1. General System Information

Please note: Bibliostat Collect is best viewed using Internet Explorer 6.0 or higher or Firefox 1.5 or higher. When using Internet Explorer enabled (this can be found under the Tools menu).

Please note: No version of the Google Chrome browser can be used to access Collect at this time. Use of this browser can result Microsoft Edge browser cannot be used.

Please use the note field to explain answers when necessary. This note field can also be used for local notes.

<p>| | | |</p>
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<tr>
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<td>1.1</td>
<td>SEDCODE</td>
<td>571000700006</td>
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<td>1.2</td>
<td>Institution ID</td>
<td>800000037953</td>
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<tr>
<td>1.3</td>
<td>System Name</td>
<td>Southern Tier Library System</td>
</tr>
<tr>
<td>1.4</td>
<td>Beginning Reporting Year</td>
<td>1/1/2017</td>
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<tr>
<td>1.5</td>
<td>Ending Reporting Year</td>
<td>12/31/2017</td>
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<td>9424 Scott Road</td>
</tr>
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<td>1.7</td>
<td>City</td>
<td>Painted Post</td>
</tr>
<tr>
<td>1.8</td>
<td>Zip Code</td>
<td>14870</td>
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<tr>
<td>1.9</td>
<td>Four-Digit Zip Code Extension (enter N/A if unknown)</td>
<td>9598</td>
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<td>Mailing Address</td>
<td>9424 Scott Road</td>
</tr>
<tr>
<td>1.11</td>
<td>City</td>
<td>Painted Post</td>
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<tr>
<td>1.12</td>
<td>Zip Code</td>
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<td>1.13</td>
<td>Four-Digit Zip Code Extension (enter N/A if unknown)</td>
<td>9598</td>
</tr>
<tr>
<td>1.14</td>
<td>Library System Telephone Number (enter 10 digits only and hit the Tab key)</td>
<td>(607) 962-3141</td>
</tr>
<tr>
<td>1.15</td>
<td>Fax Number (enter 10 digits only)</td>
<td>(607) 962-5356</td>
</tr>
<tr>
<td>1.16</td>
<td>System Home Page URL</td>
<td><a href="http://www.stls.org">www.stls.org</a></td>
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<tr>
<td>1.18</td>
<td>Population Chartered to Serve (2010 Census)</td>
<td>280,457</td>
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<tr>
<td>1.19</td>
<td>Area Chartered to Serve (square miles)</td>
<td>3494</td>
</tr>
<tr>
<td>1.20</td>
<td>Federal Employer Identification Number</td>
<td>160836935</td>
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<tr>
<td>1.21</td>
<td>County</td>
<td>Steuben</td>
</tr>
<tr>
<td>1.22</td>
<td>County (Counties) Served</td>
<td>Allegany, Chemung, Schuyler, Steuben, Yates</td>
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<tr>
<td>1.23</td>
<td>School District</td>
<td>Corning - Painted Post School District</td>
</tr>
<tr>
<td>1.24</td>
<td>Title of System Director: (drop-down): Mr., Mrs., Ms., Miss, Dr.</td>
<td>Mr.</td>
</tr>
</tbody>
</table>
1.25 First Name of System Director  
Brian

1.26 Last Name of System Director  
Hildreth

1.27 NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.  
22533

1.32 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

1.33 E-Mail Address of the System Director  
communitylibrarypartner@stls.org

1.34 Fax Number of the System Director (enter 10 digits only and hit the Tab key)  
(607) 962-5356

1.35 Name of Outreach Coordinator  
Keturah Cappadonia

1.48 Is the library system a member of the New York State and Local Retirement System?  
Y

1.49 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  
Canisteo-Greenwood Central School District

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  
$14,542

5. Indicate "Full" or "Partial" range of services provided by this contract (Select one)  
PARTIAL
1.50 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.

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

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

1.52 President/CEO Phone Number
N/A

1.53 President/CEO Email
N/A

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 4.25

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 + 2.10 + 2.12) 6.25

2.15 Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 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 | 10.25 |
| **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) | 17.50 |
| **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 | $48,000 |
| **2.24** | System Director FTE | 1 |
| **2.25** | System Director Current Annual Salary | $106,144 |

**3. System Membership, Outlets and Governance**

**PUBLIC SERVICE OUTLETS**

| **3.9** | Number of member libraries. Do not include branches. | 39 |
| **3.15** | Main Library/System Headquarters | 1 |
| **3.16** | Indicate the year the system building was initially constructed | 2000 |
| **3.17** | Indicate the year the system building underwent a major renovation costing $25,000 or more | 2014 |
| **3.18** | Square footage of the system building | 11,536 |
| **3.19** | Branches of the Library System | 0 |
| **3.20** | Bookmobiles | 0 |
| **3.21** | Reading Centers | 5 |
| **3.22** | Other Outlets | 0 |
| **3.23** | Total Public Service Outlets (total questions 3.15 through 3.19) | 6 |
| **3.24** | Name of Central Library/Co-Central Libraries | Chemung County Library District |

**BOARD/COUNCIL MEETINGS**

| **3.25** | Total number of public library system/3Rs board meetings or school library system council meetings held during reporting year | 10 |
3.26 Current number of voting positions on system board/council. Please add a note if this has changed from the previous year report. 15

3.27 Term length for system board/council members. Please add a note if this has changed from the previous year report. 5

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

3.28 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.

SYSTEM BOARD/COUNCIL

Public Library Systems - enter information for the period January 1, 2018, through December 31, 2018.

President/Council Chair

3.29 Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Mrs. Honorable, The Reverend, Other (specify using the State note), Vacant

3.30 First Name Patricia

3.31 Last Name Selwood

3.32 Institutional Affiliation Yates County

3.33 Professional Title President

3.34 Mailing Address 3632 Central Ave

3.35 City Penn Yan

3.36 Zip Code (enter five digits only) 14527

3.37 Telephone for the Board President (enter 10 digits only (315) 521-6092 and hit the Tab key) selwood79@gmail.com

3.38 E-mail Address

3.39 Term Begins - Month January

3.40 Term Begins - Year (yyyy) 2015

3.41 Term Expires - Month or N/A December

3.42 Term Expires - Year (YYYY) or N/A 2019
3.43 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

3.44 The date the board president took the Oath of Office (mm/dd/yyyy) 1/20/2015

3.45 The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 1/23/2015

3.46 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 question 1, and enter N/A in questions 2-16 of the repeating group. You may 1) enter the data for the Board/Council Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into Collect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey bibiliostat@btol.com. The number of Council members must be 5 to 11 (no less than five and no more than 11).

