

Southern Tier Library System

Annual Report for Library Systems - 2024 (Public Library Systems 2024)

CURRENT YEAR

PREVIOUS YEAR

1. General System Information

System / Director Information

Please be advised of two improvements that have been implemented:

- The report now saves automatically after every new entry or change.
- Multiple users can now view and edit reports at the same time. When logging in, you will receive a pop-up message notifying you if someone else is also using the report to enable coordination.

1.1	SEDCODE	571000700006	571000700006
1.2	Institution ID	800000037953	800000037953
1.3	System Name	Southern Tier Library System	<i>Southern Tier Library System</i>
1.4	Beginning Reporting Year	01/01/2024	01/01/2023
1.5	Ending Reporting Year	12/31/2024	12/31/2023
1.6	Street Address	9424 Scott Road	<i>9424 Scott Road</i>
1.7	City	Painted Post	<i>Painted Post</i>
1.8	Zip Code	14870	<i>14870</i>
1.9	Four-Digit Zip Code Extension (enter N/A if unknown)	9598	<i>9598</i>
1.10	Mailing Address	9424 Scott Road	<i>9424 Scott Road</i>
1.11	City	Painted Post	<i>Painted Post</i>
1.12	Zip Code	14870	<i>14870</i>
1.13	Four-Digit Zip Code Extension (enter N/A if unknown)	9598	<i>9598</i>
1.14	Library System Telephone Number (enter 10 digits only and hit the Tab key)	(607) 962-3141	<i>(607) 962-3141</i>
1.15	Fax Number (enter 10 digits only)	(607) 962-5356	<i>(607) 962-5356</i>
1.16	System Home Page URL	www.stls.org	<i>www.stls.org</i>
1.17	URL of the system's complete Plan of Service	https://drive.google.com/file/d/1e7GwxmugffTDsCym0AXVDhwO_qhY_qw/view	<i>https://drive.google.com/file/d/1e7GwxmugffTDsCym0AXVDhwO_qhY_qw/view</i>
1.18	Population Chartered to Serve (2020 Census)	266,860	<i>266,860</i>
1.19	Area Chartered to Serve (square miles)	3,494	<i>3,494</i>
1.20	Federal Employer Identification Number	160836935	<i>160836935</i>
1.21	County	Steuben	<i>Steuben</i>
1.22	County (Counties) Served	Allegany, Chemung, Schuyler, Steuben, Yates	<i>Allegany, Chemung, Schuyler, Steuben, Yates</i>
1.23	School District	Corning - Painted Post School District	<i>Corning - Painted Post School District</i>
1.24	First Name of System Director	Brian	<i>Brian</i>
1.25	Last Name of System Director	Hildreth	<i>Hildreth</i>
1.26	NYS Public Librarian Certification Number of the Director of Public Library System, and Reference and Research Library Resources System.	22533	<i>22533</i>

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.2207	(607) 962-3141 Ext.2207
1.32	E-Mail Address of the System Director	communitylibrarypartner@stls.org	communitylibrarypartner@stls.org
1.33	Fax Number of the System Director (enter 10 digits only and hit the Tab key)	(607) 962-5356	(607) 962-5356
1.34	Name of Outreach Coordinator	Keturah Cappadonia	Keturah Cappadonia

Contracts / Unusual Circumstances

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.	N	N
1.	Name of Contracting Municipality or District	N/A	N/A
2.	Is this a written contract? (Enter Y for Yes, N for No)	N/A	N/A
3.	Population of the geographic area served by this contract	N/A	N/A
4.	Dollar amount of contract	N/A	N/A
5.	Indicate "Full" or "Partial" range of services provided by this contract (Select one)	N/A	N/A
1.49	For the reporting year, has the system experienced any unusual circumstance(s) that affected the statistics and/or information reported (e.g. natural disaster, fire, closed for renovations, massive weeding of collection, etc.)? Indicate Y for Yes, N for No. If Yes, please annotate using the note.	N	N

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

1.50	President/CEO Name. If there is no President/CEO please enter "N/A"	N/A	N/A
1.51	President/CEO Phone Number	N/A	N/A
1.52	President/CEO Email	N/A	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	37.5
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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	1
2.5	Public Library System Director per CR 90.3(f) - Vacant Position FTE	0	0
2.10	Certified Librarians - Filled Position(s) FTE	3	4
2.11	Certified Librarians - Vacant Position(s) FTE	0	0
2.12	Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Filled Position FTE	1	1
2.13	Outreach Coordinator (certified) per CR 90.3 (1)(2)(iii) - Vacant Position FTE	0	0
2.14	Total Certified Librarians - Filled Position(s) FTE (total questions 2.4 + 2.10 + 2.12)	5.00	6.00
2.15	Total Certified Librarians - Vacant Position(s) FTE (total questions 2.5 + 2.11 + 2.13)	0.00	0.00

2.16	Total Other Professional Staff - Filled Position(s) FTE	9	7.5
2.17	Total Other Professional Staff - Vacant Position(s) FTE	0	0
2.18	Total Other Staff - Filled Position(s) FTE	4	4.5
2.19	Total Other Staff - Vacant Position(s) FTE	0	0
2.20	Total Paid Staff - Filled Position(s) FTE (total questions 2.14 + 2.16 + 2.18)	18.00	18.00
2.21	Total Paid Staff - Vacant Position(s) FTE (total questions 2.15 + 2.17 + 2.19)	0.00	0.00
SALARY INFORMATION			
2.22	Entry-Level Librarian (certified) FTE	1	1
2.23	Entry-Level Librarian (certified) Current Annual Salary	\$50,000	\$50,000
2.24	System Director FTE	1	1
2.25	System Director Current Annual Salary	\$130,355	\$126,559

