system board/council

10

### 3.25 Term length for system board/council members

5 years

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

### 3.26 Board/Council Selection - Enter Board/Council Selection Code (select one; drop-down). If O is selected, please use the State note to explain how members were named to the Board/Council.

E

### SYSTEM BOARD/COUNCIL

Public Library Systems - enter information for the period January 1, 2016, through December 31, 2016.

School Library Systems and 3Rs Systems - enter information for the period July 1, 2016, through June 30, 2017

**President/Council Chair**

| 3.27 | Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant | Ms. |
| 3.28 | First Name | Sally |
| 3.29 | Last Name | Eller |
| 3.30 | Institutional Affiliation | N/A |
| 3.31 | Professional Title | N/A |
| 3.32 | Mailing Address | 6503 Blue Heron Point |
| 3.33 | City | Ovid |
| 3.34 | Zip Code (enter five digits only) | 14521 |
| 3.35 | Telephone for the Board President (enter 10 digits only and hit the Tab key) | (607) 351-5954 |
| 3.36 | E-mail Address | sallyeller@ovidlibrary.org |
| 3.37 | Term Begins - Month | January |
| 3.38 | Term Begins - Year (yyyy) | 2015 |
| 3.39 | Term Expires - Month or N/A | December |
| 3.40 | Term Expires - Year (YYYY) or N/A | 2019 |
| 3.41 | Is this trustee serving a full term? If No, add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). | Yes |
| 3.42 | The date the board president took the Oath of Office (mm/dd/yyyy) | 01/08/2016 |
| 3.43 | The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) | 01/26/2016 |
| 3.44 | Is this a brand new trustee? | N |

**Board/Council Member** - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in question 1.
<table>
<thead>
<tr>
<th></th>
<th><strong>Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Ms.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>First Name</td>
<td>Susan</td>
</tr>
<tr>
<td>3</td>
<td>Last Name</td>
<td>Ahner</td>
</tr>
<tr>
<td>4</td>
<td>Institutional Affiliation</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Professional Title</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Mailing Address</td>
<td>3092 East Genesee St</td>
</tr>
<tr>
<td>7</td>
<td>City</td>
<td>Auburn</td>
</tr>
<tr>
<td>8</td>
<td>Zip Code (enter five digits only)</td>
<td>13021</td>
</tr>
<tr>
<td>9</td>
<td>Term Begins - Month</td>
<td>January</td>
</tr>
<tr>
<td>10</td>
<td>Term Begins - Year (yyyy)</td>
<td>2016</td>
</tr>
<tr>
<td>11</td>
<td>Term Expires - Month or N/A</td>
<td>December</td>
</tr>
<tr>
<td>12</td>
<td>Term Expires - Year (YYYY) or N/A</td>
<td>2020</td>
</tr>
<tr>
<td>13</td>
<td>What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).</td>
<td>5 years</td>
</tr>
<tr>
<td>14</td>
<td>The date the trustee took the Oath of Office (mm/dd/yyyy)</td>
<td>01/05/2016</td>
</tr>
<tr>
<td>15</td>
<td>The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)</td>
<td>01/26/2016</td>
</tr>
<tr>
<td>16</td>
<td>Is this a brand new trustee?</td>
<td>N</td>
</tr>
</tbody>
</table>

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<tr>
<td>1</td>
<td>Ms.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>First Name</td>
<td>Barbara</td>
</tr>
<tr>
<td>3</td>
<td>Last Name</td>
<td>Melvin</td>
</tr>
<tr>
<td>4</td>
<td>Institutional Affiliation</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Professional Title</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Mailing Address</td>
<td>864 Hayts Rd</td>
</tr>
<tr>
<td>7</td>
<td>City</td>
<td>Ithaca</td>
</tr>
<tr>
<td>8</td>
<td>Zip Code (enter five digits only)</td>
<td>14850</td>
</tr>
<tr>
<td>9</td>
<td>Term Begins - Month</td>
<td>January</td>
</tr>
<tr>
<td>10</td>
<td>Term Begins - Year (yyyy)</td>
<td>2014</td>
</tr>
<tr>
<td>11</td>
<td>Term Expires - Month or N/A</td>
<td>December</td>
</tr>
<tr>
<td>12</td>
<td>Term Expires - Year (YYYY) or N/A</td>
<td>2018</td>
</tr>
<tr>
<td>13</td>
<td>What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).</td>
<td>5 years</td>
</tr>
<tr>
<td>14</td>
<td>The date the trustee took the Oath of Office (mm/dd/yyyy)</td>
<td>03/17/2014</td>
</tr>
<tr>
<td>15</td>
<td>The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)</td>
<td>03/28/2014</td>
</tr>
<tr>
<td>16</td>
<td>Is this a brand new trustee?</td>
<td>N</td>
</tr>
</tbody>
</table>

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<tbody>
<tr>
<td>1</td>
<td>Mr.</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>First Name</td>
<td>Gregg</td>
</tr>
<tr>
<td>3</td>
<td>Last Name</td>
<td>Kiehl</td>
</tr>
</tbody>
</table>
3. Last Name: Ms. Schaffer
4. Institutional Affiliation: TC3 Community Library
5. Professional Title: Director
6. Mailing Address: 2532 Holler Rd
7. City: Cortland
8. Zip Code (enter five digits only): 13045
9. Term Begins - Month: January
10. Term Begins - Year (yyyy): 2014
11. Term Expires - Month or N/A: December
12. Term Expires - Year (YYYY) or N/A: 2017
13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position): 4 Years
14. The date the trustee took the Oath of Office (mm/dd/yyyy): 12/15/2015
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy): 01/26/2016
16. Is this a brand new trustee?: N

1. Title (drop-down): Ms.
2. First Name: Patricia
3. Last Name: Schaffer
4. Institutional Affiliation: TC3 Community Library
5. Professional Title: Director
6. Mailing Address: 2532 Holler Rd
7. City: Cortland
8. Zip Code (enter five digits only): 13045
9. Term Begins - Month: January
10. Term Begins - Year (yyyy): 2014
11. Term Expires - Month or N/A: December
12. Term Expires - Year (YYYY) or N/A: 2017
13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position): 4 Years
14. The date the trustee took the Oath of Office (mm/dd/yyyy): 12/15/2015
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy): 01/26/2016
16. Is this a brand new trustee?: N

1. Title (drop-down): Ms.
2. First Name: Georgianna
3. Last Name: Horvath
4. Institutional Affiliation: TC3 Community Library
5. Professional Title: Director
6. Mailing Address: 2301 Ellis Creek Rd
7. City: Lockwood
8. Zip Code (enter five digits only): 14859
9. Term Begins - Month: January
   Term Begins - Year (yyyy): 2014
10. Term Expires - Month or N/A: December
    Term Expires - Year (YYYY) or N/A: 2018
11. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
    Length: 5 years
12. The date the trustee took the Oath of Office (mm/dd/yyyy): 01/07/2016
    The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy): 01/26/2016
13. Is this a brand new trustee? N
14. Title (drop-down): Ms.
   First Name: Merilee
   Last Name: Witherell
   Institutional Affiliation:
   Professional Title:
   Mailing Address: 11757 Schuler Rd
   City: Cato
   Zip Code (enter five digits only): 13033
15. Term Begins - Month: January
    Term Begins - Year (yyyy): 2016
16. Term Expires - Month or N/A: December
    Term Expires - Year (YYYY) or N/A: 2020
17. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
    Length: 1 year
18. The date the trustee took the Oath of Office (mm/dd/yyyy): 01/07/2016
    The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy): 01/26/2016
19. Is this a brand new trustee? N
20. Title (drop-down): Ms.
   First Name: Elizabeth
   Last Name: Hudson
   Institutional Affiliation:
   Professional Title:
   Mailing Address: 15 Fuller Lane
   City: Slaterville Springs
   Zip Code (enter five digits only): 14881
21. Term Begins - Month: January
    Term Begins - Year (yyyy): 2016
22. Term Expires - Month or N/A: December
    Term Expires - Year (YYYY) or N/A: 2020
13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
   
   5 years

14. The date the trustee took the Oath of Office (mm/dd/yyyy)
   01/04/2016

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)
   01/26/2016

16. Is this a brand new trustee?
   Y

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
   Ms.

2. First Name
   Kay

3. Last Name
   Zaharis

4. Institutional Affiliation
   Cortland Free Library

5. Professional Title
   Retired Director

6. Mailing Address
   73 Church St

7. City
   Cortland

8. Zip Code (enter five digits only)
   13045

9. Term Begins - Month
   January

10. Term Begins - Year (yyyy)
    2016

11. Term Expires - Month or N/A
    December

12. Term Expires - Year (YYYY) or N/A
    2020

13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
   5 years

14. The date the trustee took the Oath of Office (mm/dd/yyyy)
   12/30/2015

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)
   01/26/2016

16. Is this a brand new trustee?
   Y

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
   Mr.

2. First Name
   Gary

3. Last Name
   Seymour

4. Institutional Affiliation

5. Professional Title

6. Mailing Address
   9 East Ave

7. City
   Cortland

8. Zip Code (enter five digits only)
   13045

9. Term Begins - Month
   January

10. Term Begins - Year (yyyy)
    2016

11. Term Expires - Month or N/A
    December

12. Term Expires - Year (YYYY) or N/A
    2020

13. What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
   5 years

14. The date the trustee took the Oath of Office (mm/dd/yyyy)
   01/13/2016

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)
   01/26/2013
16. Is this a brand new trustee? Y

**COORDINATED OUTREACH COUNCIL**

3.45 Has the Coordinated Outreach Council met at least two times during the calendar year per CR 90.3 (j)(2)(iv)? Y

Coordinated Outreach Council Members - complete one record for each Council Member for the period January 1, 2016, through December 31, 2016. For each vacant position, select "Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group. The number of council members must be 5 to 11 (no less than five and no more than 11).

