

Southern Tier Library System

Annual Report for Library Systems - 2016 (Public Library Systems 2016)

1. General System Information

1.1	SEDCODE	571000700006
1.2	System Name	Southern Tier Library System
1.3	Beginning Reporting Year	1/1/2016
1.4	Ending Reporting Year	12/31/2016
1.5	Street Address	9424 Scott Road
1.6	City	Painted Post
1.7	Zip Code	14870
1.8	Four-Digit Zip Code Extension (enter N/A if unknown)	9598
1.9	Mailing Address	9424 Scott Road
1.10	City	Painted Post
1.11	Zip Code	14870
1.12	Four-Digit Zip Code Extension (enter N/A if unknown)	9598
1.13	Library System Telephone Number (enter 10 digits only and hit the Tab key)	(607) 962-3141
1.14	Fax Number (enter 10 digits only)	(607) 962-5356
1.15	System Home Page URL	www.stls.org
1.16	URL of the system's complete Plan of Service	http://stls.org/wp-content/uploads/2014/12/Plan-of-Service-2012-2016-.pdf
1.17	Population Chartered to Serve (2010 Census)	280,457
1.18	Area Chartered to Serve (square miles)	3494
1.19	Federal Employer Identification Number	160836935
1.20	County	Steuben
1.21	County (Counties) Served	Allegany, Chemung, Schuyler, Steuben, Yates
1.22	School District	Corning - Painted Post School District
1.23	Title of System Director: (drop-down): Mr., Mrs., Ms., Miss, Dr.	Mr.
1.24	First Name of System Director	Brian
1.25	Last Name of System Director	Hildreth
1.26	NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.	22533

- 1.31 Telephone Number of the System Director, including area code and extension (enter digits only, field will automatically format with extension) (607) 962-3141 Ext.207
- 1.32 E-Mail Address of the System Director communitylibrarypartner@stls.org
- 1.33 Fax Number of the System Director (enter 10 digits only and hit the Tab key) (607) 962-5356
- 1.34 Name of Outreach Coordinator Alfonso Oliveras
- 1.47 Is the library system a member of the New York State and Local Retirement System? Y
- 1.48 Does the reporting system have a contractual agreement with a municipality or district to provide library services to residents of an area not served by a chartered library? Enter Y for Yes, N for No. If yes, please complete one repeating group for each contract. If no, enter N/A on questions 1 through 5 of one repeating group. Y
1. Name of Contracting Municipality or District Greenwood Reading Center
2. Is this a written contract? (Enter Y for Yes, N for No) N
3. Population of the geographic area served by this contract 1,316
4. Dollar amount of contract \$4,612
5. Indicate "Full" or "Partial" range of services provided by this contract (Select one) PARTIAL
- 1.49 For the reporting year, has the system experienced any unusual circumstance(s) that affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No. If Yes, please annotate using the State note. N

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

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

- 1.51 President/CEO Phone Number
- 1.52 President/CEO Email

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. 37.5

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 3.25
- 2.11 Librarians - Vacant Position(s) FTE 0
- 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)** 5.25
- 2.15 **Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.7 + 2.9 + 2.11 + 2.13)** 0.00
- 2.16 Total Other Professional Staff - Filled Position(s) FTE 1
- 2.17 Total Other Professional Staff - Vacant Position(s) FTE 0
- 2.18 Total Other Staff - Filled Position(s) FTE 12.35
- 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)** 18.60
- 2.21 **Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)** 0.00

SALARY INFORMATION

2.22	Entry-Level Librarian (certified) FTE	1
2.23	Entry-Level Librarian (certified) Current Annual Salary	\$42,000
2.24	System Director FTE	1
2.25	System Director Current Annual Salary	\$104,000

3. System Membership, Outlets and Governance

PUBLIC SERVICE OUTLETS

3.9	Number of member libraries	39
3.15	Main Library/System Headquarters	1
3.16	Branches	0
3.17	Bookmobiles	0
3.18	Reading Centers	5
3.19	Other Outlets	0
3.20	Total Public Service Outlets (total questions 3.15 through 3.19)	6
3.21	Name of Central Library/Co-Central Libraries	Chemung County Library District

BOARD/COUNCIL MEETINGS

3.22	Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year	10
3.24	Current number of <u>voting</u> positions on system board/council	15
3.25	Term length for system board/council members	5

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is selected 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, 2017, through December 31, 2017.

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

President/Council Chair

- 3.27 Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Mrs.
- 3.28 First Name Patricia
- 3.29 Last Name Selwood
- 3.30 Institutional Affiliation Yates County
- 3.31 Professional Title President
- 3.32 Mailing Address 3632 Central Ave
- 3.33 City Penn Yan
- 3.34 Zip Code (enter five digits only) 14527
- 3.35 Telephone for the Board President (enter 10 digits only and hit the Tab key) (315) 521-6092
- 3.36 E-mail Address selwood79@gmail.com
- 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) 1/20/2015
- 3.43 The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 1/23/2015
- 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 q repeating group. The number of Council members must be 5 to 11 (no less than five and no more than 11).

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Dr.
2. First Name Dale
3. Last Name Wexell
4. Institutional Affiliation Steuben County - SSCL Service Area
5. Professional Title Trustee
6. Mailing Address 372 W. Second Street
7. City Corning
8. Zip Code (enter five digits only) 14830

9. Term Begins - Month January
10. Term Begins - Year (yyyy) 2016
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2020
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/19/2016
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/22/2016
16. Is this a brand new trustee? N
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant Mr.
2. First Name Richard
3. Last Name Ahola
4. Institutional Affiliation Yates County
5. Professional Title Vice President
6. Mailing Address 4568 Lakeview Road
7. City Dundee
8. Zip Code (enter five digits only) 14837
9. Term Begins - Month January
10. Term Begins - Year (yyyy) 2015
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2017
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). No
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/20/2015
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/23/2015
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 Mrs.
2. First Name Sarah
3. Last Name Collins
4. Institutional Affiliation Steuben County - SSCL Service Area
5. Professional Title Trustee
6. Mailing Address 5 Woodland Way
7. City Painted Post
8. Zip Code (enter five digits only) 14870
9. Term Begins - Month January
10. Term Begins - Year (yyyy) 2015
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2019
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/20/2015
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/23/2015
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 Mrs.
2. First Name Maija
3. Last Name DeRoche
4. Institutional Affiliation Schuyler County
5. Professional Title Trustee
6. Mailing Address 233 South Genesee Street
7. City Montour Falls
8. Zip Code (enter five digits only) 14865
9. Term Begins - Month January
10. Term Begins - Year (yyyy) 2014
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2018

