Finger Lakes Library System
Annual Report for Library Systems - 2018 (Public Library Systems 2018)

1. General System Information

No Notes

2. Personnel Information

No Notes

3. System Membership, Outlets and Governance

Repeating Group 1
Is this trustee serving a full term? If No, add a State Note (for example, this
13. trustee was appointed to complete the remainder of a term of a trustee who
resigned their position).

Note: Finishing a term for Susan Ahner who left early.

Repeating Group 2
Is this trustee serving a full term? If No, add a State Note (for example, this
13. trustee was appointed to complete the remainder of a term of a trustee who
resigned their position).

Note: Finishing a term for Sally Eller who left early.

Repeating Group 6
Is this trustee serving a full term? If No, add a State Note (for example, this
13. trustee was appointed to complete the remainder of a term of a trustee who
resigned their position).

Note: Filling out term for Deb Jones who left in December 2016.

4. Public Library System Transactions and Collections

4.6 Use of Electronic Material
Note: In 2018 there was a single Overdrive checkout done through FLLS and not a member library. In 2017 is did not occur.

4.7 Successful Retrieval of Electronic Information
Note: The system electronic usage dropped this year. the largest decrease was in the use of HeritageQuest which was down by 22,000. Other
large decreases include Library Reference Center down by 3,500, Mango languages down by 1,000, Novelist down by 1,000, and Opposing Viewpoints in Context down by 800. Also, when Zinio became RB Digital the stats were broken down by individual library so the member library are reporting those stats now instead of the system.

4.26 Other Non-Electronic Materials

Note: We did a major weeding project in 2018.

5. System Services

Number of new titles added by the system in the reporting year

Note: FLLS was short a staff person that did a major amount of purchasing for about 4 months in 2018. Also, member libraries purchased less in 2018. While their individual numbers were small, they add up to a larger number for the system.

Number of new titles added in the last year

Note: Figures that we previously reported were not accurate. Should have been 55672 in 2017.

Number of holdings added in the last year

Note: Figures we previously reported were not accurate. Should have been 67937 in 2017.

Number of sessions

Note: We no longer participate in Ask Us 24/7 which caused a major decrease in reference questions for the System.

Total Reference Transactions

6. Operating Funds Receipts

Repeating Group 3

2. Amount

Gifts, Endowments, Fundraising, Foundations

Note: In 2017, Tompkins County gave us $7,500 in One Time funding for E-Content for the County’s Libraries.

Note: Friends of the Tompkins County Public Library $67,500 Other $26

6.51 Gifts, Endowments, Fundraising, Foundations

Note: Friends of the Tompkins County Public Library $67,500 Other $26

7. Operating Fund Disbursements

We only pass CLDA funding to the Central Library. They select and house the CBA materials, and we purchase them. Not all of the CBA funding was spent in the current year. We had a carryover from 2017.

7.11 Central Library Aid (CLDA/CBA)

Note: We were not able to spend the carryover and current year funding in the 2018 calendar year. I miss classified CBA purchases and originally added it to this line; it has subsequently been reclassified to collection material above (7.6, 7.7, & 7.8).

7.26 Other Capital Expenditures

Note: Applied Spray Foam Insulation to Ceiling and Walls of Sorting Room in 2017 Equipment - Expensed and Leased / Rented were included in

7.38 Equipment

Note: 7.46 as two separate line items $3,385 Expensed, $6,170 Leased / Rented.

7.44 Fees for Consultants and

Note: ADP $4567 Payroll Services Paychex $1074 Time and Attendance
Professionals - Please include a State Note with the consultants’ or vendors’ names and a brief description of the service(s) provided.

Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid.

