

# Annual Report 2019



**FINGER LAKES**  
**LIBRARY SYSTEM**



## *Letter From The Director*



To prepare for writing this letter, I looked back on last year's letter we included in our annual report to our community. In hindsight, it seemed like much more innocent times when we didn't have the knowledge of the challenges our libraries would be facing in less than six months after writing it. Our 2019 Annual Meeting held in Tioga County was the last time we gathered as a large group of our membership. Five months later, our libraries were shuttered and the switch to virtual programming and e-content services became our new normal. That was followed by learning how to do contactless delivery for our beginning stages of re-opening in June and now to our present day when the majority of our libraries are allowing a limited number of patrons back into our buildings.

In 2019, our libraries made tremendous gains in local referendum funding. We had a record number of school ballot funding propositions and saw larger than normal "yes" votes. A large portion of 2019 was spent preparing for 2020 Census outreach. Libraries were key in providing accurate information to their patrons and helped to fight misinformation, disinformation, and scams associated with the Census. Our local libraries prepared marketing materials, social media strategies, and even story times featuring the importance of completing the Census. While our libraries may have been closed for a portion of time that the Census was to be completed, our libraries still continued to promote the importance of the Census.

Our consultation work with our member libraries grew in 2019. Consultation can be a variety of topics including budget help, job description help, salary estimations and recommendations, charter changes, space planning, construction needs, grant help, referendum planning and help, collection development, technology training, and more. Our largest area of consultation help is in the HR area and ranges from job description writing, policy help, salary information and personnel manual creation and review.

As we prepare for 2021, there is much uncertainty what library usage will look like. Our libraries are concerned about rollback of services and possible closures again over the winter. Finger Lakes has received an over 22% cut in our funding for 2020 and anticipate more for 2021. We also anticipate possible loss of funding at a local level for our member libraries in 2021 and beyond.

While our buildings may have been temporarily closed, and may have to close again due to the pandemic, our libraries are providing more services than ever. Our libraries have stepped up to switch within weeks to providing virtual story times and programming and continue to strengthen their online services to their patrons. Libraries have taken creative approaches to helping readers find reading materials by creating book bundles and menus of new materials. Some of our libraries called patrons during the early part of closures to check in on them. Almost all of our libraries report that patron feedback indicates they want curbside services to continue, even when libraries go back to normal hours and library services.

We thank you for working with us to make all of our libraries stronger and relevant in these turbulent times. We look forward to working with staff, directors, trustees and library advocates over the next year and we remain committed to meeting your changing needs and interests.

Sarah Glogowski  
Executive Director



# *Board of Trustees*

President: Steve Moolin, Tompkins County

Vice President: Marty Toombs, Seneca County

Secretary: Sue Heavenrich, Tioga County

Deborah Lewis, Cayuga County

Kay Zaharis, Cortland County

Susan Marteney, Cayuga County

Patricia Schaffer, Tioga County

Gary Seymour, Cortland County

Elizabeth Hudson, Tompkins County

Michelle Bogard, Seneca County

Cynthia Mannino, At - Large





FINGER LAKES  
LIBRARY SYSTEM

A LOOK  
BACK AT  
2019!



## SUMMER READING



Our libraries held **2,160** programs  
with **52,673** attendees of all ages!  
**2.5 Million** participants state-wide!

**33,158**



Website visits

Over  
**403,326**  
items sent and  
received



& over  
**80,000**  
miles driven  
each year!

Attendees at  
FLLS workshops  
and meetings



**724**

New titles  
added to Polaris  
by FLLS



**42,134**

**2,978**



Questions  
answered by  
phone, email,  
& in-person

**\$657,310**

Grant funds  
provided to  
member libraries



Value of  
consultations  
provided to member  
library staff and  
trustees



**\$92,318**

## FLLS VALUE OF SERVICES



**\$122,400**

4,896 out-of-system ILL items  
provided to patrons



Value of weekly  
delivery of books,  
movies, and other  
items to member  
libraries



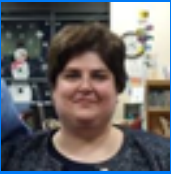
**\$151,248**

**\$36,200**  
Value of workshops,  
meetings, and  
trainings provided to  
member libraries



# Staff Directory

## Administrative Team



**Sarah Glogowski** - Executive Director

Advises member libraries and trustees on trustee education, advocacy, library funding opportunities, library legal issues, training, customer service, personnel matters, and strategic planning.



**James Stebbins** - Business Manager

Responsible for formulating and tracking the FLLS financial budget and financial policies, its accounting practices, the

maintenance of its records, and the preparation of financial reports. The Business Manager manages FLLS' relationships with independent auditors including the treasurer, banks, insurance providers, and legal council.



**Kristi Downham** - HR Generalist & State Programs Coord.

Formulates System HR policies, consults Executive Director on personnel issues, System benefits, etc. Ensures employment law

requirements are met. Coordinates the administration of System HR policies, benefits, and payroll. Responsible for the coordination of NYS grants and reports for the System, assists the 33 member libraries with the completion of Annual Reports and Construction Grants, helps with the coordination of advocacy efforts, and assists in planning System special events, including the Annual Meeting. Consults member libraries on HR issues, policies, personnel problems, etc.

**Diana Leigh** - Administrative Assistant

The administrative liaison to the FLLS staff and assists the Administration Department. The recording secretary to the Board of trustees who prepares agendas, minutes and packets for the FLLS Board. Handles accounts receivable records and cash deposits. Keeps all System records and files in order and oversees the supplies budget line. Plans special events. Helps coordinate the Annual Meeting. Creates and publishes the Member Library Directory every year.



## *Computer Network Services*



### **Rex Helwig** - Computer Network Services Manager

Responsible for supervising the Computer Network Services Department, overseeing all functions of the Integrated Library System (ILS) hardware/software, network infrastructure and System servers and computers. Serves as the official liason with the ILS and technology vendors and is the System's main representative of the Finger lakes Automated Library Consortium (FALCONS).

### **Eric Franks** - Computer Services Specialist

Provides Integrated Library System (ILS) technical support, assists with the planning, installation, and support of computer hardware/software and network equipment. Provides training on PC applications for the System and its member libraries. Oversees and makes recommendations for the System website.

