### 1. General System Information

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>SEDCODE</td>
<td>610600700008</td>
</tr>
<tr>
<td>1.2</td>
<td>System Name</td>
<td>Finger Lakes Library System</td>
</tr>
<tr>
<td>1.3</td>
<td>Beginning Reporting Year</td>
<td>1/1/2016</td>
</tr>
<tr>
<td>1.4</td>
<td>Ending Reporting Year</td>
<td>12/31/2016</td>
</tr>
<tr>
<td>1.5</td>
<td>Street Address</td>
<td>1300 Dryden Rd.</td>
</tr>
<tr>
<td>1.6</td>
<td>City</td>
<td>Ithaca</td>
</tr>
<tr>
<td>1.7</td>
<td>Zip Code</td>
<td>14850</td>
</tr>
<tr>
<td>1.8</td>
<td>Four-Digit Zip Code Extension (enter N/A if unknown)</td>
<td>5613</td>
</tr>
<tr>
<td>1.9</td>
<td>Mailing Address</td>
<td>1300 Dryden Rd.</td>
</tr>
<tr>
<td>1.10</td>
<td>City</td>
<td>Ithaca</td>
</tr>
<tr>
<td>1.11</td>
<td>Zip Code</td>
<td>14850</td>
</tr>
<tr>
<td>1.12</td>
<td>Four-Digit Zip Code Extension (enter N/A if unknown)</td>
<td>5613</td>
</tr>
<tr>
<td>1.13</td>
<td>Library System Telephone Number (enter 10 digits only and hit the Tab key)</td>
<td>(607) 273-4074</td>
</tr>
<tr>
<td>1.14</td>
<td>Fax Number (enter 10 digits only)</td>
<td>(607) 272-7475</td>
</tr>
<tr>
<td>1.15</td>
<td>System Home Page URL</td>
<td><a href="http://www.flls.org">www.flls.org</a></td>
</tr>
<tr>
<td>1.17</td>
<td>Population Chartered to Serve (2010 Census)</td>
<td>317,302</td>
</tr>
<tr>
<td>1.18</td>
<td>Area Chartered to Serve (square miles)</td>
<td>2507</td>
</tr>
<tr>
<td>1.19</td>
<td>Federal Employer Identification Number</td>
<td>150613223</td>
</tr>
<tr>
<td>1.20</td>
<td>County</td>
<td>Tompkins</td>
</tr>
<tr>
<td>1.21</td>
<td>County (Counties) Served</td>
<td>Cayuga, Cortland, Seneca, Tioga, Tompkins</td>
</tr>
<tr>
<td>1.22</td>
<td>School District</td>
<td>Ithaca City School District</td>
</tr>
<tr>
<td>1.23</td>
<td>Title of System Director: (drop-down): Mr., Mrs., Ms., Miss, Dr.</td>
<td>Ms.</td>
</tr>
<tr>
<td>1.24</td>
<td>First Name of System Director</td>
<td>Sarah</td>
</tr>
<tr>
<td>1.25</td>
<td>Last Name of System Director</td>
<td>Glogowski</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>
<td>19222</td>
</tr>
</tbody>
</table>
1.31 Telephone Number of the System Director, including area code and extension (enter digits only, field will automatically format with extension) (607) 273-4074 Ext.222

1.32 E-Mail Address of the System Director sglogowski@fls.org

1.33 Fax Number of the System Director (enter 10 digits only and hit the Tab key) N/A

1.34 Name of Outreach Coordinator Amanda Schiavulli

1.47 Is the library system a member of the New York State and Local Retirement System? Y

1.48 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 contract. If no, enter N/A on questions 1 through 5 of one repeating group. N

1. Name of Contracting Municipality or District N/A

2. Is this a written contract? (Enter Y for Yes, N for No) N/A

3. Population of the geographic area served by this contract N/A

4. Dollar amount of contract N/A

5. Indicate "Full" or "Partial" range of services provided by this contract (Select one) 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. If Yes, please annotate using the State note. N

THESE QUESTIONS ARE FOR NYC PUBLIC LIBRARY SYSTEMS ONLY. PLEASE PROCEED TO THE NEXT QUEST

1.50 President/CEO Name. If there is no President/CEO please enter "N/A"
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.

BUDGETED POSITIONS IN FULL-TIME EQUIVALENTS
(enter to two decimal places; enter decimal point)

2.4 Public Library System
   Director per CR 90.3(f) - Filled Position FTE  
   1

2.5 Public Library System
   Director per CR 90.3(f) - Vacant Position FTE  
   0

2.10 Librarians - Filled Position(s) FTE  
   2.58

2.11 Librarians - Vacant Position(s) FTE  
   0.42

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)  
   4.58

2.15 Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.7 + 2.9 + 2.11 + 2.13)  
   0.42

2.16 Total Other Professional Staff - Filled Position(s) FTE  
   4

2.17 Total Other Professional Staff - Vacant Position(s) FTE  
   0

2.18 Total Other Staff - Filled Position(s) FTE  
   6

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)  
   14.58

2.21 Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)  
   0.42

SALARY INFORMATION
2.22 Entry-Level Librarian (certified) FTE 1
2.23 Entry-Level Librarian (certified) Current Annual Salary $42,497
2.24 System Director FTE 1
2.25 System Director Current Annual Salary $90,000

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
3.22 Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year 12
3.24 Current number of voting positions on system board/council 11
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 "Oth 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.

SYSTEM BOARD/COUNCIL

Public Library Systems - enter information for the period January 1, 2017, through December 31, 2017.

School Library Systems and 3Rs Systems - enter information for the period July 1, 2017, through June 30, 2018

President/Council Chair
<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td>Ms.</td>
</tr>
<tr>
<td>First Name</td>
<td>Sally</td>
</tr>
<tr>
<td>Last Name</td>
<td>Eller</td>
</tr>
<tr>
<td>Institutional Affiliation</td>
<td>N/A</td>
</tr>
<tr>
<td>Professional Title</td>
<td>N/A</td>
</tr>
<tr>
<td>Mailing Address</td>
<td>6503 Blue Heron Point</td>
</tr>
<tr>
<td>City</td>
<td>Ovid</td>
</tr>
<tr>
<td>Zip Code (enter five digits only)</td>
<td>14521</td>
</tr>
<tr>
<td>Telephone for the Board President (enter 10 digits only and hit the Tab key)</td>
<td>(607) 351-5954</td>
</tr>
<tr>
<td>E-mail Address</td>
<td><a href="mailto:sallyeller@ovidlibrary.org">sallyeller@ovidlibrary.org</a></td>
</tr>
<tr>
<td>Term Begins - Month</td>
<td>January</td>
</tr>
<tr>
<td>Term Begins - Year (yyyy)</td>
<td>2015</td>
</tr>
<tr>
<td>Term Expires - Month or N/A</td>
<td>December</td>
</tr>
<tr>
<td>Term Expires - Year (YYYY) or N/A</td>
<td>2019</td>
</tr>
<tr>
<td>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).</td>
<td>Yes</td>
</tr>
<tr>
<td>The date the board president took the Oath of Office (mm/dd/yyyy)</td>
<td>01/08/2016</td>
</tr>
<tr>
<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>Is this a brand new trustee?</td>
<td>N</td>
</tr>
</tbody>
</table>

Board/Council Member - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in question 1, and enter N/A in questions 2-16 of the repeating group. The number of Council members must be 5 to 11 (no less than five and no more than 11).

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant | Ms. |
2. First Name | Susan |
3. Last Name | Ahner |
4. Institutional Affiliation |  |
5. Professional Title |  |
6. Mailing Address | 3092 East Genesee St |
7. City | Auburn |
8. Zip Code (enter five digits only) | 13021 |
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. Is this trustee serving a full term? If No, add a State Note Yes
   (for example, this trustee was appointed to complete the
   remainder of a term of a trustee who resigned their
   position).
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/05/2016
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? N
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Ms.
2. First Name Barbara
3. Last Name Melvin
4. Institutional Affiliation
5. Professional Title
6. Mailing Address 864 Hayts Rd
7. City Ithaca
8. Zip Code (enter five digits only) 14850
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 2018
13. Is this trustee serving a full term? If No, add a State Note Yes
   (for example, this trustee was appointed to complete the
   remainder of a term of a trustee who resigned their
   position).
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 03/17/2014
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 03/28/2017
16. Is this a brand new trustee? N
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
   Mr.