13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/21/2014
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/24/2014
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 Mrs.
2. First Name SiSi
3. Last Name Barr
4. Institutional Affiliation Chemung County
5. Professional Title Trustee
6. Mailing Address 270 Fisher Hill Road
7. City Corning
8. Zip Code (enter five digits only) 14830
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 2018
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). No
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/19/2016
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/22/2016
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 Mrs.
2. First Name Lynnette
3. Last Name Decker
4. Institutional Affiliation Allegany County
5. Professional Title Trustee

6.	Mailing Address	9314 County Road 7
7.	City	Cuba
8.	Zip Code (enter five digits only)	14727
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2017
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2021
13.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	12/20/2016
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/23/2017
16.	Is this a brand new trustee?	N
1.	Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant	Mrs.
2.	First Name	Betsy
3.	Last Name	Gorman
4.	Institutional Affiliation	Chemung County
5.	Professional Title	Treasurer
6.	Mailing Address	2445 State Rte 352
7.	City	Elmira
8.	Zip Code (enter five digits only)	14903
9.	Term Begins - Month	January
10.	Term Begins - Year (yyyy)	2016
11.	Term Expires - Month or N/A	December
12.	Term Expires - Year (YYYY) or N/A	2020
13.	Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).	Yes
14.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/19/2016
15.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/22/2016
16.	Is this a brand new trustee?	N

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Mrs. Other (specify using the State note), Vacant
2. First Name Denise
3. Last Name King
4. Institutional Affiliation Chemung County
5. Professional Title Trustee
6. Mailing Address 117 Larchmont Road
7. City Elmira
8. Zip Code (enter five digits only) 14905
9. Term Begins - Month January
10. Term Begins - Year (yyyy) 2015
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2019
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 01/20/2015
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/23/2015
16. Is this a brand new trustee? N
1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Mrs. Other (specify using the State note), Vacant
2. First Name Cindy
3. Last Name Emmer
4. Institutional Affiliation Chemung County
5. Professional Title Secretary
6. Mailing Address 858 Davis Street
7. City Elmira
8. Zip Code (enter five digits only) 14901
9. Term Begins - Month January
10. Term Begins - Year (yyyy) 2013
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2017

13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 10/16/2012
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 06/20/2013
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 Mrs.
2. First Name Delores
3. Last Name Ackerman
4. Institutional Affiliation Allegany County
5. Professional Title Trustee
6. Mailing Address 1314 State Rt. 19
7. City Wellsville
8. Zip Code (enter five digits only) 14895
9. Term Begins - Month January
10. Term Begins - Year (yyyy) 2017
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) or N/A 2021
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position). Yes
14. The date the trustee took the Oath of Office (mm/dd/yyyy) 12/20/2016
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/23/2017
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 Vacant
2. First Name
3. Last Name
4. Institutional Affiliation Schuyler County
5. Professional Title Trustee

6. Mailing Address
7. City
8. Zip Code (enter five digits only)
9. Term Begins - Month January
10. Term Begins - Year (yyyy) 2015
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) 2019
or N/A
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
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)
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 Vacant
2. First Name
3. Last Name
4. Institutional Affiliation Allegany County
5. Professional Title Trustee
6. Mailing Address
7. City
8. Zip Code (enter five digits only)
9. Term Begins - Month January
10. Term Begins - Year (yyyy) 2016
11. Term Expires - Month or N/A December
12. Term Expires - Year (YYYY) 2020
or N/A
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
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)
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
Mrs.
2. First Name
Pat
3. Last Name
Finnerty
4. Institutional Affiliation
Steuben County
5. Professional Title
Trustee
6. Mailing Address
7389 Wildflower Way
7. City
Bath
8. Zip Code (enter five digits only)
14810
9. Term Begins - Month
January
10. Term Begins - Year (yyyy)
2013
11. Term Expires - Month or N/A
December
12. Term Expires - Year (YYYY) or N/A
2017
13. Is this trustee serving a full term? If No, add a State Note (for example, this trustee was appointed to complete the remainder of a term of a trustee who resigned their position).
Yes
14. The date the trustee took the Oath of Office (mm/dd/yyyy)
01/21/2014
15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)
01/24/2014
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
Vacant
2. First Name
3. Last Name
4. Institutional Affiliation
Steuben County
5. Professional Title
Trustee
6. Mailing Address
7. City
8. Zip Code (enter five digits only)
9. Term Begins - Month
January
10. Term Begins - Year (yyyy)
2017
11. Term Expires - Month or N/A
December
12. Term Expires - Year (YYYY) or N/A
2021

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

COORDINATED OUTREACH COUNCIL

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

Coordinated Outreach Council Members - complete one record for each Council Member for the period January 1, 2017, through December 31, 2017. Select "Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group. The number of council members must be 5.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is selected 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 | Mrs. |
| 2. | First Name | Wendy |
| 3. | Last Name | Harrison |
| 4. | Institutional Affiliation | Pro Action of Steuben & Yates Counties |
| 5. | Professional Title | Program Coordinator |
| 1. | Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant | Mr. |
| 2. | First Name | Timothy |
| 3. | Last Name | Tompkins |
| 4. | Institutional Affiliation | Chemung ARC/Finger Lakes DDSO |
| 5. | Professional Title | Advocate |
| 1. | Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant | Mrs. |
| 2. | First Name | Debbie |
| 3. | Last Name | Taylor |
| 4. | Institutional Affiliation | N/A |
| 5. | Professional Title | Advocate |

1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Mrs. Other (specify using the State note), Vacant
2. First Name Darlene
3. Last Name Hawxhurst
4. Institutional Affiliation AIM Systems Advocate
5. Professional Title Advocate
1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Mrs. Other (specify using the State note), Vacant
2. First Name Marleah
3. Last Name Denkenberger
4. Institutional Affiliation Southern Tier Alzheimer's Association
5. Professional Title Program Coordinator
1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Mrs. Other (specify using the State note), Vacant
2. First Name Angela
3. Last Name Gonzalez
4. Institutional Affiliation Penn Yan Public Library
5. Professional Title Library Director
1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Mrs. Other (specify using the State note), Vacant
2. First Name Shirley
3. Last Name Callahan
4. Institutional Affiliation Montour Falls Library
5. Professional Title N/A