## *Delivery Services*



### **Tom Smith** - Fleet Manager

Responsible for the hiring and supervising of drivers for the System, delivering library materials to member libraries and agencies within the System service area, and oversees the regularly scheduled cleaning and maintenance of the System vehicles.

### **John Leonard & Ken Paddock** - Part - time Drivers

Responsible for delivering library materials to member libraries and agencies within the Finger Lakes Library System.

## Technical Services (Cataloging & ILL)



### **Deborah Geier** - Technical Services Librarian

Oversees cataloging and database maintenance of the System catalog, and coordinates interlibrary loan services system-wide.

Responsible for the accuracy and integrity of the FLLS catalog of holdings. Performs original and copy cataloging in all formats. Oversees all operations of interlibrary loan services, and supervises the ILL Assistant and Pages.

### **Sam Norton** - Interlibrary Loan Assistant

Processes interlibrary loan (ILL) materials borrowed from and loaned to libraries outside the Finger Lakes Library System and performs circulation tasks related to the correctional facilities. Maintains records and monitors the status of ILL requests, and schedules the return of ILL packages.

### **Arlene Krebs and Kylie McKenna** - Shelving Pages

Unpack delivery bags and sort materials for distribution to different departments and member libraries. Sort, check - in, and shelve FLLS materials as needed.

## Consultant Services



### **Nora Burrows** - Member Services Librarian

Responsible for assuring that the needs of the member libraries are met, with concentrations on policies, procedures, rules and regulations, marketing, and social media. Provides support for member libraries working with youth ages 0-18. Nora also manages FLLS' e-content services.



### **Jenny Shonk** - Continuing Education and Outreach Librarian

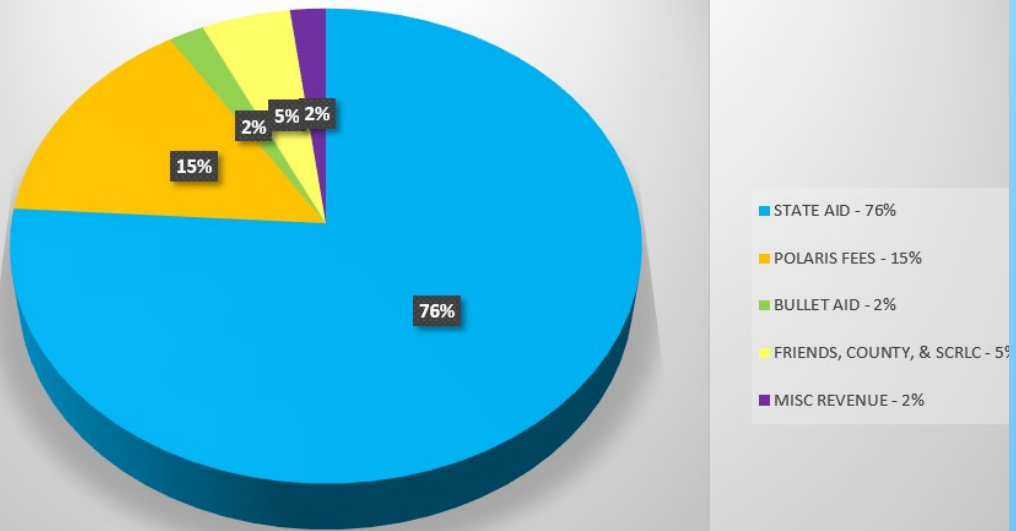
Responsible for developing methods of improving libraries and library services, reference, and outreach. Provides continuing education and support to member libraries and FLLS staff. Works collaboratively with the Member Services Librarian and the Technical Services Librarian.

### **Malia Hall** - Collections Associate

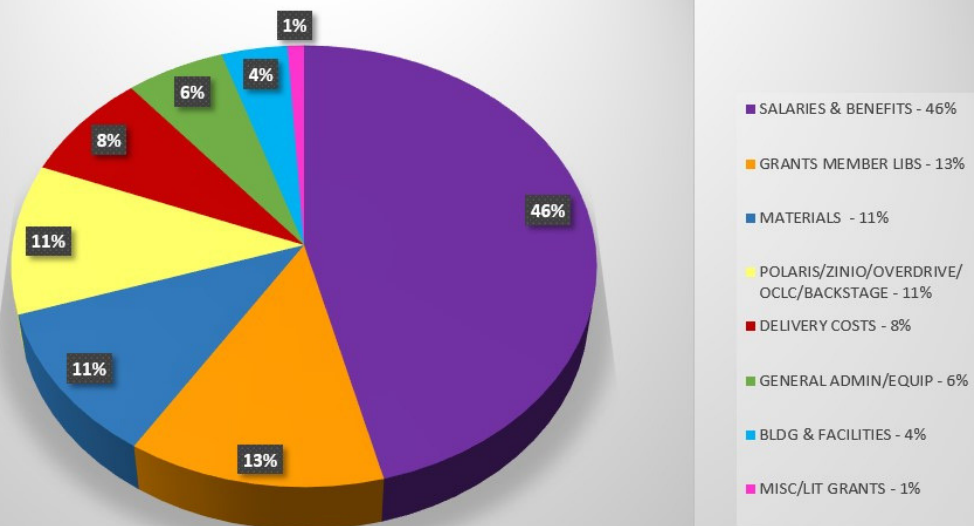
Performs all routines associated with the creating, cataloging, circulation, repair, and discarding of the System collections under the supervision of the Continuing Education and Outreach Librarian. Creates floating collections for the member libraries, assists member libraries with collection concerns and is responsible for the daily request manager list assuring member libraries receive materials in a timely manner.