2. First Name          Gregg
3. Last Name           Kiehl
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. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
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): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
   Ms.

2. First Name          Patricia
3. Last Name           Schaffer
4. Institutional Affiliation
5. Professional Title
6. Mailing Address     51 South Main St
7. City                Newark Valley
8. Zip Code (enter five digits only) 13811
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 2017
<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>13. Is this trustee serving a full term? If No, add a State Note</td>
<td>No</td>
</tr>
<tr>
<td>(for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).</td>
<td></td>
</tr>
<tr>
<td>14. The date the trustee took the Oath of Office (mm/dd/yyyy)</td>
<td>01/01/2016</td>
</tr>
<tr>
<td>15. 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. Is this a brand new trustee?</td>
<td>N</td>
</tr>
<tr>
<td>1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td></td>
</tr>
<tr>
<td>2. First Name</td>
<td>Georgianna</td>
</tr>
<tr>
<td>3. Last Name</td>
<td>Horvath</td>
</tr>
<tr>
<td>4. Institutional Affiliation</td>
<td></td>
</tr>
<tr>
<td>5. Professional Title</td>
<td></td>
</tr>
<tr>
<td>6. Mailing Address</td>
<td>2301 Ellis Creek Rd</td>
</tr>
<tr>
<td>7. City</td>
<td>Lockwood</td>
</tr>
<tr>
<td>8. Zip Code (enter five digits only)</td>
<td>14859</td>
</tr>
<tr>
<td>9. Term Begins - Month</td>
<td>January</td>
</tr>
<tr>
<td>10. Term Begins - Year (yyyy)</td>
<td>2014</td>
</tr>
<tr>
<td>11. Term Expires - Month or N/A</td>
<td>December</td>
</tr>
<tr>
<td>12. Term Expires - Year (YYYY) or N/A</td>
<td>2018</td>
</tr>
<tr>
<td>13. Is this trustee serving a full term? If No, add a State Note</td>
<td>No</td>
</tr>
<tr>
<td>(for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).</td>
<td></td>
</tr>
<tr>
<td>14. The date the trustee took the Oath of Office (mm/dd/yyyy)</td>
<td>03/17/2014</td>
</tr>
<tr>
<td>15. 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. Is this a brand new trustee?</td>
<td>N</td>
</tr>
<tr>
<td>1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td></td>
</tr>
<tr>
<td>2. First Name</td>
<td>Martin</td>
</tr>
<tr>
<td>3. Last Name</td>
<td>Toombs</td>
</tr>
<tr>
<td>4. Institutional Affiliation</td>
<td></td>
</tr>
<tr>
<td>5. Professional Title</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6. Mailing Address</td>
</tr>
<tr>
<td>---</td>
<td>-------------------</td>
</tr>
<tr>
<td>7.</td>
<td>City</td>
</tr>
<tr>
<td>8.</td>
<td>Zip Code (enter five digits only)</td>
</tr>
<tr>
<td>9.</td>
<td>Term Begins - Month</td>
</tr>
<tr>
<td>10.</td>
<td>Term Begins - Year (yyyy)</td>
</tr>
<tr>
<td>11.</td>
<td>Term Expires - Month or N/A</td>
</tr>
<tr>
<td>12.</td>
<td>Term Expires - Year (YYYY) or N/A</td>
</tr>
<tr>
<td>13.</td>
<td>Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).</td>
</tr>
<tr>
<td>14.</td>
<td>The date the trustee took the Oath of Office (mm/dd/yyyy)</td>
</tr>
<tr>
<td>15.</td>
<td>The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)</td>
</tr>
<tr>
<td>16.</td>
<td>Is this a brand new trustee?</td>
</tr>
</tbody>
</table>

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Ms. Honorable, The Reverend, Other (specify using the State note), Vacant
2. First Name | Elizabeth |
3. Last Name | Hudson |
4. Institutional Affiliation |
5. Professional Title |
6. Mailing Address | 220 Sheffield Rd |
7. City | Ithaca |
8. Zip Code (enter five digits only) | 14850 |
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. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). | Yes |
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? | N |
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. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
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? N
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. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).  Yes

14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/03/2016

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?  N

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

2. First Name  Deborah

3. Last Name  Lewis

4. Institutional Affiliation

5. Professional Title

6. Mailing Address  12 Evergreen St.

7. City  Union Springs

8. Zip Code (enter five digits only) 13160

9. Term Begins - Month  January

10. Term Begins - Year (yyyy)  2017

11. Term Expires - Month or N/A  December

12. Term Expires - Year (YYYY) or N/A  2021

13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).  Yes

14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/23/2017

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/26/2017

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 Y per CR 90.3 (j)(2)(iv)? (Enter Y for Yes, N for No).

Coordinated Outreach Council Members - complete one record for each Council Member for the period January 1, 2017, throu
31, 2017. 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.

1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
2. First Name Brenda
3. Last Name Wiemann
4. Institutional Affiliation Cayuga County Office For the Aging
5. Professional Title Coordinator of Aging Services

1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
2. First Name Elizabeth
3. Last Name Helmetsie
4. Institutional Affiliation Spencer Free Library
5. Professional Title Director

1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
2. First Name Gail
3. Last Name Bundy
4. Institutional Affiliation Cortland County Community Action Program
5. Professional Title Family Development Advocate

1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
2. First Name Kaitlyn
3. Last Name Laskowski
4. Institutional Affiliation Seneca County Jail
5. Professional Title Senior Mental Health Clinical Therapist

1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant
2. First Name Brenda
3. Last Name Walsh
4. Institutional Affiliation Auburn Correctional Facility
5. Professional Title Head Librarian
4. Public Library System Transactions and Collections

4.1 Number of registered system borrowers  
999

4.2 System Visits  
522

CIRCULATION

4.3 Total Cataloged Book Circulation  
5,949

4.4 Total Circulation of Other Materials  
1,014

4.5 Physical Item Circulation (Total questions 4.3 & 4.4)  
6,963

4.6 Use of Electronic Material  
0

4.7 Successful Retrieval of Electronic Information  
72,427

4.8 Electronic Content Use (Total Questions 4.6 & 4.7)  
72,427

4.9 Total Circulation of Materials (Total Questions 4.5 & 4.6)  
6,963

4.10 Total Collection Use (Total Questions 4.7 & 4.9)  
79,390

GENERAL SYSTEM HOLDINGS

4.11 Total Cataloged Book Holdings  
25,953
4.12 Uncataloged Book Holdings 0
4.13 Total Print Serial Holdings 0
4.14 All Other Print Materials Holdings 0
4.15 Total Number of NOVELNY Databases 10
4.16 Total Electronic Holdings 12,746
4.17 Other Non-Electronic Materials 11,325
4.18 Grand Total Holdings (total questions 4.11 through 4.17) 50,034

ROTATING COLLECTIONS/BOOK LOANS
4.19 Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No) Y
4.20 Number of collections 24
4.21 Average number of items per collection 428

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) Y
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  460,250
5.9 Number of new titles added by the system in the reporting year  3,031
5.10 Number of Central Library Aid titles added in the reporting year  617
5.11 Number of new titles added by the members in the reporting year  23,113
5.12 Total new titles (total questions 5.9 through 5.11)  26,761

UNION CATALOG OF RESOURCES

For this report, a union catalog is defined as a vehicle that can access member and / or non-member catalogs. It can be a disc, or online (virtual) format.