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

<table>
<thead>
<tr>
<th>1. Title (drop down)</th>
<th>2. First Name</th>
<th>3. Last Name</th>
<th>4. Institutional Affiliation</th>
<th>5. Professional Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td>Brenda</td>
<td>Wiemann</td>
<td>Cayuga County Office For the Aging</td>
<td>Coordinator of Aging Services</td>
</tr>
<tr>
<td>Ms.</td>
<td>Ms.</td>
<td>Ms.</td>
<td>Spencer Free Library</td>
<td>Director</td>
</tr>
<tr>
<td>Elizabeth</td>
<td>Horvath</td>
<td>Literacy Volunteers of Broome &amp; Tioga Counties</td>
<td>Literacy Tutor</td>
<td></td>
</tr>
<tr>
<td>Giorgianna</td>
<td>Bundy</td>
<td>Cortland County Community Action Program</td>
<td>Family Development Advocate</td>
<td></td>
</tr>
<tr>
<td>Gail</td>
<td>Laskowski</td>
<td>Seneca County Jail</td>
<td>Senior Mental Health Clinical Therapist</td>
<td></td>
</tr>
<tr>
<td>Kaitlyn</td>
<td>Walsh</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brenda</td>
<td>Walsh</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
4. Public Library System Transactions and Collections

4.1 Number of registered system borrowers 339
4.2 Total system circulation 3,725
4.3 System Visits 35

GENERAL SYSTEM HOLDINGS
4.4 Total Cataloged Book Holdings 51,110
4.5 Uncataloged Book Holdings 0
4.6 Total Print Serial Holdings 0
4.7 All Other Print Materials Holdings 0
4.8 Total Number of NOVELNY Databases 10
4.9 Total Electronic Holdings 7,353
4.10 Other Non-Electronic Materials 657
4.11 Grand Total Holdings (total questions 4.4 through 4.10) 59,130

ROTATING COLLECTIONS/BOOK LOANS
4.12 Does the system have rotating collections/bulk loans? Y
(Enter Y for Yes, N for No)
4.13 Number of collections 23
4.14 Average number of items per collection 402

5. System Services
TECHNOLOGY AND RESOURCE SHARING
INTEGRATED LIBRARY SYSTEM (ILS)
5.1 Does the system provide an integrated library automation system (ILS) for its member libraries? (Enter Y for Yes, N for No)

5.2 Indicate which modules of the system's ILS have been implemented (check all that apply):
   a. Circulation: Yes
   b. Public Access Catalog: Yes
   c. Cataloging: Yes
   d. Acquisitions: Yes
   e. Inventory: Yes
   f. Serials Control: No
   g. Media Booking: No
   h. Community Information: No
   i. Electronic Resource Management: Yes
   j. Digital Collections Management: No

5.3 Identify ILS system vendor: Polaris

5.4 How many member libraries fully participate in the ILS? 33

5.5 % of member libraries participating (calculated field) 100.00%

5.6 How many member libraries participate in some ILS modules? 33

5.7 Indicate features of the system's ILS (check all that apply):
   a. ILS shared with other library systems: No
   b. ILS software permits patron-initiated ILL: Yes
   c. ILL feature implemented and used: Yes

5.8 Number of titles in the ILS bibliographic database: 437,819

5.9 Number of new titles added by the system in the reporting year: 7,387

5.10 Number of Central Library Aid titles added in the reporting year: 933

5.11 Number of new titles added by the members in the reporting year: 23,566

5.12 Total new titles (total questions 5.9 through 5.11): 31,886

UNION CATALOG OF RESOURCES

5.13 How many libraries participate in (or submit records for) the union catalog? 34

5.14 Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No) N

5.15 Number of titles in the system's union catalog: 473,965

5.16 Number of holdings in the system's union catalog: 1,016,387

5.17 Number of new titles added in the last year: 38,234

5.18 Number of holdings added in the last year: 88,616

UNION LIST OF SERIALS

5.19 Does the system have a union list of serials? (Enter Y for Yes, N for No. If No, enter zero (0) on question 5.20.) Y

5.20 How many libraries participate in (or submit records for) the union list of serials? 34

COMBINED SYSTEM UNION CATALOG AND UNION LIST OF SERIALS

5.21 Does the system's union catalog contain both books and serials? (Enter Y for Yes, N for No, or N/A) Y

VIRTUAL CATALOG
5.22 Does the system provide a virtual catalog for member libraries? (Enter Y for Yes, N for No, or N/A)  
Y
5.23 How many Internet-accessible member library catalogs are included in the virtual catalog?  
33
5.24 How many member libraries have holdings included in a database that serves as a link of the virtual catalog?  
33
5.25 Indicate the features of the system's virtual catalog (check all that apply):
   a. Non-member catalogs are included (if checked, please name non-member catalogs using the State note)  
      Yes
   b. Non-library catalogs are included (if checked, please name non-library catalogs using the State note)  
      No
   c. Patron-initiated ILL available and used through this catalog  
      Yes
   d. N/A  
      No
5.26 Does the library system provide access to member library catalogs which are not Internet accessible through the virtual catalog? (Enter Y for Yes, N for No) If yes, please describe using the State note.  
N
VISITS TO THE SYSTEM'S WEB SITE
5.27 Annual number of visits to the system's web site  
131,508
STATEWIDE INTERNET LIBRARIES (FORMERLY NOVELNY-READY LIBRARIES)
5.28 How many of the system's member libraries have achieved Basic Statewide Internet Library-ready status?  
32
5.29 How many of the system's member libraries have achieved Advanced Statewide Internet Library-ready status?  
1
5.30 How many of the system's member libraries have achieved Leader Statewide Internet Library-ready status?  
0
5.31 Total Statewide Internet Library-Ready Libraries (total questions 5.28 through 5.30)  
33
SYSTEM INTERLIBRARY LOAN ACTIVITY
5.32 Total items provided (loaned)  
7,293
5.33 Total items received (borrowed)  
6,588
5.34 Total requests provided (loaned) unfilled  
1,112
5.35 Total requests received (borrowed) unfilled  
918
5.36 Total interlibrary loan activity (total questions 5.32 through 5.35)  
15,911
DELIVERY
5.38 Indicate delivery methods used by the system (check all that apply):
   a. System courier (on the System's payroll)  
      Yes
   b. Other system's courier  
      No
   d. Contracted service (paid by System - not on payroll)  
      No
   e. U.S. Mail  
      Yes
   f. Commercial carrier (e.g., UPS, DHL, etc.)  
      Yes
   g. Other (specify using the State note)  
      No
5.39 Number of stops (pick-up and delivery sites per week)  
134
CONTINUING EDUCATION/STAFF DEVELOPMENT

Note: For questions which include a choice of "Other", please add a State Note of explanation when "Other" is chosen. Also please instructions for these questions for any further requirements.
### Workshops/Meetings/Training Sessions

#### Resource sharing (ILL, collection development, etc.)
- **5.40** Number of sessions: 2
- **5.41** Number of participants: 2

#### Technology
- **5.42** Number of sessions: 18
- **5.43** Number of participants: 216

#### Digitization
- **5.44** Number of sessions: 0
- **5.45** Number of participants: 0

#### Leadership
- **5.46** Number of sessions: 0
- **5.47** Number of participants: 0

#### Management & Supervisory
- **5.48** Number of sessions: 0
- **5.49** Number of participants: 0

#### Planning and Evaluation
- **5.50** Number of sessions: 3
- **5.51** Number of participants: 42

#### Awareness and Advocacy
- **5.52** Number of sessions: 2
- **5.53** Number of participants: 45

#### Trustee/Council Training
- **5.54** Number of sessions: 3
- **5.55** Number of participants: 26

#### Special Client Populations
- **5.56** Number of sessions: 1
- **5.57** Number of participants: 7

#### Children's Services/Birth to Kindergarten
- **5.58** Number of sessions: 1
- **5.59** Number of participants: 14

#### Children's Services/Elementary Grade Levels
- **5.60** Number of sessions: 5
- **5.61** Number of participants: 98

#### Young Adult Services/Middle and High School Grade Levels
- **5.62** Number of sessions: 7
- **5.63** Number of participants: 72

#### General Adult Services
- **5.64** Number of sessions: 2
- **5.65** Number of participants: 100

#### Other: Does the system provide other workshops/meetings/training sessions not listed above?

Enter **Y** for Yes, **N** for No. If Yes, complete one record for each topic; if No, enter **N/A** for questions 1, 2, and 3 of one repeating group.

1. Topic: **N/A**
2. Number of sessions: **N/A**
3. Number of participants

5.67 **Grand Total Sessions** (total questions 5.40, 5.42, 5.44, 5.46, 5.48, 5.50, 5.52, 5.54, 5.56, 5.58, 5.60, 5.62, 5.64 and 44 total of question #2 of Repeating Group #5)

5.68 **Grand Total Participants** (total questions 5.41, 5.43, 5.45, 5.47, 5.49, 5.51, 5.53, 5.55, 5.57, 5.59, 5.61, 5.63, 5.65 and total of question #3 of Repeating Group #5) 622

**COORDINATED SERVICES**

5.69 Indicate which services the system provides (check all that apply):

*Note: For questions which include a choice of "Other", please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.*

- a. Coordinated purchase of print materials  Yes
- b. Coordinated purchase of non-print materials  No
- c. Negotiated pricing for licensed electronic collection purchases (not purchasing)  No
- d. Cataloging  Yes
- e. Materials processing  Yes
- f. Coordinated purchase of office supplies  Yes
- g. Coordinated computer services/purchases  Yes
- h. Virtual reference  Yes
- i. Other (describe using the State note)  No
- j. N/A  No

**CONSULTING AND TECHNICAL ASSISTANCE SERVICES**

5.70 Number of contacts - Consulting with member libraries on grants, and state and federal funding 314

5.71 Number of contacts - Consulting with member libraries on funding and governance 37

5.72 Number of contacts - Consulting with member libraries on charter and registration work 12

5.73 Number of contacts - Consulting with member libraries on automation and technology 1,159

5.74 Number of contacts - Consulting with member libraries on youth services 574

5.75 Number of contacts - Consulting with member libraries on adult services 212

5.76 Number of contacts - Consulting with member libraries on physical plant needs 56

5.77 Number of contacts - Consulting with member libraries on personnel and management issues 59

5.78 Number of contacts - Consulting with state and county correctional facilities 341

5.79 Number of contacts - Providing information to local, county, and state legislators and their staffs 49

5.80 Number of contacts - Providing system and member library information to the media 405

5.81 Number of contacts - Providing website development and maintenance for member libraries 21
5.82 Does the system provide other Consulting and Technical Assistance Services not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic. If No, enter N/A for questions 1 and 2 of one repeating group.