# 2019 System Financials

SOURCE OF FUNDS 2019

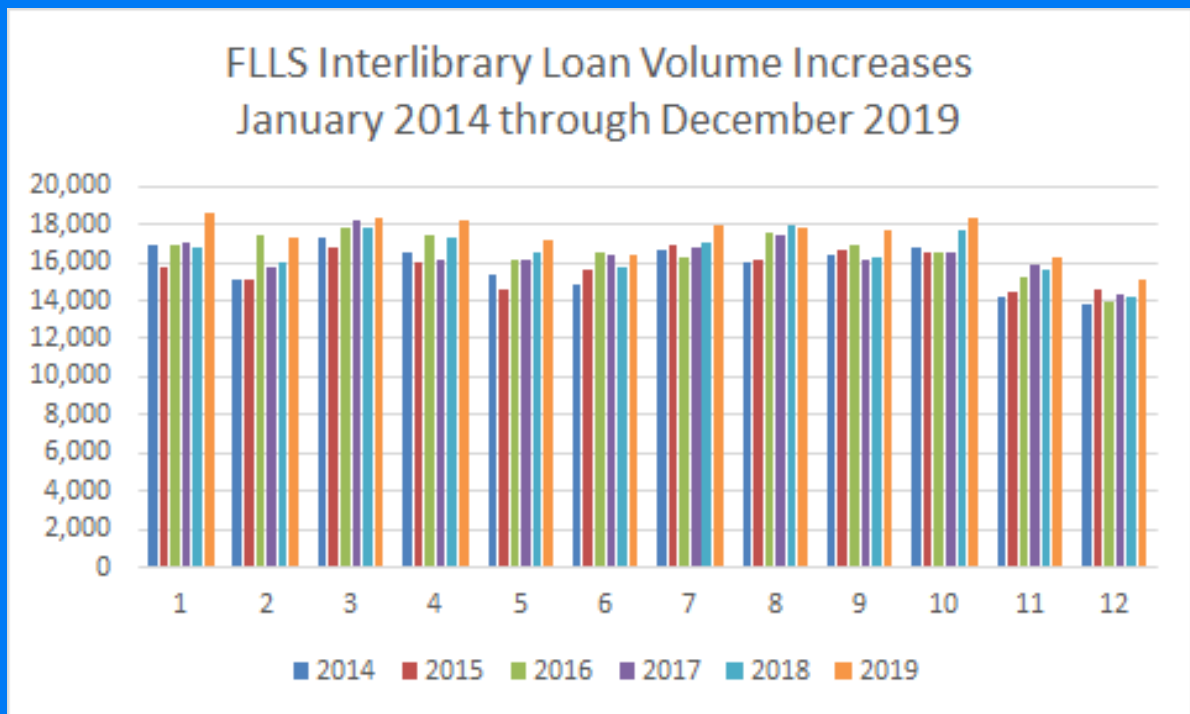


USE OF FUNDS 2019





# *Interlibrary Loan Activity*



## *Interlibrary Loan Highlights*

209,169 requests were filled in 2019, system-wide.

Patrons from all 33 member libraries participated in out-of-system interlibrary loan in 2018.

## *Cataloging Highlights*

Backstage Library Works (BSLW) was chosen as the vendor for the database clean-up/authority project and to provide quarterly authority record updates. BSLW continued providing bibliographic records from OCLC to replace temporary bibliographic records through 2019.

Deborah continued to clean up the catalog by updating bibliographic records to RDA standards and to create original records.

# 2019 MEMBER LIBRARY INTERLIBRARY LOAN ACTIVITY

Alphabetical Order			Rank Order			
Library	Borrowed	Loaned	Library	Borrowed	Library	Loaned
APALACHIN	6465	4455	ITHACA	34985	ITHACA	40763
AUBURN	15186	19545	AUBURN	15186	AUBURN	19545
AURORA	2747	4045	TRUMANSBURG	13895	CORTLAND	13756
BERKSHIRE	2731	1035	DRYDEN	12441	DRYDEN	7461
CANDOR	3276	2919	CORTLAND	12030	HOMER	7190
CATO	4298	5260	LANSING	11620	GROTON	7168
CININNATUS	2027	4028	SENECA FALLS	9851	TRUMANSBURG	6887
CORTLAND	12030	13756	HOMER	7145	SENECA FALLS	6249
DRYDEN	12441	7461	APALACHIN	6465	WATERLOO	5921
FAIR HAVEN	1061	3438	OWEGO	5916	CATO	5260
GROTON	5485	7168	GROTON	5485	WAVERLY	5146
HOMER	7145	7190	NEWFIELD	4981	NEWFIELD	5024
INTERLAKEN	1614	2260	WEEDSPORT	4705	OWEGO	4971
ITHACA	34985	40763	CATO	4298	PORT BYRON	4469
LANSING	11620	3934	UNION SPRINGS	4271	APALACHIN	4455
LODI	2690	2125	OVID	4175	OVID	4259
MARATHON	2999	2532	MORAVIA	4043	UNION SPRINGS	4180
MCGRAW	1815	2791	WATERLOO	3616	AURORA	4045
MORAVIA	4043	3561	PORT BYRON	3358	CININNATUS	4028
NEWARK VALLEY	2397	2350	CANDOR	3276	LANSING	3934
NEWFIELD	4981	5024	WAVERLY	3136	MORAVIA	3561
NICHOLS	2366	1822	MARATHON	2999	FAIR HAVEN	3438
OVID	4175	4259	SPENCER	2920	SPENCER	3401
OWEGO	5916	4971	AURORA	2747	WEEDSPORT	2972
POPLAR RIDGE	2152	2608	BERKSHIRE	2731	CANDOR	2919
PORT BYRON	3358	4469	LODI	2690	MCGRAW	2791
SENECA FALLS	9851	6249	NEWARK VALLEY	2397	POPLAR RIDGE	2608
SPENCER	2920	3401	NICHOLS	2366	MARATHON	2532
TRUMANSBURG	13895	6887	POPLAR RIDGE	2152	NEWARK VALLEY	2350
UNION SPRINGS	4271	4180	CININNATUS	2027	INTERLAKEN	2260
WATERLOO	3616	5921	MCGRAW	1815	LODI	2125
WAVERLY	3136	5146	INTERLAKEN	1614	NICHOLS	1822
WEEDSPORT	4705	2972	FAIR HAVEN	1061	BERKSHIRE	1035
OTHER <sup>1</sup>	6772	10644	<sup>1</sup> ACF, CCF, FPCF, Alternative Library, FLLS & OCLC			
<b>TOTAL</b>	<b>209169</b>	<b>209169</b>				