5.13 In what format(s) is the union catalog available? (Check all that apply):

a. Print  No
b. Disc  No
c. Online (virtual catalog)  Yes

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

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

5.16 Number of titles in the system's union catalog  470,732
5.17 Number of holdings in the system's union catalog  995,706
5.18 Number of new titles added in the last year  27,589
5.19 Number of holdings added in the last year  75,301

5.20 If the union catalog is online (virtual catalog) 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

UNION LIST OF SERIALS
5.21 Does the system have a union list of serials? (Enter Y for Yes, N for No. If No, enter zero (0) on question 5.22.) Y
5.22 How many libraries participate in (or submit records for) the union list of serials? 34

COMBINED SYSTEM UNION CATALOG AND UNION LIST OF SERIALS
5.23 Does the system's union catalog contain both books and serials? (Enter Y for Yes, N for No, or N/A) Y

VISITS TO THE SYSTEM'S WEB SITE
5.24 Annual number of visits to the system's web site: 91,128

SYSTEM INTERLIBRARY LOAN ACTIVITY
5.25 Total items provided (loaned): 2,177
5.26 Total items received (borrowed): 4,318
5.27 Total requests provided (loaned) unfilled: 2,626
5.28 Total requests received (borrowed) unfilled: 503
5.29 Total interlibrary loan activity (total questions 5.25 through 5.28): 9,624

DELIVERY
5.30 Indicate delivery methods used by the system (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. 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
5.31 Number of stops (pick-up and delivery sites per week): 135

CONTINUING EDUCATION/STAFF DEVELOPMENT
Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)
5.32 Number of sessions: 5
<table>
<thead>
<tr>
<th>5.33</th>
<th>Number of participants</th>
<th>16</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Technology</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.34</td>
<td>Number of sessions</td>
<td>29</td>
</tr>
<tr>
<td>5.35</td>
<td>Number of participants</td>
<td>257</td>
</tr>
<tr>
<td><strong>Digitization</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.36</td>
<td>Number of sessions</td>
<td>0</td>
</tr>
<tr>
<td>5.37</td>
<td>Number of participants</td>
<td>0</td>
</tr>
<tr>
<td><strong>Leadership</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.38</td>
<td>Number of sessions</td>
<td>1</td>
</tr>
<tr>
<td>5.39</td>
<td>Number of participants</td>
<td>11</td>
</tr>
<tr>
<td><strong>Management &amp; Supervisory</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.40</td>
<td>Number of sessions</td>
<td>1</td>
</tr>
<tr>
<td>5.41</td>
<td>Number of participants</td>
<td>7</td>
</tr>
<tr>
<td><strong>Planning and Evaluation</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.42</td>
<td>Number of sessions</td>
<td>0</td>
</tr>
<tr>
<td>5.43</td>
<td>Number of participants</td>
<td>0</td>
</tr>
<tr>
<td><strong>Awareness and Advocacy</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.44</td>
<td>Number of sessions</td>
<td>2</td>
</tr>
<tr>
<td>5.45</td>
<td>Number of participants</td>
<td>58</td>
</tr>
<tr>
<td><strong>Trustee/Council Training</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.46</td>
<td>Number of sessions</td>
<td>47</td>
</tr>
<tr>
<td>5.47</td>
<td>Number of participants</td>
<td>92</td>
</tr>
<tr>
<td><strong>Special Client Populations</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.48</td>
<td>Number of sessions</td>
<td>0</td>
</tr>
<tr>
<td>5.49</td>
<td>Number of participants</td>
<td>0</td>
</tr>
<tr>
<td><strong>Children's Services/Birth to Kindergarten</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.50</td>
<td>Number of sessions</td>
<td>1</td>
</tr>
<tr>
<td>5.51</td>
<td>Number of participants</td>
<td>54</td>
</tr>
<tr>
<td><strong>Children's Services/Elementary Grade Levels</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.52</td>
<td>Number of sessions</td>
<td>0</td>
</tr>
<tr>
<td>5.53</td>
<td>Number of participants</td>
<td>0</td>
</tr>
<tr>
<td><strong>Young Adult Services/Middle and High School Grade Levels</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.54</td>
<td>Number of sessions</td>
<td>1</td>
</tr>
<tr>
<td>5.55</td>
<td>Number of participants</td>
<td>12</td>
</tr>
<tr>
<td><strong>General Adult Services</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.56</td>
<td>Number of sessions</td>
<td>0</td>
</tr>
<tr>
<td>5.57</td>
<td>Number of participants</td>
<td>0</td>
</tr>
<tr>
<td><strong>Other:</strong> 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.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.</td>
<td>Topic</td>
<td>N/A</td>
</tr>
<tr>
<td>2.</td>
<td>Number of sessions</td>
<td>N/A</td>
</tr>
<tr>
<td>3.</td>
<td>Number of participants</td>
<td>N/A</td>
</tr>
</tbody>
</table>
5.59 **Grand Total Sessions** (total questions 5.32, 5.34, 5.36, 5.38, 5.40, 5.42, 5.44, 5.46, 5.48, 5.50, 5.52, 5.54, 5.56 and total of question #2 of Repeating Group #5) 87

5.60 **Grand Total Participants** (total questions 5.33, 5.35, 5.37, 5.39, 5.41, 5.43, 5.45, 5.47, 5.49, 5.51, 5.53, 5.55, 5.57 and total of question #3 of Repeating Group #5) 507

5.61 Do library system staff and/or trustees reach outside of the library system building to promote system programs and services through group presentations, information tables and/or other similar educational activities sponsored by the Library System? Y

**COORDINATED SERVICES**

5.62 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 pl 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**

5.63 Number of contacts - Consulting with member libraries on grants, and state and federal funding 265

5.64 Number of contacts - Consulting with member libraries on funding and governance 77
<table>
<thead>
<tr>
<th>Section</th>
<th>Description</th>
<th>Contacts</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.65</td>
<td>Number of contacts - Consulting with member libraries on charter and registration work</td>
<td>40</td>
</tr>
<tr>
<td>5.66</td>
<td>Number of contacts - Consulting with member libraries on automation and technology</td>
<td>223</td>
</tr>
<tr>
<td>5.67</td>
<td>Number of contacts - Consulting with member libraries on youth services</td>
<td>377</td>
</tr>
<tr>
<td>5.68</td>
<td>Number of contacts - Consulting with member libraries on adult services</td>
<td>109</td>
</tr>
<tr>
<td>5.69</td>
<td>Number of contacts - Consulting with member libraries on physical plant needs</td>
<td>89</td>
</tr>
<tr>
<td>5.70</td>
<td>Number of contacts - Consulting with member libraries on personnel and management issues</td>
<td>255</td>
</tr>
<tr>
<td>5.71</td>
<td>Number of contacts - Consulting with state and county correctional facilities</td>
<td>139</td>
</tr>
<tr>
<td>5.72</td>
<td>Number of contacts - Providing information to local, county, and state legislators and their staffs</td>
<td>105</td>
</tr>
<tr>
<td>5.73</td>
<td>Number of contacts - Providing system and member library information to the media</td>
<td>853</td>
</tr>
<tr>
<td>5.74</td>
<td>Number of contacts - Providing website development and maintenance for member libraries</td>
<td>713</td>
</tr>
<tr>
<td>5.75</td>
<td>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.</td>
<td>Y</td>
</tr>
</tbody>
</table>

1. Topic: Annual Reports
2. Number of contacts (all types): 265

1. Topic: NYS Tax Cap
2. Number of contacts (all types): 14

1. Topic: Trustee Training
2. Number of contacts (all types): 40

1. Topic: Advocacy
2. Number of contacts (all types): 39

Total other contacts
5.76 (total of question #2 of Repeating Group #6) 358

5.77 Total number of contacts (total of questions 5.63 through 5.74 and 5.76) 3,603

REFERENCE SERVICES

5.78 Total Reference Transactions 717

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

5.79 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

5.80 Number of BOOKS BY MAIL loans N/A

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

5.82 Number of State Correctional Facilities libraries served 4

5.83 Number of County Jails libraries served 5

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

5.85 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.

N

1. Service provided N/A
2. Number of facilities/institutions served N/A
5.86 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 5.87.

5.87 Description of fees

Members pay Polaris Fees. They are also strongly encouraged to participate in Overdrive but 100% participation but participation is not mandated. They are strongly encouraged to pay for Hoopla as well, but not everyone does. Again, participation is not mandated.