<table>
<thead>
<tr>
<th>Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</th>
<th>Mr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Name</td>
<td>Richard</td>
</tr>
<tr>
<td>Last Name</td>
<td>Ahola</td>
</tr>
<tr>
<td>Institutional Affiliation</td>
<td>Yates County</td>
</tr>
<tr>
<td>Professional Title</td>
<td>Vice President</td>
</tr>
<tr>
<td>Mailing Address</td>
<td>4568 Lakeview Road</td>
</tr>
<tr>
<td>City</td>
<td>Dundee</td>
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<td>Zip Code (enter five digits only)</td>
<td>14837</td>
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<td>Term Begins - Month</td>
<td>January</td>
</tr>
<tr>
<td>Term Begins - Year (yyyy)</td>
<td>2018</td>
</tr>
<tr>
<td>Term Expires - Month or N/A</td>
<td>December</td>
</tr>
<tr>
<td>Term Expires - Year (YYYY) or N/A</td>
<td>2022</td>
</tr>
<tr>
<td>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).</td>
<td>Yes</td>
</tr>
<tr>
<td>The date the trustee took the Oath of Office (mm/dd/yyyy)</td>
<td>01/16/2018</td>
</tr>
<tr>
<td>The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)</td>
<td>01/19/2018</td>
</tr>
<tr>
<td>Is this a brand new trustee?</td>
<td>N</td>
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<td>1.</td>
<td>Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
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<td>First Name</td>
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<td>3.</td>
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<td>4.</td>
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<td>5.</td>
<td>Professional Title</td>
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<td>Mailing Address</td>
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<td>City</td>
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<td>8.</td>
<td>Zip Code (enter five digits only)</td>
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<td>9.</td>
<td>Term Begins - Month</td>
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<td>10.</td>
<td>Term Begins - Year (yyyy)</td>
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<td>11.</td>
<td>Term Expires - Month or N/A</td>
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<td>12.</td>
<td>Term Expires - Year (YYYY) or N/A</td>
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<td>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).</td>
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<td>15.</td>
<td>The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)</td>
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<tr>
<td>16.</td>
<td>Is this a brand new trustee?</td>
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1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant | Mrs. |
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) | 2018 |
11. Term Expires - Month or N/A | December |
12. Term Expires - Year (YYYY) or N/A | 2022 |
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) 01/16/2018

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy) 01/19/2018

16. Is this a brand new trustee? N

1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Mrs. Honorable, The Reverend, Other (specify using the State note), Vacant Mrs.

2. First Name Mathilde

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) 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). 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 Mrs. Honorable, The Reverend, Other (specify using the State note), Vacant Mrs.

2. First Name Sarah

3. Last Name Collins

4. Institutional Affiliation Steuben County

5. Professional Title Trustee
Mailing Address: 5 Woodland Way
City: Painted Post
Zip Code (enter five digits only): 14870
Term Begins - Month: January
Term Begins - Year (yyyy): 2015
Term Expires - Month or N/A: December
Term Expires - Year (YYYY) or N/A: 2019
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
The date the trustee took the Oath of Office (mm/dd/yyyy): 01/20/2015
The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy): 01/23/2015
Is this a brand new trustee?
N
Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Mrs. Honorable, The Reverend, Other (specify using the State note), Vacant
Mrs.
First Name: Lynnette
Last Name: Decker
Institutional Affiliation: Allegany County
Professional Title: Trustee
Mailing Address: 9314 County Road 7
City: Cuba
Zip Code (enter five digits only): 14727
Term Begins - Month: January
Term Begins - Year (yyyy): 2017
Term Expires - Month or N/A: December
Term Expires - Year (YYYY) or N/A: 2021
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
The date the trustee took the Oath of Office (mm/dd/yyyy): 01/17/2017
The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy): 01/20/2017
Is this a brand new trustee?
N
<p>| | |</p>
<table>
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<tr>
<td>1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td>Mrs.</td>
</tr>
<tr>
<td>2. First Name</td>
<td>Cynthia</td>
</tr>
<tr>
<td>3. Last Name</td>
<td>Dutton</td>
</tr>
<tr>
<td>4. Institutional Affiliation</td>
<td>Allegany County</td>
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<tr>
<td>5. Professional Title</td>
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<td>6. Mailing Address</td>
<td>9767 West Cuba Road</td>
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<tr>
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<tr>
<td>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).</td>
<td>No</td>
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<td>15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)</td>
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<td>16. Is this a brand new trustee?</td>
<td>Y</td>
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<tr>
<td>1. Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</td>
<td>Mrs.</td>
</tr>
<tr>
<td>2. First Name</td>
<td>Patricia</td>
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<tr>
<td>3. Last Name</td>
<td>Finnerty</td>
</tr>
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<td>4. Institutional Affiliation</td>
<td>Steuben County</td>
</tr>
<tr>
<td>5. Professional Title</td>
<td>Trustee</td>
</tr>
<tr>
<td>6. Mailing Address</td>
<td>7389 Wildflower Way</td>
</tr>
<tr>
<td>7. City</td>
<td>Bath</td>
</tr>
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<td>8. Zip Code (enter five digits only)</td>
<td>14810</td>
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<td>9. Term Begins - Month</td>
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<td>Zip Code (enter five digits only)</td>
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<td>Term Begins - Month</td>
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<td>10</td>
<td>Term Begins - Year (yyyy)</td>
</tr>
<tr>
<td>11</td>
<td>Term Expires - Month or N/A</td>
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<td>12</td>
<td>Term Expires - Year (YYYY) or N/A</td>
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<tr>
<td>13</td>
<td>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).</td>
</tr>
<tr>
<td>14</td>
<td>The date the trustee took the Oath of Office (mm/dd/yyyy)</td>
</tr>
<tr>
<td>15</td>
<td>The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)</td>
</tr>
<tr>
<td>16</td>
<td>Is this a brand new trustee?</td>
</tr>
<tr>
<td>1</td>
<td>Title (drop-down): Mr., Mrs., Ms., Miss, Dr., The Mrs. Honorable, The Reverend, Other (specify using the State note), Vacant</td>
</tr>
<tr>
<td>2</td>
<td>First Name</td>
</tr>
<tr>
<td>3</td>
<td>Last Name</td>
</tr>
<tr>
<td>4</td>
<td>Institutional Affiliation</td>
</tr>
<tr>
<td>5</td>
<td>Professional Title</td>
</tr>
<tr>
<td>6</td>
<td>Mailing Address</td>
</tr>
<tr>
<td>7</td>
<td>City</td>
</tr>
<tr>
<td>8</td>
<td>Zip Code (enter five digits only)</td>
</tr>
<tr>
<td>9</td>
<td>Term Begins - Month</td>
</tr>
<tr>
<td>10</td>
<td>Term Begins - Year (yyyy)</td>
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<tr>
<td>11</td>
<td>Term Expires - Month or N/A</td>
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</tr>
<tr>
<td>13</td>
<td>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).</td>
</tr>
<tr>
<td>14</td>
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</tr>
<tr>
<td>15</td>
<td>The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)</td>
</tr>
<tr>
<td>16</td>
<td>Is this a brand new trustee?</td>
</tr>
</tbody>
</table>
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
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)
    01/20/2016
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
   Felcity
3. Last Name
   Wright
4. Institutional Affiliation
   Schuyler County
5. Professional Title
   Trustee
6. Mailing Address
   2742 Cottage Road
7. City
   Alpine
8. Zip Code (enter five digits only)
   14805
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).  No