4. Public Library System Transactions and Collections

- 4.1 Number of registered system borrowers 27
- 4.2 System Visits 825
- CIRCULATION**
- 4.3 Total Cataloged Book Circulation 31
- 4.4 Total Circulation of Other Materials 14
- 4.5 **Physical Item Circulation (Total questions 4.3 & 4.4)** 45
- 4.6 Use of Electronic Material 808
- 4.7 Successful Retrieval of Electronic Information 0

4.8	Electronic Content Use (Total Questions 4.6 & 4.7)	808
4.9	Total Circulation of Materials (Total Questions 4.5 & 4.6)	853
4.10	Total Collection Use (Total Questions 4.7 & 4.9)	853

GENERAL SYSTEM HOLDINGS

4.11	Total Cataloged Book Holdings	4,786
4.12	Uncataloged Book Holdings	0
4.13	Total Print Serial Holdings	83
4.14	All Other Print Materials Holdings	0
4.15	Total Number of NOVELNY Databases	10
4.16	Total Electronic Holdings	5,728
4.17	Other Non-Electronic Materials	872
4.18	Grand Total Holdings (total questions 4.11 through 4.17)	11,479

ROTATING COLLECTIONS/BOOK LOANS

4.19	Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No)	Y
4.20	Number of collections	143
4.21	Average number of items per collection	45

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	No
e.	Inventory	No
f.	Serials Control	No
g.	Media Booking	No
h.	Community Information	Yes
i.	Electronic Resource Management	No
j.	Digital Collections Management	No
5.3	Identify ILS system vendor	SirsiDynix

5.4	How many member libraries fully participate in the ILS?	38
5.5	% of member libraries participating (calculated field)	97.44%
5.6	How many member libraries participate in some ILS modules?	39
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	712,087
5.9	Number of new titles added by the system in the reporting year	800
5.10	Number of Central Library Aid titles added in the reporting year	583
5.11	Number of new titles added by the members in the reporting year	23,427
5.12	Total new titles (total questions 5.9 through 5.11)	24,810

UNION CATALOG OF RESOURCES

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

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

a.	Print	No
b.	Disc	No
c.	Online (virtual catalog)	Yes
5.14	How many libraries participate in (or submit records for) the union catalog?	39
5.15	Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No)	N
5.16	Number of titles in the system's union catalog	712,087
5.17	Number of holdings in the system's union catalog	1,396,760
5.18	Number of new titles added in the last year	23,422
5.19	Number of holdings added in the last year	44,650
5.20	If the union catalog is online (virtual catalog) Indicate the features of the system's virtual catalog (check all that apply):	

- a. Non-member catalogs are included (if checked, please name non-member catalogs using the State note) No
- 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 No

UNION LIST OF SERIALS

- 5.21 Does the system have a union list of serials? (Enter Y for Yes, N for No. If No, enter zero (0) on question 5.22.) Y
- 5.22 How many libraries participate in (or submit records for) the union list of serials? 23

COMBINED SYSTEM UNION CATALOG AND UNION LIST OF SERIALS

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

VISITS TO THE SYSTEM'S WEB SITE

- 5.24 Annual number of visits to the system's web site 80,700

SYSTEM INTERLIBRARY LOAN ACTIVITY

- 5.25 Total items provided (loaned) 0
- 5.26 Total items received (borrowed) 1,161
- 5.27 Total requests provided (loaned) unfilled 0
- 5.28 Total requests received (borrowed) unfilled 0
- 5.29 **Total interlibrary loan activity (total questions 5.25 through 5.28)** 1,161

DELIVERY

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

Note: For questions which include a choice of "Other", please add a State Note of explanation when "Other" is chosen. Also pl 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 No
- f. Commercial carrier (e.g., UPS, DHL, etc.) No
- g. Other (specify using the State note) No

5.31 Number of stops (pick-up and delivery sites per week) 161

**CONTINUING EDUCATION/STAFF DEVELOPMENT
Workshops/Meetings/Training Sessions**

Resource sharing (ILL, collection development, etc.)

5.32 Number of sessions 31

5.33 Number of participants 159

Technology

5.34 Number of sessions 71

5.35 Number of participants 412

Digitization

5.36 Number of sessions 1

5.37 Number of participants 3

Leadership

5.38 Number of sessions 31

5.39 Number of participants 253

Management & Supervisory

5.40 Number of sessions 58

5.41 Number of participants 273

Planning and Evaluation

5.42 Number of sessions 32

5.43 Number of participants 143

Awareness and Advocacy

5.44 Number of sessions 13

5.45 Number of participants 100

Trustee/Council Training

5.46 Number of sessions 48

5.47 Number of participants 336

Special Client Populations

5.48 Number of sessions 7

5.49 Number of participants 12

Children's Services/Birth to Kindergarten

5.50 Number of sessions 22

5.51 Number of participants 196

Children's Services/Elementary Grade Levels

5.52 Number of sessions 22

5.53 Number of participants 196

Young Adult Services/Middle and High School Grade Levels

5.54 Number of sessions 21

5.55 Number of participants 282

General Adult Services

5.56 Number of sessions 23

5.57 Number of participants 270

Other:

5.58 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.

- | | | |
|----|------------------------|-----|
| 1. | Topic | N/A |
| 2. | Number of sessions | N/A |
| 3. | Number of participants | N/A |

5.59 **Grand Total Sessions** (total questions 5.32, 5.34, 5.36, 5.38, 5.40, 5.42, 5.44, 5.46, 5.48, 5.50, 5.52, 5.54, 5.56 and total of question #2 of Repeating Group #5) 380

5.60 **Grand Total Participants** (total questions 5.33, 5.35, 5.37, 5.39, 5.41, 5.43, 5.45, 5.47, 5.49, 5.51, 5.53, 5.55, 5.57 and total of question #3 of Repeating Group #5) 2,635