### 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>Seneca</td>
<td>$6,296</td>
<td>N/A</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>$16,811</td>
<td>N</td>
<td>Y</td>
</tr>
</tbody>
</table>

6.2 Total County Funding $29,107

6.3 All Other Local Public Funds $0

**STATE AID RECEIPTS - arranged in alphabetical order**

6.5 Adult Literacy Library Services Grants $4,659

6.6 Central Library Development Aid $98,245

6.7 Central Book Aid $66,900

6.8 Conservation/Preservation Grants $0

6.9 Construction for Public Libraries Aid $31,480

Total Local Public Funds (total questions 6.2 and 6.3) $29,107
<table>
<thead>
<tr>
<th>Question</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.10</td>
<td>Coordinated Outreach Services Aid</td>
<td>$78,829</td>
</tr>
<tr>
<td>6.11</td>
<td>Correctional Facilities Library Aid</td>
<td>$40,505</td>
</tr>
<tr>
<td>6.12</td>
<td>County Jails Library Aid</td>
<td>$3,257</td>
</tr>
<tr>
<td>6.14</td>
<td>Family Literacy Grants</td>
<td>$8,386</td>
</tr>
<tr>
<td>6.18</td>
<td>Local Library Services Aid - Kept at System</td>
<td>$0</td>
</tr>
<tr>
<td>6.19</td>
<td>Local Library Services Aid - Distributed to Members</td>
<td>$97,944</td>
</tr>
<tr>
<td>6.20</td>
<td><strong>Total LLSA (total questions 6.18 and 6.19)</strong></td>
<td><strong>$97,944</strong></td>
</tr>
<tr>
<td>6.21</td>
<td>Local Services Support Aid</td>
<td>$86,807</td>
</tr>
<tr>
<td>6.22</td>
<td>Local Consolidated Systems Aid</td>
<td>$0</td>
</tr>
<tr>
<td>6.26</td>
<td>Public Library System Basic Aid</td>
<td>$838,793</td>
</tr>
<tr>
<td>6.27</td>
<td>Public Library System Supplementary Operational Aid</td>
<td>$128,211</td>
</tr>
<tr>
<td>6.36</td>
<td>Special Legislative Grants and Member Items</td>
<td>$173,000</td>
</tr>
<tr>
<td>6.37</td>
<td>The New York Public Library - The Research Libraries</td>
<td>$0</td>
</tr>
<tr>
<td>6.38</td>
<td>The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid</td>
<td>$0</td>
</tr>
<tr>
<td>6.39</td>
<td>The New York Public Library, City University of New York</td>
<td>$0</td>
</tr>
<tr>
<td>6.40</td>
<td>The New York Public Library, Schomburg Center for Research in Black Culture Library Aid</td>
<td>$0</td>
</tr>
<tr>
<td>6.41</td>
<td>The New York Public Library, Science, Industry and Business Library</td>
<td>$0</td>
</tr>
<tr>
<td>6.42</td>
<td>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 6.36).</td>
<td>N</td>
</tr>
</tbody>
</table>

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

**Total State Aid Receipts**
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.

The system does not receive other federal aid.

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? Y

Enter Y for Yes, N for No.

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 Member Libraries
2. Contracted Service Technology Services
3. Total Contract Amount $269,977

1. Contracting Agency Tompkins County Public Library
2. Contracted Service Delivery to Reading Centers
3. Total Contract Amount $240

1. Contracting Agency Member Libraries
2. Contracted Service Equipment & Supplies
3. Total Contract Amount $47,811

6.50 Total Contracts (total question #3 of Repeating Group #11 above) $318,028

MISCELLANEOUS RECEIPTS

6.51 Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note) $107,568

6.53 Income from Investments $5,039

Proceeds from Sale of Property $0

6.54 Real Property $0

6.55 Equipment $235
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 one repeating group.

<table>
<thead>
<tr>
<th>1.</th>
<th>Receipt category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Library Charges</td>
<td>$810</td>
</tr>
<tr>
<td>2.</td>
<td>E-Rate</td>
<td>$6,727</td>
</tr>
<tr>
<td>1.</td>
<td>Member Library Fines &amp; Reimbursements</td>
<td>$9,865</td>
</tr>
<tr>
<td>2.</td>
<td>Member Library E-Content</td>
<td>$24,614</td>
</tr>
<tr>
<td>1.</td>
<td>Member Library Hoopla Content</td>
<td>$4,500</td>
</tr>
</tbody>
</table>

6.57 Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above) $46,516

6.58 Total Miscellaneous Receipts (total questions 6.51 through 6.55 and question 6.57) $159,358

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) $2,163,509

6.60 BUDGET LOANS $0

TRANSFERS

6.61 Transfers from Capital Fund (Same as question 9.6) $0

6.62 Transfers 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, 2016; 3Rs - July 1, 2016. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2015; 3Rs - June 30, 2016.) $902,534
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.) $3,066,043

7. Operating Fund Disbursements

STAFF EXPENDITURES

Salaries
7.1 System Director and Librarians $222,130
7.2 Other Staff $434,232
7.3 Total Salary and Wages Expenditures (total questions 7.1 and 7.2) $656,362
7.4 Employee Benefits Expenditures $252,775
7.5 Total Staff Expenditures (total questions 7.3 and 7.4) $909,137

COLLECTION EXPENDITURES

7.6 Print Materials Expenditures $26,937
7.7 Electronic Materials Expenditures $77,474
7.8 Other Materials Expenditures $9,636
7.9 Total Collection Expenditures (total questions 7.6 through 7.8) $114,047

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From
7.10 Local Library Services Aid (LLSA) $88,149
7.11 Central Library Aid (CLDA/CBA) $159,647
7.15 Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants) $177,794
7.16 Federal Aid $0
7.17 Other cash grants paid from system funds $8,000
7.18 Total Cash Grants (total questions 7.10 through 7.17) $433,590
7.19 Book/Library Materials Grants $0
7.20 Other Non-Cash Grants $4,144
Total Grants to Member Libraries (total questions 7.18 through 7.20) $437,734

Capital Expenditures from Operating Funds

- Bookmobile: $0
- Other Vehicles: $0
- Computer Equipment: $10,428
- Furniture/Furnishings: $0
- Other Capital Expenditures: $50,713

Total Capital Expenditures from Operating Fund (total questions 7.22 through 7.26) $61,141

Total Capital Expenditures by Source of Funds

- From Local Public Funds (71PF): $61,141
- From Other Funds (71OF): $0

Total Capital Expenditures by Source (total questions 7.28 and 7.29; same as question 7.27) $61,141

Operation and Maintenance of Buildings

Repairs to Buildings and Building Equipment by Source of Funds

- From Local Public Funds (72PF): $0
- From Other Funds (72OF): $0

Total Repairs to Buildings and Building Equipment (total questions 7.31 and 7.32) $0

Other Building & Maintenance Expenses $39,746

Total Operation and Maintenance of Buildings (total questions 7.33 and 7.34) $39,746

Miscellaneous Expenses

- Total Operation & Maintenance of Bookmobiles and Other Vehicles: $13,881
- Office and Library Supplies: $15,386
- Telecommunications: $25,679
- Binding Expenses: $0
- Postage and Freight: $12,835
- Publicity and Printing: $4,008
- Travel: $3,926

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. $23,935
7.44 Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid.

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 one repeating group.

1. Expense category: Bank Chgs
   Amount: $73

2. Expense category: Equip Expens
   Amount: $10,654

1. Expense category: HR Expenses
   Amount: $1,333

2. Expense category: ILS: Lis Aq
   Amount: $7,765

1. Expense category: ILS: Maint
   Amount: $73,166

2. Expense category: Insurance
   Amount: $4,705

1. Expense category: Maint/Rep
   Amount: $7,536

2. Expense category: Movie Lic
   Amount: $4,482

1. Expense category: OCLC
   Amount: $15,349

2. Expense category: Overdrive Li
   Amount: $12,000

1. Expense category: Prof Dev
   Amount: $9,900

2. Expense category: Ret Benies
   Amount: $36,420

1. Expense category: Software
   Amount: $4,749

2. Expense category: Trav Exp
   Amount: $1,190

1. Expense category: Trustee Tr
   Amount: $329

2. Expense category: Zinio Licen
   Amount: $6,875

7.47 Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13) $196,526

7.48 Total Miscellaneous Expenses (total questions 7.36 through 7.45 and 7.47) $299,443
## CONTRACTS WITH LIBRARIES and/or LIBRARY SYSTEMS IN NEW YORK STATE

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

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.