1. Topic
2. Number of contacts (all types)

1. Topic
2. Number of contacts (all types)

1. Topic
2. Number of contacts (all types)

1. Topic
2. Number of contacts (all types)

5.83 **Total other contacts** (total of question #2 of Repeating Group #6) 228

5.84 **Total number of contacts** (total of questions 5.70 through 5.81 and 5.83) 3,467

REFERENCE SERVICES

5.85 Total Reference Transactions 497

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

5.86 Indicate services the system provides to special clients (check all that apply):

a. Services for patrons with disabilities Yes
b. Services for patrons who are educationally disadvantaged Yes
c. Services for patrons who are aged Yes
d. Services for patrons who are geographically isolated Yes
e. Services for patrons who are members of ethnic or minority groups in need of special library services Yes
f. Services to patrons who are in institutions Yes
g. Services for unemployed and underemployed individuals Yes
i. N/A No

5.87 Number of BOOKS BY MAIL loans N/A

5.88 Number of member libraries with Job/Education Information Centers or collections 18

5.89 Number of State Correctional Facilities libraries served 4

5.90 Number of County Jails libraries served 5

5.91 Number of institutions served other than jails or correctional facilities 7

5.92 Does the system provide other special client services not listed above? If yes, complete one record for each service provided. If no, enter N/A in questions 1 and 2 of one repeating group.

1. Service provided N/A
2. Number of facilities/institutions served N/A

5.93 Does the system charge fees for any program or service? Enter Y for Yes; N for No. If yes, briefly describe using the text box below; if no, enter N/A in Question 5.92.

5.94 Description of fees Y

The System charges for Polaris, our Integrated Library System technology costs such as software and hardware upgrades, equipment, and a capital reserve for future ILS upgrades.
6. Operating Funds Receipts

LOCAL PUBLIC FUNDS

6.1 Does the system receive county funding? Enter Y for Yes, N for No. If yes, please complete one record for each county. If No, enter N/A on questions 1 through 4 of one repeating group.

<table>
<thead>
<tr>
<th>County Name</th>
<th>Amount</th>
<th>Subject to Public Vote</th>
<th>Written Contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cortland</td>
<td>$3,500</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Seneca</td>
<td>$5,953</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Tioga</td>
<td>$6,000</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td>Tompkins</td>
<td>$15,176</td>
<td>N</td>
<td>Y</td>
</tr>
<tr>
<td></td>
<td>$30,629</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6.2 Total County Funding

6.3 All Other Local Public Funds

6.4 Total Local Public Funds (total questions 6.2 and 6.3)

<table>
<thead>
<tr>
<th>County Name</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cortland</td>
<td>$30,629</td>
</tr>
</tbody>
</table>

STATE AID RECEIPTS

6.5 Adult Literacy Library Services Grants
6.6 Central Library Development Aid
6.7 Central Book Aid
6.8 Conservation/Preservation Grants
6.9 Construction for Public Libraries Aid
6.10 Coordinated Outreach Services Aid
6.11 Correctional Facilities Library Aid
6.12 County Jails Library Aid
6.14 Family Literacy Grants
6.18 Kept at System Headquarters
6.19 Distributed to members
6.20 Total LLSA (total questions 6.18 and 6.19)
6.21 Local Services Support Aid
6.22 Local Consolidated Systems Aid
6.26 Public Library System Basic Aid
6.31 Regional Bibliographic Data Bases (RBDB) Grant(s) from 3Rs
6.35 Special Legislative Grants and Member Items
6.36 Supplementary System Aid

<table>
<thead>
<tr>
<th>Aid Type</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Literacy Library Services Grants</td>
<td>$4,460</td>
</tr>
<tr>
<td>Central Library Development Aid</td>
<td>$94,183</td>
</tr>
<tr>
<td>Central Book Aid</td>
<td>$64,134</td>
</tr>
<tr>
<td>Conservation/Preservation Grants</td>
<td>$0</td>
</tr>
<tr>
<td>Construction for Public Libraries Aid</td>
<td>$240,283</td>
</tr>
<tr>
<td>Coordinated Outreach Services Aid</td>
<td>$75,570</td>
</tr>
<tr>
<td>Correctional Facilities Library Aid</td>
<td>$39,013</td>
</tr>
<tr>
<td>County Jails Library Aid</td>
<td>$2,926</td>
</tr>
<tr>
<td>Family Literacy Grants</td>
<td>$8,028</td>
</tr>
<tr>
<td>Kept at System Headquarters</td>
<td>$0</td>
</tr>
<tr>
<td>Distributed to members</td>
<td>$102,768</td>
</tr>
<tr>
<td>Total LLSA (total questions 6.18 and 6.19)</td>
<td>$102,768</td>
</tr>
<tr>
<td>Local Services Support Aid</td>
<td>$91,082</td>
</tr>
<tr>
<td>Local Consolidated Systems Aid</td>
<td>$0</td>
</tr>
<tr>
<td>Public Library System Basic Aid</td>
<td>$804,110</td>
</tr>
<tr>
<td>Regional Bibliographic Data Bases (RBDB) Grant(s) from 3Rs</td>
<td>$0</td>
</tr>
<tr>
<td>Special Legislative Grants and Member Items</td>
<td>$169,000</td>
</tr>
<tr>
<td>Supplementary System Aid</td>
<td>$122,909</td>
</tr>
</tbody>
</table>
6.37 The New York Public Library - The Research Libraries $0
6.38 The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid $0
6.39 The New York Public Library, City University of New York $0
6.40 The New York Public Library, Schomburg Center for Research in Black Culture Library Aid $0
6.41 The New York Public Library, Science, Industry and Business Library $0
6.42 Does the system receive state funding from other sources? Enter Y for Yes, N for No. (Report Special Legislative Grants and Member Items on Q 6.35). N

Complete one record for each grant. If the system does not receive other state aid, enter N/A on questions 1 and 2 of one repeating group.

1. Funding Source N/A
2. Amount N/A

6.43 Total Other State Aid (total question #2 of Repeating Group #9 above) $0

6.44 Total State Aid Receipts (total questions 6.5 through 6.14, question 6.17, questions 6.20 through 6.22, questions 6.25 through 6.27, questions 6.30 through 6.41, and question 6.43) $1,818,466

FEDERAL AID

6.45 Library Services and Technology Act (LSTA) $0
6.46 Does the system receive any other Federal Aid (specify Act and Title) e.g., NEH, NEA, etc.? Enter Y for Yes, N for No. N

Complete one record for each grant. If the system does not receive other federal aid, enter N/A on questions 1 and 2 of one repeating group.

1. Funding Source N/A
2. Amount N/A

6.47 Total Other Federal Aid (total questions #2 of Repeating Group #10 above) $0

6.48 Total Federal Aid (total questions 6.45 and 6.47) $0

CONTRACTS WITH LIBRARIES and/or LIBRARY SYSTEMS IN NEW YORK STATE

6.49 Does the system contract with libraries and/or library systems in New York State? Enter Y for Yes, N for No. Y

Complete one record for each contract. If the system does not contract, enter N/A on questions 1, 2 and 3 of one repeating group.

1. Contracting Agency Cornell Alternatives Library
2. Contracted Service Cataloging Service
3. Total Contract Amount $391

1. Contracting Agency Member Libraries
2. Contracted Service Technology Services
3. Total Contract Amount $267,976

1. Contracting Agency Member Libraries
2. Contracted Service Computer Purchases
3. Total Contract Amount $22,449

1. Contracting Agency Tompkins County Public Library
2. Contracted Service Delivery to Reading Centers
3. Total Contract Amount $300

6.50 Total Contracts (total question #3 of Repeating Group #11 above) $291,116
MISCELLANEOUS RECEIPTS

6.51 Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note) $64,936

6.53 Income from Investments $4,631

Proceeds from Sale of Property

6.54 Real Property $0

6.55 Equipment $290

6.56 Does the system have other miscellaneous receipts in categories not listed in questions 6.51 through 6.55? Enter Y for Yes, N for No.

Complete one record for each income category. If the system does not have other miscellaneous receipts, enter N/A on question repeating group.

1. Receipt category Library Charges
   2. Amount $916

1. Receipt category Workshops
   2. Amount $300

1. Receipt category E-Rate
   2. Amount $8,197

1. Receipt category Member Library Fines
   2. Amount $17,447

1. Receipt category Member Library E-Content
   2. Amount $11,588

1. Receipt category Insurance Recoveries
   2. Amount $1,022

6.57 Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above) $39,470

6.58 Total Miscellaneous Receipts (total questions 6.51 through 6.55 and question 6.57) $109,327

6.59 TOTAL OPERATING FUND RECEIPTS - Total Local Public Funds, Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts (total questions 6.4, 6.44, 6.48, 6.50, and 6.58) $2,249,538

6.60 BUDGET LOANS $0

TRANSFERS

6.61 From Capital Fund (Same as question 9.6) $0

6.62 From Other Funds $0

6.63 Total Transfers (total questions 6.61 and 6.62) $0

6.64 CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2015; 3Rs - July 1, 2015. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2014; 3Rs - June 30, 2015.) $964,151

6.67 GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (Public Library Systems and 3Rs - total questions 6.59, 6.60, 6.63 and 6.64 - must agree with question 7.83) (School Library Systems - total questions 6.59, 6.65 and 6.66 - must agree with question 7.83) $3,213,689
### 7. Operating Fund Disbursements

#### STAFF EXPENDITURES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries</td>
<td></td>
</tr>
<tr>
<td>7.1 System Director and Librarians</td>
<td>$193,288</td>
</tr>
<tr>
<td>7.2 Other Staff</td>
<td>$403,115</td>
</tr>
<tr>
<td>7.3 Total Salary and Wages Expenditures (total questions 7.1 and 7.2)</td>
<td>$596,403</td>
</tr>
<tr>
<td>7.4 Employee Benefits Expenditures</td>
<td>$233,279</td>
</tr>
<tr>
<td>7.5 <strong>Total Staff Expenditures</strong> (total questions 7.3 and 7.4)</td>
<td>$829,682</td>
</tr>
</tbody>
</table>