14. The date the trustee took the Oath of Office (mm/dd/yyyy)  10/17/2017

15. The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)  10/20/2017

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)  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).

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

3.47 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, 2018, through
"Vacant" in question 1 and enter N/A in questions 2-5 of the repeating group. You may 1) enter the data for the Coordinated Outreach Council Members directly into the survey as usual or 2) send Baker and Taylor the data for this section to be uploaded into Collect. If you choose to send your data for uploading, you must enter the data into the spreadsheet form available in the survey by clicking here. Complete this form and email it to bibliostat@btol.com. The number of council members must be 5 to 11 (no less than five and no more than 11).

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

<table>
<thead>
<tr>
<th>1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</th>
<th>Wendy</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. First Name</td>
<td>Harrison</td>
</tr>
<tr>
<td>3. Last Name</td>
<td>Pro Action of Steuben &amp; Yates Counties</td>
</tr>
<tr>
<td>4. Institutional Affiliation</td>
<td>Program Coordinator</td>
</tr>
<tr>
<td>5. Professional Title</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</th>
<th>Timothy</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. First Name</td>
<td>Tompkins</td>
</tr>
<tr>
<td>3. Last Name</td>
<td>Chemung ARC/Finger Lakes DDSO</td>
</tr>
<tr>
<td>4. Institutional Affiliation</td>
<td>Advocate</td>
</tr>
<tr>
<td>5. Professional Title</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</th>
<th>Debbie</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. First Name</td>
<td>Taylor</td>
</tr>
<tr>
<td>3. Last Name</td>
<td>N/A</td>
</tr>
<tr>
<td>4. Institutional Affiliation</td>
<td>Advocate</td>
</tr>
<tr>
<td>5. Professional Title</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</th>
<th>Darlene</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. First Name</td>
<td>Hawxhurst</td>
</tr>
<tr>
<td>3. Last Name</td>
<td>AIM Systems Advocate</td>
</tr>
<tr>
<td>4. Institutional Affiliation</td>
<td>Advocate</td>
</tr>
<tr>
<td>5. Professional Title</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>1. Title (drop down): Mr., Mrs., Ms., Miss, Dr., The Honorable, The Reverend, Other (specify using the State note), Vacant</th>
<th>Marleah</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. First Name</td>
<td>Denkenberger</td>
</tr>
<tr>
<td>3. Last Name</td>
<td>Southern Tier Alzheimer's Association</td>
</tr>
<tr>
<td>4. Institutional Affiliation</td>
<td>Program Coordinator</td>
</tr>
<tr>
<td>5. Professional Title</td>
<td></td>
</tr>
</tbody>
</table>
4. Public Library System Transactions and Collections

4.1 Number of registered system borrowers 27

4.2 System Visits 936

CIRCULATION

4.3 Total Cataloged Book Circulation 213

4.4 Total Circulation of Other Materials 344

4.5 Physical Item Circulation (Total questions 4.3 & 4.4) 557

4.6 Use of Electronic Material 1,512

4.7 Successful Retrieval of Electronic Information 0

4.8 Electronic Content Use (Total Questions 4.6 & 4.7) 1,512

4.9 Total Circulation of Materials (Total Questions 4.5 & 4.6) 2,069

4.10 Total Collection Use (Total Questions 4.7 & 4.9) 2,069

GENERAL SYSTEM HOLDINGS

4.11 Total Cataloged Book Holdings 7,912

4.12 Uncataloged Book Holdings 0

4.13 Total Print Serial Holdings 78

4.14 All Other Print Materials Holdings 0

4.15 Total Print Materials (Total questions 4.11, 4.12, 4.13 and 4.14) 7,990

4.16 Electronic Books 14,983

4.17 Local Electronic Collections 0
4.18 Total Number of NOVELNY Databases
16
4.19 Total Electronic Collections (Total questions 4.16 + 4.17)  
14,983
4.20 Audio - Downloadable Units  
2,905
4.21 Video - Downloadable Units  
554
4.22 Other Electronic Materials  
(Include items that are not included in the above categories, such as e-serials; electronic files; collections of digital photographs; and electronic government documents, reference tools, scores and maps.)
0
4.23 Total Electronic Materials (Total questions 4.18, 4.19, 4.20, 4.21 and 4.22)  
18,458

Non-Electronic Materials
4.24 Audio - Physical Units  
20
4.25 Video - Physical Units  
85
4.26 Other Non-Electronic Materials  
679
4.27 Total Other Materials Holdings (Total questions 4.24 through 4.26)  
784
4.28 Grand Total Holdings (Total questions 4.15, 4.23 and 4.27)  
27,232

ROTATING COLLECTIONS/BOOK LOANS
4.29 Does the system have rotating collections/bulk loans? (Enter Y for Yes, N for No)  
Y
4.30 Number of collections  
144
4.31 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? 39
5.5 % of member libraries participating (calculated field) 100.00%
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 No
c. ILL feature implemented and used No

5.8 Number of titles in the ILS bibliographic database 722,706
5.9 Number of new titles added by the system in the reporting year 933
5.10 Number of Central Library Aid titles added in the reporting year 374
5.11 Number of new titles added by the members in the reporting year 24,251
5.12 Total new titles (total questions 5.9 through 5.11) 25,558

