Finger Lakes Library System
Annual Report for Library Systems - 2015 (Public Library Systems 2015)

State Notes
Local Notes

1. General System Information

1.25	Last Name of System Director	**State Note:**	We have a new System Director as of June 2015
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	**State Note:**	The System was without a director for part of the year. We had one director out on disability for the month of January. She came back but left in February. We then hired a new director in July

2. Personnel Information

2.4	Public Library System Director per CR 90.3(f) - Filled Position FTE	**State Note:**	Position was vacant from February to July as one director left and another was hired.

3. System Membership, Outlets and Governance

Repeating Group 3

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

Repeating Group 4

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

Repeating Group 6

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

4. Public Library System Transactions and Collections

4.1	Number of registered system borrowers	**State Note:**	We started doing Out of System Inter Library Loan.
4.6	Total Print Serial Holdings	**State Note:**	We disbanded our print serials collection. We now use databases for magazines, newspapers, etc.
4.14	Average number of items per collection	**Local Note:**	9241 total items / 23 total collections

5. System Services

5.85	Total Reference Transactions	**State Note:**	The System participates in the Ask Us 24/7 program. We lost several of our librarians participating in this program in 2015 so we do not have as many reference numbers.

6. Operating Funds Receipts

6.51	Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note)	**Local Note:**	In 2014 we received a 1 time gift of $10K from McDonald Foundation

Repeating Group 6

2.	Amount	**Local Note:**	758 + 264 NYDIS

7. Operating Fund Disbursements

7.11	Central Library Aid (CLDA/CBA)	**State Note:**	Payments are disbursed as receipts are received. FLLS does not give Central Library lump sum of funds.
7.24	Computer Equipment	**Local Note:**	There was a large server replacement in 2014 that did not occur in 2015.
7.34	Other Building & Maintenance Expenses	**State Note:**	Insurance was prepaid for 2015 and FLLS no longer pays rent as we moved into our new headquarters and own the building.
7.43	Fees for Consultants and Professionals - Please include a State Note with the consultantsâ€™ or vendorsâ€™ names and a brief description of the service(s) provided.	**Local Note:**	Jason Griffey $2238 (Speaker Fee & Travel Exp) Whiteman, Osterman, Hann $6521 (LEgal Fees) JC's Bookkeeping Service $1179 (Treasurer) Paychex $5522 (Payroll) Sciarabba Walker $9300 (CPA) Ask US 24/7 $410 Family & Children's Services $762 (Emp Referral Serv) Electronic Benefits Service $275 (Flex Plan Admin) Schmidle Consulting $840 (Library Consulting)
7.44	Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid	**Local Note:**	PUG $100 LTA $225 Finance Officers Assoc $50 PULISDO $400 SCRLC $1380 NYLA $600 (Basic) SHRM $245 (TC and Nat'l) NYLA $1093 (Excelsior)

Repeating Group 7

1.	Expense category	**State Note:**	Retiree Benefits

Repeating Group 9

1.	Expense category	**State Note:**	Member Library Fines

Repeating Group 11

1.	Expense category	**State Note:**	Credit Card Fees

Repeating Group 12

1.	Expense category	**State Note:**	LTA Institute Sponsorship

Repeating Group 13

1.	Expense category	**State Note:**	Salary Surveys

Repeating Group 14

1.	Expense category	**State Note:**	Employment Ads

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 8

1.	Expenditure Category	**State Note:**	Insurance

Repeating Group 9
1.   Expenditure Category   **State Note:** Copier
Repeating Group 20
1.   Expenditure Category   **State Note:** Contractual Payroll
Repeating Group 21
1.   Expenditure Category   **State Note:** Contractual
Repeating Group 22
1.   Expenditure Category   **State Note:** Contractual
Repeating Group 23
1.   Expenditure Category   **State Note:** Contractual
Repeating Group 24
1.   Expenditure Category   **State Note:** Contractual
Repeating Group 25
1.   Expenditure Category   **State Note:** Contractual
Repeating Group 26
1.   Expenditure Category   **State Note:** Contractual
Repeating Group 27
1.   Expenditure Category   **State Note:** Contractual
Repeating Group 28
1.   Expenditure Category   **State Note:** Contractual
Repeating Group 29
1.   Expenditure Category   **State Note:** Contractual
Repeating Group 30
1.   Expenditure Category   **State Note:** Database Vendor Contract
Repeating Group 31
1.   Expenditure Category   **State Note:** Database Vendor Service
Repeating Group 32
1.   Expenditure Category   **State Note:** Database Vendor Service
Repeating Group 34
2.   Provider of Services   **State Note:** Polaris User Group
Repeating Group 1
1.   Expenditure Category   **State Note:** Postage
Repeating Group 2
1.   Expenditure Category   **State Note:** UPS
Repeating Group 3
1.   Expenditure Category   **State Note:** Bldg Maint/Facility - Staples
Repeating Group 4
1.   Expenditure Category   **State Note:** Barcode Labels
Repeating Group 5
1.   Expenditure Category   **State Note:** Overdue Notices (Budget Library Supplies)
Repeating Group 6
1.   Expenditure Category   **State Note:** Patron Cards (Dasher Printing)
Repeating Group 7
1.   Expenditure Category   **State Note:** Misc Computer Equipment
Repeating Group 8
1.   Expenditure Category   **State Note:** 3D Printer
Repeating Group 9
1.   Expenditure Category   **State Note:** Wireless Access Points

Repeating Group 2

1. Type of Travel **State Note:** System Trustee Travel

Repeating Group 1

1. Expenditure Category **State Note:** Baker & Taylor

Repeating Group 2

1. Expenditure Category **State Note:** Mid-West Tape

Repeating Group 3

1. Expenditure Category **State Note:** Overdrive E-books

Repeating Group 4

1. Expenditure Category **State Note:** Zinio

Repeating Group 1

1. Expenditure Category **State Note:** Library Materials

Repeating Group 1

1. Expenditure Category **State Note:** Books/Print materials

Repeating Group 2

1. Expenditure Category **State Note:** Delivery

14. Summary of Library System Accomplishments

No Notes

15. Current system URL's

15.4	URL of Evaluation Form	**State Note:**	The evaluation form is currently being revised and disbursed amongst our members in order to gather the necessary information for a updated 5 year plan of service. It is currently not available online.
15.5	URL of Evaluation Results	**State Note:**	Survey results are currently being gathered and processed and are not available online.
15.6	URL of Central Library Plan	**State Note:**	A standing board committee assists with the updating of the Plan of Service. Suggestions and revisions will be made. The Board of Trustees votes on and approves the final draft of the Plan of Service.

16. Assurance and Contact Information

No Notes

Suggested Improvements

No Notes