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

1. General System Information

1.1	SEDCODE	610600700008
1.2	System Name	Finger Lakes Library System
1.3	Beginning Reporting Year	1/1/2015
1.4	Ending Reporting Year	12/31/2015
1.5	Street Address	1300 Dryden Rd.
1.6	City	Ithaca
1.7	Zip Code	14850
1.8	Four-Digit Zip Code Extension (enter N/A if unknown)	5613
1.9	Mailing Address	1300 Dryden Rd.
1.10	City	Ithaca
1.11	Zip Code	14850
1.12	Four-Digit Zip Code Extension (enter N/A if unknown)	5613
1.13	Library System Telephone Number (enter 10 digits only and hit the Tab key)	(607) 273-4074
1.14	Fax Number (enter 10 digits only)	(607) 272-7475
1.15	System Home Page URL	www.flls.org
1.16	URL of the system's complete Plan of Service	www.flls.org/wp-content/uploads/2013/02/FiveYearPlanof
1.17	Population Chartered to Serve (2010 Census)	317,302
1.18	Area Chartered to Serve (square miles)	2507
1.19	Federal Employer Identification Number	150613223
1.20	County	Tompkins
1.21	County (Counties) Served	Cayuga, Cortland, Seneca, Tioga, Tompkins
1.22	School District	Ithaca City School District
1.23	Title of System Director: (drop-down): Mr., Mrs., Ms., Miss, Dr.	Ms.
1.24	First Name of System Director	Sarah
1.25	Last Name of System Director	Glogowski
1.26	NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.	19222
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@flls.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
1.48	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 co	N
1.	Name of Contracting Municipality or District	N/A
		N/A

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

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.	35

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

SALARY INFORMATION

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

3. System Membership, Outlets and Governance

PUBLIC SERVICE OUTLETS

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

3.17	Bookmobiles	0
3.18	Reading Centers	0
3.19	Other Outlets	15
3.20	Total Public Service Outlets (total questions 3.15 through 3.19)	16
3.21	Name of Central Library/Co-Central Libraries	Tompkins County Public Library

BOARD/COUNCIL MEETINGS

3.22	Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year	11
3.24	Number of <u>voting</u> positions on system board/council	10
3.25	Term length for system board/council members	5 years

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

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

SYSTEM BOARD/COUNCIL

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

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

President/Council Chair

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

Board/Council Member - complete one record for each Board/Council Member. For each vacant position, select "Vacant" in qu

in questions 2-10 of the repeating group. The number of Council members must be 5 to 11 (no less than five and no more than

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.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/05/2016
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.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	03/17/2014
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/28/2014
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
		Kiehl

3.	Last Name	
4.	Institutional Affiliation	TC3 Community Library
5.	Professional Title	Director
6.	Mailing Address	2532 Holler Rd
7.	City	Cortland
8.	Zip Code (enter five digits only)	13045
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2014
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2017
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	4 Years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	12/15/2015
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/26/2016
16.	Is this a brand new trustee?	N
1.	Title (drop-down): 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
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).	2 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/01/2016
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/26/2014
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	Georgianna
3.	Last Name	Horvath
4.	Institutional Affiliation	
5.	Professional Title	
6.	Mailing Address	2301 Ellis Creek Rd
7.	City	Lockwood
8.	Zip Code (enter five digits only)	14859

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.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	03/28/2014
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	Merilee
3.	Last Name	Witherell
4.	Institutional Affiliation	
5.	Professional Title	
6.	Mailing Address	11757 Schuler Rd
7.	City	Cato
8.	Zip Code (enter five digits only)	13033
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	2016
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).	1 year
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/07/2016
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	Elizabeth
3.	Last Name	Hudson
4.	Institutional Affiliation	
5.	Professional Title	
6.	Mailing Address	15 Fuller Lane
7.	City	Slaterville Springs
8.	Zip Code (enter five digits only)	14881
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2016
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2020

13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/04/2016
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/26/2016
16.	Is this a brand new trustee?	Y
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Kay
3.	Last Name	Zaharis
4.	Institutional Affiliation	Cortland Free Library
5.	Professional Title	Retired Director
6.	Mailing Address	73 Church St
7.	City	Cortland
8.	Zip Code (enter five digits only)	13045
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2016
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2020
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	12/30/2015
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/26/2016
16.	Is this a brand new trustee?	Y
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Gary
3.	Last Name	Seymour
4.	Institutional Affiliation	
5.	Professional Title	
6.	Mailing Address	9 East Ave
7.	City	Cortland
8.	Zip Code (enter five digits only)	13045
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2016
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2020
13.	What is the length of this trustee's term? Please add a State Note if this trustee's term is not a full term (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	5 years
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/13/2016
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/26/2013

16.	Is this a brand new trustee?	Y

COORDINATED OUTREACH COUNCIL

3.45	Has the Coordinated Outreach Council met at least two times during the calendar year per CR 90.3 (j)(2)(iv)? (Enter Y for Yes, N for No).	Y

Coordinated Outreach Council Members - complete one record for each Council Member for the period January 1, 2016, throu For each vacant position, select "Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group. The number of c 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 "Otl 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	Ms.
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	Ms.
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	Ms.
2.	First Name	Giorgianna
3.	Last Name	Horvath
4.	Institutional Affiliation	Literacy Volunteers of Broome & Tioga
5.	Professional Title	Counties Literacy Tutor
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
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	Ms.
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	Ms.
2.	First Name	Brenda
3.	Last Name	Walsh

4.	Institutional Affiliation	Auburn Correctional Facility
5.	Professional Title	Head Librarian
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mr.
2.	First Name	Jeffrey
3.	Last Name	Boles
4.	Institutional Affiliation	Finger Lakes Independence Center
5.	Professional Title	Education Outreach Coordinator
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Arline
3.	Last Name	Woolley
4.	Institutional Affiliation	Tompkins Learning Partners
5.	Professional Title	ABE Coordinator/Trainer
1.	Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Ms.
2.	First Name	Amanda
3.	Last Name	Schiavulli
4.	Institutional Affiliation	Finger Lakes Library System
5.	Professional Title	Education & Outreach Librarian

4. Public Library System Transactions and Collections

4.1	Number of registered system borrowers	339
4.2	Total system circulation	3,725
4.3	System Visits	35
GENERAL SYSTEM HOLDINGS		
4.4	Total Cataloged Book Holdings	51,110
4.5	Uncataloged Book Holdings	0
4.6	Total Print Serial Holdings	0
4.7	All Other Print Materials Holdings	0
4.8	Total Number of NOVELNY Databases	10
4.9	Total Electronic Holdings	7,353
4.10	Other Non-Electronic Materials	657
4.11	Grand Total Holdings (total questions 4.4 through 4.10)	59,130
ROTATING COLLECTIONS/BOOK LOANS		
4.12	Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No)	Y
4.13	Number of collections	23
4.14	Average number of items per collection	402

5. System Services
TECHNOLOGY AND RESOURCE SHARING

INTEGRATED LIBRARY SYSTEM (ILS)