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 (check all that apply):

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 722,706
5.17 Number of holdings in the system's union catalog: 1,402,214
5.18 Number of new titles added in the last year: 24,251
5.19 Number of holdings added in the last year: 45,714

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? 39

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: 58,506

SYSTEM INTERLIBRARY LOAN ACTIVITY
5.25 Total items provided (loaned): 0
5.26 Total items received (borrowed): 1,407
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): 1,407

DELIVERY
5.30 Indicate delivery methods used by the system (check all that apply):
   a. System courier (on the System's payroll): Yes

Note: For questions which include a choice of "Other", please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for any further requirements.
b. Other system's courier

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) 164

CONTINUING EDUCATION/STAFF DEVELOPMENT
Workshops/Meetings/Training Sessions

Resource sharing (ILL, collection development, etc.)
5.32 Number of sessions 22
5.33 Number of participants 101

Technology
5.34 Number of sessions 61
5.35 Number of participants 384

Digitization
5.36 Number of sessions 5
5.37 Number of participants 11

Leadership
5.38 Number of sessions 38
5.39 Number of participants 150

Management & Supervisory
5.40 Number of sessions 62
5.41 Number of participants 478

Planning and Evaluation
5.42 Number of sessions 41
5.43 Number of participants 147

Awareness and Advocacy
5.44 Number of sessions 31
5.45 Number of participants 138

Trustee/Council Training
5.46 Number of sessions 43
5.47 Number of participants 201

Special Client Populations
5.48 Number of sessions 27
5.49 Number of participants 309

Children's Services/Birth to Kindergarten
5.50 Number of sessions 13
5.51 Number of participants 130

Children's Services/Elementary Grade Levels
5.52 Number of sessions 12
5.53 Number of participants 129

Young Adult Services/Middle and High School Grade Levels
5.54 Number of sessions 7
5.55 Number of participants 100
General Adult Services

5.56 Number of sessions 31
5.57 Number of participants 253

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

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) 393

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) 2,531

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 please see individual instructions 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 Yes
g. Coordinated computer services/purchases  Yes
h. Virtual reference  Yes
i. Other (describe using the State note)  No
j. N/A  No

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

5.63 Number of contacts - Consulting with member libraries and/or branches on grants, and state and federal funding  1,508
5.64 Number of contacts - Consulting with member libraries and/or branches on funding and governance  676
5.65 Number of contacts - Consulting with member libraries and/or branches on charter and registration work  52
5.66 Number of contacts - Consulting with member libraries and/or branches on automation and technology  16,582
5.67 Number of contacts - Consulting with member libraries and/or branches on youth services  1,040
5.68 Number of contacts - Consulting with member libraries and/or branches on adult services  1,404
5.69 Number of contacts - Consulting with member libraries and/or branches on physical plant needs  156
5.70 Number of contacts - Consulting with member libraries and/or branches on personnel and management issues  572
5.71 Number of contacts - Consulting with state and county correctional facilities  468
5.72 Number of contacts - Providing information to local, county, and state legislators and their staffs  52
5.73 Number of contacts - Providing system and member library information to the media  208
5.74 Number of contacts - Providing website development and maintenance for member libraries

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.

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) 23,030

**REFERENCE SERVICES**

5.78 Total Reference Transactions 56

**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 The library system charges fees for processing library materials. The library system also collects Cost Share contributions from member libraries to support eBook collections, automation support and internet connections.

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 Stebuen County
2. Amount $99,500
3. Subject to Public Vote (Enter Y for Yes, N for No, or N/A) N/A
4. Written Contract (Enter Y for Yes, N for No, or N/A) N/A

6.2 Total County Funding $99,500
6.3 All Other Local Public Funds $0
6.4 Total Local Public Funds (total questions 6.2 and 6.3) $99,500

STATE AID RECEIPTS - arranged in alphabetical order

6.5 Adult Literacy Library Services Grants $4,680
6.6 Central Library Development Aid $98,298
6.7 Central Book Aid $66,936
6.8 Conservation/Preservation Grants $0
6.9 Construction for Public Libraries Aid $88,128
6.10 Coordinated Outreach Services Aid $75,090
6.11 Correctional Facilities Library Aid $26,299
6.12 County Jails Library Aid $4,105
6.14 Family Literacy Grants $8,426
6.18 Local Library Services Aid - Kept at System $0
6.19 Local Library Services Aid - Distributed to Members $112,702
6.20 Total LLSA (total questions 6.18 and 6.19) $112,702
6.21 Local Services Support Aid $94,404
6.22 Local Consolidated Systems Aid $0
6.26 Public Library System Basic Aid $858,507
6.27 Public Library System Supplementary Operational Aid $129,445
6.36 Special Legislative Grants and Member Items $221,000
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

Total State Aid Receipts
6.44 (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) $1,788,020

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.

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 repeating group.

1. Funding Source Regional Commission Grant ARC
2. Amount $132,832

6.47 Total Other Federal Aid (total questions #2 of Repeating Group #10 above) $132,832

6.48 Total Federal Aid (total questions 6.45 and 6.47) $132,832

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? Y

Enter Y for Yes, N for No.

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 $17,990

1. Contracting Agency Member Libraries
2. Contracted Service Pass Through
3. Total Contract Amount $61,528

1. Contracting Agency Greenwood
2. Contracted Service Tax Support
3. Total Contract Amount $14,542

1. Contracting Agency Member Libraries
2. Contracted Service IT Contracts
3. Total Contract Amount $44,117

1. Contracting Agency Member Libraries
2. Contracted Service Cost Share
3. Total Contract Amount $405,885

6.50 Total Contracts (total question #3 of Repeating Group #11 above) $544,062

MISCELLANEOUS RECEIPTS
6.51 Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note) $600

6.53 Income from Investments $1,175

Proceeds from Sale of Property $0

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 questions 1 and 2 of one repeating group.

1. Receipt category E-Rate
2. Amount $205,197

1. Receipt category Retiree Health Ins
2. Amount $1,359

1. Receipt category General Reimb and Refund
2. Amount $3,782

6.57 Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above) $210,338

6.58 Total Miscellaneous Receipts (total questions 6.51 through 6.55 and question 6.57) $212,113

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) $2,776,527

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, 2017. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2017.)