#### COLLECTION EXPENDITURES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.6 Print Materials Expenditures</td>
<td>$23,598</td>
</tr>
<tr>
<td>7.7 Electronic Materials Expenditures</td>
<td>$47,833</td>
</tr>
<tr>
<td>7.8 Other Materials Expenditures</td>
<td>$7,664</td>
</tr>
<tr>
<td>7.9 <strong>Total Collection Expenditures</strong> (total questions 7.6 through 7.8)</td>
<td>$79,095</td>
</tr>
</tbody>
</table>

#### GRANTS TO MEMBER LIBRARIES

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash Grants Paid From</td>
<td></td>
</tr>
<tr>
<td>7.10 Local Library Services Aid (LLSA)</td>
<td>$102,768</td>
</tr>
<tr>
<td>7.11 Central Library Aid (CLDA/CBA)</td>
<td>$162,387</td>
</tr>
<tr>
<td>7.15 Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)</td>
<td>$183,988</td>
</tr>
<tr>
<td>7.16 Federal Aid</td>
<td>$0</td>
</tr>
<tr>
<td>7.17 Other cash grants paid from system funds</td>
<td>$2,000</td>
</tr>
<tr>
<td>7.18 Total Cash Grants (total questions 7.10 through 7.17)</td>
<td>$451,143</td>
</tr>
<tr>
<td>7.19 Book/Library Materials Grants</td>
<td>$0</td>
</tr>
<tr>
<td>7.20 Other Non-Cash Grants</td>
<td>$11,035</td>
</tr>
<tr>
<td>7.21 <strong>Total Grants to Member Libraries</strong> (total questions 7.18 through 7.20)</td>
<td>$462,178</td>
</tr>
</tbody>
</table>

#### CAPITAL EXPENDITURES FROM OPERATING FUNDS

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.22 Bookmobile</td>
<td>$0</td>
</tr>
<tr>
<td>7.23 Other Vehicles</td>
<td>$0</td>
</tr>
<tr>
<td>7.24 Computer Equipment</td>
<td>$22,019</td>
</tr>
<tr>
<td>7.25 Furniture/Furnishings</td>
<td>$0</td>
</tr>
<tr>
<td>7.26 Other Capital Expenditures</td>
<td>$0</td>
</tr>
<tr>
<td>7.27 <strong>Total Capital Expenditures from Operating Fund</strong> (total questions 7.22 through 7.26)</td>
<td>$22,019</td>
</tr>
</tbody>
</table>

#### TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.28 From Local Public Funds (71PF)</td>
<td>$22,019</td>
</tr>
<tr>
<td>7.29 From Other Funds (71OF)</td>
<td>$0</td>
</tr>
<tr>
<td>7.30 <strong>Total Capital Expenditures by Source</strong> (total questions 7.28 and 7.29; same as question 7.27)</td>
<td>$22,019</td>
</tr>
</tbody>
</table>

#### OPERATION AND MAINTENANCE OF BUILDINGS

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Repairs To Buildings and Building Equipment by Source of Funds</td>
<td></td>
</tr>
<tr>
<td>7.31 From Local Public Funds (72PF)</td>
<td>$0</td>
</tr>
<tr>
<td>7.32 From Other Funds (72OF)</td>
<td>$0</td>
</tr>
<tr>
<td>7.33 <strong>Total Repairs to Buildings and Building Equipment</strong> (total questions 7.31 and 7.32)</td>
<td>$0</td>
</tr>
</tbody>
</table>
7.34 Other Building & Maintenance Expenses $49,882
7.35 **Total Operation and Maintenance of Buildings** (total questions 7.33 and 7.34) $49,882

**MISCELLANEOUS EXPENSES**

7.36 Total Operation & Maintenance of Bookmobiles and Other Vehicles $18,241
7.37 Office and Library Supplies $20,346
7.38 Telecommunications $28,653
7.39 Binding Expenses $0
7.40 Postage and Freight $11,886
7.41 Publicity and Printing $9,052
7.42 Travel $88,633
7.43 Fees for Consultants and Professionals - Please include a State Note with the consultants' or vendors' names and a brief description of the service(s) provided. $30,072
7.44 Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid $4,093

7.46 Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.45? Enter Y for Yes, N for No.

Complete one record for each expense category. If the system does not have other miscellaneous expenses, enter N/A on questi repeating group.

<table>
<thead>
<tr>
<th>Expense category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moving Exp</td>
<td>$5,570</td>
</tr>
<tr>
<td>ILS</td>
<td>$73,381</td>
</tr>
<tr>
<td>Software</td>
<td>$3,754</td>
</tr>
<tr>
<td>Overdrive</td>
<td>$12,000</td>
</tr>
<tr>
<td>Zinio</td>
<td>$7,500</td>
</tr>
<tr>
<td>Maint/Repair</td>
<td>$7,365</td>
</tr>
<tr>
<td>Retiree Bene</td>
<td>$34,269</td>
</tr>
<tr>
<td>OCLC</td>
<td>$14,931</td>
</tr>
<tr>
<td>Mem Lib Fine</td>
<td>$20,825</td>
</tr>
<tr>
<td>Bank Charges</td>
<td>$195</td>
</tr>
<tr>
<td>CC Fees</td>
<td>$742</td>
</tr>
<tr>
<td>LTA Inst Spo</td>
<td>$500</td>
</tr>
<tr>
<td>Salary Surve</td>
<td>$1,558</td>
</tr>
</tbody>
</table>
1. Expense category
   Emp. Ads
2. Amount
   $3,869
3. Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13) $186,459
4. Total Miscellaneous Expenses (total questions 7.36 through 7.45 and 7.47) $317,435

**CONTRACTS WITH LIBRARIES and/or LIBRARY SYSTEMS IN NEW YORK STATE**

Does the system contract with libraries and/or library systems in New York State? Enter Y for Yes, N for No.
1. Contracting Agency (specify using the State note)
   Member Library
2. Contracted Service (specify using the State note)
   Computer Pur
3. Total Contract Amount
   $23,172
4. Total Contracts (total question #3 of Repeating Group #14 above) $23,172

**DEBT SERVICE**

Capital Purposes Loans (Principal and Interest)

- From Local Public Funds (73PF) $62,550
- From Other Funds (73OF) $0
- Total Capital Purposes Loans (total questions 7.51 and 7.52) $62,550

- Other Loans $0
- Total Debt Service (total questions 7.53 and 7.54) $62,550

- TOTAL TOTAL DISBURSEMENTS - Total Staff Expenditures, Total Collection Expenditures, Total Grants to Member Libraries, Total Capital Expenditures, Total Operation and Maintenance of Buildings, Total Miscellaneous Expenses, Total Contracts, and Total Debt Service (total questions 7.5, 7.9, 7.21, 7.27, 7.35, 7.48, 7.50, and 7.55) $1,846,013

**TRANSFERS**

Transfers to the Capital Fund

- From Local Public Funds (76PF) $0
- From Other Funds (76OF) $465,142
- Total Transfers to Capital Fund (total questions 7.57 and 7.58; same as question 8.2) $465,142

- Total Transfers to Other Funds $0
- Total Transfers (total questions 7.59 and 7.60) $465,142

- TOTAL DISBURSEMENTS AND TRANSFERS (total questions 7.56 and 7.61) $2,311,155

- CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2015) $902,534
  (For 3Rs - June 30, 2016)

- GRAND TOTAL DISBURSEMENTS, TRANSFERS, & BALANCE/ROLLOVER (total questions 7.62, 7.63, 7.73, and 7.82) $3,213,689

**FISCAL AUDIT**
Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Othe r" is chosen. Also please see individual instructions for these questions for any further requirements.

7.84 Last audit performed (mm/dd/yyyy) 05/28/2014
7.85 Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy) 01/01/2013-12/31/2013
7.86 Indicate type of audit (select one from drop-down): Private Accounting Firm

**ACCOUNT INFORMATION**
Complete one record for each financial account

| 1. Name of bank or financial institution | Tompkins trust Company |
| 2. Amount of funds on deposit | $1,061,687 |

| 7.87 Total Bank Balance (total question #2 of Repeating Group #15) | $1,061,687 |

7.88 Does the system have a Capital Fund? Enter Y for Yes, N for No. If yes, please complete the Capital Fund Report. If no, stop here. Y

8. Capital Fund Receipts

| 8.1 Total Revenue From Local Sources | $0 |
| 8.2 Transfer From Operating Fund (same as question 7.59) | $465,142 |

**STATE AID FOR CAPITAL PROJECTS**

| 8.3 State Aid Received for Construction | $0 |

**ALL OTHER AID AND/OR GRANTS FOR CAPITAL PROJECTS**

| 8.4 Does the system receive any other aid and/or grants for capital projects. Enter Y for Yes, N for No. If yes, complete one record for each award. If no, enter N/A on questions 1 and 2 of one repeating group. | N |
| 1. Contracting Agency | N/A |
| 2. Amount | N/A |

| 8.5 Total Aid and/or Grants (total question #2 of Repeating Group #16 above) | $0 |
| 8.6 TOTAL RECEIPTS - Revenues from Local Sources, Interfund Revenue, State Aid for Capital Projects, and Total Federal Aid (total questions 8.1, 8.2, 8.3, and 8.5) | $465,142 |

| 8.7 NONREVENUE RECEIPTS | $0 |
| 8.8 TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts (total questions 8.6 and 8.7) | $465,142 |

| 8.9 CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2015; 3Rs - July 1, 2015. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2014; 3Rs - June 30, 2015) | $0 |

| 8.10 TOTAL RECEIPTS AND CASH BALANCE (total questions 8.8 and 8.9) | $465,142 |

9. Capital Fund Disbursements

**PROJECT EXPENDITURES**

$415,609
9.1 Total Construction $49,533
9.2 Incidental Construction $0
9.3 Books and Library Materials $0
9.4 Total Other Disbursements $0
9.5 Total Project Expenditures (total questions 9.1 through 9.4) $465,142
9.6 TRANSFER TO OPERATING FUND (Same as question 6.6) $0
9.7 Total Nonproject Expenditures $0
9.8 Total Disbursements, Transfer to Operating Fund, and Total Nonproject Expenditures (total questions 9.5 through 9.7) $465,142
9.9 CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2015, for Public Library Systems; June 30, 2016, for 3Rs) $0
9.10 Total Disbursements and Cash Balance (total questions 9.8 and 9.9) $465,142