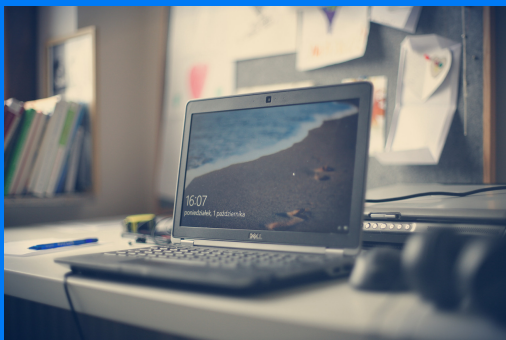
# Computer Network Services

## **Polaris:**

Biannual upgrades to the Polaris Integrated Library Software continues to bring more parity for circulation between the Polaris LEAP WebApp client and the classic Polaris client with really only two more features needed to be a complete replacement for all but two of our member libraries. Once those two needed features (create a bibliographic record from a template and the ability to print spine labels) are developed we will start moving to the Polaris Web client. This will reduce server infrastructure, server licensing costs and streamline Polaris upgrades.

## **Annual Computer Bulk Purchase:**

Nineteen member libraries participated in the 2019 annual computer bulk buy which saw 60 new computers purchased. The order was comprised of 54 Windows 10 computers (36 Desktops, 13 All-in-One and 5 laptops), 5 Chromeboxes & 1 Chromebook. We encourage our member libraries to take advantage of this annual bulk purchase and embrace our recommendation to replace 1/5th of the library computers each year. This provides the advantage of spreading out the equipment replacement costs in a more manageable way along with keeping all the computers in the library current and under warranty.





## Network Upgrades:

We continue to see the benefits of the Cisco Meraki network equipment upgrade from the 2016 E-rate program with improved stability, performance, security and management. We are in the final year of that 5 year maintenance/support contract and are eligible again for the E-rate Category 2 funding in the 2021-22 program year. We have already started looking at the renewal cost in comparison to moving to a different vendor's equipment and management software. The Meraki support has been excellent and includes next-business-day replacement, but their equipment and maintenance come with high costs so we're weighing those factors along with ease of use and other factors to make the best decision moving forward.

## General:

The Helpdesk software we implemented for the start of 2018 has helped assure we keep track of issues through to their resolution and streamlined the supplies ordering process. Member libraries have web access to the Helpdesk where they can initiate a trouble ticket, look at knowledgebase articles/solutions and place orders for common supplies like, Receipt Paper, Spine Labels in various formats and Item Barcodes. This has helped by providing a single point of contact reducing time spent trying to determine who to contact and reduced fulfillment time.

In 2019 we closed/resolved 571 support requests and fulfilled 53 supplies requests.

Eric continues to support and work with libraries that want to migrate to the FLLS Hosted Website service which has proven to be a big cost savings for the participating members along with the knowledge that their web domain will be automatically renewed by FLLS preventing them from losing access to their website or email.

## Ballot Funding.

We would like to congratulate all of our member libraries that went on the referendum in 2019. All of our libraries that went for increases passed their votes. If you are interested in going on your ballot in 2021 and would like help or have questions, please contact Nora Burrows at [nburrows@flls.org](mailto:nburrows@flls.org) or Sarah Glogowski at [sglogowski@flls.org](mailto:sglogowski@flls.org).

			Public Support Through Ballot Voting																
	County	Library	School System	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Increase	Yes	No	Date	
1	Cayuga	Auburn-Seymour *	Special Leg. District	0	0	0	742,000	754,000	754,000	769,000	780,000	812,000	830,000		18,000	103	9	10/7	
2	Cayuga	Aurora	Southern Cayuga Cen	16,500	18,150	24,150	30,150	36,150	42,150	48,150	54,150	60,150	66,150	72,150	6,000	711	377	6/16	
3	Cayuga	Cato-Lang	Cato-Meridian	30,000	50,000	50,000	50,000	50,000	N/A	N/A	N/A	N/A	75,000	N/A					
4	Cayuga	Fair Haven	Red Creek	0	15,000	15,000	15,000	15,000	N/A	30,000	N/A	N/A	45,000	N/A					
5	Cayuga	Moravia-Powers	Moravia Central	25,000	25,000	25,000	32,500	43,700	45,000	46,350	47,740	49,172	75,000	79,500	4,500	657	296	6/16	
6	Cayuga	Poplar Ridge-Hazard	Southern Cayuga Cen	16,500	16,500	22,500	28,500	34,500	40,500	N/A	46,500	50,000	N/A	N/A					
7	Cayuga	Port Byron	Port Byron Central	43,458	48,500	48,500	48,460	51,460	52,560	53,107	57,147	65,147	95,147	N/A					
8	Cayuga	Union Springs-Springport	Union Springs Central	52,000	54,500	57,000	60,500	64,000	67,500	71,000	74,500	78,000	81,500	N/A					
9	Cayuga	Weedsport	Weedsport Central	53,045	54,045	56,045	57,166	58,881	69,978	75,978	76,785	79,543	81,134	83,096	1,962	832	273	6/16	
10	Cortland	Cortland	Cortland-Spec Leg	349,969	350,000	350,000	355,073	360,150	367,353	370,775	375,663	383,570	392,298	401,024	8,726	1,851	926	6/17	
11	Cortland	Homer-Phillips	Homer Central	92,000	95,000	95,000	97,371	99,446	104,446	109,385	110,285	113,165	196,165	N/A					
12	Cortland	Marathon-Peck	Marathon	52,000	52,000	52,000	52,000	52,000	N/A	N/A	N/A	N/A	82,000	N/A					
13	Cortland	McGraw-Lamont	McGraw Central	25,000	25,000	25,000	25,000	27,500	N/A	N/A	N/A	54,500	59,500	N/A					
14	Seneca	Interlaken	South Seneca Central	15,000	30,000	16,750	16,537	25,000	N/A	N/A	N/A	45,000	60,000	65,000	5,000	873	395	6/16	
15	Seneca	Lodi	South Seneca Central	15,000	15,000	15,000	15,750	23,462	N/A	35,000	40,000	45,000	60,000	65,000	5,000	873	395	6/16	
16	Seneca	Ovid-Ford	South Seneca Central	0	30,000	15,750	16,537	25,000	30,000	35,000	40,000	45,000	60,000	65,000	5,000	873	395	6/16	
17	Seneca	Ovid-Ford	Romulus	6,000	3,000	3,150	3,649	5,000	10,000	12,000	14,000	16,000	20,000	25,000	5,000	241	138	6/16	
18	Seneca	Seneca Falls	Seneca Falls Central	127,187	127,000	152,000	177,000	177,000	227,000	N/A	N/A	277,000	292,000	307,000	15,000	987	508	6/16	
19	Seneca	Waterloo	Waterloo Central	180,000	0	180,000	180,000	180,000	183,600	192,192	198,170	206,420	223,745	241,071	17,325	1,055	686	6/16	
20	Tioga	Apalachin	Owego Apalachin Cen	0	0	0	30,000	60,000	72,444	92,444	N/A	122,444	142,444	147,444	5,000	1,513	869	6/16	
21	Tioga	Candor	Candor Central	18,000	18,000	18,000	18,000	18,000	N/A	N/A	N/A	N/A	N/A	N/A					
22	Tioga	Nichols-Cady	Tioga Central	4,000	4,000	4,000	4,000	4,000	N/A	N/A	N/A	N/A	N/A	N/A					
23	Tioga	Owego-Coburn	Owego Apalachin Cen	5,600	0	5,600	35,600	35,600	N/A	N/A	65,000	N/A	100,000	N/A					
24	Tioga	Spencer	Spencer Van Etten	7,256	8,295	8,938	7,688	7,688	N/A	N/A	N/A	N/A	N/A	N/A					
25	Tioga	Waverly	Waverly Central	0	25,000	25,000	25,000	25,000	N/A	N/A	N/A	N/A	N/A	N/A					
26	Tompkins	Groton *	Groton Central	136,974	141,672	160,656	164,375	168,692	N/A	N/A	187,414	192,978	198,255	N/A					
27	Tompkins	Lansing *	Lansing Central	105,310	105,310	105,310	113,310	116,310	126,310	136,310	166,310	200,630	208,340	N/A					
28	Tompkins	Newfield	Newfield	27,000	33,000	33,000	41,500	41,500	45,500	N/A	58,000	N/A	N/A	76,000	18,000	243	77	6/16	
29	Tompkins	Trumansburg-Ulysses	T'Burg Central	94,000	94,000	97,760	101,709	105,114	110,370	N/A	114,931	118,497	N/A	N/A					
		* Vote is separate from school vote																	