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

COORDINATED SERVICES

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

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

- | | | |
|----|--|-----|
| a. | Coordinated purchase of print materials | No |
| b. | Coordinated purchase of non-print materials | No |
| c. | Negotiated pricing for licensed electronic collection purchases (not purchasing) | Yes |
| d. | Cataloging | Yes |
| e. | Materials processing | Yes |
| f. | Coordinated purchase of office supplies | No |
| g. | Coordinated computer services/purchases | Yes |
| h. | Virtual reference | Yes |

i. Other (describe using the State note) No

j. N/A No

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

5.63 Number of contacts -
Consulting with member
libraries on grants, and state
and federal funding 1,209

5.64 Number of contacts -
Consulting with member
libraries on funding and
governance 239

5.65 Number of contacts -
Consulting with member
libraries on charter and
registration work 3

5.66 Number of contacts -
Consulting with member
libraries on automation and
technology 17,699

5.67 Number of contacts -
Consulting with member
libraries on youth services 4,931

5.68 Number of contacts -
Consulting with member
libraries on adult services 1,655

5.69 Number of contacts -
Consulting with member
libraries on physical plant
needs 134

5.70 Number of contacts -
Consulting with member
libraries on personnel and
management issues 1,813

5.71 Number of contacts -
Consulting with state and
county correctional facilities 22

5.72 Number of contacts -
Providing information to
local, county, and state
legislators and their staffs 42

5.73 Number of contacts -
Providing system and member
library information to the
media 22

5.74 Number of contacts -
Providing website
development and maintenance
for member libraries 309

- 5.75 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. N
1. Topic N/A
2. Number of contacts (all types) N/A
- 5.76 **Total other contacts** (total of question #2 of Repeating Group #6) 0
- 5.77 **Total number of contacts** (total of questions 5.63 through 5.74 and 5.76) 28,078

REFERENCE SERVICES

- 5.78 Total Reference Transactions 48

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

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

- a. Services for patrons with disabilities Yes
- b. Services for patrons who are educationally disadvantaged Yes
- c. Services for patrons who are aged Yes
- d. Services for patrons who are geographically isolated Yes
- e. Services for patrons who are members of ethnic or minority groups in need of special library services Yes
- f. Services to patrons who are in institutions Yes
- g. Services for unemployed and underemployed individuals Yes
- i. N/A No
- 5.80 Number of BOOKS BY MAIL loans 0
- 5.81 Number of member libraries with Job/Education Information Centers or collections 3
- 5.82 Number of State Correctional Facilities libraries served 2
- 5.83 Number of County Jails libraries served 5
- 5.84 Number of institutions served other than jails or correctional facilities 18

- 5.85 Does the system provide other special client services not listed above? If yes, complete one record for each service provided. If no, enter N/A in questions 1 and 2 of one repeating group. N
1. Service provided N/A
2. Number of facilities/institutions served N/A
- 5.86 Does the system charge fees for any program or service? Enter Y for Yes; N for No. If yes, briefly describe using the text box below; if no, enter N/A in Question 5.87. Y
- 5.87 Description of fees STLS charges vendor fees for processing member library materials.

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 Steuben County
2. Amount \$99,500
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
- 6.2 **Total County Funding** \$99,500
- 6.3 All Other Local Public Funds \$0
- 6.4 **Total Local Public Funds** \$99,500
(total questions 6.2 and 6.3)

STATE AID RECEIPTS - arranged in alphabetical order

- 6.5 Adult Literacy Library Services Grants \$8,695
- 6.6 Central Library Development Aid \$99,087
- 6.7 Central Book Aid \$66,058
- 6.8 Conservation/Preservation Grants \$0
- 6.9 Construction for Public Libraries Aid \$32,997
- 6.10 Coordinated Outreach Services Aid \$75,049
- 6.11 Correctional Facilities Library Aid \$26,285
- 6.12 County Jails Library Aid \$4,113

6.14	Family Literacy Grants	\$15,651
6.18	Local Library Services Aid - Kept at System	\$0
6.19	Local Library Services Aid - Distributed to Members	\$112,642
6.20	Total LLSA (total questions 6.18 and 6.19)	\$112,642
6.21	Local Services Support Aid	\$94,354
6.22	Local Consolidated Systems Aid	\$0
6.26	Public Library System Basic Aid	\$858,045
6.27	Public Library System Supplementary Operational Aid	\$129,375
6.36	Special Legislative Grants and Member Items	\$294,500
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 6.36).	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 repeating group.

1.	Funding Source	N/A
2.	Amount	N/A
6.43	Total Other State Aid (total question #2 of Repeating Group #9 above)	\$0
6.44	Total State Aid Receipts (total questions 6.5 through 6.14, questions 6.20 through 6.22, questions 6.26 through 6.27, questions 6.36 through 6.41, and question 6.43)	\$1,816,851

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

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 group

1. Contracting Agency Member Libraries
2. Contracted Service Processing
3. Total Contract Amount \$17,460

1. Contracting Agency Member Libraries
2. Contracted Service Pass Through
3. Total Contract Amount \$52,214

1. Contracting Agency Corning Inc
2. Contracted Service Foundation
3. Total Contract Amount \$10,000

1. Contracting Agency Greenwood
2. Contracted Service Tax Support
3. Total Contract Amount \$4,612

1. Contracting Agency Member Libraries
2. Contracted Service IT Contracts
3. Total Contract Amount \$38,994

1. Contracting Agency Member Libraries
2. Contracted Service Cost Share
3. Total Contract Amount \$428,666

1. Contracting Agency Hector
2. Contracted Service Town Support
3. Total Contract Amount \$2,209

6.50 **Total Contracts (total question #3 of Repeating Group #11 above)** \$554,155

MISCELLANEOUS RECEIPTS

6.51 Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note) \$1,013

\$1,218

- 6.53 Income from Investments
Proceeds from Sale of Property
- 6.54 Real Property \$0
- 6.55 Equipment \$0
- 6.56 Does the system have other miscellaneous receipts in categories not listed in questions 6.51 through 6.55? Y
Enter Y for Yes, N for No.

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

1. Receipt category E-Rate
2. Amount \$103,449
1. Receipt category Prof Development & Conf Fees
2. Amount \$195
1. Receipt category Retiree Health Ins Payments
2. Amount \$1,550
1. Receipt category General Reimbursement and Refund
2. Amount \$8,869

6.57 **Total Other Miscellaneous Receipts** (total question #2 of Repeating Group #12 above) \$114,063

6.58 **Total Miscellaneous Receipts** (total questions 6.51 through 6.55 and question 6.57) \$116,294

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) \$2,586,800

6.60 **BUDGET LOANS** \$0

TRANSFERS

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

6.62 Transfers from Other Funds \$0

6.63 **Total Transfers** (total questions 6.61 and 6.62) \$0

6.64 **CASH BALANCE - Beginning of Current Fiscal Reporting Year:**
Public Library Systems - January 1, 2016; 3Rs - July 1, 2016. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2015; 3Rs - June 30, 2016.) \$1,106,702

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.)	\$3,693,502
------	---	-------------

7. Operating Fund Disbursements

STAFF EXPENDITURES

Salaries

7.1	System Director and Librarians	\$301,747
7.2	Other Staff	\$398,941
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	\$700,688
7.4	Employee Benefits Expenditures	\$314,203
7.5	Total Staff Expenditures (total questions 7.3 and 7.4)	\$1,014,891