6.67 GRAND TOTAL RECEIPTS, BUDGET LOANS, TRANSFERS, AND BALANCE/ROLLOVER
(Public Library Systems - total questions 6.59, 6.60, 6.63 and 6.64 - must agree with question 7.83)

7. Operating Fund Disbursements

STAFF EXPENDITURES
Salaries
7.1 System Director and Librarians $374,572
7.2 Other Staff $473,136
7.3 Total Salary and Wages Expenditures (total questions 7.1 and 7.2) $847,708
7.4 Employee Benefits Expenditures $351,838
7.5 Total Staff Expenditures (total questions 7.3 and 7.4) $1,199,546

COLLECTION EXPENDITURES
7.6 Print Materials Expenditures $18,790
7.7 Electronic Materials Expenditures $72,374
7.8 Other Materials Expenditures $0
7.9 Total Collection Expenditures (total questions 7.6 through 7.8) $91,164

GRANTS TO MEMBER LIBRARIES
Cash Grants Paid From
7.10 Local Library Services Aid (LLSA) $112,702
7.11 Central Library Aid (CLDA/CBA) $165,234
7.15 Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants) $221,000
7.16 Federal Aid $33,480
7.17 Other cash grants paid from system funds $99,500
### Total Cash Grants (total questions 7.10 through 7.17)

<table>
<thead>
<tr>
<th>Question</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7.18</td>
<td>$631,916</td>
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### Book/Library Materials Grants

<table>
<thead>
<tr>
<th>Question</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>7.19</td>
<td>$0</td>
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### Other Non-Cash Grants

<table>
<thead>
<tr>
<th>Question</th>
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<tr>
<td>7.20</td>
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### Total Grants to Member Libraries (total questions 7.18 through 7.20)

<table>
<thead>
<tr>
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<tr>
<td>7.21</td>
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### Capital Expenditures from Operating Funds

<table>
<thead>
<tr>
<th>Question</th>
<th>Amount</th>
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<tbody>
<tr>
<td>7.22</td>
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<tr>
<td>7.23</td>
<td>$25,172</td>
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<td>7.24</td>
<td>$53,121</td>
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<td>7.25</td>
<td>$19,375</td>
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<td>7.26</td>
<td>$146,633</td>
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### Total Capital Expenditures from Operating Fund (total questions 7.22 through 7.26)

<table>
<thead>
<tr>
<th>Question</th>
<th>Amount</th>
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<tbody>
<tr>
<td>7.27</td>
<td>$244,301</td>
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### Total Capital Expenditures by Source of Funds

<table>
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<th>Question</th>
<th>Amount</th>
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<tbody>
<tr>
<td>7.28</td>
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<tr>
<td>7.29</td>
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### Total Capital Expenditures by Source (total questions 7.28 and 7.29; same as question 7.27)

<table>
<thead>
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<th>Question</th>
<th>Amount</th>
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<td>7.30</td>
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### Operation and Maintenance of Buildings

<table>
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<th>Amount</th>
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<tbody>
<tr>
<td>7.31</td>
<td>$0</td>
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<tr>
<td>7.32</td>
<td>$21,989</td>
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### Total Repairs to Buildings and Building Equipment (total questions 7.31 and 7.32)

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<th>Question</th>
<th>Amount</th>
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<tr>
<td>7.33</td>
<td>$21,989</td>
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### Total Operation and Maintenance Expenses (total questions 7.33 and 7.34)

<table>
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<tr>
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<td>7.35</td>
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### Miscellaneous Expenses

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<td>7.36</td>
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<tr>
<td>7.37</td>
<td>$20,684</td>
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<tr>
<td>7.38</td>
<td>$181,778</td>
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<tr>
<td>7.39</td>
<td>$0</td>
</tr>
<tr>
<td>7.40</td>
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<td>7.41</td>
<td>$9,363</td>
</tr>
<tr>
<td>7.42</td>
<td>$58,362</td>
</tr>
</tbody>
</table>
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. $11,245

7.44 Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid. $7,535

7.46 Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.44? 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 questions 7.36 through 7.44.

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) $311,800

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 group.

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
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)

$2,531,698

TRANSFERS

Transfers to the Capital Fund

From Local Public Funds (76PF) $0
From Other Funds (76OF) $0
Total Transfers to Capital Fund (total questions 7.57 and 7.58; same as question 8.2) $0
Total Transfers to Other Funds $0
Total Transfers (total questions 7.59 and 7.60) $0
Total DISBURSEMENTS AND TRANSFERS (total questions 7.56 and 7.61) $2,531,698

CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year
(For Public Library Systems - December 31, 2017) $1,305,821

GRAND TOTAL DISBURSEMENTS, TRANSFERS, & ENDING BALANCE (total questions 7.62 and 7.63) $3,837,519

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" is chosen for these questions for any further requirements.

Last audit performed (mm/dd/yyyy) 04/16/2017
Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy) 01/01/2016-12/31/2016
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  
   $1,305,821

7.87 **Total Bank Balance** (total question #2 of Repeating Group #15)  
   $1,305,821

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  
   $88,128

**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  
   $0

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)  
   $88,128

8.7 **NONREVENUE RECEIPTS**  
   $0

8.8 **TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts** (total questions 8.6 and 8.7)  
   $88,128
8.9 CASH BALANCE - Beginning of Current Fiscal Reporting Year: Public Library Systems - January 1, 2017. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems - December 31, 2016.)

8.10 TOTAL RECEIPTS AND CASH BALANCE (total questions 8.8 and 8.9) $88,128

9. Capital Fund Disbursements
PROJECT EXPENDITURES

9.1 Total Construction $88,128
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) $88,128

9.6 TRANSFER TO OPERATING FUND $0 (Same as question 6.61)

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) $88,128

9.9 CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2017, for Public Library Systems) $0

9.10 TOTAL DISBURSEMENTS AND CASH BALANCE (total questions 9.8 and 9.9) $88,128

12. Projected Annual Budget For Library Systems
Public Library Systems Budget for January 1, 2018 - December 31, 2018

PROJECTED OPERATING FUND - RECEIPTS
12.1 Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts) $1,931,201
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, $1,305,821 2018, must be the same as the December 31, 2017, closing balance reported on Q7.63 of the 2017 annual report)
12.5 Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance $3,237,022 (total questions 12.1 through 12.4)

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) $1,931,201
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, 2018) $1,305,821
12.9 Grand Total Operating Fund Disbursements, Transfers and Ending Balance (total questions 12.6 through 12.8) $3,237,022

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, $0 2018, must be the same as the December 31, 2017, closing balance reported on Q9.9 of the 2017 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, $0 Transfer to Operating Fund and Nonproject Expenditures)

12.15 Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2018) $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, SUPPLEMENTAL AID and either LOCAL LIBRARY SERVICES AID or 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.
13.1.1-13.1.2 **Professional Salaries:** Indicate total FTE and salaries for all professional system employees.