## Continuing Education

Continuing Education in 2019 focused on a variety of topics including Polaris, Management, Trustee Training, Adult Services, and Children's Services.

TOPICS: 11

SESSIONS: 73



## Consulting

FLLS staff continually provide services including expertise, advice, or referrals, to assist and respond to questions, issues, and concerns from member library staff and trustees in all areas of librarianship. Consulting occurs over the phone, in-person, and through email.

TOTAL CONTACTS: 2,978

MOST POPULAR TOPICS: Technology, Personnel & Management, Annual Reports, and Grants & State/Federal Funding



## Correctional Facilities & Jails

FLLS provides ILL, consulting, reference, collection development, and delivery to the correctional facilities in our service area. These include Auburn Correctional Facility, Cayuga Correctional Facility, Five Points Correctional Facility, and Willard Drug Treatment Campus. Due to limited resources, services to these libraries are essential. FLLS also provides collection development and deliveries to the jails in Cayuga, Cortland, Seneca, Tioga, & Tompkins Counties. Over 637 items were purchased for inmates at prisons and jails in 2019.



*Thank you to the Friends of Tompkins County Public Library for generously donating 282 items to the prisons and jails in 2019!*



## *Outreach Mini - Grants*

The FLLS mini-grant program helps our member libraries provide library and information resources to underserved groups and people with special needs in the FLLS service area. Targeted populations include: educationally disadvantaged, ethnic minorities, geographically isolated, jobseekers, persons with criminal records, persons with physical, visual, or developmental disabilities, residents of institutions, and seniors. Approximately \$15,000 is available each year.

For the 2019-2020 grant cycle, 14 member libraries received funding for projects including multigenerational programming at senior facilities, arts programming for all ages, an adult wellness series, summer reading events, audiobooks, mobile hotspots, life skills training for young adults, and literacy support for adults, including incarcerated and those newly released from correctional facilities.

It was especially difficult for our COSAC team in 2019 as there were 17 applicants, the largest number we've ever had! While we normally fund \$15,000 worth of projects, we were able to increase the total to \$16,386!





# Outreach Mini - Grants



# Summer Reading 2019



## FLLS 2019

FLLS Libraries that participated: All 33  
Children and teens registered: 8162  
Summer programs at libraries: 1705  
Attendance at programs: 45876

## Compared to 2018

Same  
Down 2%  
Up 10%  
Up 4%

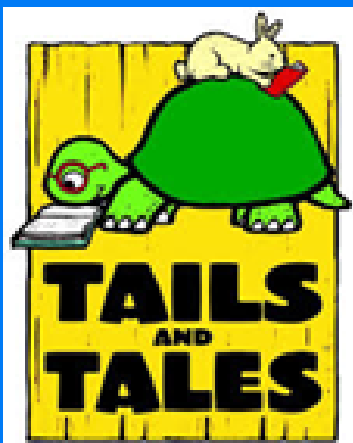
## All of New York State 2019

Participants: 2.5 Million

## Compared to 2018

Up 4%

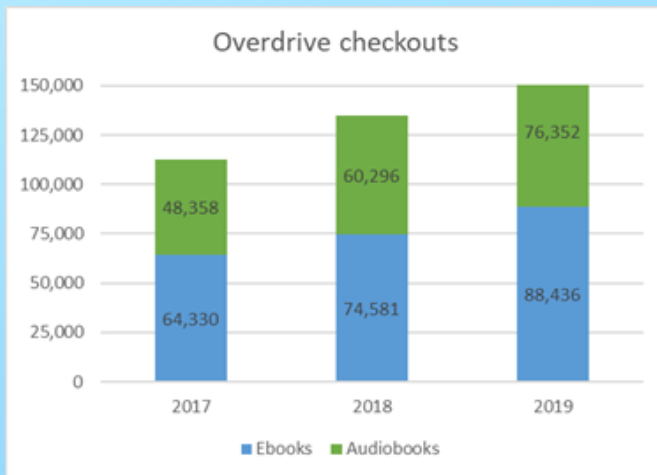
The CSLP summer reading theme for 2020 was



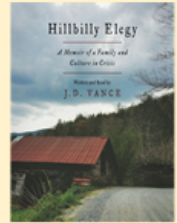
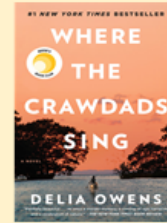
is the CSLP 2021 summer reading theme.