<table>
<thead>
<tr>
<th>Question</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Contracting Agency (specify using the State note)</td>
</tr>
<tr>
<td>2.</td>
<td>Contracted Service (specify using the State note)</td>
</tr>
<tr>
<td>3.</td>
<td>Total Contract Amount</td>
</tr>
</tbody>
</table>

### Total Contracts (total question #3 of Repeating Group #14 above) $74,587

## DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

<table>
<thead>
<tr>
<th>Question</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.51</td>
<td>From Local Public Funds (73PF)</td>
</tr>
<tr>
<td>7.52</td>
<td>From Other Funds (73OF)</td>
</tr>
<tr>
<td>7.53</td>
<td>Total Capital Purposes Loans (total questions 7.51 and 7.52)</td>
</tr>
<tr>
<td>7.54</td>
<td>Other Loans</td>
</tr>
</tbody>
</table>

### 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) $1,998,385

## TRANSFERS

Transfers to the Capital Fund

<table>
<thead>
<tr>
<th>Question</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.57</td>
<td>From Local Public Funds (76PF)</td>
</tr>
<tr>
<td>7.58</td>
<td>From Other Funds (76OF)</td>
</tr>
<tr>
<td>7.59</td>
<td>Total Transfers to Capital Fund (total questions 7.57 and 7.58; same as question 8.2)</td>
</tr>
</tbody>
</table>

### Total Transfers to Other Funds Total Transfers $0
7.61 (total questions 7.59 and 7.60) $0

7.62 **TOTAL DISBURSEMENTS AND TRANSFERS** (total questions 7.56 and 7.61) $1,998,385

7.63 **CLOSING CASH BALANCE** at the End of the Current Fiscal Reporting Year $1,067,658
(For Public Library Systems - December 31, 2016) (For 3Rs - June 30, 2017)

7.63 **TOTAL DISBURSEMENTS AND TRANSFERS** (total questions 7.56 and 7.61) $1,998,385

7.64 **CLOSING CASH BALANCE** at the End of the Current Fiscal Reporting Year $1,067,658
(For Public Library Systems - December 31, 2016) (For 3Rs - June 30, 2017)

7.65 **CLOSING CASH BALANCE** at the End of the Current Fiscal Reporting Year $1,067,658
(For Public Library Systems - December 31, 2016) (For 3Rs - June 30, 2017)

7.66 **CLOSING CASH BALANCE** at the End of the Current Fiscal Reporting Year $1,067,658
(For Public Library Systems - December 31, 2016) (For 3Rs - June 30, 2017)

FISCAL AUDIT

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

7.84 Last audit performed (mm/dd/yyyy) 06/29/2016

7.85 Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy) 01/01/2015-12/31/2015

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 N/A

2. Amount of funds on deposit N/A

7.87 **Total Bank Balance** (total question #2 of Repeating Group #15) $0

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) $0

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) $0

8.7 **NONREVENUE RECEIPTS** $0

8.8 **TOTAL RECEIPTS** - Total Receipts and Nonrevenue Receipts  
(total questions 8.6 and 8.7) $0

8.9 **CASH BALANCE** - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2016; 3Rs - July 1, 2016.  
(Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2015; 3Rs - June 30, 2016) $0

8.10 **TOTAL RECEIPTS AND CASH BALANCE**  
(total questions 8.8 and 8.9) $0

**9. Capital Fund Disbursements**

**PROJECT EXPENDITURES**

| 9.1 Total Construction | $0 |
| 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) | $0 |

| 9.6 **TRANSFER TO OPERATING FUND**  
(Same as question 6.61) | $0 |
9.7 TOTAL NONPROJECT EXPENDITURES $0

9.8 TOTAL DISBURSEMENTS - Total Project Expenditures, Transfer to Operating Fund, and Total Nonproject Expenditures (total questions 9.5 through 9.7) $0

9.9 CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2016, for Public Library Systems; June 30, 2017, for 3Rs) $0

9.10 TOTAL DISBURSEMENTS AND CASH BALANCE (total questions 9.8 and 9.9) $0

12. Projected Annual Budget For Library Systems
Public Library Systems Budget for January 1, 2017 - December 31, 2017

PROJECTED OPERATING FUND - RECEIPTS

<table>
<thead>
<tr>
<th>12.1</th>
<th>Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts) $2,028,773</th>
</tr>
</thead>
<tbody>
<tr>
<td>12.2</td>
<td>Budget Loans                                                                                                 $0</td>
</tr>
<tr>
<td>12.3</td>
<td>Total Transfers                                                                                               $0</td>
</tr>
<tr>
<td>12.4</td>
<td>Cash Balance/Ending Balance in Operating Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2017, must be the same as the December 31, 2016, closing balance reported on Q7.63 of the 2016 annual report)</td>
</tr>
<tr>
<td>12.5</td>
<td>Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance $3,096,431 (total questions 12.1 through 12.4)</td>
</tr>
</tbody>
</table>

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) $2,054,362

12.7 Total Transfers $0

12.8 Cash Balance/Ending Balance in Operating Fund at the end of the fiscal year (For Public Library Systems, balance as of December 31, 2017) $1,042,069

12.9 Grand Total Operating Fund Disbursements, Transfers and Ending Balance (total questions 12.6 through 12.8) $3,096,431

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) $0

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, 2017, must be the same as the December 31, 2016, closing balance reported on Q9.9 of the 2016 annual report) $0

12.13 Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12) $0

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14 Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures) $0

12.15 Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2017) $0
13. State Formula Aid Disbursements
Public Library Systems Basic Aid

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

<table>
<thead>
<tr>
<th>Statutory Reference</th>
<th>Education Law § 272, 273(1)(a, c, d, e, n)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Basic Aid):</td>
<td>Commissioners Regulations 90.3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Statutory Reference</th>
<th>Education Law § 272, 273(5)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(LLSA):</td>
<td>Commissioners Regulations 90.3 and 90.9</td>
</tr>
<tr>
<td></td>
<td>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.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Statutory Reference</th>
<th>Education Law § 272, 273(1)(f)(6)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(LSSA):</td>
<td>Commissioners Regulations 90.3 and 90.10</td>
</tr>
<tr>
<td></td>
<td>The formula is $0.31 per capita for system population living outside the chartered service areas of member libraries plus 2/3 members LLSA.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Statutory Reference</th>
<th>Education Law § 272, 273(1)(f)(7)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(LCSA):</td>
<td>Commissioners Regulations 90.3</td>
</tr>
<tr>
<td></td>
<td>The formula is $0.31 per capita plus 2/3 of per capita total with formula equity to 1991 LLIA.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Statutory Reference</th>
<th>Education Law § 273(12)(a)</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Supplemental):</td>
<td>The formula is a base grant of $39,000 and an amount equal to 10.94% of the amount of Basic Aid provided under Education Law § 273(1)(a, c, d, e, and n).</td>
</tr>
</tbody>
</table>

|                      | Education Law § 273(1)(l) |
BECPL Special Aid: Annual sum of $50,000 for a continuity of service project. (Included in Basic Aid Payment)

Brooklyn Special Aid: Education Law § 273(1)(k) Annual sum of $350,000 for business library. (Included in Basic Aid Payment)

Nassau Special Aid: Education Law § 273(1)(m)


13.1.1 Total Full-Time Equivalents (FTE) 2.7

13.1.2 Total Expenditure for Professional Salaries $178,400

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) 8.53

13.1.4 Total Expenditure for Other Staff Salaries $313,769

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

$202,900

13.1.6 Purchased Services: Did the system expend funds for purchased services? Y 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 Telecommunications
2. Provider of Services Verizon Wireless
3. Expenditure $398

1. Expenditure Category Telecommunications
2. Provider of Services Fax service
3. Expenditure $198

1. Expenditure Category Telecommunications
2. Provider of Services Spectrum Business/Time Warner Cable
3. Expenditure $5,673