12. Projected Annual Budget For Library Systems
Public Library Systems Budget for January 1, 2016 - December 31, 2016

PROJECTED OPERATING FUND - RECEIPTS
12.1 Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts) $1,825,163
12.2 Budget Loans $0
12.3 Total Transfers $0
12.4 Cash Balance/Rollover in Operating Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2016, must be the same as the December 31, 2015, closing balance reported on Q7.63 of the 2015 annual report) $902,534
12.5 Grand Total Operating Fund Receipts, Budget Loans, Transfers and Balance/Rollover (total questions 12.1 through 12.4) $2,727,697

PROJECTED OPERATING FUND - DISBURSEMENTS
12.6 Total Operating Fund Disbursements (include Staff Expenditures, Collection Expenditures, Grants to Member Libraries, Capital Expenditures from Operating Funds, Operation and Maintenance of Buildings, Miscellaneous Expenses, Contracts with Libraries and Library Systems in New York State and Debt Service) $1,788,758
12.7 Total Transfers $28,360
12.8 Cash Balance/Rollover in Operating Fund at the end of the fiscal year (For Public Library Systems, balance as of December 31, 2016) $910,579
12.9 Grand Total Operating Fund Disbursements, Transfers and Balance/Rollover (total questions 12.6 through 12.8) $2,727,697

PROJECTED CAPITAL FUND - RECEIPTS
12.10 Capital Fund Receipts (include Revenues from Local Sources, Transfer from Operating Fund, State Aid for Capital Projects and All Other Aid for Capital Projects) $28,360

12.11 Nonrevenue Receipts $0

12.12 Cash Balance in Capital Fund at the end of the previous fiscal year
(For Public Library Systems, opening balance on January 1, 2016, must be the same as the December 31, 2015, closing balance reported on Q9.9 of the 2015 annual report) $0

12.13 Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12) $28,360

12.14 Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures) $28,360

12.15 Cash Balance in Capital Fund at the end of the current fiscal year
(For Public Library Systems, December 31, 2016) $0

12.16 Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15) $28,360

13. State Formula Aid Disbursements

Public Library Systems Basic Aid

PUBLIC LIBRARY SYSTEMS BASIC AID, SUPPLEMENTAL AID and either LOCAL LIBRARY SERVICES AID, LOCAL SERVICES SUPPORT AID or LOCAL CONSOLIDATED SERVICES AID (Brooklyn, New York Public and Queens)

Statutory Reference
Education Law § 272, 273(1)(a, c, d, e, n)
Commissioners Regulations 90.3

Statutory Reference
Education Law § 272, 273(5)
Commissioners Regulations 90.3 and 90.9
The formula is $0.31 per capita of a member library's chartered services area with a minimum of $1,500 per library with formula equity to 1991 LLIA.

Education Law
The formula is $0.31 per capita for system population living outside the chartered service areas of member libraries plus 2/3 members LLSA.

13.1.1-13.1.2 **Professional Salaries:** Indicate total FTE and salaries for all professional system employees.

13.1.1 Total Full-Time Equivalents (FTE) 2.8

13.1.2 Total Expenditure for Professional Salaries $155,943

13.1.3-13.1.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees.

13.1.3 Total Full-Time Equivalents (FTE) 9.5

13.1.4 Total Expenditure for Other Staff Salaries $355,701

13.1.5 **Employees Benefits:** Indicate the total expenditures for all system employee fringe benefits.

$212,074

13.1.6 **Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No.

Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2 and 3 of one repeating group.

1. Expenditure Category Telecommunications
<table>
<thead>
<tr>
<th>Expenditure</th>
<th>Category</th>
<th>Provider of Services</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>$703</td>
<td>Telecommunications</td>
<td>MCI</td>
<td></td>
</tr>
<tr>
<td>$2,071</td>
<td>Telecommunications</td>
<td>Verizon Wireless</td>
<td></td>
</tr>
<tr>
<td>$1,673</td>
<td>Telecommunications</td>
<td>Verizon Communications</td>
<td></td>
</tr>
<tr>
<td>$349</td>
<td>Telecommunications</td>
<td>Verizon Communications</td>
<td></td>
</tr>
<tr>
<td>$18,037</td>
<td>Telecommunications</td>
<td>Time Warner Cable</td>
<td></td>
</tr>
<tr>
<td>$4,788</td>
<td>Telecommunications</td>
<td>Clarity Connect</td>
<td></td>
</tr>
<tr>
<td>$1,032</td>
<td>Telecommunications</td>
<td>All Mode Communications</td>
<td></td>
</tr>
<tr>
<td>$9,327</td>
<td>Other (specify using the State note)</td>
<td>Perry &amp; Carroll Ins. Co.</td>
<td></td>
</tr>
<tr>
<td>$7,655</td>
<td>Other (specify using the State note)</td>
<td>Canon/Pitney Bowes</td>
<td></td>
</tr>
<tr>
<td>$1,854</td>
<td>Building and maintenance expenses</td>
<td>Tri-County Security</td>
<td></td>
</tr>
<tr>
<td>$1,032</td>
<td>Building and maintenance expenses</td>
<td>All Mode Communications</td>
<td></td>
</tr>
<tr>
<td>Expenditure Category</td>
<td>Provider of Services</td>
<td>Expenditure</td>
<td></td>
</tr>
<tr>
<td>----------------------</td>
<td>----------------------</td>
<td>-------------</td>
<td></td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>Tompkins County</td>
<td>$10,776</td>
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<tr>
<td>Building and maintenance expenses</td>
<td>NYSEG</td>
<td>$12,724</td>
<td></td>
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<tr>
<td>Building and maintenance expenses</td>
<td>Mr. Outside Lawn Service</td>
<td>$5,025</td>
<td></td>
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<tr>
<td>Building and maintenance expenses</td>
<td>Coyne textiles Mat Services</td>
<td>$1,260</td>
<td></td>
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<tr>
<td>Building and maintenance expenses</td>
<td>Casella Waste Systems</td>
<td>$855</td>
<td></td>
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<tr>
<td>Building and maintenance expenses</td>
<td>B&amp;H Cleaning</td>
<td>$9,485</td>
<td></td>
</tr>
<tr>
<td>Printing</td>
<td>Various</td>
<td>$3,992</td>
<td></td>
</tr>
<tr>
<td>Consultant fees/professional fees</td>
<td>Attorney</td>
<td>$6,521</td>
<td></td>
</tr>
<tr>
<td>Consultant fees/professional fees</td>
<td>Sciarabba Walker</td>
<td>$9,300</td>
<td></td>
</tr>
<tr>
<td>Other (specify using the State note)</td>
<td>Paychex</td>
<td>$5,522</td>
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<tr>
<td>1. Expenditure Category</td>
<td>Other (specify using the State note)</td>
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<td></td>
</tr>
<tr>
<td>-------------------------</td>
<td>--------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Provider of Services</td>
<td>AskUs 24/7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$410</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Expenditure Category</th>
<th>Other (specify using the State note)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Provider of Services</td>
<td>Family &amp; Children's Services</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$762</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Expenditure Category</th>
<th>Other (specify using the State note)</th>
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</thead>
<tbody>
<tr>
<td>2. Provider of Services</td>
<td>Treasurer</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$1,179</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Expenditure Category</th>
<th>Other (specify using the State note)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Provider of Services</td>
<td>Electronic Benefits Solutions</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$275</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Expenditure Category</th>
<th>Other (specify using the State note)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Provider of Services</td>
<td>Schmidle Consulting</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$840</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Expenditure Category</th>
<th>Other (specify using the State note)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Provider of Services</td>
<td>Kathleen Quinn Consulting</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$3,025</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Expenditure Category</th>
<th>Other (specify using the State note)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Provider of Services</td>
<td>OCLC</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$14,931</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Expenditure Category</th>
<th>Other (specify using the State note)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Provider of Services</td>
<td>Overdrive</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$12,000</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Expenditure Category</th>
<th>Other (specify using the State note)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Provider of Services</td>
<td>Zinio</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$7,500</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Expenditure Category</th>
<th>Other (specify using the State note)</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Provider of Services</td>
<td>Learning Express</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$5,000</td>
</tr>
<tr>
<td>Expenditure Category</td>
<td>Provider of Services</td>
</tr>
<tr>
<td>----------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>Other (specify using the State note)</td>
<td>Novelist</td>
</tr>
<tr>
<td>Library systems vendor contract for automation (e.g., integrated library system)</td>
<td>Tumblebook</td>
</tr>
<tr>
<td>Institutional membership dues</td>
<td>Polaris</td>
</tr>
<tr>
<td>Institutional membership dues</td>
<td>PUG</td>
</tr>
<tr>
<td>Institutional membership dues</td>
<td>NYLA</td>
</tr>
<tr>
<td>Institutional membership dues</td>
<td>SHRM</td>
</tr>
<tr>
<td>Institutional membership dues</td>
<td>SCRLC</td>
</tr>
<tr>
<td>Institutional membership dues</td>
<td>PULISDO</td>
</tr>
<tr>
<td>Institutional membership dues</td>
<td>Finance Managers Association</td>
</tr>
<tr>
<td>Institutional membership dues</td>
<td>LTA</td>
</tr>
</tbody>
</table>
13.1.7  Total Expenditure - Purchased Services  $238,050

13.1.8  Supplies and Materials: Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1 and 2 of one repeating group.

1. Expenditure Category  Office/library supplies and postage  
   Expenditure  $8,507

2. Expenditure Category  Office/library supplies and postage  
   Expenditure  $3,379

1. Expenditure Category  Office/library supplies and postage  
   Expenditure  $2,562

2. Expenditure Category  Office/library supplies and postage  
   Expenditure  $968

1. Expenditure Category  Office/library supplies and postage  
   Expenditure  $936

2. Expenditure Category  Office/library supplies and postage  
   Expenditure  $1,464

1. Expenditure Category  Other (specify using the State note)  
   Expenditure  $4,633

2. Expenditure Category  Other (specify using the State note)  
   Expenditure  $2,546
1. Expenditure Category  Other (specify using the State note)
2. Expenditure  $1,817

13.1.9  
**Total Expenditure - Supplies and Materials**  $26,812

13.1.10  
**Travel Expenditures:** Did the system expend funds for travel?  
Y  
Enter Y for Yes, N for No.