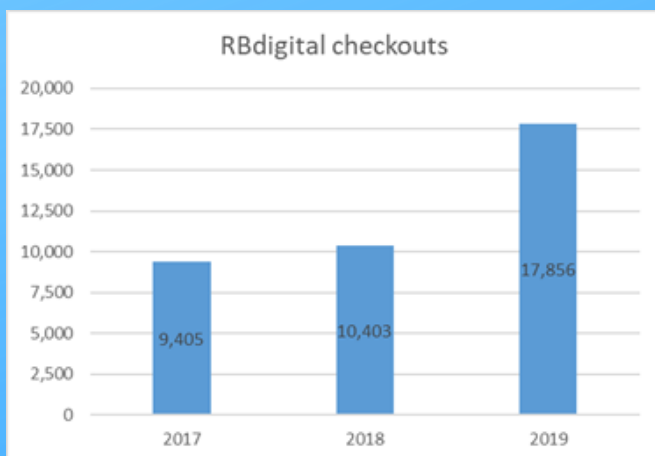
# Digital Collection Highlights



In 2019, the most popular ebook was *Where the Crawdads Sing* by Delia Owens and the most popular audiobook was *Hillbilly Elegy* by J.D. Vance.



FLLS stopped use of Hoopla at the end of 2019 due to rising costs.



RBdigital implemented a feature in late 2018, which we have since turned off, called auto-checkout that artificially inflated checkouts for much of 2019

# Family Literacy Grant 2019-2022

*"Ready to Read at New York Libraries through Public Library Systems"*



July of 2019 marked the beginning of a new Family Literacy Library Services Program cycle, running from July 2019 – June 2022. Finger Lakes Library System submitted our proposal for the 3-year grant in early 2019 and it was approved.

## Finger Lakes Library System Year 1: Early Literacy Mini-Grants & Ebooks

For the first year of the 2016-2019 New York State Family Literacy Grant, FLLS purchased early literacy-related ebooks and e-audiobooks on OverDrive, and offered mini-grants to our member libraries for early literacy-related purchases. Each library could apply for a mini-grant of up to \$350 and 22 libraries took advantage of the opportunity. FLLS awarded a total \$5,661 in mini-grants with awards ranging from \$75 to the full \$350. The libraries used the funds for early literacy purchases ranging from giveaway books to baby sign language classes to welcome-to-the library kits for young children and their caregivers.



Above: The Newfield Public Library purchased an overhead camera to use during storytimes and giveaway books.



Above: The Lodi Whittier Library purchased a big book storage and display unit that also has a felt board on the front. The storytime children have been enjoying it!



Left: Giveaway books and kits that the Edith B. Ford Memorial Library in Ovid distributed in partnership with the local food pantry.

# Finger Lakes Library System Member Library 2019 Statistics

<i>Library</i>	<i>Population</i>	<i>Holdings</i>	<i>Holdings</i>	<i>2018</i>	<i>2,019</i>	<i>+/-</i>	<i>Per Capita Circulation, 2019 vs 2018</i>	<i>Per Capita Avg Wkly Hrs</i>
Apalachin	1,131	34,285	30.31	31,765	34,586	2,821	30.58	38
Auburn	34,450	90,227	2.62	149,613	164,875	15,262	4.79	57
Aurora	1,886	29,303	15.54	23,282	22,915	-367	12.15	20
Berkshire	2,584	27,655	10.70	11,034	8,827	-2,207	3.42	25
Candor	851	40,878	48.04	11,269	11,687	418	13.73	27
Cato	4,743	32,832	6.92	22,524	20,516	-2,008	4.33	42
Cincinnatus	1,056	39,402	37.31	15,066	14,398	-668	13.63	26
Cortland	30,114	87,976	2.92	122,782	124,968	2,186	4.15	55
Dryden	1,889	59,417	31.45	95,923	100,864	4,941	53.40	38
Fair Haven	745	31,877	42.79	5,828	6,687	859	8.98	21
Groton	6,024	41,635	6.91	38,511	36,989	-1,522	6.14	41
Homer	12,531	43,418	3.46	43,394	44,782	1,388	3.57	42
Interlaken	602	28,543	47.41	8,014	8,565	551	14.23	23
Ithaca	101,564	259,694	2.56	777,305	783,090	5,785	7.71	60
Lansing	7,354	39,003	5.30	81,355	82,031	676	11.15	46
Lodi	1,550	26,929	17.37	13,815	12,865	-950	8.30	30
Marathon	919	33,241	36.17	13,528	13,936	408	15.16	32
McGraw	1,053	38,013	36.10	10,506	10,417	-89	9.89	26
Moravia	1,282	35,746	27.88	23,527	25,036	1,509	19.53	30
Newark Valle	997	31,924	32.02	14,516	14,332	-184	14.38	25
Newfield	759	35,355	46.58	31,133	30,481	-652	40.16	36
Nichols	2,525	37,486	14.85	8,892	11,038	2,146	4.37	25
Ovid	6,627	34,845	5.26	20,704	25,748	5,044	3.89	50
Owego	3,896	53,137	13.64	33,794	34,821	1,027	8.94	37
Poplar Ridge	1,368	27,667	20.22	13,632	14,285	653	10.44	21
Port Byron	2,378	33,494	14.08	17,049	17,362	313	7.30	35
Seneca Falls	9,838	50,662	5.15	55,482	60,782	5,300	6.18	57.31
Spencer	3,153	44,545	14.13	14,058	14,885	827	4.72	29
Trumansburg	4,900	44,650	9.11	74,092	75,523	1,431	15.41	45
Union Springs	2,367	29,790	12.59	23,777	25,279	1,502	10.68	26
Waterloo	5,171	40,188	7.77	33,002	31,723	-1,279	6.13	44
Waverly	4,444	50,136	11.28	33,839	31,876	-1,963	7.17	40
Weedsport	4,464	32,052	7.18	20,375	20,333	-42	4.55	52

Central Library Collection Housed at TCF 27,114

Statistical information is from the 2019 Annual Report as submitted to Finger Lakes Library System.