5.1	Does the system provide an integrated library automation system (ILS) for its member libraries? (Enter Y for Yes, N for No)	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	437,819
5.9	Number of new titles added by the system in the reporting year	7,387
5.10	Number of Central Library Aid titles added in the reporting year	933
5.11	Number of new titles added by the members in the reporting year	23,566
5.12	Total new titles (total questions 5.9 through 5.11)	31,886

UNION CATALOG OF RESOURCES

5.13	How many libraries participate in (or submit records for) the union catalog?	34
5.14	Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No)	N
5.15	Number of titles in the system's union catalog	473,965
5.16	Number of holdings in the system's union catalog	1,016,387
5.17	Number of new titles added in the last year	38,234
5.18	Number of holdings added in the last year	88,616

UNION LIST OF SERIALS

5.19	Does the system have a union list of serials? (Enter Y for Yes, N for No. If No, enter zero (0) on question 5.20.)	Y
5.20	How many libraries participate in (or submit records for) the union list of serials?	34

COMBINED SYSTEM UNION CATALOG AND UNION LIST OF SERIALS

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

VIRTUAL CATALOG

5.22	Does the system provide a virtual catalog for member libraries? (Enter Y for Yes, No for No, or N/A)	Y
5.23	How many Internet-accessible member library catalogs are included in the virtual catalog?	33
5.24	How many member libraries have holdings included in a database that serves as a link of the virtual catalog?	33

5.25 Indicate the features of the system's virtual catalog (check all that apply):

a.	Non-member catalogs are included (if checked, please name non-member catalogs using the State note)	Yes
b.	Non-library catalogs are included (if checked, please name non-library catalogs using the State note)	No
c.	Patron-initiated ILL available and used through this catalog	Yes
d.	N/A	No

5.26	Does the library system provide access to member library catalogs which are not Internet accessible through the virtual catalog? (Enter Y for Yes, N for No) If yes, please describe using the State note.	N

VISITS TO THE SYSTEM'S WEB SITE

5.27	Annual number of visits to the system's web site	131,508

STATEWIDE INTERNET LIBRARIES (FORMERLY NOVELNY- READY LIBRARIES)

5.28	How many of the system's member libraries have achieved <u>Basic</u> Statewide Internet Library-ready status?	32
5.29	How many of the system's member libraries have achieved <u>Advanced</u> Statewide Internet Library-ready status?	1
5.30	How many of the system's member libraries have achieved <u>Leader</u> Statewide Internet Library-ready status?	0
5.31	Total Statewide Internet Library-Ready Libraries (total questions 5.28 through 5.30)	33

SYSTEM INTERLIBRARY LOAN ACTIVITY

5.32	Total items provided (loaned)	7,293
5.33	Total items received (borrowed)	6,588
5.34	Total requests provided (loaned) unfilled	1,112
5.35	Total requests received (borrowed) unfilled	918
5.36	Total interlibrary loan activity (total questions 5.32 through 5.35)	15,911

DELIVERY

5.38 Indicate delivery methods used by the system (check all that apply):

Note: For questions which include a choice of "Other", please add a State Note of explanation when "Other" is chosen. Also pl 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

5.39	Number of stops (pick-up and delivery sites per week)	134

CONTINUING EDUCATION/STAFF DEVELOPMENT

Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)

5.40	Number of sessions	2
5.41	Number of participants	2

Technology

5.42	Number of sessions	18
5.43	Number of participants	216

Digitization

5.44	Number of sessions	0
5.45	Number of participants	0

Leadership

5.46	Number of sessions	0
5.47	Number of participants	0

Management & Supervisory

5.48	Number of sessions	0
5.49	Number of participants	0

Planning and Evaluation

5.50	Number of sessions	3
5.51	Number of participants	42

Awareness and Advocacy

5.52	Number of sessions	2
5.53	Number of participants	45

Trustee/Council Training

5.54	Number of sessions	3
5.55	Number of participants	26

Special Client Populations

5.56	Number of sessions	1
5.57	Number of participants	7

Children's Services/Birth to Kindergarten

5.58	Number of sessions	1
5.59	Number of participants	14

Children's Services/Elementary Grade Levels

5.60	Number of sessions	5
5.61	Number of participants	98

Young Adult Services/Middle and High School Grade Levels

5.62	Number of sessions	7
5.63	Number of participants	72

General Adult Services

5.64	Number of sessions	2
5.65	Number of participants	100

5.66	**Other:** Does the system provide other Workshops/Meetings/Training Sessions not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic; if No, enter N/A for questions 1, 2 and 3 of one repeating group.	N
1.	Topic	N/A
2.	Number of sessions	N/A

3.   Number of participants   N/A

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

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

COORDINATED SERVICES

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

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

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

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

5.70	Number of contacts - Consulting with member libraries on grants, and state and federal funding	314
5.71	Number of contacts - Consulting with member libraries on funding and governance	37
5.72	Number of contacts - Consulting with member libraries on charter and registration work	12
5.73	Number of contacts - Consulting with member libraries on automation and technology	1,159
5.74	Number of contacts - Consulting with member libraries on youth services	574
5.75	Number of contacts - Consulting with member libraries on adult services	212
5.76	Number of contacts - Consulting with member libraries on physical plant needs	56
5.77	Number of contacts - Consulting with member libraries on personnel and management issues	59
5.78	Number of contacts - Consulting with state and county correctional facilities	341
5.79	Number of contacts - Providing information to local, county, and state legislators and their staffs	49
5.80	Number of contacts - Providing system and member library information to the media	405
5.81	Number of contacts - Providing website development and maintenance for member libraries	21

5.82	Does the system provide other Consulting and Technical Assistance Services not listed above? Enter Y for Yes, N for No. If Yes, complete one record for each topic. If No, enter N/A for questions 1 and 2 of one repeating group.	Y
1.	Topic	Annual Reports
2.	Number of contacts (all types)	205
1.	Topic	Outreach
2.	Number of contacts (all types)	3
1.	Topic	NYS Tax Cap
2.	Number of contacts (all types)	12
1.	Topic	Trustee Education
2.	Number of contacts (all types)	8
5.83	**Total other contacts** (total of question #2 of Repeating Group #6)	228
5.84	**Total number of contacts** (total of questions 5.70 through 5.81 and 5.83)	3,467

REFERENCE SERVICES

5.85	Total Reference Transactions	497

SERVICES TO SPECIAL CLIENTS
(Direct and Contractual)

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

a.	Services for patrons with disabilities	Yes
b.	Services for patrons who are educationally disadvantaged	Yes
c.	Services for patrons who are aged	Yes
d.	Services for patrons who are geographically isolated	Yes
e.	Services for patrons who are members of ethnic or minority groups in need of special library services	Yes
f.	Services to patrons who are in institutions	Yes
g.	Services for unemployed and underemployed individuals	Yes
i.	N/A	No
5.87	Number of BOOKS BY MAIL loans	N/A
5.88	Number of member libraries with Job/Education Information Centers or collections	18
5.89	Number of State Correctional Facilities libraries served	4
5.90	Number of County Jails libraries served	5
5.91	Number of institutions served other than jails or correctional facilities	7
5.92	Does the system provide other special client services not listed above? If yes, complete one record for each service provided. If no, enter N/A in questions 1 and 2 of one repeating group.	N
1.	Service provided	N/A
2.	Number of facilities/institutions served	N/A
5.93	Does the system charge fees for any program or service? Enter Y for Yes; N for No. If yes, briefly describe using the text box below; if no, enter N/A in Question 5.92.	Y
5.94	Description of fees	The System charges for Polaris, our Integrated Library Sys technology costs such as software and hardware upgrades, equipment, and a capital reserve for future ILS upgrades.