1. Expenditure Category Telecommunications
2. Provider of Services All Mode Communications
3. Expenditure $1,140
<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>Provider of Services</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other (specify using the State note)</td>
<td>Canon/Pitney Bowes</td>
<td>$8,228</td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>Tompkins Insurance Agencies</td>
<td>$10,839</td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>Town of Dryden</td>
<td>$906</td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>NYSEG</td>
<td>$9,625</td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>Cintas Mat Services</td>
<td>$1,062</td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>Casella Waste Systems</td>
<td>$1,009</td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>B&amp;H Cleaning</td>
<td>$8,351</td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>Federal Safety Equipment</td>
<td>$393</td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>Pop a Lock</td>
<td>$575</td>
</tr>
<tr>
<td>Printing</td>
<td>Cornell Print Services</td>
<td>$1,370</td>
</tr>
<tr>
<td>Consultant fees/professional fees</td>
<td>White, Osterman, &amp; Hanna, Attorneys</td>
<td>$505</td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>Mr. Outside Lawn Service</td>
<td>$4,400</td>
</tr>
<tr>
<td>Expenditure Category</td>
<td>Provider of Services</td>
<td>Expenditure</td>
</tr>
<tr>
<td>----------------------------------------------------------</td>
<td>-------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>GreenScene Lawn &amp; Gardens</td>
<td>$1,366</td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>Curb Appeal</td>
<td>$3,124</td>
</tr>
<tr>
<td>Consultant fees/professional fees</td>
<td>Constantino &amp; Swartwout</td>
<td>$2,500</td>
</tr>
<tr>
<td>Consultant fees/professional fees</td>
<td>Treasurer</td>
<td>$1,302</td>
</tr>
<tr>
<td>Commercial electronic content vendor contracts</td>
<td>OCLC</td>
<td>$15,349</td>
</tr>
<tr>
<td>Commercial electronic content vendor contracts</td>
<td>Overdrive</td>
<td>$12,000</td>
</tr>
<tr>
<td>Commercial electronic content vendor contracts</td>
<td>Zinio</td>
<td>$6,875</td>
</tr>
<tr>
<td>Other (specify using the State note)</td>
<td>Meeting One</td>
<td>$1,250</td>
</tr>
<tr>
<td>Other (specify using the State note)</td>
<td>Various</td>
<td>$4,764</td>
</tr>
<tr>
<td>Other (specify using the State note)</td>
<td>Various</td>
<td>$3,499</td>
</tr>
<tr>
<td>Consultant fees/professional fees</td>
<td>Sciarabba Walker CPA</td>
<td>$9,600</td>
</tr>
<tr>
<td>Other (specify using the State note)</td>
<td>Seminars, Conferences, &amp; Trainings</td>
<td>$4,286</td>
</tr>
<tr>
<td>1. Expenditure Category</td>
<td>Other (specify using the State note)</td>
<td></td>
</tr>
<tr>
<td>-------------------------</td>
<td>--------------------------------------</td>
<td></td>
</tr>
<tr>
<td>2. Provider of Services</td>
<td>Recruiting &amp; Retention</td>
<td></td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$1,103</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>Various</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$7,255</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Expenditure Category</th>
<th>Institutional membership dues</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Provider of Services</td>
<td>Various</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$3,767</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>Various</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$200</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>Various</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$427</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>Member Library Personnel</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$1,082</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>Various</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$5,420</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>Various</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$329</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>BC/BS, UNUM</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>$38,234</td>
</tr>
</tbody>
</table>

13.1.7 **Total Expenditure - Purchased Services** $178,404

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 "Otl
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.

<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>Office/library supplies and postage</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Expenditure</td>
<td>$11,346</td>
</tr>
<tr>
<td>2. Expenditure</td>
<td>$1,490</td>
</tr>
<tr>
<td>1. Expenditure</td>
<td>$2,636</td>
</tr>
<tr>
<td>2. Expenditure</td>
<td>$2,049</td>
</tr>
<tr>
<td>1. Expenditure</td>
<td>$4,605</td>
</tr>
<tr>
<td>2. Expenditure</td>
<td>$784</td>
</tr>
<tr>
<td>1. Expenditure</td>
<td>$407</td>
</tr>
<tr>
<td>1. Expenditure</td>
<td>$5,365</td>
</tr>
<tr>
<td>2. Expenditure</td>
<td>$3,857</td>
</tr>
</tbody>
</table>

13.1.9 **Total Expenditure - Supplies and Materials** $32,539

13.1.10 **Travel Expenditures:** Did the system expend funds for travel? 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.

<table>
<thead>
<tr>
<th>Type of Travel</th>
<th>System Staff Travel</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Expenditure</td>
<td>$5,648</td>
</tr>
<tr>
<td>2. Expenditure</td>
<td>$7,642</td>
</tr>
</tbody>
</table>

13.1.11 **Total Expenditures - Travel** $13,290
13.1.12 **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 applicable category; if no enter N/A for questions 1, 2, 3, and 4 of one repeating group.

<table>
<thead>
<tr>
<th>Type of Item</th>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airzone Heaters</td>
<td>1</td>
<td>$8,980</td>
<td>$8,980</td>
</tr>
<tr>
<td>Lamp Post</td>
<td>1</td>
<td>$6,500</td>
<td>$6,500</td>
</tr>
<tr>
<td>Computer Disk to Disk Back Up</td>
<td>1</td>
<td>$6,623</td>
<td>$6,623</td>
</tr>
</tbody>
</table>

13.1.13 **Total Expenditure - Equipment and Furnishings**

$22,103

13.1.14 **Local Library Services Aid Expenditures**: Indicate the total expenditures to member libraries for Local Library Services Aid.

$88,149

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.

<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>

13.1.16 **Total Expenditures - Grants for Member Libraries**

$0


$1,029,554
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 2016 - 2017 State Aid:**

$1,151,766

13.1.20 **Cash Balance at the End of the Current Fiscal Year**

$59,650

13.1.21 **Final Narrative:** Provide a brief narrative, no more than fifteen hundred (1500) words, describing the major activities carried out with these State Aid Funds.

The expenditures in this section allowed FLLS to attain goals that are outlined in the Plan of Service for the funding year by covering salary and benefit expenses of professional system staff that provide the following services to our member libraries: RESOURCE SHARING - Coordinated collection development, purchase of materials for rotating collections and member libraries, providing subscriptions to review sources, maintain database of holdings, cataloging, daily delivery Monday through Friday to member libraries, Interlibrary Loan, telecommunications infrastructure, operate and maintain Polaris circulation system, explore new technologies to be implemented. PROFESSIONAL DEVELOPMENT and CONTINUING EDUCATION - System staff attend meetings, conferences, and workshops locally as well as at state and national level in order to interact with colleagues, stay abreast of current trends and developments, and facilitate the continuing education of member library staff and trust workshops for members in the areas of technology, digital literacy, youth services, public relations, advocacy, electronic resources, best practices and trends, sustainable funding options, governance and leadership, trustee education and minimum standards compliance. CONSULTING AND DEVELOPMENT SERVICES - Professional staff provide assistance to member libraries via telephone, e-mail, and through library visits and board meetings in the areas of technology, best practices, governance, policies, laws and regulations, funding and budget personnel, literacy support, grants, annual reports, advocacy, youth services, reference services, consultation, and library operations. AWARENESS AND ADVOCACY - FLLS creates an annual Advocacy Guide which includes contact information and legislative priorities of the state legislators that represent the libraries in our system, tips for communicating with legislators, sample letters, and state legislative updates; Coordinates and participates in the annual Lobby Day activities in Albany by bus for members to attend, arranging meetings with legislators, and coordinating a postcard campaign; Keeps member libraries up to date on funding and legislation through e-mail communications and updates the FLLS website; System director and other professional staff members regularly visit state and local representatives throughout the year; FLLS works with South Central Regional Library Council to coordinate advocacy efforts; State legislators are invited to FLLS annual meeting. COMMUNICATIONS AMONG MEMBER LIBRARIES - FLI listservs for directors, trustees, youth services staff, technology staff, and offers listserv five counties; Provides an annual directory of members containing hours of libraries at information of staff and trustees; Posts regular updates to the FLLS website and Facebook page. FLLS encourages all five counties to host regular directors meetings, which FLLS staff attends. COOPERATIVE EFFORTS WITH OTHER LIBRARY SYSTEMS - Sharing of policy toolkits, and other resources with neighboring systems. FLLS hosts other public library for workshops for our member libraries. FLLS staff members held the following positions: SCRLC Board President, Polaris User Group Treasurer, BOCES School Library Council member, YSS Conference Chair. CONSTRUCTION - Provides assistance to members in completing grant applications through site visits, providing system guidelines, specialized instruction in filling out forms, recommendations, and updates to the Public Library Construction Grant program from the Division of Library Development.

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**Central Book Aid**

**CENTRAL BOOK AID (CBA)**
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.

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

1. Expenditure Category: Commercial electronic content vendor contracts
2. Provider of Services: Mango Languages
3. Expenditure: $14,000

1. Expenditure Category: Commercial electronic content vendor contracts
2. Provider of Services: Various
3. Expenditure: $14,990

13.2.2 Total Expenditure - Purchased Services: $28,990

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.