13.1.1 Total Full-Time Equivalents (FTE) 2

13.1.2 Total Expenditure for Professional Salaries $156,570

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) 5.5

13.1.4 Total Expenditure for Other Staff Salaries $281,750

13.1.5 **Employees Benefits:** Indicate the total expenditures for all system employee fringe benefits.

$209,431

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 "Other" is chosen.

If yes, complete one record for each applicable category; if no, enter N/A for questions 1, 2 and 3 of one repeating group.
<table>
<thead>
<tr>
<th>Expenditure Category</th>
<th>Provider of Services</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library systems vendor contract for automation (e.g., integrated library system, virtual)</td>
<td>Sirsi Dynix</td>
<td>$66,291</td>
</tr>
<tr>
<td>Building and maintenance expenses</td>
<td>Isaac Plumbing and Heating</td>
<td>$4,092</td>
</tr>
<tr>
<td>Commercial electronic content vendor contracts</td>
<td>Overdrive</td>
<td>$72,374</td>
</tr>
<tr>
<td>Telecommunications</td>
<td>Time Warner Cable</td>
<td>$81,778</td>
</tr>
<tr>
<td>Consultant fees/professional fees</td>
<td>Mengal Metzgar &amp; Barr, Sayles Evans</td>
<td>$11,245</td>
</tr>
</tbody>
</table>

**Total Expenditure - Purchased Services**

$235,780

**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.

- Office/library supplies and postage: $30,637

**Total Expenditure - Supplies and Materials**

$30,637

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

- System Staff Travel: $30,314

**Total Expenditures - Travel**

$30,314

**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.

- Van: 1

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.
3. **Unit Cost** $25,172
4. **Expenditure** $25,172

13.1.13 **Total Expenditure - Equipment and Furnishings** $25,172

13.1.14 **Local Library Services Aid Expenditures:** Indicate the total expenditures to member libraries for Local Library Services Aid. $112,702

13.1.15 **Grants to Member Libraries:** Did the system expend funds for grants to member libraries? Enter Y for Yes, N for no.

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** Addison Public Library
2. **Allocation** $1,405
3. **Project Description (no more than 300 words)**

1. **Recipient** Alfred
2. **Allocation** $1,520
3. **Project Description (no more than 300 words)**

1. **Recipient** Almond
2. **Allocation** $1,405
3. **Project Description (no more than 300 words)**

1. **Recipient** Andover
2. **Allocation** $1,405
3. **Project Description (no more than 300 words)**

1. **Recipient** Angelica
2. **Allocation** $1,405
3. **Project Description (no more than 300 words)**

1. **Recipient** Atlanta
2. **Allocation** $1,405
3. **Project Description (no more than 300 words)**

1. **Recipient** Avoca
2. **Allocation** $1,405
3. **Project Description (no more than 300 words)**

1. **Recipient** Bath
2. **Allocation** $3,430
3. **Project Description (no more than 300 words)**

1. **Recipient** Belfast
2. **Allocation** $1,405
3. **Project Description (no more than 300 words)**
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<th>Recipient</th>
<th>Allocation</th>
<th>Project Description (no more than 300 words)</th>
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<td>Bolivar</td>
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<td>Branchport</td>
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<td>Canaseraga</td>
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<td>Wellsville</td>
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<tr>
<td>Whitesville</td>
<td>$1,404</td>
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</tr>
</tbody>
</table>

13.1.16 **Total Expenditures - Grants for Member Libraries**

$112,702


$1,195,058

13.1.18 **Cash Balance at the Opening of the Fiscal Year**

NOTE: The opening balance must be the same as the closing balance of the previous year.

$0

13.1.19 **Total Allocation from 2017 - 2018 State Aid:**

$1,195,058

13.1.20 **Total Available Before Expenditures (total 13.1.18 + 13.1.19)**

$1,195,058


$0

13.1.22 **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 (CBA)
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](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 chosen. Also please see individual instructions for these questions for any further requirements.

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

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

**13.2.2 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 chosen. Also please see individual instructions for these questions for any further requirements.

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

1. Expenditure Category: 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.

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

<table>
<thead>
<tr>
<th>1. Recipient</th>
<th>Chemung County Library Dist</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Allocation</td>
<td>$66,936</td>
</tr>
<tr>
<td>3. Project Description</td>
<td>Chemung County Library District spent CBA funds on non-fiction print materials made holdable to all member libraries, non-fiction eBooks for the system-wide eBook usage and JobNow Database for employment seeking assistance.</td>
</tr>
</tbody>
</table>

**13.2.6 Total Expenditure - Grants to Central/Co-Central Libraries**
- $66,936

**13.2.7 Total Expenditure (total 13.2.2, 13.2.4, and 13.2.6)**
- $66,936

**13.2.8 Cash Balance at the Opening of the Current Fiscal Year**
- $0

**13.2.9 Total Allocation from 2017 - 2018 State Aid**
- $66,936

**13.2.10 Total Available Before Expenditures (total 13.2.8 + 13.2.9)**
- $66,936

**13.2.11 Cash Balance at the End of the Current Fiscal Year (total 13.2.9 + 13.2.8 - 13.2.7)**
- $0

**13.2.12 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 spent CBA funds on non-fiction print materials made holdable to all member libraries, non-fiction eBooks for the system-wide eBook usage and JobNow Database for employment seeking assistance.

**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](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 funds).  

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

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)**

13.3.4 **Total Expenditures for Other Staff Salaries**

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

13.3.6 **Purchased Services:** Did the system expend funds for purchased services? 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 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.

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 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.

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.

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 Dist
2. Allocation: $98,298
3. Project Description (no more than 300 words): The Chemung County Library District provided Sunday hours for library system patron access, offered 24-hour virtual reference services and supported continuing education workshops in partnership with the library system.

13.3.15 **Total Expenditure - Grants to Central/Co-Central Libraries:** $98,298

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):** $98,298

13.3.17 **Cash Balance at the Opening of the Fiscal Year:** $0

NOTE: The opening balance must be the same as the closing balance of the previous year.