6. Operating Funds Receipts

LOCAL PUBLIC FUNDS

6.1	Does the system receive county funding? Enter Y for Yes, N for No. If yes, please complete one record for each county. If No, enter N/A on questions 1 through 4 of one repeating group.	Y
1.	County Name	Cortland
2.	Amount	$3,500
3.	Subject to Public Vote (Enter Y for Yes, N for No, or N/A)	N
4.	Written Contract (Enter Y for Yes, N for No, or N/A)	Y
1.	County Name	Seneca
2.	Amount	$5,953
3.	Subject to Public Vote (Enter Y for Yes, N for No, or N/A)	N
4.	Written Contract (Enter Y for Yes, N for No, or N/A)	Y
1.	County Name	Tioga
2.	Amount	$6,000
3.	Subject to Public Vote (Enter Y for Yes, N for No, or N/A)	N
4.	Written Contract (Enter Y for Yes, N for No, or N/A)	Y
1.	County Name	Tompkins
2.	Amount	$15,176
3.	Subject to Public Vote (Enter Y for Yes, N for No, or N/A)	N
4.	Written Contract (Enter Y for Yes, N for No, or N/A)	Y
6.2	Total County Funding	$30,629
6.3	All Other Local Public Funds	$0
6.4	**Total Local Public Funds** (total questions 6.2 and 6.3)	$30,629

STATE AID RECEIPTS

6.5	Adult Literacy Library Services Grants	$4,460
6.6	Central Library Development Aid	$94,183
6.7	Central Book Aid	$64,134
6.8	Conservation/Preservation Grants	$0
6.9	Construction for Public Libraries Aid	$240,283
6.10	Coordinated Outreach Services Aid	$75,570
6.11	Correctional Facilities Library Aid	$39,013
6.12	County Jails Library Aid	$2,926
6.14	Family Literacy Grants	$8,028

Local Library Services Aid

6.18	Kept at System Headquarters	$0
6.19	Distributed to members	$102,768
6.20	Total LLSA (total questions 6.18 and 6.19)	$102,768
6.21	Local Services Support Aid	$91,082
6.22	Local Consolidated Systems Aid	$0
6.26	Public Library System Basic Aid	$804,110

Regional Bibliographic Data Bases (RBDB) Aid

6.31	Regional Bibliographic Data Bases (RBDB) Grant(s) from 3Rs	$0
6.35	Special Legislative Grants and Member Items	$169,000
6.36	Supplementary System Aid	$122,909

6.37	The New York Public Library - The Research Libraries	$0
6.38	The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid	$0
6.39	The New York Public Library, City University of New York	$0
6.40	The New York Public Library, Schomburg Center for Research in Black Culture Library Aid	$0
6.41	The New York Public Library, Science, Industry and Business Library	$0
6.42	Does the system receive state funding from other sources? Enter Y for Yes, N for No. (Report Special Legislative Grants and Member Items on Q 6.35).	N

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

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

| 6.43 | Total Other State Aid (total question #2 of Repeating Group #9 above) | $0 |
| 6.44 | **Total State Aid Receipts** (total questions 6.5 through 6.14, question 6.17, questions 6.20 through 6.22, questions 6.25 through 6.27, questions 6.30 through 6.41, and question 6.43) | $1,818,466 |

FEDERAL AID

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

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

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

| 6.47 | Total Other Federal Aid (total questions #2 of Repeating Group #10 above) | $0 |
| 6.48 | **Total Federal Aid** (total questions 6.45 and 6.47) | $0 |

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

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

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

1.	Contracting Agency	Cornell Alternatives Library
2.	Contracted Service	Cataloging Service
3.	Total Contract Amount	$391
1.	Contracting Agency	Member Libraries
2.	Contracted Service	Technology Services
3.	Total Contract Amount	$267,976
1.	Contracting Agency	Member Libraries
2.	Contracted Service	Computer Purchases
3.	Total Contract Amount	$22,449
1.	Contracting Agency	Tompkins County Public Library
2.	Contracted Service	Delivery to Reading Centers
3.	Total Contract Amount	$300

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

MISCELLANEOUS RECEIPTS

6.51	Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note)	$64,936
6.53	Income from Investments	$4,631

Proceeds from Sale of Property

6.54	Real Property	$0
6.55	Equipment	$290
6.56	Does the system have other miscellaneous receipts in categories not listed in questions 6.51 through 6.55? Enter Y for Yes, N for No.	Y

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

1.	Receipt category	Library Charges
2.	Amount	$916
1.	Receipt category	Workshops
2.	Amount	$300
1.	Receipt category	E-Rate
2.	Amount	$8,197
1.	Receipt category	Member Library Fines
2.	Amount	$17,447
1.	Receipt category	Member Library E-Content
2.	Amount	$11,588
1.	Receipt category	Insurance Recoveries
2.	Amount	$1,022
6.57	Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above)	$39,470
6.58	**Total Miscellaneous Receipts** (total questions 6.51 through 6.55 and question 6.57)	$109,327
6.59	**TOTAL OPERATING FUND RECEIPTS - Total Local Public Funds, Total State Aid, Total Federal Aid, Total Contracts, and Total Miscellaneous Receipts** (total questions 6.4, 6.44, 6.48, 6.50, and 6.58)	$2,249,538
6.60	**BUDGET LOANS**	$0

TRANSFERS

6.61	From Capital Fund (Same as question 9.6)	$0
6.62	From Other Funds	$0
6.63	**Total Transfers** (total questions 6.61 and 6.62)	$0
6.64	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2015; 3Rs - July 1, 2015. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2014; 3Rs - June 30, 2015.)	$964,151
6.67	GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER (Public Library Systems and 3Rs - total questions 6.59, 6.60, 6.63 and 6.64 - must agree with question 7.83) (School Library Systems - total questions 6.59, 6.65 and 6.66 - must agree with question 7.83)	$3,213,689

7. Operating Fund Disbursements

STAFF EXPENDITURES

Salaries

7.1	System Director and Librarians	$193,288
7.2	Other Staff	$403,115
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	$596,403
7.4	Employee Benefits Expenditures	$233,279
7.5	**Total Staff Expenditures** (total questions 7.3 and 7.4)	$829,682

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	$23,598
7.7	Electronic Materials Expenditures	$47,833
7.8	Other Materials Expenditures	$7,664
7.9	**Total Collection Expenditures** (total questions 7.6 through 7.8)	$79,095

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

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

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	$0
7.23	Other Vehicles	$0
7.24	Computer Equipment	$22,019
7.25	Furniture/Furnishings	$0
7.26	Other Capital Expenditures	$0
7.27	**Total Capital Expenditures from Operating Fund** (total questions 7.22 through 7.26)	$22,019

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	$22,019
7.29	From Other Funds (71OF)	$0
7.30	**Total Capital Expenditures by Source** (total questions 7.28 and 7.29; same as question 7.27)	$22,019