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	\$18,458
7.7	Electronic Materials Expenditures	\$90,036
7.8	Other Materials Expenditures	\$0
7.9	Total Collection Expenditures (total questions 7.6 through 7.8)	\$108,494

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	\$112,642
7.11	Central Library Aid (CLDA/CBA)	\$165,145
7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	\$294,500
7.16	Federal Aid	\$0
7.17	Other cash grants paid from system funds	\$125,115
7.18	Total Cash Grants (total questions 7.10 through 7.17)	\$697,402
7.19	Book/Library Materials Grants	\$0
7.20	Other Non-Cash Grants	\$0

7.21	Total Grants to Member Libraries (total questions 7.18 through 7.20)	\$697,402
------	---	-----------

CAPITAL EXPENDITURES FROM OPERATING FUNDS

7.22	Bookmobile	\$0
7.23	Other Vehicles	\$26,488
7.24	Computer Equipment	\$292,285
7.25	Furniture/Furnishings	\$8,688
7.26	Other Capital Expenditures	\$151,263
7.27	Total Capital Expenditures from Operating Fund (total questions 7.22 through 7.26)	\$478,724

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	\$0
7.29	From Other Funds (71OF)	\$478,724
7.30	Total Capital Expenditures by Source (total questions 7.28 and 7.29; same as question 7.27)	\$478,724

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)	\$55,974
7.33	Total Repairs to Buildings and Building Equipment (total questions 7.31 and 7.32)	\$55,974
7.34	Other Building & Maintenance Expenses	\$30,329
7.35	Total Operation and Maintenance of Buildings (total questions 7.33 and 7.34)	\$86,303

MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	\$20,702
7.37	Office and Library Supplies	\$21,447
7.38	Telecommunications	\$127,208
7.39	Binding Expenses	\$0
7.40	Postage and Freight	\$4,057
7.41	Publicity and Printing	\$14,382
7.42	Travel	\$38,000
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.	\$12,066

7.44 Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid. \$8,834

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. N

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

1. Expense category N/A
2. Amount N/A

7.47 **Total Other Miscellaneous Expenses** (total question #2 of Repeating Group #13) \$0

7.48 **Total Miscellaneous Expenses** (total questions 7.36 through 7.45 and 7.47) \$246,696

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. N

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) N/A
2. Contracted Service (specify using the State note) N/A
3. Total Contract Amount N/A

7.50 **Total Contracts** (total question #3 of Repeating Group #14 above) \$0

DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

7.51 From Local Public Funds (73PF) \$0

7.52 From Other Funds (73OF) \$0

7.53 **Total Capital Purposes Loans** (total questions 7.51 and 7.52) \$0

7.54 Other Loans \$0

7.55 **Total Debt Service** (total questions 7.53 and 7.54) \$0

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)** \$2,632,510

TRANSFERS

Transfers to the Capital Fund

7.57 From Local Public Funds (76PF) \$0

7.58 From Other Funds (76OF) \$0

7.59 **Total Transfers to Capital Fund** (total questions 7.57 and 7.58; same as question 8.2) \$0

7.60 **Total Transfers to Other Funds** \$0

7.61 **Total Transfers** (total questions 7.59 and 7.60) \$0

7.62 **TOTAL DISBURSEMENTS AND TRANSFERS** (total questions 7.56 and 7.61) \$2,632,510

7.63 **CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year** (For Public Library Systems - December 31, 2016) (For 3Rs - June 30, 2017) \$1,060,992

7.83 **GRAND TOTAL DISBURSEMENTS, TRANSFERS, & ENDING BALANCE** (total questions 7.62 and 7.63) \$3,693,502

FISCAL AUDIT

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

7.84 Last audit performed (mm/dd/yyyy) 04/17/2016

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

7.86 Indicate type of audit (select one from drop-down): Private Accounting Firm

ACCOUNT INFORMATION

Complete one record for each financial account

- | | | |
|------|--|-------------------|
| 1. | Name of bank or financial institution | Community Bank NA |
| 2. | Amount of funds on deposit | \$1,060,992 |
| 7.87 | Total Bank Balance (total question #2 of Repeating Group #15) | \$1,060,992 |
| 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. | N |

8. Capital Fund Receipts

- | | | |
|-----|--|-----|
| 8.1 | Total Revenue From Local Sources | \$0 |
| 8.2 | Transfer From Operating Fund
(same as question 7.59) | \$0 |

STATE AID FOR CAPITAL PROJECTS

- | | | |
|-----|-------------------------------------|----------|
| 8.3 | State Aid Received for Construction | \$32,997 |
|-----|-------------------------------------|----------|

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) | \$32,997 |
|-----|--|----------|

- | | | |
|-----|----------------------------|-----|
| 8.7 | NONREVENUE RECEIPTS | \$0 |
|-----|----------------------------|-----|

- | | | |
|-----|--|----------|
| 8.8 | TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts (total questions 8.6 and 8.7) | \$32,997 |
|-----|--|----------|

8.9	CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2016; 3Rs - July 1, 2016. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2015; 3Rs - June 30, 2016)	\$0
8.10	TOTAL RECEIPTS AND CASH BALANCE (total questions 8.8 and 8.9)	\$32,997

9. Capital Fund Disbursements

PROJECT EXPENDITURES

9.1	Total Construction	\$32,997
9.2	Incidental Construction	\$0
9.3	Books and Library Materials	\$0
9.4	Total Other Disbursements	\$0
9.5	Total Project Expenditures (total questions 9.1 through 9.4)	\$32,997
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)	\$32,997
9.9	CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2016, for Public Library Systems; June 30, 2017, for 3Rs)	\$0
9.10	TOTAL DISBURSEMENTS AND CASH BALANCE (total questions 9.8 and 9.9)	\$32,997

12. Projected Annual Budget For Library Systems

Public Library Systems Budget for January 1, 2017 - December 31, 2017

PROJECTED OPERATING FUND - RECEIPTS

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	\$1,858,137
12.2	Budget Loans	\$0
12.3	Total Transfers	\$0
12.4	Cash Balance/Ending Balance in Operating Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2017, must be the same as the December 31, 2016, closing balance reported on Q7.63 of the 2016 annual report)	\$1,060,992
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance (total questions 12.1 through 12.4)	\$2,919,129

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)	\$1,858,137
12.7	Total Transfers	\$0
12.8	Cash Balance/Ending Balance in Operating Fund at the end of the fiscal year (For Public Library Systems, balance as of December 31, 2017)	\$1,060,992
12.9	Grand Total Operating Fund Disbursements, Transfers and Ending Balance (total questions 12.6 through 12.8)	\$2,919,129

PROJECTED CAPITAL FUND - RECEIPTS

12.10	Capital Fund Receipts (include Revenues from Local Sources, Transfer from Operating Fund, State Aid for Capital Projects and All Other Aid for Capital Projects)	\$0
12.11	Nonrevenue Receipts	\$0

- 12.12 Cash Balance in Capital Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2017, must be the same as the December 31, 2016, closing balance reported on Q9.9 of the 2016 annual report)
- 12.13 Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12) \$0

PROJECTED CAPITAL FUND - DISBURSEMENTS

- 12.14 Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures) \$0
- 12.15 Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2017) \$0
- 12.16 Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15) \$0

13. State Formula Aid Disbursements

Public Library Systems Basic Aid

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

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.