Note: NYLA $2050 Pulisdo $400 SCRLC $1100 Innovative Users Group $100

7.45

Repeating Group 1
1. Expense category

Note: Backstage Library Works

Repeating Group 2
1. Expense category

Note: Expensed Equipment - Small Dollar < $ 1000

Repeating Group 3
1. Expense category

Note: Fox Glen Media - Video Service for FLLS & Member Libraries

Repeating Group 6
1. Expense category

Note: Fees paid for permission to show certain movies @ Member Library's

Repeating Group 8
1. Expense category

Note: Fee / License for Overdrive platform and maintenance / support

Repeating Group 10
1. Expense category

Note: Health and Dental Insurance for Retirees, partial pay by retirees & FLLS

Repeating Group 13
1. Expense category

Note: Platform Fee for RB Digital / Zinio

Repeating Group 14
1. Expense category

Note: Various purchases / vendors < $500 each

Repeating Group 1
2. Contracted Service (specify using the State note)

Note: FLLS provides computer technical support to our 33 member libraries, we also purchase computers, supplies and accessories for resale to the libraries.

8. Capital Fund Receipts

No Notes

9. Capital Fund Disbursements

No Notes

12. Projected Annual Budget For Library Systems

No Notes

13. State Formula Aid Disbursements
Repeating Group 1
1. Expenditure Category
   Note: Mortgage Payments - Principal & Interest
Repeating Group 6
1. Expenditure Category
   Note: Rental and Maintenance of Copier and Postage Machine
Repeating Group 7
1. Expenditure Category
   Note: Institutional (Commercial), Vehicle, & Trustee (D & O Liability)
      Insurance
Repeating Group 27
1. Expenditure Category
Repeating Group 28
1. Expenditure Category
   Note: Professional Development
Repeating Group 31
1. Expenditure Category
   Note: Software
Repeating Group 33
1. Expenditure Category
   Note: Various / Miscellaneous small purchases
Repeating Group 22
2. Provider of Services
   Note: Novelist + & K-8 +
Family & Children's Services - EAP Program Lifetime Benefits
   Note: Solutions - Plan Administration Whiteman, Osterman, & Hanna -
      Legal Services
Repeating Group 26
2. Provider of Services
   Note: Repair Shops - Autoworks, Maguire Automotive, Prichard
      Automotive Tire Stores - Mavis Tire & Goodyear
BookWhere Maintenance Program $531 GoDaddy.com $510
   Note: Plymouth Rocket $900 Shipping Easy. com $311 Survey Monkey
      $576 Symantec Endpoint Protection $550 Various < $200 $473
Repeating Group 1
1. Expenditure Category
   Note: USPS & UPS
Repeating Group 2
1. Expenditure Category
   Note: Library Materials - Books, Book Kit Supplies Amazon and EBSCO
Repeating Group 3
1. Expenditure Category
   Note: Office & ILL Supplies Amazon, Staples, Wegman's, & Other 1 - 2
      time purchases Usherwood Office Products - Color Copies
Repeating Group 4
1. Expenditure Category
   Note: Facility Supplies Amazon, Lowe's, Home Depot, Walmart, Agway
Repeating Group 5
1. Expenditure Category
   Note: Marketing / Promotional Items Bernards Custom Logo & Trophy
      Source $594 4imprint $599 Crestline Specialities, Inc. $629 Other $68
Repeating Group 6
1. Expenditure Category
   Note: Small Equipment
Repeating Group 2
1. Type of Travel
   Note: Gasoline for ILL Delivery and Mini Van Usage. Sunoco and Kwik Fill
Repeating Group 2
1. Expenditure Category
   Note: Professional Development NYLA and Pulisdo Conferences

Repeating Group 2
1. Expenditure Category
   Note: Professional Development

Repeating Group 3
1. Expenditure Category
   Note: Speaker at Auburn Correctional Facility's General Library Special Event

Repeating Group 2
2. Provider of Services
   Note: Attendance at annual NYLA conference.

Repeating Group 2
1. Expenditure Category
   Note: ILL Expenses - Postage, UPS, Software, Operations & Maintenance of Delivery Vehicles

Repeating Group 1
1. Type of Travel
   Note: Mileage, Hotel, & Food for Correctional Facility library staff to attend and while at NYLA Conference.

14. Summary of Library System Accomplishments

No Notes

15. Current system URL's

No Notes

16. Assurance and Contact Information

No Notes

Suggested Improvements

No Notes