OPERATION AND MAINTENANCE OF BUILDINGS

Repairs To Buildings and Building Equipment by Source of Funds

7.31	From Local Public Funds (72PF)	$0
7.32	From Other Funds (72OF)	$0
7.33	**Total Repairs to Buildings and Building Equipment** (total questions 7.31 and 7.32)	$0

7.34	Other Building & Maintenance Expenses	$49,882
7.35	**Total Operation and Maintenance of Buildings** (total questions 7.33 and 7.34)	$49,882

MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	$18,241
7.37	Office and Library Supplies	$20,346
7.38	Telecommunications	$28,653
7.39	Binding Expenses	$0
7.40	Postage and Freight	$11,886
7.41	Publicity and Printing	$9,052
7.42	Travel	$08,633
7.43	Fees for Consultants and Professionals - Please include a State Note with the consultants' or vendors' names and a brief description of the service(s) provided.	$30,072
7.44	Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid	$4,093
7.46	Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.45? Enter Y for Yes, N for No.	Y

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

1.	Expense category	Moving Exp
2.	Amount	$5,570
1.	Expense category	ILS
2.	Amount	$73,381
1.	Expense category	Software
2.	Amount	$3,754
1.	Expense category	Overdrive
2.	Amount	$12,000
1.	Expense category	Zinio
2.	Amount	$7,500
1.	Expense category	Maint/Repair
2.	Amount	$7,365
1.	Expense category	Retiree Bene
2.	Amount	$34,269
1.	Expense category	OCLC
2.	Amount	$14,931
1.	Expense category	Mem Lib Fine
2.	Amount	$20,825
1.	Expense category	Bank Charges
2.	Amount	$195
1.	Expense category	CC Fees
2.	Amount	$742
1.	Expense category	LTA Inst Spo
2.	Amount	$500
1.	Expense category	Salary Surve
2.	Amount	$1,558

1.	Expense category	Emp. Ads
2.	Amount	$3,869

7.47	Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13)	$186,459
7.48	**Total Miscellaneous Expenses** (total questions 7.36 through 7.45 and 7.47)	$317,435

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

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

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

1.	Contracting Agency (specify using the State note)	Member Library
2.	Contracted Service (specify using the State note)	Computer Pur
3.	Total Contract Amount	$23,172

7.50	**Total Contracts** (total question #3 of Repeating Group #14 above)	$23,172

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

7.51	From Local Public Funds (73PF)	$62,550
7.52	From Other Funds (73OF)	$0
7.53	**Total Capital Purposes Loans** (total questions 7.51 and 7.52)	$62,550
7.54	Other Loans	$0
7.55	**Total Debt Service** (total questions 7.53 and 7.54)	$62,550
7.56	**TOTAL TOTAL DISBURSEMENTS - Total Staff Expenditures, Total Collection Expenditures, Total Grants to Member Libraries, Total Capital Expenditures, Total Operation and Maintenance of Buildings, Total Miscellaneous Expenses, Total Contracts, and Total Debt Service (total questions 7.5, 7.9, 7.21, 7.27, 7.35, 7.48, 7.50, and 7.55)**	$1,846,013

TRANSFERS

Transfers to the Capital Fund

7.57	From Local Public Funds (76PF)	$0
7.58	From Other Funds (76OF)	$465,142
7.59	**Total Transfers to Capital Fund** (total questions 7.57 and 7.58; same as question 8.2)	$465,142
7.60	**Total Transfers to Other Funds**	$0
7.61	**Total Transfers** (total questions 7.59 and 7.60)	$465,142
7.62	**TOTAL DISBURSEMENTS AND TRANSFERS** (total questions 7.56 and 7.61)	$2,311,155
7.63	**CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2015) (For 3Rs - June 30, 2016)**	$902,534
7.83	**GRAND TOTAL DISBURSEMENTS, TRANSFERS, & BALANCE/ROLLOVER** (total questions 7.62, 7.63, 7.73, and 7.82)	$3,213,689

FISCAL AUDIT

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

ACCOUNT INFORMATION
Complete one record for each financial account

1.	Name of bank or financial institution	Tompkins trust Company
2.	Amount of funds on deposit	$1,061,687
7.87	**Total Bank Balance** (total question #2 of Repeating Group #15)	$1,061,687
7.88	Does the system have a Capital Fund? Enter Y for Yes, N for No. If yes, please complete the Capital Fund Report. If no, stop here.	Y

8. Capital Fund Receipts

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

STATE AID FOR CAPITAL PROJECTS

8.3	State Aid Received for Construction	$0

ALL OTHER AID AND/OR GRANTS FOR CAPITAL PROJECTS

8.4	Does the system receive any other aid and/or grants for capital projects. Enter Y for Yes, N for No. If yes, complete one record for each award. If no, enter N/A on questions 1 and 2 of one repeating group.	N
1.	Contracting Agency	N/A
2.	Amount	N/A
8.5	**Total Aid and/or Grants** (total question #2 of Repeating Group #16 above)	$0
8.6	**TOTAL RECEIPTS - Revenues from Local Sources, Interfund Revenue, State Aid for Capital Projects, and Total Federal Aid** (total questions 8.1, 8.2, 8.3, and 8.5)	$465,142
8.7	**NONREVENUE RECEIPTS**	$0
8.8	**TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts** (total questions 8.6 and 8.7)	$465,142
8.9	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2015; 3Rs - July 1, 2015. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2014; 3Rs - June 30, 2015)	$0
8.10	**TOTAL RECEIPTS AND CASH BALANCE** (total questions 8.8 and 8.9)	$465,142

9. Capital Fund Disbursements
PROJECT EXPENDITURES

	$415,609

9.1	Total Construction	
9.2	Incidental Construction	$49,533
9.3	Books and Library Materials	$0
9.4	Total Other Disbursements	$0
9.5	**Total Project Expenditures** (total questions 9.1 through 9.4)	$465,142
9.6	**TRANSFER TO OPERATING FUND** (Same as question 6.61)	$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)	$465,142
9.9	**CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2015, for Public Library Systems; June 30, 2016, for 3Rs)**	$0
9.10	**TOTAL DISBURSEMENTS AND CASH BALANCE** (total questions 9.8 and 9.9)	$465,142

12. Projected Annual Budget For Library Systems

Public Library Systems Budget for January 1, 2016 - December 31, 2016

PROJECTED OPERATING FUND - RECEIPTS

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

PROJECTED OPERATING FUND - DISBURSEMENTS

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

PROJECTED CAPITAL FUND - RECEIPTS

12.10	Capital Fund Receipts (include Revenues from Local Sources, Transfer from Operating Fund, State Aid for Capital Projects and All Other Aid for Capital Projects)	$28,360
12.11	Nonrevenue Receipts	$0
12.12	Cash Balance in Capital Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2016, must be the same as the December 31, 2015, closing balance reported on Q9.9 of the 2015 annual report)	$0
12.13	Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12)	$28,360

PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14	Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures	$28,360
12.15	Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2016)	$0
12.16	Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)	$28,360