# Finger Lakes Library System Member Library 2019 Operating Receipts

<i>Library</i>	<i>Chartered to Serve Area</i>	<i>Population</i>	<i>County</i>	<i>Town</i>	<i>City or Village</i>	<i>School &amp; Tax District</i>	<i>All Other*</i>	<i>Total</i>
Apalachin	Apal CDP	1,131	\$8,612	\$1,500	\$0	\$0	\$42,021	\$52,133
Auburn	Special District	34,450	\$0	\$0	\$0	\$815,500	\$792,174	\$1,607,674
Aurora	Town	1,886	\$3,500	\$0	\$4,800	\$66,150	\$83,279	\$157,729
Berkshire	2 Towns	2,584	\$8,612	\$14,500	\$0	\$0	\$31,940	\$55,052
Candor	Village	851	\$8,612	\$6,000	\$0	\$18,000	\$19,695	\$52,307
Cato	Towns	4,743	\$0	\$0	\$0	\$75,000	\$34,440	\$109,440
Cincinnatus	Town	1,056	\$0	\$0	\$0	\$0	\$155,058	\$155,058
Cortland	City & Town	30,114	\$0	\$0	\$0	\$387,934	\$151,125	\$539,059
Dryden	Village	1,889	\$34,486	\$12,000	\$7,600	\$0	\$113,521	\$167,607
Fair Haven	Village	745	\$3,500	\$500	\$0	\$45,000	\$11,090	\$60,090
Groton	School District	6,024	\$34,148	\$0	\$0	\$192,978	\$184,490	\$411,616
Homer	School District	12,531	\$0	\$18,250	\$15,000	\$196,165	\$65,149	\$294,564
Interlaken	Village	602	\$15,500	\$1,400	\$4,000	\$60,000	\$18,527	\$99,427
Ithaca	County	101,564	\$3,618,751	\$12,000	\$19,947	\$0	\$763,737	\$4,414,435
Lansing	School District	7,354	\$34,486	\$0	\$0	\$200,320	\$60,406	\$295,212
Lodi	Town	1,550	\$15,500	\$1,934	\$1,000	\$45,000	\$36,266	\$99,700
Marathon	Village	919	\$0	\$0	\$0	\$82,000	\$39,839	\$121,839
McGraw	Village	1,053	\$0	\$2,709	\$13,817	\$54,500	\$14,933	\$85,959
Moravia	Village	1,282	\$3,500	\$2,500	\$3,000	\$49,172	\$36,285	\$94,457
Newark Valley	Village	997	\$8,612	\$10,000	\$0	\$0	\$13,897	\$32,509
Newfield	Village	759	\$34,486	\$23,100	\$0	\$58,000	\$50,827	\$166,413
Nichols	Town	2,525	\$8,612	\$25,000	\$0	\$4,000	\$15,775	\$53,387
Ovid	2 Towns	6,627	\$15,500	\$12,000	\$500	\$80,000	\$178,333	\$286,333
Owego	Village	3,896	\$8,612	\$1,500	\$0	\$0	\$48,236	\$58,348
Poplar Ridge	Town	1,368	\$3,500	\$0	\$0	\$50,000	\$58,187	\$111,687
Port Byron	Town	2,378	\$3,500	\$0	\$0	\$95,147	\$3,459	\$102,106
Seneca Falls	Village	9,838	\$15,500	\$0	\$0	\$284,500	\$253,476	\$553,476
Spencer	Town	3,153	\$8,612	\$10,000	\$4,500	\$7,400	\$21,443	\$51,955
Trumansburg	Town	4,900	\$34,486	\$16,490	\$5,000	\$118,497	\$75,778	\$250,251
Union Spring	Town	2,367	\$3,500	\$2,000	\$3,500	\$81,500	\$19,106	\$109,606
Waterloo	Village	5,171	\$15,750	\$15,500	\$0	\$206,421	\$26,304	\$263,975
Waverly	Village	4,444	\$8,612	\$0	\$4,000	\$25,000	\$75,512	\$113,124
Weedsport	Town	4,464	\$3,500	\$19,919	\$16,600	\$81,134	\$19,257	\$140,410

Information is from the 2019 Annual Reports as submitted to Finger Lakes Library System.

\*Other includes: State and System Aid, Endowments, library fees, etc.