13.3.18 **Total Allocation from 2017 - 2018 State Aid:** $98,298

13.3.19 **Total Available Before Expenditures (total 13.3.17 + 13.3.18):** $98,298

13.3.20 **Cash Balance at the End of the Current Fiscal Year (total 13.3.18 + 13.3.17 - 13.3.16):** $0

13.3.21 **Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.

The Chemung County Library District provided Sunday hours for library system patron access and supported continuing education workshops in partnership with the library system.
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 $9,009

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 $29,824

13.4.5 **Employee Benefits:** Indicate the total expenditures for all system employee benefits. $10,070

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

13.4.7 **Total Expenditure - Purchased Services** $0

13.4.8 **Supplies and Materials:** Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than $5,000? Enter Y for Yes, N for No. Books and other print materials $12,842

13.4.9 **Total Expenditure - Supplies and Materials** $12,842

**Travel Expenditures:**
13.4.10 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.

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

<table>
<thead>
<tr>
<th>Type of Travel</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>System staff</td>
<td>$6,345</td>
</tr>
</tbody>
</table>

13.4.11 **Total Expenditure - Travel** $6,345

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.

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.

<table>
<thead>
<tr>
<th>Type of Item</th>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

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.

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

<table>
<thead>
<tr>
<th>Recipient</th>
<th>Allocation</th>
<th>Description of Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alfred</td>
<td>$500</td>
<td>Services and Materials for Muslim Community.</td>
</tr>
<tr>
<td>Belfast</td>
<td>$450</td>
<td>Imprinted Tote Bags for seniors/people with disabilities</td>
</tr>
<tr>
<td>Cohocton</td>
<td>$750</td>
<td>Yoga Classes for Seniors</td>
</tr>
<tr>
<td>Wellsville</td>
<td>$900</td>
<td>Tai Chi Classes for seniors/people with disabilities</td>
</tr>
<tr>
<td>Dormann Library</td>
<td>$425</td>
<td>virtual reality glasses for palliative care patients</td>
</tr>
<tr>
<td>Hammondsport</td>
<td>$300</td>
<td>Photography classes for seniors/teens</td>
</tr>
<tr>
<td>Prattsburg</td>
<td>$800</td>
<td></td>
</tr>
<tr>
<td>1. Recipient</td>
<td>2. Allocation</td>
<td>3. Description of Project</td>
</tr>
<tr>
<td>--------------</td>
<td>---------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>Savona</td>
<td>$800</td>
<td>Digital Literacy Instruction for seniors</td>
</tr>
<tr>
<td>Richburg</td>
<td>$500</td>
<td>Auto Mechanics classes for teens, adults &amp; seniors</td>
</tr>
<tr>
<td>Wayland</td>
<td>$975</td>
<td>Art Classes for seniors and the developmentally disabled</td>
</tr>
<tr>
<td>Whitesville</td>
<td>$600</td>
<td>Connection Consumers, families, and services: iPads for special needs patrons</td>
</tr>
</tbody>
</table>

### Final Narrative:
In 2017, the library system worked with various agencies in the 5-county area to develop relationships, which have greater impacts in our community. Our outreach coordinator made herself available by visiting multiple agencies and working on several projects that reached five hundred (500) words, special population groups. Our rotating collection services also enhanced member library collections for people of special population groups. The library systems COSAC group distributed funds to member libraries in the amount carried out with these State Aid Funds.

### 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 short term in county jails across the State. Examples of appropriate spending include books and magazine / newspaper subscriptions which are acceptable to the institution 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.
Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen. Also please see individual instructions 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.

Note: For questions which include a choice of "Other" in a drop-down menu, please add a State Note of explanation when "Other" is chosen 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: $4,105

13.5.4 **Total Expenditure - Supplies and Materials**: $4,105

13.5.5 **Total Expenditure (total 13.5.2, and 13.5.4)**: $4,105

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.

   $0

13.5.7 **Total Allocation from 2017 - 2018 State Aid**: $4,105

13.5.8 **Total Available Before Expenditures (total 13.5.6 + 13.5.7)**: $4,105

13.5.9 **Cash Balance at the End of the Current Fiscal Year (total 13.5.7 + 13.5.6 - 13.5.5)**: $0

13.5.10 **Final Narrative**: Provide a brief narrative, no more than five hundred (500) words.

   The library system purchased books and magazines to be distributed through county jail relationships with jail staff to offer improve jail collections. carried out with these State Aid Funds.

**THE FOLLOWING QUESTIONS ARE FOR SYSTEMS WITH STATE CORRECTIONAL FACILITIES ONLY**
**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/corgdln.htm](http://www.nysl.nysed.gov/libdev/outreach/corgdln.htm) for more information.

<table>
<thead>
<tr>
<th>13.6.1-13.6.2 Professional Salaries:</th>
<th>Indicate total FTE and salaries for all system professional employees.</th>
</tr>
</thead>
<tbody>
<tr>
<td>13.6.1 Total Full-Time Equivalents (FTE)</td>
<td></td>
</tr>
<tr>
<td>13.6.2 Total Expenditure for Professional Salaries</td>
<td></td>
</tr>
</tbody>
</table>

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) | |
| 13.6.4 Total Expenditure for Other Staff Salaries | |

13.6.5 Employee Benefits: Indicate the total expenditures for all system employee benefits.

13.6.6 Purchased Services: Does the system expend funds for purchased services? 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 chosen. Also please see individual instructions for these questions for any further requirements.

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

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Expenditure Category</td>
<td>N/A</td>
</tr>
<tr>
<td>2. Provider of Services</td>
<td>N/A</td>
</tr>
<tr>
<td>3. Expenditure</td>
<td>N/A</td>
</tr>
</tbody>
</table>

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.

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

<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Expenditure Category</td>
<td>Books and other print materials</td>
</tr>
<tr>
<td>2. Expenditure</td>
<td>$26,299</td>
</tr>
</tbody>
</table>
13.6.9  **Total Expenditure - Supplies and Materials**  $26,299

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.

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


13.6.15 **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.

$0

13.6.16 **Total Allocation from 2017 - 2018 State Aid:**  $26,299

13.6.17 **Total Available Before Expenditures (total 13.6.15 + 13.6.16)**  $26,299

13.6.18 **Cash Balance at the End of the Current Fiscal Year (total 13.6.16 + 13.6.15 - 13.6.14)**  $0

13.6.19 **Final Narrative:** Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.