13. State Formula Aid Disbursements
Public Library Systems Basic Aid

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

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

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

Education Law

Statutory Reference (LSSA):	§ 272, 273(1)(f)(6) Commissioners Regulations 90.3 and 90.10 The formula is $0.31 per capita for system population living outside the chartered service areas of member libraries plus 2/3 members LLSA.	
Statutory Reference (LCSA):	Education Law § 272, 273(1)(f)(7) Commissioners Regulations 90.3/td>	

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

13.1.1	Total Full-Time Equivalents (FTE)	2.8
13.1.2	Total Expenditure for Professional Salaries	$155,943

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

13.1.3	Total Full-Time Equivalents (FTE)	9.5
13.1.4	Total Expenditure for Other Staff Salaries	$355,701
13.1.5	**Employees Benefits:** Indicate the total expenditures for all system employee fringe benefits.	$212,074
13.1.6	**Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No.	Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Ot 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	MCI
3.	Expenditure	$703

1.	Expenditure Category	Telecommunications
2.	Provider of Services	Verizon Wireless
3.	Expenditure	$2,071

1.	Expenditure Category	Telecommunications
2.	Provider of Services	Verizon
3.	Expenditure	$1,673

1.	Expenditure Category	Telecommunications
2.	Provider of Services	Verizon Communications
3.	Expenditure	$349

1.	Expenditure Category	Telecommunications
2.	Provider of Services	Time Warner Cable
3.	Expenditure	$18,037

1.	Expenditure Category	Telecommunications
2.	Provider of Services	Clarity Connect
3.	Expenditure	$4,788

1.	Expenditure Category	Telecommunications
2.	Provider of Services	All Mode Communications
3.	Expenditure	$1,032

1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	Perry & Carroll Ins. Co.
3.	Expenditure	$9,327

1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	Canon/Pitney Bowes
3.	Expenditure	$7,655

1.	Expenditure Category	Building and maintenance expenses
2.	Provider of Services	Tri-County Security
3.	Expenditure	$1,854

1.	Expenditure Category	Building and maintenance expenses

2.	Provider of Services	Tompkins County
3.	Expenditure	$10,776

1.	Expenditure Category	Building and maintenance expenses
2.	Provider of Services	NYSEG
3.	Expenditure	$12,724

1.	Expenditure Category	Building and maintenance expenses
2.	Provider of Services	Mr. Outside Lawn Service
3.	Expenditure	$5,025

1.	Expenditure Category	Building and maintenance expenses
2.	Provider of Services	Coyne textiles Mat Services
3.	Expenditure	$1,260

1.	Expenditure Category	Building and maintenance expenses
2.	Provider of Services	Casella Waste Systems
3.	Expenditure	$855

1.	Expenditure Category	Building and maintenance expenses
2.	Provider of Services	B&H Cleaning
3.	Expenditure	$9,485

1.	Expenditure Category	Printing
2.	Provider of Services	Various
3.	Expenditure	$3,992

1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	Attorney
3.	Expenditure	$6,521

1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	Sciarabba Walker
3.	Expenditure	$9,300

1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	Paychex
3.	Expenditure	$5,522

1. Expenditure Category — Other (specify using the State note)
2. Provider of Services — AskUs 24/7
3. Expenditure — $410

1. Expenditure Category — Other (specify using the State note)
2. Provider of Services — Family & Children's Services
3. Expenditure — $762

1. Expenditure Category — Other (specify using the State note)
2. Provider of Services — Treasurer
3. Expenditure — $1,179

1. Expenditure Category — Other (specify using the State note)
2. Provider of Services — Electronic Benefits Solutions
3. Expenditure — $275

1. Expenditure Category — Other (specify using the State note)
2. Provider of Services — Schmidle Consulting
3. Expenditure — $840

1. Expenditure Category — Other (specify using the State note)
2. Provider of Services — Kathleen Quinn Consulting
3. Expenditure — $3,025

1. Expenditure Category — Other (specify using the State note)
2. Provider of Services — OCLC
3. Expenditure — $14,931

1. Expenditure Category — Other (specify using the State note)
2. Provider of Services — Overdrive
3. Expenditure — $12,000

1. Expenditure Category — Other (specify using the State note)
2. Provider of Services — Zinio
3. Expenditure — $7,500

1. Expenditure Category — Other (specify using the State note)
2. Provider of Services — Learning Express
3. Expenditure — $5,000

1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	Novelist
3.	Expenditure	$11,950

1.	Expenditure Category	Other (specify using the State note)
2.	Provider of Services	Tumblebook
3.	Expenditure	$2,500

1.	Expenditure Category	Library systems vendor contract for automation (e.g, integrated library system catalog)
2.	Provider of Services	Polaris
3.	Expenditure	$60,636

1.	Expenditure Category	Institutional membership dues
2.	Provider of Services	PUG
3.	Expenditure	$100

1.	Expenditure Category	Institutional membership dues
2.	Provider of Services	NYLA
3.	Expenditure	$1,693

1.	Expenditure Category	Institutional membership dues
2.	Provider of Services	SHRM
3.	Expenditure	$245

1.	Expenditure Category	Institutional membership dues
2.	Provider of Services	SCRLC
3.	Expenditure	$1,380

1.	Expenditure Category	Institutional membership dues
2.	Provider of Services	PULISDO
3.	Expenditure	$400

1.	Expenditure Category	Institutional membership dues
2.	Provider of Services	Finance Managers Association
3.	Expenditure	$50

1.	Expenditure Category	Institutional membership dues
2.	Provider of Services	LTA
3.	Expenditure	$225

13.1.7	**Total Expenditure - Purchased Services**	$238,050
13.1.8	**Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.	Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Ot 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	$8,507

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

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

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

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

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

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

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

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

13.1.9	**Total Expenditure - Supplies and Materials**	$26,812
13.1.10	**Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No.	Y

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

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

1.	Type of Travel	Other
2.	Expenditure	$355

13.1.11	**Total Expenditures - Travel**	$8,633
13.1.12	**Equipment and Furnishings:** Did the system expend funds for equipment and furnishings with a unit cost of $5,000 or more and having a useful life of more than one year. Enter Y for Yes, N for No.	Y

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

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

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

13.1.13	Total Expenditure - Equipment and Furnishings	$13,023

13.1.14	**Local Library Services Aid Expenditures:** Indicate the total expenditures to member libraries for Local Library Services Aid.	$93,894
13.1.15	**Grants to Member Libraries:** Did the system expend funds for grants to member libraries? Enter Y for Yes, N for no.	N

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

1.	Recipient	N/A
2.	Allocation	N/A
3.	Project Description (no more than 300 words)	

13.1.16	Total Expenditures - Grants for Member Libraries	$0
13.1.17	Total Expenditure (total 13.1.2, 13.1.4, 13.1.5, 13.1.7, 13.1.9, 13.1.11, 13.1.13, 13.1.14, and 13.1.16)	$1,104,130
13.1.18	**Cash Balance at the Opening of the Fiscal Year** NOTE: The opening balance must be the same as the closing balance of the previous year.	$0
13.1.19	**Total Allocation from 2015 - 2016 State Aid:**	$1,104,130
13.1.20	**Cash Balance at the End of the Current Fiscal Year**	$0
	Final Narrative:	The expenditures in this section allowed FLLS to attain goals that are outline