1. Expenditure Category: Adult non-fiction and foreign language materials - non-print
2. Quantity: N/A
3. Unit Cost: N/A
4. Expenditure: $8,291

Adult non-fiction and foreign language materials - non-print
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>$5,105</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></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>$10,892</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult non-fiction and foreign language materials - electronic databases</td>
<td>N/A</td>
<td>N/A</td>
<td>$8,124</td>
</tr>
</tbody>
</table>

13.2.4 **Total Expenditure - Supplies and Materials**: $32,412

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. 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) |

13.2.6 **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)**: $61,402

13.2.8 **Cash Balance at the Opening of the Current Fiscal Year**: $4,658

13.2.9 **Total Allocation from 2016 - 2017 State Aid**: $66,900

13.2.10 **Cash Balance at the End of the Current Fiscal Year**: $10,156

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, audiobook, DVD, and materials by our central library and to pay for system wide subscriptions to the Mango and HeritageQuest databases.
**STATUTORY REFERENCE:** Education Law § 272, 273(1)(b)(1)

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).

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.3.1 Total Full-Time Equivalents (FTE)</td>
<td>0</td>
</tr>
<tr>
<td>13.3.2 Total Expenditure for Professional Salaries</td>
<td>$0</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.3.3 Total Full-Time Equivalents (FTE)</td>
<td>0</td>
</tr>
<tr>
<td>13.3.4 Total Expenditures for Other Staff Salaries</td>
<td>$0</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.3.5 Employee Benefits</td>
<td>$0</td>
</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.3.6 Purchased Services</td>
<td>N</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.3.7 Total Expenditure - Purchased Services</td>
<td>$0</td>
</tr>
<tr>
<td>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.</td>
<td>N</td>
</tr>
</tbody>
</table>

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.

<table>
<thead>
<tr>
<th>Question</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.3.8 Supplies and Materials</td>
<td>N</td>
</tr>
</tbody>
</table>

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.

   N

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

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

13.3.11 **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.

   N

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.

   Y

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  
   $98,245
3. Project Description (no more than 300 words)

13.3.15 **Total Expenditure - Grants to Central/Co-Central Libraries**  
   $98,245

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)**  
   $98,245
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 2016 - 2017 State Aid:** $98,245

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 in selecting, acquiring, processing, maintaining, circulating, repairing, and weeding the C collection.

### Coordinated Outreach Library Services Aid

**COORDINATED OUTREACH LIBRARY SERVICES AID**

<table>
<thead>
<tr>
<th>Statutory Reference:</th>
<th>Education Law § 273(1)(h)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Commissioners Regulations</td>
<td>90.3</td>
</tr>
</tbody>
</table>

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)** 48

13.4.2 **Total Expenditure for Professional Salaries** $24,188

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** $17,628

13.4.5 **Employee Benefits:** Indicate the total expenditures for all system employee benefits. $17,511

13.4.6 **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" 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** Other (specify using the State note)
2. **Provider of Services** Upper Hudson Library System
3. **Expenditure** $140

13.4.7 **Total Expenditure - Purchased Services - Supplies and Materials:** $140
13.4.8 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
   2. Expenditure: $924

1. Expenditure Category: Non-print resources (electronic content)
   2. Expenditure: $9,365

13.4.9 Total Expenditure - Supplies and Materials: $10,289

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.

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

1. Type of Travel: System staff
   2. Expenditure: $279

13.4.11 Total Expenditure - Travel: $279

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 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 Southworth Library
2. Allocation $1,070
3. Description of Project Often people who come in need assistance on the computers, or finding information on the Internet and we do not have to time to help them. In an effort to better provide for them we have participated with FLLS and the Tompkins Learning Partners (TLP) for a 3 year NYS grant program to provide basic computer training in a self-paced model. The model has been effective for users, but does not always address a wider range of needs or specific questions needed. The volunteers are from TLP which also limits our availability to help them. We would like to be able to continue providing computer support to our patrons when this grant cycle (Spring 2016) and expand it to include updated operating systems and other skill sets as well, such as the use of Word, Excel and other more specific software programs or apps. We would also like to be able to take our program to the local low income housing development, Poet’s Landing, and provide computer training and support onsite for those who have transportation issues make it over to the library. The computer tutoring would be self-paced, as before, set at a time that works for both the tutors and those they are helping and would be facilitated with volunteers from our library.

1. Recipient Groton Public Library
2. Allocation $2,924
3. Description of Project The goal of the Library Elementary Assistance Program (LEAP) is to provide a boost in literacy and STEAM (Science, Technology, Engineering, Art and Math) skills for third elementary students by providing a fun, educational weekly program that will get students excited about learning while filling gaps in the curriculum and programming offered by the school. This program will also serve as a bridge to our successful middle school program, GPL Teen Thing, and our Summer Reading programs by getting kids involved in after school activities at the library and thus building the foundation for life-long love of learning through the Library.

1. Recipient Interlaken Public 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. Showing the public the library is a great place to visit.

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 Edith B. Ford Memorial Library
2. Allocation $2,000
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 Seneca Falls Library
2. Allocation $1,000
3. Description of Project To continue providing computer and technological help to patrons that have expressed desire for one-on-one computer assistance. We have been able to establish a tech savvy presence here at the Ford Memorial Library. Patrons come here specifically seeking computer assistance. Through this grant we are always able to meet the learning needs of our patrons—only are we building job skills for our community, we have been able to help edit and revise resumes and have seen this resulting in more people holding jobs in the community.
1. Recipient
   Springport Free Library
2. Allocation
   $1,000
3. Description of Project
   The primary goal of the project is to create a program where teens can provide their expertise with the newest technological devices to elderly patrons who need help learning how to use them. This would help elders to learn new skills that will help them keep in contact with family, function in their jobs if they are still working, and keep them current with technology they use in their daily lives. Teens would benefit by fulfilling their mandatory volunteer hours and help them valuable social skills by interacting with a population in their community that they might otherwise have many opportunities to interact with outside of their families.

13.4.15 Total Expenditure - Grants to Member Libraries
   $8,794

13.4.16 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)
   $78,829

13.4.17 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

13.4.18 Total Allocation from 2016 - 2017 State Aid:
   $78,829

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

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

FLLS works with local nursing homes to provide book discussion kits and other materials as needed for them; Continued to serve as liaison to the Talking Book and Braille Library; Held two meetings of the Coordinated Outreach Advisory Council; Administered a mini-grant program for funding 7 member libraries for various outreach programs; Covered the travel expense of the Outreach Coordinator when attending local and state outreach related meetings and co-

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 short term in county jails across the State. Examples of appropriate spending include books and magazine / newspaper subscriptions which acceptable to the institution (Supplies & Materials), as well as programs such as Job Information and other topics directly relevant to the county jail inmate's needs (Purchased Services).

13.5.1 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 "Otl 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.

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. 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
   - Books and other print materials $3,284

2. Expenditure
   - $3,284

13.5.4 Total Expenditure - Supplies and Materials $3,284

13.5.5 Total Expenditure (total 13.5.2, and 13.5.4) $3,284

13.5.6 Cash Balance at the Opening of the Fiscal Year: $906

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

13.5.7 Total Allocation from 2016 - 2017 State Aid $3,257

13.5.8 Cash Balance at the End of the Current Fiscal Year $879

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 county j

State Correctional Aid

THE FOLLOWING QUESTIONS ARE FOR SYSTEMS WITH STATE CORRECTIONAL FACILITIES ONLY

STATE CORRECTIONAL FACILITIES AID

Statutory Education Law § 285 (1)
Reference: 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 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) 0.12
13.6.2 Total Expenditure for Professional Salaries $10,562

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) 0.28
13.6.4 Total Expenditure for Other Staff Salaries $7,840

13.6.5 Employee Benefits: Indicate the total expenditures for all system employee benefits. $6,536

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. 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 Library systems vendor contract for automation (e.g., integrated library system, virtual catalog)
2. Provider of Services OCLC
3. Expenditure $749

1. Expenditure Category Other (specify using the State note)
2. Provider of Services Bennie Visher
3. Expenditure $234

13.6.7 Total Expenditure - Purchased Services $983

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. 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. 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 Books and other print materials
2. Expenditure $14,007

1. Expenditure Category Office/library supplies and postage
2. Expenditure $154

1. Expenditure Category Other (specify using the State note)
2. Expenditure $412
13.6.9 **Total Expenditure - Supplies and Materials** $14,573

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: Other
2. Expenditure: $234

13.6.11 **Total Expenditure - Travel** $234

13.6.12 **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

13.6.13 **Total Expenditure - Equipment and Furnishings** $0

13.6.14 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) $40,728

13.6.15 **Cash Balance at the Opening of the Fiscal Year**: $6,143

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

13.6.16 **Total Allocation from 2016 - 2017 State Aid**: $40,505

13.6.17 **Cash Balance at the End of the Fiscal Year**: $5,925

13.6.18 **Final Narrative**: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds. 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 involved in correctional facility librarians and staff, answering reference questions from inmates, delivering, filling ILL requests, purchasing materials and equipment, cover travel expenses, Outreach Coordinator when making visits to facilities; Hosts at least one meeting annually with the correctional facility librarians at FLLS. Visits occurred to each of our correctional facilities this year.