If yes, complete one record for each applicable category; if no enter N/A for questions 1 and 2 of one repeating group.

1. Type of Travel  System Staff Travel
2. Expenditure  $8,278

1. Type of Travel  Other
2. Expenditure  $355

13.1.11  
**Total Expenditures - Travel**  $8,633

13.1.12  
**Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 Y or more and having a useful life of more than one year. Enter Y for Yes, N for No.

If yes, complete one record for each applicable category; if no enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1. Type of Item  Polaris Servers
2. Quantity  4
3. Unit Cost  $1,600
4. Expenditure  $6,400

1. Type of Item  Computer Back Up Disc
2. Quantity  1
3. Unit Cost  $6,623
4. Expenditure  $6,623

13.1.13  
**Total Expenditure - Equipment and Furnishings**  $13,023
13.1.14  
Local Library Services Aid Expenditures:  
Indicate the total expenditures to member libraries for Local Library Services Aid.  
$93,894

13.1.15  
Grants to Member Libraries: Did the system expend funds for grants to member libraries?  
Enter Y for Yes, N for no.  
N

If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1. Recipient  
N/A

2. Allocation  
N/A

3. Project Description  
(no more than 300 words)

13.1.16  
Total Expenditures - Grants for Member Libraries  
$0

13.1.17  
$1,104,130

13.1.18  
Cash Balance at the Opening of the Fiscal Year  
NOTE: The opening balance must be the same as the closing balance of the previous year.  
$0

13.1.19  
Total Allocation from 2015 - 2016 State Aid:  
$1,104,130

13.1.20  
Cash Balance at the End of the Current Fiscal Year  
$0

Final Narrative: The expenditures in this section allowed FLLS to attain goals that are outline,
Service for the funding year by covering salary and benefit expenses of professional and other system staff that provide the following services to our member libraries: RESOURCE SHARING-Coordinated collection development, borrowing by member libraries, providing review sources, maintain database of holdings, original cataloging, daily delivery to all libraries, Interlibrary Loan, managing telecommunications infrastructure to maintain Polaris circulation system, explore new technologies to be implemented. DEVELOPMENT and CONTINUING EDUCATION- System staff attend meetings and workshops locally as well as at the state and national level in order to stay abreast of current trends and developments, and facilitate the continuing education of member library staff and trustees: Hold workshops for members in the areas of youth services, marketing and public relations, electronic resources, best practices, sustainable funding options, governance and leadership, trustee training, and compliance. CONSULTING AND DEVELOPMENT SERVICES- Professional assistance to member libraries via telephone, e-mail, and through library site meetings in the areas of technology, best practices, governance, trustee training, regulations, funding and budgets, personnel, literacy support, grants, annual reports, youth services, reference, etc. AWARENESS AND ADVOCACY- FLLS creates an Advocacy Guide which includes contact information and legislative priorities that represent the libraries in our system, tips for communicating with legislators and state legislative and funding updates; Coordinates and participates in the activities in Albany by providing a bus for members to attend, arranging meetings and coordinating a postcard campaign; Keeps member libraries up to date on legislation through e-mail communications and updates on the FLLS website through system meetings; System director and other professional staff meet with local representatives throughout year; State legislators are invited to attend the meeting. COMMUNICATIONS AMONG MEMBER LIBRARIES- FLLS administers listservs for directors, trustees, youth services staff, technology staff, and offers listservs for each five counties; Provides an annual directory of members containing hours of libraries and contact information of staff and trustees; encourages county-wide meetings of libraries to share information and learning opportunities; Posts regular updates to the FLLS website and Facebook. COOPERATIVE EFFORTS WITH OTHER LIBRARY SYSTEMS- Sharing of policy templates, toolkits, and other resources with neighboring systems. Co-sponsored Library Trustee Association Conference with other library systems, researched and submitted a financial literacy grant with Southern Tier Library System and Four County Library System, was a member of a PULISDO subcommittee on shared communication practices with Southern Tier, Mid-Hudson, and Onondaga Library Systems. FLLS staff members held the following positions: SCRLC board member, Polaris User Group Treasurer, TST BOCES school Library Council Consortium, Kids Book Fest Committee member. CONSTRUCTION- Provides assistance to members in completing construction grant applications through site visits, providing system guideline instructions, assistance in filling out forms, recommendations, and updates to Construction Grant program from the Division of Library Development.

CENTRAL BOOK AID (CBA)

Education Law § 272, 273(1)(b)(2)
Central Book Aid is a flat sum of $71,500 to each public library system. Please see the Central Library Program Guidelines at http://www.nysl.nysed.gov/libdev/clda/index.html for more information.

Include in this category library expenditures for CBA library materials. CBA funds may only be expended for adult non-fiction and foreign language library materials, including electronic content.

Yes must be answered at least once in Questions 13.2.1 - 13.2.5

13.2.1 Purchased Services: Did the library system expend CBA funds for purchased services for CBA library materials? Enter Y for Yes, N for No.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

List services purchased with CBA funds in separate repeating groups, itemizing by vendor contract. If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1. Expenditure Category Other
   Provider of Services Mango Languages
   Expenditure $14,000

2. Expenditure Category Other
   Provider of Services Heritage Quest
   Expenditure $14,227

13.2.2 Total Expenditure - Purchased Services $28,227

13.2.3 Supplies and Materials: Did the library system expend CBA funds for adult non-fiction and foreign language library materials with a unit cost less than $5,000? Enter Y for Yes, N for No.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group.
<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult non-fiction and foreign language library materials - print</td>
<td>N/A</td>
<td>N/A</td>
<td>$13,747</td>
</tr>
<tr>
<td>Adult non-fiction and foreign language materials - non-print</td>
<td>N/A</td>
<td>N/A</td>
<td>$6,119</td>
</tr>
<tr>
<td>Adult non-fiction and foreign language materials - electronic databases</td>
<td>N/A</td>
<td>N/A</td>
<td>$11,909</td>
</tr>
<tr>
<td>Adult non-fiction and foreign language materials - electronic databases</td>
<td>N/A</td>
<td>N/A</td>
<td>$8,202</td>
</tr>
</tbody>
</table>

13.2.4 Total Expenditure - Supplies and Materials $39,977

13.2.5 Grants to Central/Co-Central Libraries: Did the system expend funds for grants to central/co-central libraries? Enter Y for Yes, N for No.

If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Allocation</th>
<th>Project Description (no more than 300 words)</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
<td></td>
</tr>
</tbody>
</table>

13.2.6 Total Expenditure - Grants to Central/Co-Central Libraries $0

13.2.7 Total Expenditure (total 13.2.2, 13.2.4, and 13.2.6) $68,204
13.2.8 Cash Balance at the Opening of the Current Fiscal Year
NOTE: The opening balance must be the same as the closing balance of the previous year.

$8,728

13.2.9 Total Allocation from 2015 - 2016 State Aid

$64,134

13.2.10 Cash Balance at the End of the Current Fiscal Year

$4,658

13.2.11 Final Narrative:
Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.

Central Book Aid funds are used to purchase non-fiction print, audio book, DVD, and e-book materials by our central library and to pay for system wide subscriptions to the Mango Languages and HeritageQuest databases.

Central Library Development Aid

CENTRAL LIBRARY DEVELOPMENT AID (CLDA)

Statutory Reference: Education Law § 272, 273(1)(b)(1) Commissioners Regulations 90.4
The formula is $0.32 per capita or $105,000 whichever is greater. Please see the Central Library Program Guidelines at http://www.nysl.nysed.gov/libdev/clda/index.html for more information.
Note: CLDA funds which are expended for library materials must be used for adult non-fiction and foreign language, including electronic content.

13.3.1-13.3.2 Professional Salaries: Indicate total FTE and salaries for all professional system employees (paid from CLDA funds).

13.3.1 Total Full-Time Equivalents (FTE) 0

13.3.2 Total Expenditure for Professional Salaries $0

13.3.3-13.3.4 Other Staff Salaries: Indicate total FTE and salaries for all other system employees (paid from CLDA funds).

13.3.3 Total Full-Time Equivalents (FTE) 0

13.3.4 Total Expenditures for Other Staff Salaries $0

Employee Benefits:
13.3.5
Indicate the total expenditures for all system employee benefits (paid from CLDA funds).

13.3.6
**Purchased Services**

: Did the system expend funds for purchased services? Enter Y for Yes, N for No.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1. Expenditure Category N/A
2. Provider of Services N/A
3. Expenditure N/A

13.3.7
Total Expenditure - Purchased Services $0

13.3.8
**Supplies and Materials**: Did the system expend funds for supply items, postage, adult nonfiction and foreign language library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1 and 2 of one repeating group.

1. Expenditure Category N/A
2. Expenditure N/A

13.3.9
**Total Expenditure - Supplies and Materials** $0

13.3.10
**Travel Expenditures**: Did the system expend funds for travel? Enter Y for Yes, N for No.

If yes, complete one record for each type of travel; if no, enter N/A for questions 1 and 2 of one repeating group.

N/A
1. Type of travel
   Expenditure  N/A

13.3.11 Total Expenditures
- Travel
   $0

13.3.12 Equipment and Furnishings: Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3 and 4 of one repeating group.

1. Type of item  N/A
2. Quantity  N/A
3. Unit cost  N/A
4. Expenditure  N/A

13.3.13 Total Expenditure
- Equipment and Furnishings
   $0

13.3.14 Grants to Central/Co-Central Libraries: Did the system expend funds for grants to central/co-central libraries? Enter Y for Yes, N for No.

If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1. Recipient  Tompkins County Public Library
2. Allocation  $94,183
3. Project Description (no more than 300 words)  FLLS does not designate how money should be spent. This is pass through money that we give to the Central Library to fulfill their role as the Central Library of the System.

13.3.15 Total Expenditure - Grants to Central/Co-Central Libraries
   $94,183

13.3.16 Total Expenditure (total 13.3.2, 13.3.4, 13.3.5, 13.3.7, 13.3.9, 13.3.11, 13.3.13, and 13.3.15)
   $94,183
13.3.17 **Cash Balance at the Opening of the Fiscal Year**

NOTE: The opening balance must be the same as the closing balance of the previous year.