13.1.21

| Provide a brief narrative, no more than fifteen hundred (1500) words, describing the major activities carried out with these State Aid Funds. | Service for the funding year by covering salary and benefit expenses of profe system staff that provide the following services to our member libraries: RES Coordinated collection development,borrowing by member libraries,providin review sources, maintain database of holdings, original cataloging, daily deli Friday to all libraries, Interlibrary Loan, managing telecommunications infras maintain Polaris circulation system, explore new technologies to be impleme DEVELOPMENT and CONTINUING EDUCATION- System staff attend m and workshops locally as well as at the state and national level in order to int stay abreast of current trends and developments, and facilitate the continuing library staff and trustees: Hold workshops for members in the areas of techno youth services, marketing and public relation, electronic resources, best pract sustainable funding options, governance and leadership, trustee training, and compliance. CONSULTING AND DEVELOPMENT SERVICES- Professio assistance to member libraries via telephone, e-mail, and through library site meetings in the areas of technology, best practices, governance, trustee traini regulations, funding and budgets, personnel, literacy support, grants, annual r youth services, reference,etc. AWARENESS AND ADVOCACY- FLLS cre Advocacy Guide which includes contact information and legislative prioritie that represent the libraries in our system, tips for communicating with legisla and state legislative and funding updates; Coordinates and participates in the activities in Albany by providing a bus for members to attend, arranging mee and coordinating a postcard campaign; Keeps member libraries up to date on legislation through e-mail communications and updates on the FLLS website through system meetings; System director and other professional staff meet l local representatives throughout year; State legislators are invited to attend th meeting. COMMUNICATIONS AMONG MEMBER LIBRARIES- FLLS ad directors, trustees, youth services staff, technology staff, and offers listservs f Provides an annual directory of members containing hours of libraries and co staff and trustees; encourages county-wide meetings of libraries to share info learning opportunities; Posts regular updates to the FLLS web site and Faceb COOPERATIVE EFFORTS WITH OTHER LIBRARY SYSTEMS- Sharing toolkits, and other resources with neighboring systems. Co-sponsored Library Conference with other library systems, researched and submitted a financial l Southern Tier Library System and Four County Library System, was a memb subcommittee on shared communication practices with Southern tier, Mid-Hu Library Systems. FLLS staff members held the following positions: SCRLC l User Group Treasurer, TST BOCES school Library Council Consortium, Kid Committee member. CONSTRUCTION- Provides assistance to members in construction grant applications through site visits, providing system guideline instructions, assistance in filling out forms, recommendations, and updates to Construction Grant program from the Division of Library Development. |

Central Book Aid

CENTRAL BOOK AID (CBA)

Education Law § 272, 273(1)(b)(2)

	Statutory Reference:	Commissioners Regulations 90.4

Central Book Aid is a flat sum of $71,500 to each public library system. Please see the Central Library Program Guidelines at http://www.nysl.nysed.gov/libdev/clda/index.html for more information.
Include in this category library expenditures for CBA library materials. CBA funds may only be expended for adult non-fiction and foreign language library materials, including electronic content.

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

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

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Ot 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 recor expenditure; if no, enter N/A for questions 1, 2, and 3 of one repeating group.

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

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

13.2.2	Total Expenditure - Purchased Services	$28,227
13.2.3	**Supplies and Materials**: Did the library system expend CBA funds for adult non-fiction and foreign language library materials with a unit cost less than $5,000? Enter Y for Yes, N for No.	Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Ot 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 library materials - print
2.	Quantity	N/A
3.	Unit Cost	N/A
4.	Expenditure	$13,747

1.	Expenditure Category	Adult non-fiction and foreign language materials - non-print
2.	Quantity	N/A
3.	Unit Cost	N/A
4.	Expenditure	$6,119

1.	Expenditure Category	Adult non-fiction and foreign language materials - electronic databases
2.	Quantity	N/A
3.	Unit Cost	N/A
4.	Expenditure	$11,909

1.	Expenditure Category	Adult non-fiction and foreign language materials - electronic databases
2.	Quantity	N/A
3.	Unit Cost	N/A
4.	Expenditure	$8,202

13.2.4	Total Expenditure - Supplies and Materials	$39,977
13.2.5	**Grants to Central/Co-Central Libraries**: Did the system expend funds for grants to central/co-central libraries? Enter Y for Yes, N for No.	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)	$68,204

13.2.8	**Cash Balance at the Opening of the Current Fiscal Year** NOTE: The opening balance must be the same as the closing balance of the previous year.	$8,728
13.2.9	**Total Allocation from 2015 - 2016 State Aid**	$64,134
13.2.10	**Cash Balance at the End of the Current Fiscal Year**	$4,658
13.2.11	**Final Narrative**: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	Central Book Aid funds are used to purchase non-fiction print, audio book, D materials by our central library and to pay for system wide subscriptions to th and HeritageQuest databases.

Central Library Development Aid

CENTRAL LIBRARY DEVELOPMENT AID (CLDA)

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

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

13.3.1	Total Full-Time Equivalents (FTE)	0
13.3.2	Total Expenditure for Professional Salaries	$0

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

13.3.3	Total Full-Time Equivalents (FTE)	0
13.3.4	Total Expenditures for Other Staff Salaries	$0
	Employee Benefits:	

13.3.5	Indicate the total expenditures for all system employee benefits (paid from CLDA funds).	$0
13.3.6	**Purchased Services**: Did the system expend funds for purchased services? Enter Y for Yes, N for No.	N

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Ot 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.	N

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Ot 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.

		N/A

1.	Type of travel	
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	$94,183
3.	Project Description (no more than 300 words)	FLLS does not designate how money should be spent. This is pass through m the Central Library to fulfill their role as the Central Library of the System.

13.3.15	Total Expenditure - Grants to Central/Co-Central Libraries	$94,183
13.3.16	**Total Expenditure (total 13.3.2, 13.3.4, 13.3.5, 13.3.7, 13.3.9, 13.3.11, 13.3.13, and 13.3.15)**	$94,183

13.3.17	**Cash Balance at the Opening of the Fiscal Year** NOTE: The opening balance must be the same as the closing balance of the previous year.	$0
13.3.18	**Total Allocation from 2015 - 2016 State Aid:**	$94,183
13.3.19	**Cash Balance at the end of the Current Fiscal Year**	$0
13.3.20	**Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	Central Library Development Aid was used by our central library to than sup Polaris Integrated Library System, materials receiving activity, and to underw involved in selecting, acquiring, processing, maintaining, circulating, repairin CBA collection

Coordinated Outreach Library Services Aid

COORDINATED OUTREACH LIBRARY SERVICES AID

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

13.4.1-13.4.2 **Professional Salaries:** Indicate total FTE and salaries for all professional system employees.

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

13.4.3-13.4.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees.