The library system increased the purchase of library materials to correctional facilities coordination of online ordering of materials from member libraries to be provided by continuing education opportunities for correctional facility librarians.

**14. Summary of Library System Accomplishments**

Using the goals from Section 4 in the approved 2017-2021 System Plan of Service, **BRIEFLY** describe the final results of each Goal Statement #1: Improved local collection impact through collection management
14.1 Element 1: Resource Sharing - Results

Goal Statement #1: Resource Sharing

- Results

in active collection management through tools, guidance, and facilitation. In 2017, sys
Planning tool for use by all member libraries. They also created benchmarking stad
selected to use the planning tool. 2018 will determine successes. Goal Statement #2: It
knowledge of the ILS - SirsiDynix Symphony. Library system staff determined most u
pushing out information to member libraries. They also surveyed member libraries to co
was created on Workflows topics based on survey results and in-house knowledge - tr
reporting capabilities. Goal Statement #3: All member libraries will be aware of the pr
the borders of the system. Library system staff facilitated out-of-system Interlibrary Lo
(BARC) offered by the South Central Regional Library Council, and ensured that Inter
member libraries' collection management practices. Goal Statement #4: Increase Aware
Library system staff identified member library staff who are responsible for digital ser
system conducted quarterly STLS Digital Library informational meetings to share new
ways to make library users aware of the availability of digital content. Social media wi
marketing materials were developed and distributed to member libraries.

14.2 Element 2: Special Client Groups - Results

Goal Statement: Build connections between member libraries and community service
community agencies to get a clear picture of available services they provide and brains
member libraries. Additionally, they coordinated with agencies to provide programs at
hub to provide services. Materials were distributed and/or developed that promoted ag
library services to agency clients. Goal Statement #6: Programs and other resources wi
libraries’ communities Library system staff encouraged all member library outlets to of
courage early literacy skills for member libraries. Moreover, the creative
Resources (active and passive) that emphasize early literacy foundational concepts we:
to improve presentation and/or change presentation of storytimes that include mindful
skills were provided. Lastly, system staff presented on 1000 Books before Kindergarte

14.3 Element 3: Professional Development and Continuing Education - Results

Goal Statement #9: Offer continuing education opportunities in a variety of formats th
system staff developed tools to discern desired learning needs. This was done through
software. Staff also brainstormed and implemented ideas to increase member library p
system strives to design and implement at least two formal continuing education oppor
HATS Curriculum based Trustee Academy, build a culture of professionalism through
field tested workshops to be used in Trustee Academy and mapped-out and began to d
challenges in geography, time spent, and volunteer capacity. Goal Statement #11: Prov
Management Skills of Member Library Directors The library system partnered with ot
in program series. This process led to the creation of the LEAD program, which kick
consultants and contract with individuals to provide instruction. They also began to de
 collaboration with other library systems.

14.5 Element 5: Consulting and Development Services - Results

Goal Statement #12: Increase Local Funding for Member Libraries through Public Vot
to provide understanding of local funding levels and impacts using STLS’ Sustainable
significant funding campaigns, and supported 3 members with funding campaigns req
developed necessary materials to encourage and support member campaigns.

14.6 Element 6: Coordinated Services - Results

Goal Statement #16: Make available reliable IT infrastructure for STLS member librar
collection with members about IT support and defined services. System IT staff ma
member costs associated. In 2018, the library system will make-decisions around thes

Goal Statement #18: Strengthen Elected Officials' Understanding of Public Library Se
Element 7: Awareness and Advocacy - Results

14.7. Element 7: Awareness and Advocacy - Results

advocacy calendar for each state budget year highlighting key activities. The system hosts public officials. We also reached out and fostered a social media relationship via hosting public officials. We also reached out and fostered a social media relationship with elected officials highlighting library-related work.

Goal Statement #19: Make Visible Southern Tier Libraries' Position on Social Inclusion for All

Goal Statement #20: Member libraries will have a basic online presence on and assisted with development-related events and platforms to add content, and met with all staff who will be

Element 8: Communication among Member Libraries and/or Branch Libraries - Results

14.8. Element 8: Communication among Member Libraries and/or Branch Libraries - Results

Goal Statement: Maintain proactive communication between library system and members platforms and strategies for maintaining communication among member libraries. System staff and board members to provide consulting and continuing education services. They also

Element 9: Cooperative Efforts with Other Library Systems - Results

14.9. Element 9: Cooperative Efforts with Other Library Systems - Results

Goal Statement #21: Build Library System(s)' Capacity to Enhance Services through S consultant's expertise through cross-system training workshops. This was done on multiple occasions for library systems, developed training resources and techniques that increased risk-taking

Element 10: Construction - Results

14.10. Element 10: Construction - Results

Goal Statement #23: Improve Sustainability of and Access to Member Library and Library System facilities. The library system supported 11 libraries on grants for major facilities upgrades in sustainability and accessibility in coordinating system wide existing conditions report on accessibility. This impacted the

Element 11: Central Library - Results

14.11. Element 11: Central Library - Results

Goal Statement #22: Assist STLS member libraries in enhancing community access to Central Library. Library system worked with Central Library to execute Central activities that took place include collection development of Central Library Book Aid for system-wide holds, non-fiction eBooks for system-wide use, and the JobNow employment seeking database.

Element 12: Direct Access - Results

14.12. Element 12: Direct Access - Results

The library system continues to monitor and uphold its Direct Access Plan as put into an agreement form to affirm their commitment to the plan, which allows for universal and unabridged use of public library services for anyone residing in the Southern Tier Library System.

Element 13: Other Goal(s) - N/A Results

14.13. Element 13: Other Goal(s) - N/A Results

N/A

15. Current system URL's

15.1. System Home Page URL

www.stls.org

15.2. URL of Current List of Members


15.3. URL of Current Governing Bylaws


15.4. URL of Evaluation Form


15.5. URL of Evaluation Results


15.6. URL of Central Library Plan


15.7. URL of Direct Access Plan


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" was reviewed and accepted by the System Board/Council on (date - mm/dd/yyyy) 03/20/2018

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). 09/18/2018

Suggested Improvements

Library System Southern Tier Library System
Name of Person Completing Form
Phone Number and Extension (enter area code, telephone number and extension only):
Please share with us your suggestions for improving the Annual Report. When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank You!