$0

13.3.18 **Total Allocation from 2015 - 2016 State Aid:**

$94,183

13.3.19 **Cash Balance at the end of the Current Fiscal Year**

$0

13.3.20 **Final Narrative:**

Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.

Central Library Development Aid was used by our central library to support a portion of the Polaris Integrated Library System, materials receiving activity, and to underwrite staff costs involved in selecting, acquiring, processing, maintaining, circulating, repairing, and weeding the CBA collection.

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### Coordinated Outreach Library Services Aid

**COORDINATED OUTREACH LIBRARY SERVICES AID**

| Statutory Reference | Education Law § 273(1)(h) | Commissioners Regulations 90.3 |

13.4.1-13.4.2 **Professional Salaries**:

Indicate total FTE and salaries for all professional system employees.

| 13.4.1 | Total Full-Time Equivalents (FTE) | 0.5 |
| 13.4.2 | Total Expenditure for Professional Salaries | $26,510 |

13.4.3-13.4.4 **Other Staff Salaries**:

Indicate total FTE and salaries for all other system employees.

| 13.4.3 | Total Full-Time Equivalents (FTE) | 0.6 |
| 13.4.4 | Total Expenditure for Other Staff Salaries | $19,080 |

13.4.5 **Employee Benefits**:

Indicate the total expenditures for all system employee benefits.

$14,992

13.4.6 **Purchased Services**:

Did the system expend funds for purchased services? Enter Y for Yes, N for No.

N
Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Provider of Services</td>
<td>N/A</td>
</tr>
<tr>
<td>Expenditure</td>
<td>N/A</td>
</tr>
</tbody>
</table>

13.4.7 Total Expenditure - Purchased Services $0

13.4.8 Supplies and Materials: Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.

<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>N/A</th>
</tr>
</thead>
</table>

13.4.9 Total Expenditure - Supplies and Materials $0

13.4.10 Travel Expenditures: Did the system expend funds for travel? Enter Y for Yes, N for No. Indicate the total expenditures for system employee travel only in this category.

<table>
<thead>
<tr>
<th>Type of Travel</th>
<th>N/A</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expenditure</td>
<td>N/A</td>
</tr>
</tbody>
</table>

13.4.11 Total Expenditure - Travel $0
13.4.12 **Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1. Type of item: N/A
2. Quantity: N/A
3. Unit Cost: N/A
4. Expenditure: N/A

13.4.13 **Total Expenditure - Equipment and Furnishings:** $0

13.4.14 Did the system expend funds on Y grants to member libraries? Enter Y for Yes, N for No.

If yes, complete one record for each grant; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

1. Recipient: Seymour Public Library District
2. Allocation: $4,016
3. Description of Project: The goal of the project is to better serve Auburn's growing population of senior citizens by creating a designated "Senior Space" within the library. The space, which will be accessible, comfortable and welcoming, will provide an expanded collection of books on retirement, health and approaches to aging, and a centralized area to promote and distribute information on community programs for older adults. The project will benefit individuals by location within the library, and within the larger community, for information, socializing. Providing books that advise and guide older adults has the potential to improve physical, emotional, spiritual and material aspects of one's life. Creating a central location for information on services will direct older adults, as well as their family members, to available resources, and it will help agencies providing services to reach their audience serves as an anchor to many older residents, who visit the library even on a daily basis to connect with others. Providing a comfortable space for them will enhance their experience at the library, and it will encourage others to come.

1. Recipient: Berkshire Free Library
2. Allocation: $1,480

This program is two sets of classes to last 6 weeks each for the purpose of teaching...
3. Description of Project

The basics of how to use computers, laptops, tablets, ereaders, and smart phones for 12 people per class. From grants we have received in the past we have been able to purchase three tablets and two Nooks. We also own five desktop computers for public use. We will also have access to a couple of laptops that we have access to, and devices patrons own themselves to help local residents on how to use them. It will also be demonstrated on some of the newest devices what the future is in technology. Anthony Miller worked for the Ithaca City School System's IT department for 6 years as a Technology specialist. He is certified by Apple and Dell and New York State on Apple products as well as other PC's in the areas of repair, programming and works for the Broome Tioga BOCES in their IT Department doing the same job. He will run the classes with the help of a couple of volunteers on how to use the devices, some of the hidden features, and how to protect your device. He will also demonstrate some of the technology that is coming out for the everyday user.

1. Recipient
Groton Public Library

2. Allocation
$2,884

3. Description of Project
Our goal for Computer Classes for Seniors is to give our older population the opportunity to learn, understand, and utilize technology so they can live in an ever-increasing digital world. These classes will allow a portion of the population not native to computer technology to use computers effectively for their own purposes. An example, we have many computer illiterate and unable to do their income taxes online, an issue that will decrease as our governments phase out paper and are turning to electronic submission only. Following a similar trend and accept only electronic applications for jobs. The trend away from paper to electronic is leaving a generation behind. We are also seeing many people in their fifties and older being laid off from their employment for the first time in this digital world. These classes will help a portion of our population that have been left behind and need the assistance to catch up. One example is an older couple (late fifties) who have been recently laid off. They are struggling to understand the technology needed to sign-up for unemployment as well as job search and then apply for jobs. These classes will help to change their life for the better and they are looking forward to taking them as soon as we can.

1. Recipient
Lodi Whittier Library

2. Allocation
$400

3. Description of Project
Our goal is to provide quality, professional entertainment for our Summer Reading Program participants raising awareness of our SRP, generating excitement around reading, and encouraging higher attendance and engagement.

1. Recipient
Powers Library

2. Allocation
$2,800

3. Description of Project
The overall goal of this project is to create confident and independent computer users that are 55 years and older. Today we rely so much on technology and for seniors who have little to no experience this can be intimidating. This project will catch them up with the information age and help them regain their independence and be more self-reliant.

1. Recipient
Edith B. Ford Memorial Library

2. Allocation
$3,408

The goal of this project is to engage technologically insecure patrons with computer classes.
3. Description of Project that will better their lives. Last year the Edith B. Ford Library purchased a lab of eight Windows 8.1 laptop computers on which we have been able to run a series of computer classes with the generous support of the FLLS Outreach Mini Grant 2014. We would like to continue it has been a high interest and consistent attendance. We are able to reach elder disadvantaged job seekers who wish to present themselves as technologically we would like to expand our project to include an outreach aspect, which we would like to expand our project to include an outreach aspect, which would feature a "technology steward" who goes into the community (our service area of Romulus, which is geographically isolated and technologically behind), and spends several hours and providing hands on computer help. We will set up a hotspot with our mobile WiFi unit, and provide internet access. We will encourage attendees to come with their questions, community and connecting like-minded patrons.

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.4.15</td>
<td>Total Expenditure - Grants to Member Libraries</td>
<td>$14,988</td>
</tr>
<tr>
<td>13.4.16</td>
<td>Total Expenditure (total 13.4.2, 13.4.4, 13.4.5, 13.4.7, 13.4.9, 13.4.11, 13.4.13, and 13.4.15)</td>
<td>$75,570</td>
</tr>
<tr>
<td>13.4.17</td>
<td>Cash Balance at the Opening of the Fiscal Year</td>
<td>$0</td>
</tr>
<tr>
<td>13.4.18</td>
<td>Total Allocation from 2015 - 2016 State Aid</td>
<td>$75,570</td>
</tr>
<tr>
<td>13.4.19</td>
<td>Cash Balance at the End of the Current Fiscal Year</td>
<td>$0</td>
</tr>
<tr>
<td>13.4.20</td>
<td>Final Narrative: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.</td>
<td></td>
</tr>
</tbody>
</table>

**Services to County Jails Aid**

**SERVICE TO COUNTY JAILS (INTERINSTITUTIONAL) AID**

**Statutory Reference:** Education Law § 285(2)

The intent of the Services to County Jails Program is to provide basic reading materials for those individuals who are incarcerated in county jails across the State. Examples of appropriate spending include books and magazine / newspaper subscriptions which are acceptable to the institution (Supplies & Materials), as well as programs such as Job Information and other topics directly relevant to the county (Purchased Services).
13.5.1 **Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each allowable expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

| 1. | Expenditure Category | N/A |
| 2. | Provider of Services | N/A |
| 3. | Expenditure | N/A |

13.5.2 **Total Expenditure**

- **Purchased Services:** $0

13.5.3 **Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1 and 2 of one repeating group.

| 1. | Expenditure Category | Office/library supplies and postage |
| 2. | Expenditure | $4,256 |

13.5.4 **Total Expenditure**

- **Supplies and Materials:** $4,256

13.5.5 **Total Expenditure**

- (total 13.5.2, and 13.5.4): $4,256

13.5.6 **Cash Balance at the Opening of the Fiscal Year:**

NOTE: The opening balance must be the same as the closing balance from the previous year.

| 13.5.6 | Cash Balance at the Opening of the Fiscal Year | $2,236 |

13.5.7 **Total Allocation from 2015 - 2016 State Aid**

| 13.5.7 | Total Allocation from 2015 - 2016 State Aid | $2,926 |
13.5.8 Cash Balance at the End of the Current Fiscal Year

$906

13.5.9 Final Narrative:
Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.

FLLS purchases and distributes popular paperback books for each of our five State Correctional Aid

THE FOLLOWING QUESTIONS ARE FOR SYSTEMS WITH STATE CORRECTIONAL FACILITIES ONLY

STATE CORRECTIONAL FACILITIES AID

**Statutory Reference:** Education Law § 285 (1)
Commissioners Regulations 90.14
The amount provided in Education Law is $9.25 per inmate. Please see the State Corrections Program Guidelines at [www.nysl.nysed.gov/libdev/outreach/corrgdln.htm](http://www.nysl.nysed.gov/libdev/outreach/corrgdln.htm) for more information.

13.6.1-13.6.2 **Professional Salaries:** Indicate total FTE and salaries for all system professional employees.

13.6.1 Total Full-Time Equivalents (FTE) 0.2

13.6.2 Total Expenditure for Professional Salaries $10,835

13.6.3-13.6.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees.