13.4.3	Total Full-Time Equivalents (FTE)	0.6
13.4.4	Total Expenditure for Other Staff Salaries	$19,080
13.4.5	**Employee Benefits:** Indicate the total expenditures for all system employee benefits.	$14,992
13.4.6	**Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No.	N

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

13.4.7	**Total Expenditure - Purchased Services**	$0
13.4.8	**Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.	N

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

13.4.9	Total Expenditure - Supplies and Materials	$0
13.4.10	**Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No. Indicate the total expenditures for system employee travel only in this category.	N

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

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

13.4.11	**Total Expenditure - Travel**	$0

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

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. — 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

13.4.13 — **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. — 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	Seymour Public Library District
2.	Allocation	$4,016
3.	Description of Project	The goal of the project is to better serve Auburn's growing population of seni a designated "Senior Space" within the library. The space, which will be acce welcoming, will provide an expanded collection of books on retirement, heal approaches to aging, and a centralized area to promote and distribute informa community programs for older adults. The project will benefit individuals by location within the library, and within the larger community, for information, socializing. Providing books that advise and guide older adults has the potent physical, emotional, spiritual and material aspects of one's life. Creating a ce information on services will direct older adults, as well as their family memb resources, and it will help agencies providing services to reach their audience serves as an anchor to many older residents, who visit the library even on a d to connect with others. Providing a comfortable space for them will enhance library, and it will encourage others to come.

1.	Recipient	Berkshire Free Library
2.	Allocation	$1,480
		This program is two sets of classes to last 6 weeks each for the purpose of te

3.	Description of Project	the basics of how to use computers, laptops, tablets, ereaders, and smart phon for 12 people per class. From grants we have received in the past we have bee tablets and two Nooks. We also own five desk top computers for public use. couple of laptops that we have access to, and devices patrons own themselve for local residents on how to use them. It will also be demonstrated on some what the future is in technology. Anthony Miller worked for the Ithaca City S department for 6 years as a Technology specialist. He is certified by Apple ar State on Apple products as well as PC's in the areas of repair, programing and works for the Broome Tioga BOCES in their IT Department doing the same j classes with the help of a couple of volunteers on how to use the devices, son features, and how to protect your device. He will also demonstrate some of th that is coming out for the everyday user.
1.	Recipient	Groton Public Library
2.	Allocation	$2,884
3.	Description of Project	Our goal for Computer Classes for Seniors is to give our older population the understand, and utilize technology so they are able to live in an ever increasin These classes will allow a portion of the population not native to computer te to use computers effectively for their own purposes. An example, we have m are computer illiterate and unable to do their income taxes online, an issue th our governments phase out paper and are turning to electronic submission on following a similar trend and accept only electronic applications for jobs. Thi paper to electronic is leaving a generation behind. We are also seeing many p their fifties and older being laid off from their employment for the first time a in this digital world. These classes will help a portion of our population that l and need the assistance to catch up. One example is an older couple (late fifti been recently laid off. They are struggling to understand the technology need unemployment as well as job search and then apply for jobs. These classes w life for the better and they are looking forward to taking them as soon as we o
1.	Recipient	Lodi Whittier Library
2.	Allocation	$400
3.	Description of Project	Our goal is to provide quality, professional entertainment for our Summer Re participants-raising awareness of our SRP, generating excitement around reac higher attendance and engagement
1.	Recipient	Powers Library
2.	Allocation	$2,800
3.	Description of Project	The overall goal of this project is to create confident and independent compu years and older. Today we rely so much on technology and for seniors who h experience this can be intimidating. This project will catch them up with the help them regain their independence and be more self-reliant.
1.	Recipient	Edith B. Ford Memorial Library
2.	Allocation	$3,408
		The goal of this project is to engage technologically insecure patrons with co

3.	Description of Project	that will better their lives. Last year the Edith B. Ford Library purchased a la[...] laptop computers on which we have been able to run a series of computer cla[...] support of the FLLS Outreach Mini Grant 2014. We would like to continue t[...] has been a high interest and consistent attendance. We are able to reach elder[...] disadvantaged job seekers who wish to present themselves as technologically [...] we would like to expand our project to include an outreach aspect, which wo[...] "technology steward" who goes into the community (our service area of Rom[...] geographically isolated and technologically behind), and spends several hour[...] and providing hands on computer help. We will set up a hotspot with our mo[...] provide internet access. We will encourage attendees to come with their ques[...] community and connecting like-minded patrons.

13.4.15	Total Expenditure - Grants to Member Libraries	$14,988
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)	$75,570
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 2015 - 2016 State Aid:**	$75,570
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.	

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 incarcera[...] county jails across the State. Examples of appropriate spending include books and magazine / newspaper subscriptions which [...] institution (Supplies & Materials), as well as programs such as Job Information and other topics directly relevant to the county [...] (Purchased Services).

| 13.5.1 | **Purchased Services:** Did the system expend funds for purchased services? Enter Y for Yes, N for No. | N |

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 |

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

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

13.5.4	**Total Expenditure - Supplies and Materials**	$4,256
13.5.5	**Total Expenditure (total 13.5.2, and 13.5.4)**	$4,256
13.5.6	**Cash Balance at the Opening of the Fiscal Year:** NOTE: The opening balance must be the same as the closing balance from the previous year.	$2,236
13.5.7	**Total Allocation from 2015 - 2016 State Aid**	$2,926

| 13.5.8 | **Cash Balance at the End of the Current Fiscal Year** | $906 |

| 13.5.9 | **Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds. | FLLS purchases and distributes popular paperback books for each of our five |

State Correctional Aid

THE FOLLOWING QUESTIONS ARE FOR SYSTEMS WITH STATE CORRECTIONAL FACILITII

STATE CORRECTIONAL FACILITIES AID

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

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

| 13.6.1 | Total Full-Time Equivalents (FTE) | 0.2 |
| 13.6.2 | Total Expenditure for Professional Salaries | $10,835 |

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

| 13.6.3 | Total Full-Time Equivalents (FTE) | 0.35 |
| 13.6.4 | Total Expenditure for Other Staff Salaries | $8,062 |

| 13.6.5 | **Employee Benefits:** Indicate the total expenditures for all system employee benefits. | $6,213 |

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

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Ot 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 catalog)
2.	Provider of Services	OCLC
3.	Expenditure	$1,642

13.6.7	**Total Expenditure - Purchased Services**	$1,642
13.6.8	**Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No.	Y

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

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

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

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

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

13.6.9	**Total Expenditure - Supplies and Materials**	$12,051
13.6.10	**Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No.	N

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

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

13.6.11	**Total Expenditure - Travel**	$0

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.	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 grou[p]

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)	$38,803
13.6.15	**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.	$4,291
13.6.16	**Total Allocation from 2015 - 2016 State Aid:**	$39,013
13.6.17	**Cash Balance at the End of the Fiscal Year:**	$6,143
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 fiv[e] deliver materials to and from the facilities; cover a portion of staff salaries in[ ]correctional facility librarians and staff, answering reference questions from i[ ]delivery, filling ILL requests, purchasing materials and equipment, cover trav[ ]Outreach Coordinator when making visits to facilities; Host two meetings an[ ]correctional facility librarians at FLLS.