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 Year 5 (2016)

Professional staff visited member libraries to assist with weeding and collection development...
14.1 Element 1: Resource Sharing

- Results

Continued to maintain a database of FLLS and all member library holdings to enhance system sharing; Maintained a subscription to Overdrive and purchased materials in order 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. Started a subscription to hoopla to provide libraries and their patrons access to streaming videos, television shows, music, graphic novels, e-books and e-audiobooks. Subscriptions to Library Journal, School Library Journal, Voice of Youth Advocates, Game Informer, Library Sparks, and Video Librarian to circulate among member libraries. Established and added to our collections of non-traditional materials and new formats: launchpads, playaways, playaway views, playaway bookpacks, storyline kits, book groups, video games, graphic novels, and Blu-ray discs; Sent out weekly bulletins via email with collection recommendations, system updates and professional development opportunities. Professors participated in NYLA, NYLA-YSS, LTA, PULISDO, ARSL and IUG annual conferences and reported back to member libraries via email. In September 2016, member libraries accessed the 33 member libraries. This service provides a more unified library experience and offers users free access to the wealth of materials and resources System libraries. 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; is a supplier for out-of-system ILL requests.

INTEGRATED LIBRARY SYSTEM and TECHNOLOGY: Use 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 SurveyMonkey for member library usage; continued to modify our updated FLLS website including calendar software and a blog.

14.2 Element 2: Special Client Groups - Results

ADULT LITERACY: Administered the New York State Adult Literacy Library Service providing workforce development and technology skills sessions in Seneca County at the Falls Library through a collaboration with Seneca County Workforce Development.

COORDINATED OUTREACH: FLLS held two meetings of the Coordinated Outreach Council; Continued mini-grant program for members: 7 member libraries were awarded the grant cycle. These grants include: Southworth Library Association - Project: Internet & Technology Instruction - Awarded: $1070; Groton Public Library - Project: Groton LE. Elementary Assistance Program - Awarded: $2924; Interlaken Public Library - Project: Get Set, Read At The Interlaken Library - Awarded: $400; Lodi Whittier Library - Project: Performers for Geographically Isolated - Awarded: $400; Edith B. Ford Memorial Library Project: Personal Computer Assistance - Awarded: $2000; Seneca Falls Library - Project: Tech Lab - Awarded: $1000; Springport Free Library (Union Springs) - Project: Large for Seniors - Awarded: $1000 Total Awards = $8794. All projects that applied were fully funded. FLLS also continued to organize and promote the annual Outreach Award to recognize activities by member libraries. CORRECTIONAL FACILITIES: Continued to provide loan service, reference assistance, deposit collections, system workshops and consultant services to correctional facilities in our service area. Purchased and distributed materials for correctional facilities through money allotted in system grant. An annual correctional facilities meeting in June to review and assess services to our correctional facilities. Visits were made to all correctional facilities in our service area. YOUTH SERVICES: Continued to administer the New York State Family Literacy Library Service Grant. "Summer Reading at New York State Education and Outreach Librarian visited member libraries to assist with collections and programming. Held kickoff Summer Reading Meeting to educate member libraries and resources. Facilitated grants for youth projects at member libraries funded by a private through the Community Foundation of Tompkins County. Increased collection of resources such as puppets, storyline kits, die cuts, videogames, and graphic novels as well as their promotion. Distributed weekly youth news via listserv to inform member libraries about resources and opportunities. Held various workshops for member library staff on topics related to children's and youth services.

Coordinated and/or facilitated the following workshops for member Libraries: Summer
14.3 Element 3: Professional Development and Continuing Education - Results


FLLS staff attended the following conferences/workshops: NYLA annual conference, PULISDO/NYALS conference, Polaris Users Group annual conference, Youth Services NYLA Conference, PULISDO section of NYLA Conference, HATS Trustee Training Conference, ARSL Conference and various workshops offered by the South Central Regional Library Council.

14.5 Element 5: Consulting and Development Services - Results

System librarians and other professional staff visited member libraries and attended member board meetings on a regular basis and responded to specific questions and provided assistance where needed about issues concerning services, programs, collection development, furloughs, space planning, weeding, management and leadership, construction, annual reports, advocacy, trustee and director orientations, personnel concerns, policies, reference, law, regulations, and other topics related to library management and governance. The FLLS also updated to include professional resources for directors and trustees, such as statistical spreadsheets, links to online toolkits and resources, and instructional materials.

14.6 Element 6: Coordinated Services - Results

Continued to maintain the online union catalog of member and FLLS holdings; Continued participation in the Virtual Reference Service Ask US 24/7; provided an opportunity for the purchase of computers for the member libraries of which 42 computers/desktops/laptops were purchased by 14 different libraries. These computers were staged, configured, and installed by FLLS staff.

14.7 Element 7: Awareness and Advocacy - Results

FLLS creates an annual Advocacy Guide which includes contact information and legislative priorities of the state legislators that represent the libraries in our system, tips for communicating with legislators, sample letters, and state legislative and funding updates; Coordinates participates in the annual Lobby Day activities in Albany by providing a bus for member libraries; arranges meetings with legislators, and coordinating a postcard campaign; keeps members 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 representatives throughout the year; State legislators are invited to attend the FLLS annual meeting. Hosted an Advocacy Everyday workshop for our member libraries with NYLA to show the importance of continued, year-long advocacy efforts.

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

FLLS administers listservs for directors, trustees, youth services staff, technology staff listservs for each of the five counties; Provides an annual directory of members containing the hours 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 library directors and FLLS routinely attend these meetings.

14.9 Element 9: Cooperative Efforts with Other Library Systems - Results

System Director is a member of the Public Library System Directors Organization (PUSS) and also a member of the PULISDO subcommittee on shared communication efforts; System Director is a member of NYALS (New York Alliance of Library Systems); FLLS staff visited a neighboring library systems to share knowledge and ideas; Staff from two public libraries presented FLLS workshops for our staff and member libraries; Participated in AskUS: Reference services; shared policy templates, toolkits and other resources with neighboring FLLS staff members held the following positions: SCRLC Board President, TST BOC Librarian Consortium member, Polaris Users Group Treasurer, NYLA-YSS Conference Chair, and a member of the PULISDO subcommittee on shared communication efforts.

FLLS began the process of planning the 2017 YSS Conference in Ithaca, of which we are a sponsor and partner.

14.10 Element 10: Construction - Results

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

Central Book Aid funds are used to purchase non-fiction print, audiobook, DVD, and t
14.11 Element 11: Central Library - Results
materials by our central library and to pay for system wide subscriptions to the Mango and HeritageQuest databases. Central Library Development Aid was used by our center support a portion of the Polaris Integrated Library System, materials receiving activity, underwrite staff costs involved in selecting, acquiring, processing, maintaining, circulating, repairing, and weeding of the CBA collection.

14.12 Element 12: Direct Access - Results
All FLLS member libraries are in compliance with Commissioner's Results Regulation FLLS has a current, board approved Free Direct Access Plan.

14.13 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/

15.3 URL of Current Governing Bylaws

15.4 URL of Evaluation Form
https://www.surveymonkey.com/r/S28WLLQ

15.5 URL of Evaluation Results
https://www.surveymonkey.com/results/SM-F87T73LP/

15.6 URL of Central Library Plan

15.7 URL of Direct Access Plan

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).

02/15/2017

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).

Suggested Improvements
Library System
Name of Person Completing Form
Phone Number and Extension (enter area code, telephone number and extension only):
Please share with us your suggestions for improving the Annual Report. Thank You!