Statutory Reference (LSSA): Education Law § 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
The formula is \$0.31 per capita plus 2/3 of per capita total with formula equity to 1991 LLIA.

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

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

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

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

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

13.1.1	Total Full-Time Equivalents (FTE)	5.1
13.1.2	Total Expenditure for Professional Salaries	\$301,747

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)	11.5
13.1.4	Total Expenditure for Other Staff Salaries	\$398,941

13.1.5 **Employees Benefits:** Indicate the total expenditures for all system employee fringe benefits. \$309,528

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

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

for these questions for any further requirements.

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

1.	Expenditure Category	Library systems vendor contract for automation (e.g, integrated library system, virtual
2.	Provider of Services	Sirsi Dynix
3.	Expenditure	\$79,696

1.	Expenditure Category	Building and maintenance expenses
2.	Provider of Services	Isaac Plumbing & Heating
3.	Expenditure	\$4,985

1.	Expenditure Category	Commercial electronic content vendor contracts
2.	Provider of Services	Overdrive
3.	Expenditure	\$91,629

1.	Expenditure Category	Telecommunications
2.	Provider of Services	Time Warner Cable
3.	Expenditure	\$72,392

1.	Expenditure Category	Consultant fees/professional fees
2.	Provider of Services	Mengal Metzgar & Barr, Sayles Evans
3.	Expenditure	\$11,166

13.1.7	Total Expenditure - Purchased Services	\$259,868
--------	---	-----------

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 "Other" is selected 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	\$25,504

1.	Expenditure Category	Books and other print materials
2.	Expenditure	\$17,768

1.	Expenditure Category	Non-print resources (electronic content)
2.	Expenditure	\$90,036

13.1.9	Total Expenditure - Supplies and Materials	\$133,308
	Travel Expenditures:	

13.1.10 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 \$38,000

13.1.11 **Total Expenditures - Travel** \$38,000

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. N

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 N/A
2. Quantity N/A
3. Unit Cost N/A
4. Expenditure N/A

13.1.13 **Total Expenditure - Equipment and Furnishings** \$0

13.1.14 **Local Library Services Aid Expenditures:** Indicate the total expenditures to member libraries for Local Library Services Aid. \$107,984

13.1.15 **Grants to Member Libraries:** Did the system expend funds for 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 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)** \$1,549,376

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. \$1,106,702

- 13.1.19 **Total Allocation from 2016 - 2017 State Aid:** \$1,194,429
- 13.1.20 **Cash Balance at the End of the Current Fiscal Year** \$1,062,058
- 13.1.21 **Final Narrative:** Provide a brief narrative, no more than fifteen hundred (1500) words, describing the major activities carried out with these State Aid Funds.

Central Book Aid

CENTRAL BOOK AID (CBA)

Statutory: Education Law § 272, 273(1)(b)(2)
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.

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

List services purchased with CBA funds in separate repeating groups, itemizing by vendor contract. If yes, complete one record for each question 1, 2, and 3 of one repeating group.

- 1. Expenditure Category N/A
- 2. Provider of Services N/A
- 3. Expenditure N/A

- 13.2.2 **Total Expenditure - Purchased Services** \$0

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

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

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 | N/A |
| 2. | Quantity | N/A |
| 3. | Unit Cost | N/A |
| 4. | Expenditure | N/A |

13.2.4 **Total Expenditure - Supplies and Materials** \$0

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. 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 | Chemung County Library District |
| 2. | Allocation | \$66,058 |
| 3. | Project Description (no more than 300 words) | Chemung County Library District uses CBA funds to purchase print reference materials audio/e-books and non-fiction materials. |

13.2.6 **Total Expenditure - Grants to Central/Co-Central Libraries** \$66,058

13.2.7 **Total Expenditure (total 13.2.2, 13.2.4, and 13.2.6)** \$66,058

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.

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

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

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 Library Aid provided to libraries by offering online reference services, site to professional development to libraries.

Central Library Development Aid

CENTRAL LIBRARY DEVELOPMENT AID (CLDA)

Statutory Education Law § 272, 273(1)(b)(1)

Reference: 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) N/A

13.3.2 Total Expenditure for Professional Salaries N/A

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) N/A

13.3.4 Total Expenditures for Other Staff Salaries N/A

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

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 "Other" is selected 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 "Other" is selected for these questions for any further requirements.

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.

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

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

13.3.11 **Total Expenditures - Travel** \$0

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

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

- | | | |
|----|--------------|-----|
| 1. | Type of item | N/A |
| 2. | Quantity | N/A |
| 3. | Unit cost | N/A |
| 4. | Expenditure | N/A |

13.3.13 **Total Expenditure - Equipment and Furnishings** \$0

13.3.14 **Grants to Central/Co-Central Libraries:** Did the system expend funds for grants to central/co-central libraries? Enter Y for Yes, N for No. Y

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

- | | | |
|----|--|---|
| 1. | Recipient | Chemung County Library District |
| 2. | Allocation | \$99,087 |
| 3. | Project Description (no more than 300 words) | Chemung County Library District uses Central Library Development Aid to provide tr hours at it's Central Library branch, and offer Online Reference services. |

13.3.15 **Total Expenditure - Grants to Central/Co-Central Libraries** \$99,087

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)** \$99,087

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.

13.3.18 **Total Allocation from 2016 - 2017 State Aid:** \$98,245

13.3.19 **Cash Balance at the end of the Current Fiscal Year**

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. Chemung County Library District uses Central Library Development Aid to provide tr hours at it's branch, and offer Online Reference services.

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) 0.25

13.4.2 Total Expenditure for Professional Salaries \$34,144

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) 1

13.4.4 Total Expenditure for Other Staff Salaries \$31,075

13.4.5 **Employee Benefits:** Indicate the total expenditures for all system employee benefits. \$22,921

13.4.6 **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 "Other" is selected for these questions for any further requirements.