## Finger Lakes Library System Member Library 2019 Operating Expenditures

<i>Library</i>	<i>Population</i>	<i>Salaries &amp; Benefits</i>	<i>Materials</i>	<i>Other</i>	<i>Total Operating</i>	<i>Per Capita</i>
Apalachin	1,126	\$79,685	\$8,087	\$230,644	\$318,416	\$282.79
Auburn	33,585	\$695,266	\$107,512	\$352,576	\$1,155,354	\$34.40
Aurora	1832	\$64,260	\$10,350	\$75,309	\$149,919	\$81.83
Berkshire	2,536	\$24,316	\$4,824	\$19,639	\$48,779	\$19.23
Candor	855	\$31,094	\$3,471	\$22,025	\$56,590	\$66.19
Cato	5,170	\$43,619	\$8,569	\$29,079	\$81,267	\$15.72
Cincinnatus	1,051	\$71,661	\$11,007	\$139,779	\$222,447	\$211.65
Cortland	28,946	\$290,423	\$56,981	\$166,526	\$513,930	\$17.75
Dryden	1,832	\$108,851	\$13,657	\$65,572	\$188,080	\$102.66
Fair Haven	884	\$11,279	\$10,291	\$22,481	\$44,051	\$49.83
Groton	5,843	\$178,136	\$24,327	\$136,848	\$339,311	\$58.07
Homer	12,514	\$132,272	\$26,999	\$94,010	\$253,281	\$20.24
Interlaken	674	\$42,343	\$7,018	\$34,067	\$83,428	\$123.78
Ithaca	96,501	\$3,381,642	\$330,097	\$709,225	\$4,420,964	\$45.81
Lansing	6,931	\$150,891	\$26,332	\$82,798	\$260,021	\$37.52
Lodi	1,476	\$57,149	\$6,930	\$42,573	\$106,652	\$72.26
Marathon	1,063	\$41,695	\$7,157	\$22,879	\$71,731	\$67.48
McGraw	1,000	\$53,922	\$9,426	\$23,295	\$86,643	\$86.64
Moravia	1,363	\$56,882	\$14,707	\$69,445	\$141,034	\$103.47
Newark Valley	1,071	\$25,639	\$5,003	\$15,469	\$46,111	\$43.05
Newfield	647	\$79,502	\$12,427	\$58,397	\$150,326	\$232.34
Nichols	2,584	\$18,662	\$5,869	\$28,856	\$53,387	\$20.66
Ovid	4793	\$195,335	\$14,738	\$72,486	\$282,559	\$58.95
Owego	3,911	\$83,298	\$9,506	\$31,594	\$124,398	\$31.81
Poplar Ridge	1,286	\$42,159	\$10,165	\$28,945	\$81,269	\$63.20
Port Byron	2,446	\$54,149	\$15,772	\$28,087	\$98,008	\$40.07
Seneca Falls	6,861	\$198,342	\$43,655	\$158,535	\$400,532	\$58.38
Spencer	2,979	\$25,051	\$3,641	\$17,313	\$46,005	\$15.44
Trumansburg	4,775	\$199,613	\$32,392	\$58,826	\$290,831	\$60.91
Union Springs	2,256	\$36,638	\$18,392	\$23,455	\$78,485	\$34.79
Waterloo	5,111	\$153,312	\$20,931	\$89,732	\$263,975	\$51.65
Waverly	4,607	\$111,759	\$31,810	\$31,555	\$175,124	\$38.01
Weedsport	4,777	\$87,813	\$7,010	\$42,632	\$137,455	\$28.77

Information is from the 2019 Annual Reports as submitted to Finger Lakes Library System.



# Looking Ahead to 2021

## New NY State Minimum Standards for Public Libraries Coming in 2021

The current minimum standards for public libraries will expire on December 31, 2020. The new, updated standards for libraries will take effect as of January 1, 2021. Standards were last updated over twenty years ago, and amendments and additions were necessary to update and clarify language related to the existing standards and reflect changes in governance, technology and library use that have occurred over the last twenty years. Major amendments include:

- Updates the standards related to library bylaws, a long-range plan, an annual report, annual budget, and the evaluation of programs, service, and collections.
- Adds language to the existing standards to clarify that current information about the library, its governance and its services should be available to the community in both print and online.
- Adds language to the existing standard about maintaining a library facility that address community needs and to clarify the need for adequate data infrastructure.
- Updates current language in the standard related to providing equipment, technology and internet connectivity to address community needs, to include the need for a circulation system that facilitates access to the local library collection and other library catalogs.
- Adds three new standards—one related to library programming, one related to annual technology training for library staff, and one related to establishing and maintaining partnerships with other education, cultural and community organizations.

In order to prepare our libraries for this updates, Finger Lakes will be sending out reminders to library directors and trustees, and will hosting workshops for both directors and trustees in October 2020.





## Pandemic Programming Ideas

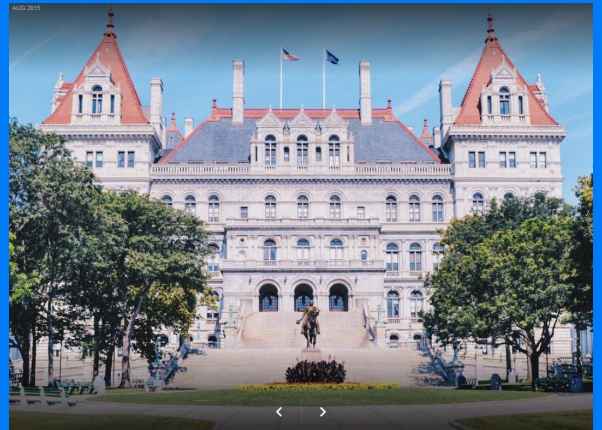


## Continuing Education

Future topics to include: Social Media, Outreach, Programming, Grant Writing, Polaris, and more. Trainings and workshops will be held online via Zoom until the pandemic ends. One-on-one and small group trainings via Zoom are also available, contact Jenny Shonk at [jshonk@flls.org](mailto:jshonk@flls.org) for more information.

## Advocacy

We don't know what Advocacy Day 2021 is going to look like yet, but it is more crucial than ever that we continue reaching out and having conversations with our legislators! If you need info on who you should be reaching out to, contact Kristi Downham at [kdownham@flls.org](mailto:kdownham@flls.org). For more information and training, check out NYLA's Advocacy Fundamentals: A Virtual Series at <https://www.nyla.org/fundamentals-series/?menukey=nyla>



## 2020 Annual Reports

The upcoming Annual Reports will have a new section added that addresses the COVID-19 Pandemic. These additions and all of the other updates will be addressed in a webinar as opposed to holding regional trainings. Jenny Shonk will run Polaris reports for each library and provide a chart with responses for specific questions. Anyone that needs or wants additional help can schedule one-on-one calls or Zoom Meetings with Kristi Downham.



FLLS would like to acknowledge all of the hard work of the member directors, staff, and trustees as well as it's own staff and trustees in handling the unusual circumstances of 2020 and the pandemic. We appreciate the patience, courtesy, and trust that you all have shown us in these difficult and stressful times. Our libraries persevere. We look forward to moving ahead in 2021!