13.6.3 Total Full-Time Equivalents (FTE) 0.35

13.6.4 Total Expenditure for Other Staff Salaries $8,062

13.6.5 **Employee Benefits:**
Indicate the total expenditures for all system employee benefits.

$6,213

13.6.6 **Purchased Services:** Does the system expend funds for purchased services? Enter Y for Yes, N for No.

Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Please see individual instructions for these questions for any further requirements.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2 and 3 of one repeating group.
Library systems vendor contract for automation (e.g., integrated library system catalog)

1. Expenditure Category
2. Provider of Services
3. Expenditure

13.6.7 Total Expenditure - Purchased Services $1,642

13.6.8 Supplies and Materials: Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Please see individual instructions for these questions for any further requirements.

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1 and 2 of one repeating group.

1. Expenditure Category Books and other print materials
2. Expenditure $8,951

1. Expenditure Category Other (specify using the State note)
2. Expenditure $1,785

1. Expenditure Category Office/library supplies and postage
2. Expenditure $1,315

13.6.9 Total Expenditure - Supplies and Materials $12,051

13.6.10 Travel Expenditures: Did the system expend funds for travel? Enter Y for Yes, N for No.

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1 and 2 of one repeating group.

1. Type of Travel N/A
2. Expenditure N/A

13.6.11 Total Expenditure - Travel $0
Equipment and Furnishings: Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.

If yes, complete one record for each type of item purchased; if no, enter N/A for questions 1, 2, 3, and 4 of one repeating group.

1. Type of item N/A
2. Quantity N/A
3. Unit Cost N/A
4. Expenditure N/A

Total Expenditure - Equipment and Furnishings: $0

Total Expenditure (total 13.6.2, 13.6.4, 13.6.5, 13.6.7, 13.6.9, 13.6.11, and 13.6.13): $38,803

Cash Balance at the Opening of the Fiscal Year: $4,291

NOTE: The opening balance must be the same as the closing balance of the previous year.

Total Allocation from 2015 - 2016 State Aid: $39,013

Cash Balance at the End of the Fiscal Year: $6,143

Final Narrative: Funds in this section were used to fill Interlibrary Loan requests from our five correctional facilities; deliver materials to and from the facilities; cover a portion of staff salaries in correctional facility librarians and staff, answering reference questions from inmates, arranging delivery, filling ILL requests, purchasing materials and equipment, covering travel expenses for the Outreach Coordinator when making visits to facilities; Host two meetings and activities carried out by correctional facility librarians at FLLS.

14. Summary of Library System Accomplishments
Using the goals from Section 4 in the approved 2012-2016 System Plan of Service, briefly describe the final results of each (2014)

Professional staff visited member libraries to assist with weeding and collecti
Element 1: Resource Sharing - Results

Continued to maintain a database of FLLS and all member library holdings to enhance cooperative system sharing; Maintained a subscription to Overdrive and purchased materials for libraries and their patrons access to downloadable audio and e-books; Maintained a subscription to Zinio and purchased materials to provide libraries and their patrons access to downloadable magazines. Purchased subscriptions to Library Journal, School Library Journal, Advocates, Horn Book, Game Informer, Library Sparks, and Video Librarian to circulate among member libraries; Established and added to our collections of non-traditional formats including lookbooks, playaways, playaway views, playaway book group kits, graphic novels, and Blu-ray discs; Sent out weekly e-mail with collection recommendations, system updates, and professional development opportunities. Professional staff participated in NYLA, NYLA-YSS, LTA, PULISDO, and IUG annual conferences and reported back to member libraries via email on what was learned.

DELIVERY AND INTERLIBRARY LOAN: Delivered materials daily, Monday through Friday, to all member libraries; Central Library provided a core non-fiction collection for Interlibrary Loan; Requests from member libraries, correctional facilities, and patrons for out-of-system ILL requests were processed on a daily basis using OCLC WorldShare ILL platform; became a general supplier for out-of-system ILL requests due to feedback from member libraries to enhance our ILL services.

INTEGRATED LIBRARY SYSTEM and TECHNOLOGY: Used a credit card payment option in the web-based catalog (PowerPAC) to enable patrons to pay fines and make donations online; continued to renew subscription to Survey Monkey for member library use; continued to modify our updated FLLS site including calendar software and a blog.

Element 2: Special Client Groups - Results

ADULT LITERACY: Continued to administer the New York State Adult Literacy Library Services Grant by providing computer classes and workforce development resources in the Southworth Library and collaborating with Tompkins Learning Partners.

OUTREACH: FLLS held two meetings of the Coordinated Outreach Advisor mini-grant program for members: 6 member libraries were awarded grants for cycle; Continued to organize and promote the annual Outreach Award to recognize activities by member libraries. CORRECTIONAL FACILITIES: Continued to provide interlibrary loan service, reference assistance, deposit collections, system workshops and consultant services to correctional facilities in our service area. Purchased and distributed materials through money allotted in system grant. YOUTH SERVICES: Continued to administer the New York State Family Literacy Library Service Grant. "Summer Reading at Libraries". Education and Outreach Librarian visited member libraries to assist with programming. Held kickoff Summer Reading Meeting to educate member library staff and resources. Facilitated grants for youth projects at member libraries funded by the Community Foundation of Tompkins County. Increased collection of resources such as puppets, storytime kits, die cuts, videogames, and graphic novels as well as through weekly youth news via listserv to inform member libraries about opportunities. Held various workshops for member library staff on topics related to youth services.

Element 3: Professional Development and Continuing Education - Results

Coordinated and/or facilitated the following workshops for member Libraries: Program Kick-Off Meeting, Trustee Orientation meetings, OverDrive Classes, Gaming Workshops, Learning Express Training, Novelist Training, NYS Core Sessions, POLARIS trainings, Annual Report sessions. FLLS staff attended the following conferences/workshops: NYLA annual conference, PULISDO conference, PSS annual conference, Youth Services Section of NYLA Conference, PULISDO Conference, Board Basics Trustee Training, New Director Training at the NYS Conference, Library Trustee Association Conference, and various workshops offered by the South Central Regional Library Council.

System librarians and other professional staff visited member libraries and attended the following workshops and conferences:
board meetings on a regular basis and responded to specific questions and problems where needed about issues concerning services, programs, collection development, space planning, weeding, management and leadership, construction, advocacy, trustee and director orientations, personnel concerns, policies, regulations, and other topics related to library management and governance. The FLLS web site was also updated to include professional resources for directors and trustees, such as spreadsheets, links to online toolkits and resources, and instructional materials.

Element 6: Coordinated Services - Results

Continued to maintain the online union catalog of member and FLLS holdings; Coordinated purchase of computers for the member libraries of which 66 computers (desktops/laptops) were purchased by 15 different libraries. These computers were staged, configured, and installed by FLLS staff.

Element 7: Awareness and Advocacy - Results

FLLS creates an annual Advocacy Guide which includes contact information priorities of the state legislators that represent the libraries in our system, tips with legislators, sample letters, and state legislative and funding updates; Coordinated participates in the annual Lobby Day activities in Albany by providing a bus to arranging meetings with legislators, and coordinating a postcard campaign; Keeps up to date on funding and legislation through e-mail communications and updates to the FLLS web site; System director and other professional staff meet locally with state and local legislators throughout the year; State legislators are invited to attend the FLLS annual meetings.

Element 8: Communication among Member Libraries and/or Branch Libraries - Results

FLLS administers listservs for directors, trustees, youth services staff, technology listservs for each of the five counties; Provides an annual directory of members of the libraries and contact information of staff and trustees; Posts regular updates to the FLLS web site and Facebook page. FLLS encourages the regular meeting between county directors and FLLS routinely attend these meetings.

Element 9: Cooperative Efforts with Other Library Systems - Results

System Director is a member of the Public Library System Directors Organization and is also a member of the PULISDO subcommittee on shared communication efforts; Hosted neighboring library systems to share knowledge and ideas; Participated in Virtual Reference services; Shared policy templates, toolkits and other resources with neighboring systems; FLLS staff members held the following positions: SCRLC Board member, TST BOCES School Librarian Consortium member, Polaris Users Group Treasurer, NYLA-YSS First Year Director - transitioned to second year director in November.

Element 10: Construction - Results

FLLS provides assistance to members in completing construction grant applications, providing system guidelines, specialized instructions, assistance in filling out forms, recommendations, and updates to the Public Library Construction Grant program.

Element 11: Central Library - Results

Central Book Aid funds are used to purchase non-fiction print, audiobook, and digital materials by our central library and to pay for system wide subscriptions to th and HeritageQuest databases. Central Library Development Aid was used by support a portion of the Polaris Integrated Library System, materials receiving underwrite staff costs involved in selecting, acquiring, processing, maintaining, repairing, and weeding of the CBA collection.

Element 12: Direct Access - Results

All FLLS member libraries are in compliance with Commissioner's Results Requirements. FLLS has a current, board approved Free Direct Access Plan.

Element 13: Other Goal(s) - Results

N/A

15. Current system URL's

15.1 System Home Page URL

www.flls.org

15.2 URL of Current List of Members

http://www.flls.org/member-libraries/
15.4 URL of Evaluation Form  N/A
15.5 URL of Evaluation Results  N/A

16. Assurance and Contact Information

CONTACT INFORMATION

16.1 Contact name (person completing report) Kristi Downham

16.2 Contact telephone number (enter 10 digits only and hit the Tab key) (607) 273-4074

16.3 Contact e-mail address kdownham@flls.org

ASSURANCE

16.4 The Library System operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that this "Annual Report" and "Projected Annual Budget" were reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy).

02/17/2016

APPROVAL (for New York State Library use only/not a required field)

16.5 The Library System's Annual Report and Projected Annual Budget were reviewed and approved by the New York State Library on (date - mm/dd/yyyy).

07/29/2016

Suggested Improvements
Finger Lakes Library System

Kristi Downham

(607) 273-4074 Ext. 228

If the annual report is going to continue to be due early in March, please open the portal sooner as the member libraries do not have enough time to get the board to approve the report. There were several libraries in my service area that did not have a Board Meeting scheduled during the short time frame that was given for completing the report this year. Also, I don't think the Annual Report Systems, but having the Annual reports due the same week as Advocacy Day extremely stressful and difficult. Thank You!