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

- 1. Expenditure Category N/A
- 2. Provider of Services N/A
- 3. Expenditure N/A

13.4.7 **Total Expenditure - Purchased Services Supplies and Materials:** \$0

13.4.8 Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than \$5,000? Enter Y for Yes, N for No. Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is selected 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 \$415

1. Expenditure Category Books and other print materials
2. Expenditure \$18,488

13.4.9 **Total Expenditure - Supplies and Materials** \$18,903

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. Y

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

1. Type of Travel System staff
2. Expenditure \$1,373

13.4.11 **Total Expenditure - Travel** \$1,373

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 Southeast Steuben County Library
2. Allocation \$765
3. Description of Project STEAM Activities for the Geographically Isolated

1. Recipient Alfred Library
2. Allocation \$700
3. Description of Project Programs and Materials to Serve the LGBT Community

1. Recipient Dundee Library
2. Allocation \$200
3. Description of Project Book Discussion Group for Seniors

1. Recipient Hammondsport Library
2. Allocation \$1,000
3. Description of Project Wellness Program for Seniors

1. Recipient Little Genesee Library
2. Allocation \$640
3. Description of Project Technology Classes for Seniors

1. Recipient Penn Yan Library
2. Allocation \$600
3. Description of Project Providing Assistive Technology for People with Developmental or Learning Disabilities

1. Recipient Pultney Library
2. Allocation \$420
3. Description of Project Upgrade Oral History Kit

1. Recipient Richburg Library
2. Allocation \$1,000
3. Description of Project

1. Recipient Savona Library
2. Allocation \$1,000
3. Description of Project

1. Recipient Chemung County Library District
2. Allocation \$900
3. Description of Project

1. Recipient Wayland Library
2. Allocation \$775
3. Description of Project

1. Recipient Whitesville Library
2. Allocation \$1,000
3. Description of Project

- 13.4.15 **Total Expenditure - Grants to Member Libraries** \$9,000
- 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)** \$117,416
- 13.4.17 **Cash Balance at the Opening of the Fiscal Year**
NOTE: The opening balance must be the same as the closing balance of the previous year. \$0
- 13.4.18 **Total Allocation from 2016 - 2017 State Aid:** \$75,049
- 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. STLS Outreach services provided rotating collections and grants to member libraries f underserved populations in the Southern Tier.

Services to County Jails Aid

SERVICE TO COUNTY JAILS (INTERINSTITUTIONAL) AID

Statutory Reference: Education Law § 285(2)

The intent of the Services to County Jails Program is to provide basic reading materials for those individuals who are incarcerated. Examples of appropriate spending include books and magazine / newspaper subscriptions which are acceptable to the institution as Job Information and other topics directly relevant to the county jail inmate's needs (Purchased Services).

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

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

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

1. Expenditure Category N/A
2. Provider of Services N/A
3. Expenditure N/A

- 13.5.2 **Total Expenditure - Purchased Services** \$0

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

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

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 | \$4,113 |
| 13.5.4 | Total Expenditure - Supplies and Materials | \$4,113 |
| 13.5.5 | Total Expenditure (total 13.5.2, and 13.5.4) | \$4,113 |
| 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. | |
| 13.5.7 | Total Allocation from 2016 - 2017 State Aid | \$4,113 |
| 13.5.8 | Cash Balance at the End of the Current Fiscal Year | |
| 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. | STLS provided outreach material services to Jails by purchasing libraries and material |

State Correctional Aid

THE FOLLOWING QUESTIONS ARE FOR SYSTEMS WITH STATE CORRECTIONAL AID

STATE CORRECTIONAL FACILITIES AID

Statutory Education Law § 285 (1)

Reference: Commissioners Regulations 90.14

The amount provided in Education Law is \$9.25 per inmate. Please see the State Corrections Program Guidelines at

www.nysl.nysed.gov/libdev/outreach/corrgdln.htm for more information.

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

- | | | |
|--------|---|----------|
| 13.6.1 | Total Full-Time Equivalents (FTE) | 0.25 |
| 13.6.2 | Total Expenditure for Professional Salaries | \$34,144 |

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) | 1 |
| 13.6.4 | Total Expenditure for Other Staff Salaries | \$31,075 |

Employee Benefits:

13.6.5 Indicate the total expenditures for all system employee benefits. \$22,921

13.6.6 **Purchased Services:** Does 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 "Other" is selected 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

13.6.7 **Total Expenditure - Purchased Services** \$0

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. N

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is selected 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 N/A
2. Expenditure N/A

13.6.9 **Total Expenditure - Supplies and Materials** \$0

13.6.10 **Travel Expenditures:** Did the system expend funds for travel? Enter Y for Yes, N for No.

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

1. Type of Travel 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 group.

1. Type of item N/A
2. Quantity N/A

3.	Unit Cost	N/A
4.	Expenditure	N/A
13.6.13	Total Expenditure - Equipment and Furnishings	\$0
13.6.14	Total Expenditure (total 13.6.2, 13.6.4, 13.6.5, 13.6.7, 13.6.9, 13.6.11, and 13.6.13)	\$88,140
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.	
13.6.16	Total Allocation from 2016 - 2017 State Aid:	\$26,285
13.6.17	Cash Balance at the End of the Fiscal Year:	
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	

14. Summary of Library System Accomplishments

Using the goals from Section 4 in the approved 2012-2016 System Plan of Service, **BRIEFLY** describe the final results of each goal.