14. Summary of Library System Accomplishments

Using the goals from Section 4 in the approved 2012-2016 System Plan of Service, **BRIEFLY** describe the final results of ea[ch] (2014)

Professional staff visited member libraries to assist with weeding and collecti[on]

14.1	Element 1: Resource Sharing - Results	Continued to maintain a database of FLLS and all member library holdings to system sharing; Maintained a subscription to Overdrive and purchased materi libraries and their patrons access to downloadable audio and e-books; Mainta Zinio and purchased materials to provide libraries and their patrons access to magazines. Purchased subscriptions to Library Journal, School Library Journa Advocates, Horn Book, Game Informer, Library Sparks, and Video Librarian member libraries; Established and added to our collections of non-traditional formats including launchpads, playaways, playaway views, playaway bookpa book group kits, video games, graphic novels, and Blu-ray discs; Sent out we e-mail with collection recommendations, system updates and professional de opportunities. Professional staff participated in NYLA, NYLA-YSS, LTA, PI annual conferences and reported back to member libraries via email on what DELIVERY AND INTERLIBRARY LOAN: Delivered materials daily, Mon all member libraries; Central Library provided a core non-fiction collection fc Requests from member libraries, correctional facilities, and patrons for out of were processed on a daily basis using OCLC WorldShare ILL platform; beca out-of-system ILL requests due to feedback from member libraries to enhanc INTEGRATED LIBRARY SYSTEM and TECHNOLOGY: Use a credit car web based catalog (PowerPAC) to enable patrons to pay fines and make dona to renew subscription to Survey Monkey for member library useage; continue updated FLLS web site including calendar software and a blog.
14.2	Element 2: Special Client Groups - Results	ADULT LITERACY: Continued to administer the New York State Adult Lit Grant by Providing computer classes and workforce development resources i the Southworth Library and collaborating with Tompkins Learning Partners. (OUTREACH: FLLS held two meetings of the Coordinated Outreach Advisor mini-grant program for members: 6 member libraries were awarded grants fo cycle; Continued to organize and promote the annual Outreach Award to reco activities by member libraries. CORRECTIONAL FACILITIES: Continued t loan service, reference assistance, deposit collections, system workshops and correctional facilities in our service area. Purchased and distributed materials facilities through money allotted in system grant. YOUTH SERVICES: Cont New York State Family Literacy Library Service Grant. "Summer Reading at Libraries". Education and Outreach Librarian visited member libraries to assi programming. Held kickoff Summer Reading Meeting to educate member lib resources. Facilitated grants for youth projects at member libraries funded by through the Community Foundation of Tompkins County. Increased collectic puppets, storytime kits, die cuts, videogames, and graphic novels as well as tl Distributed weekly youth news via listserv to inform member libraries about opportunities. Held various workshops for member library staff on topics rela youth services.
14.3	Element 3: Professional Development and Continuing Education - Results	Coordinated and/or facilitated the following workshops for member Libraries Program Kick-Off Meeting, Trustee Orientation meetings, OverDrive Classes Gaming Workshops, Learning Express Training, Novelist Training, NYS Col Sessions, POLARIS trainings, Annual Report sessions. FLLS staff attended t conferences/workshops: NYLA annual conference, PULISDO conference, Pc annual conference, Youth Services Section of NYLA Conference, PULISDO Conference, Board Basics Trustee Training, New Director Training at the Ne YSS Conference, Library Trustee Association Conference, and various work: South Central Regional Library Council. System librarians and other professional staff visited member libraries and at

14.5	Element 5: Consulting and Development Services - Results	board meetings on a regular basis and responded to specific questions and pr where needed about issues concerning services, programs, collection develop charters, space planning, weeding, management and leadership, construction, advocacy, trustee and director orientations, personnel concerns, policies, refe regulations, and other topics related to library management and governance. also updated to include professional resources for directors and trustees, such spreadsheets, links to online toolkits and resources, and instructional materia
14.6	Element 6: Coordinated Services - Results	Continued to maintain the online union catalog of member and FLLS holding participation in the Virtual Reference Service Ask US 24/7; Provided an opp purchase of computers for the member libraries of which 66 computers(deskt purchased by 15 different libraries. These computers were staged, configured FLLS staff.
14.7	Element 7: Awareness and Advocacy - Results	FLLS creates an annual Advocacy Guide which includes contact information priorities of the state legislators that represent the libraries in our system, tips with legislators, sample letters, and state legislative and funding updates; Co participates in the annual Lobby Day activities in Albany by providing a bus arranging meetings with legislators, and coordinating a postcard campaign; k up to date on funding and legislation through e-mail communications and up site; system director and other professional staff meet locally with state and l throughout the year; State legislators are invited to attend the FLLS annual m
14.8	Element 8: Communication among Member Libraries and/or Branch Libraries - Results	FLLS administers listservs for directors, trustees, youth services staff, techno listservs for each of the five counties; Provides an annual directory of membe of the libraries and contact information of staff and trustees; Posts regular up site and Facebook page. FLLS encourages the regular meeting between coun 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 Organiz is also a member of the PULISDO subcommittee on shared communication e hosted neighboring library systems to share knowledge and ideas; Participate Virtual Reference services; shared policy templates, toolkits and other resour systems; FLLS staff members held the following positions: SCRLC Board m School Librarian Consortium member, Polaris Users Group Treasurer,, NYL Director-transitioned to second year director in November.
14.10	Element 10: Construction - Results	FLLS provides assistance to members in completing construction grant appli visits, providing system guidelines, specialized instructions, assistance in fill recommendations, and updates to the Public Library Construction Grant prog of Library Development.
14.11	Element 11: Central Library - Results	Central Book Aid funds are used to purchase non-fiction print, audiobook, D materials by our central library and to pay for system wide subscriptions to th and HeritageQuest databases. Central Library Development Aid was used by support a portion of the Polaris Integrated Library System, materials receivin underwrite staff costs involved in selecting, acquiring, processing, maintainir 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 R 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	http://www.flls.org/wp-content/uploads/2012/11/BYLAWS2.pdf
15.4	URL of Evaluation Form	N/A
15.5	URL of Evaluation Results	N/A
15.6	URL of Central Library Plan	http://www.flls.org/wp-content/uploads/2013/02/CEntralFINGER-LAKES-L
15.7	URL of Direct Access Plan	http://www.flls.org/wp-content/uploads/2013/02/FLLSDirectAccessPlan.pdf

16. Assurance and Contact Information

CONTACT INFORMATION

16.1	Contact name (person completing report)	Kristi Downham
16.2	Contact telephone number (enter 10 digits only and hit the Tab key)	(607) 273-4074
16.3	Contact e-mail address	kdownham@flls.org

ASSURANCE

16.4	The Library System operated under its approved Plan of Service in accordance with the provisions of Education Law and the Regulations of the Commissioner, and assures that this "Annual Report" and "Projected Annual Budget" were reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy).	02/17/2016

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

16.5	The Library System's Annual Report and Projected Annual Budget were reviewed and approved by the New York State Library on (date - mm/dd/yyyy).	07/29/2016

Suggested Improvements

Library System	Finger Lakes Library System
Name of Person Completing Form	Kristi Downham
Phone Number and Extension (enter area code, telephone number and extension only):	(607) 273-4074 Ext. 228
Please share with us your suggestions for improving the *Annual Report.* Thank You!	If the annual report is going to continue to be due early in March, please oper the member libraries do not have enough time to get the board to approve the several libraries in my service area that did not have a Board Meeting schedu time frame that was given for completing the reports this year. Also, I don't k Systems, but having the Annual reports due the same week as Advocacy Day extremely stressful and difficult.

Library System   Finger Lakes Library System

Name of Person
Completing Form   Kristi Downham