- 14.1 Element 1: Resource Sharing - Results Enabled members to work together and with STLS to develop diverse collections. Coc items in digital materials for regional digital library through OverDrive. Negotiated sy collection development programs. Coordinated purchase of Freegal Music Services Sy collections of materials. Result: access to more diverse collections Purchased over 500 enabling residents to have access to a wider range of titles. Purchased over 2,000 down videos. While the majority of downloadable titles were purchased by the Central Libra libraries supported the digital collection in 2016. Provided libraries with frequent, relia deliveries per week to 56 members, correctional and other facilities. Delivered over 30 by residents. Strengthened member library interlibrary loan services: Provided interlib wizard in SirsiDynix to allow libraries to submit requests to STLS online. Offered one online. Maintained regional catalog through centralized cataloging. Added bibliograph materials to the STARCcat, the regional catalog. Updated authority control. Added over and included records from International Motor Racing Research Library. Result: more database by working with members to delete discarded items.
- 14.2 Element 2: Special Client Groups - Results Provided an integrated library system and information technology support to update th from users via the online survey, used responses to help decide how features were imp patrons and member library staff. Maintained ILS SirsiDynix. Incorporated Buy It Now Maintained the operating system, virtual machine server licenses, backbone hardware and CIPA-compliant content filter for member libraries. Continue to provide on-call, c use of Smartphone/PDAs to use with mobile virtual private network service. Worked v Multipoint Servers which enables libraries to upgrade staff and public access compute monitors and keyboards over their existing cabling at a greatly reduced cost. Assisted i software. Provided access to online information through Central Library and NOVEL i reference questions posed by member libraries on behalf of their patrons. Provided ren Central Library web form.
- Outreach: Partnered with member libraries to provide library services to coordinated o

- 14.3 Element 3: Professional Development and Continuing Education - Results
collections of large print books to libraries to expand selection for persons with visual browsing collections of materials. Provided captioned videos/DVDs and audio books 1 videos/DVDs, sign language materials, foreign language DVDs and Spanish language in projects such as - to work with English as a Second language students, teen parents, students, partially fund a library ramp restoration, purchase descriptive videos, and tak state correctional facilities with services and programs provided to public libraries, as collections, and purchase of long-term loan materials to be housed in the facilities. Or Cataloged many titles and added to online regional catalog. Public library users receive African American books and videos via ILL from Southport Correctional general colle personnel, correctional facility librarians and administration and STLS staff resulting i member libraries in providing service to children, families and young adults: provided and researched answers to questions. Professional Development: Increased training op with central library to offer day-long learning. Introduced Trustee Training event, whic our Annual Meeting & Conference that features speakers and vendors for continued le 71% in 2016 through experimentation and realized a 15% gain in number of participar appointment of a Trustee Development Consultant and offering the HATS program.
- 14.5 Element 5: Consulting and Development Services - Results
Strengthen and support members through consultant assistance with maintaining comp retrospective conversion; installing security appliances; Results collection evaluation, holds; information for trustees on budget votes, complying with the tax cap, free direc library management. Conducted 2 annual report workshops. Used online Help Desk sc tracking of member library Information Technology assistance requests. STLS Board (construction aid to advise them on their applications. Results: 8 applications were app meeting/training sessions, attended by member staffers, to discuss procedures and exp 259 school district funding referendums, strategic planning and policy development.
- 14.6 Element 6: Coordinated Services - Results
Provided member libraries with processed library materials: Made over 25,000 items s resulting in faster access to books and other items. Residents were able to find timely 1 (best sellers,memorials, reference) were cataloged, processed, and ready for delivery to materials were processed and ready for circulation within one week. Reduced turnarou Continued investigating and purchasing less expensive processing supplies. System ch cover true cost of processing.
- 14.7 Element 7: Awareness and Advocacy - Results
Promoted awareness of library services and advocated for public support: Met twice w communication with county legislators. Arranged for Steuben County legislator to spe state of county finances and how to be effective advocates. Results: More informed lit County legislature and committees to advocate for funding for libraries. Result: 2017 c Encouraged members to seek additional financial support through public votes. Thirty supported 100% of the propositions. Met with four state Assembly members and two f the STLS region attended Library Day and met with 6 legislators in Albany. Result: be of System activities through weekly email updates, web page, and 25 distribution lists. calendar software to publicize library programs.
- 14.8 Element 8: Communication among Member Libraries and/or Branch Libraries - Results
Supported communication and cooperation among member libraries. Provided e-mail (program among Member plans, web links, joint booking of performers and book chara purchasing library materials and more. Branch Libraries - Supported and attended mee Associations. Held workshops and meetings where libraries exchanged ideas, includin 92 librarians, trustees & volunteers. Hosted 25 distribution lists for use by member lib
- 14.9 Element 9: Cooperative Efforts with Other Library Systems - Results
Provided other library systems with access to MARC records in STLS database; used i with Four County Library System to provide bus transportation to Albany for library s Association of Library Systems meetings and discussion list. Participated in statewide neighboring systems to attend STLS workshops; attended workshops organized by nei retreat with CCLS and Pioneer to discuss best practices and support consultant work.
- 14.10 Element 10: Construction - Results
Improved library service through increased and improved library building space and c applications for 6 library buildings for exterior and interior restorations, enabled imprc accessibility and library usability.

In 2016 Chemung County Library District/Steele Memorial Library Library improved

- | | | |
|-------|---------------------------------------|--|
| 14.11 | Element 11: Central Library - Results | information and major resource-sharing location by purchasing over 700 items for the reference collection. The library also purchased two electronic databases - JobNow as well as an estimated 975 downloadable audio books and eBooks. The Central Library staff through a workshop on planning, creating, and publishing local digital collections support. The Central Library also provide remote professional reference services via e in 2016. 38% of those questions were submitted by member library staff and/or patron all day Spring CE. Eight programs were offered to address current trends in libraries. |
| 14.12 | Element 12: Direct Access - Results | In consultation with member libraries STLS continues to subscribe to its Free Direct A review the plan. |
| 14.13 | Element 13: Other Goal(s) - Results | STLS signed contracts with Southern Tier Network to connect 11 member to open acc Standards. |

15. Current system URL's

- | | | |
|------|---------------------------------|---|
| 15.1 | System Home Page URL | www.stls.org |
| 15.2 | URL of Current List of Members | http://www.stls.org/for-the-public/member-libraries/ |
| 15.3 | URL of Current Governing Bylaws | http://www.stls.org/wp-content/uploads/2014/12/Bylaws-10.6.2015.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.stls.org/wp-content/uploads/2014/12/Approved-Central-Library-Plan-2017 |
| 15.7 | URL of Direct Access Plan | http://www.stls.org/wp-content/uploads/2014/12/Approved-Direct-Access-Plan-2017- |

16. Assurance and Contact Information

CONTACT INFORMATION

- | | | |
|------|---|--|
| 16.1 | Contact name (person completing report) | Brian M. Hildreth |
| 16.2 | Contact telephone number (enter 10 digits only and hit the Tab key) | (607) 962-3141 |
| 16.3 | Contact e-mail address | communitylibrarypartner@stls.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). | 03/21/2016 |
|------|---|------------|

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). |
|------|---|

Suggested Improvements

Library System Southern Tier Library System

Name of Person Completing
Form Brian Hildreth

Phone Number and Extension
(enter area code, telephone
number and extension only): (607) 962-3141

Please share with us your
suggestions for improving the
Annual Report. Thank You!