3. System Membership, Outlets and Governance

Service Outlets / Meetings / System Council

PUBLIC SERVICE OUTLETS

3.9	Number of member libraries. Do not include branches.	42	42
3.15	Main Library/System Headquarters	1	1
3.16	Indicate the year the system building was initially constructed	2000	2000
3.17	Indicate the year the system building underwent a major renovation costing \$25,000 or more	2021	2021
3.18	Square footage of the system building	11,536	11,536
3.19	Branches of the Library System	0	0
3.20	Bookmobiles	0	0
3.21	Reading Centers	2	2
3.22	Other Outlets	0	0
3.23	Total Public Service Outlets (total questions 3.15, 3.19 through 3.22)	3	3
3.24	Name of Central Library/Co-Central Libraries	Chemung County Library District	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	10
3.26	Current number of <u>voting</u> positions on system board/council. Please add a note if this has changed from the previous year report.	15	15
3.27	Term length for system board/council members. Please add a note if this has changed from the previous year report.	5	5

Note: For questions which include a choice of "Other" in a drop-down menu, please add a Note of explanation when "Other" is chosen. Also please see individual instructions 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.	E	E
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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 2-17 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 CollectConnect. 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](#). **Note that the trustee and coordinated outreach council positions have been pre-filled with last year's information. Please make sure that information is updated as needed. The spreadsheet option is still available if that is easier to update.** Complete this form and email it to collectconnect@baker-taylor.com. The number of Council members must be 5 to 11 (no less than five and no more than 11).

1.	Status	Filled	<i>Filled</i>
2.	First Name	Kathy	<i>Kathy</i>
3.	Last Name	Green	<i>Green</i>
4.	Institutional Affiliation	Steuben County	<i>Steuben County</i>
5.	Professional Title	President	<i>President</i>
6.	Mailing Address	7 Avondale Avenue	<i>7 Avondale Avenue</i>
7.	City	Hornell	<i>Hornell</i>
8.	Zip Code (enter five digits only)	14843	<i>14843</i>
9.	Email Address	kathypgreen@gmail.com	
10.	Office Held or Trustee	President	<i>President</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2022	<i>2022</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2026	<i>2026</i>
15.	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	<i>Yes</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/18/2022	<i>01/18/2022</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/21/2022	<i>01/21/2022</i>

18.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	Lynnette	<i>Lynnette</i>
3.	Last Name	Decker	<i>Decker</i>
4.	Institutional Affiliation	Allegany County	<i>Allegany County</i>
5.	Professional Title	Vice President	<i>Vice President</i>
6.	Mailing Address	9314 County Road 7	<i>9314 County Road 7</i>
7.	City	Cuba	<i>Cuba</i>
8.	Zip Code (enter five digits only)	14727	<i>14727</i>
9.	Email Address	kodadog246@gmail.com	
10.	Office Held or Trustee	Trustee	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2022	<i>2022</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2026	<i>2026</i>
15.	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	<i>Yes</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/18/2022	<i>01/18/2022</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/21/2022	<i>01/21/2022</i>
18.	Is this a brand new trustee?	N	<i>N</i>

1.	Status	Filled	<i>Filled</i>
2.	First Name	Mathilde	<i>Mathilde</i>
3.	Last Name	Barr	<i>Barr</i>
4.	Institutional Affiliation	Chemung County	<i>Chemung County</i>
5.	Professional Title	Treasurer	<i>Treasurer</i>
6.	Mailing Address	270 Fisher Hill Road	<i>270 Fisher Hill Road</i>
7.	City	Corning	<i>Corning</i>
8.	Zip Code (enter five digits only)	14830	<i>14830</i>
9.	Email Address	siway1270@gmail.com	
10.	Office Held or Trustee	Trustee	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2024	<i>2024</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2028	<i>2028</i>
15.	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	<i>Yes</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/16/2024	<i>01/16/2024</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/19/2024	<i>01/19/2024</i>
18.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	Louise	<i>Louise</i>
3.	Last Name	Richardson	<i>Richardson</i>
4.	Institutional Affiliation	Steuben County	<i>Steuben County</i>
5.	Professional Title	Secretary	<i>Secretary</i>
6.	Mailing Address	36 Tall Meadow Road	<i>36 Tall Meadow Road</i>
7.	City	Painted Post	<i>Painted Post</i>
8.	Zip Code (enter five digits only)	14870	<i>14870</i>
9.	Email Address	louiser1@mac.com	
10.	Office Held or Trustee	Trustee	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2025	<i>2020</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2029	<i>2024</i>
15.	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	<i>Yes</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/21/2025	<i>01/21/2020</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/24/2025	<i>01/24/2020</i>
18.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	Richard	<i>Richard</i>
3.	Last Name	Ahola	<i>Ahola</i>
4.	Institutional Affiliation	Yates County	<i>Yates County</i>

5.	Professional Title	Trustee	<i>Trustee</i>
6.	Mailing Address	4568 Lakeview Road	<i>4568 Lakeview Road</i>
7.	City	Dundee	<i>Dundee</i>
8.	Zip Code (enter five digits only)	14837	<i>14837</i>
9.	Email Address	rahola@stny.rr.com	
10.	Office Held or Trustee	Trustee	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2022	<i>2022</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2026	<i>2026</i>
15.	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	<i>Yes</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/18/2022	<i>01/18/2022</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/21/2022	<i>01/21/2022</i>
18.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	Betsy	<i>Betsy</i>
3.	Last Name	Gorman	<i>Gorman</i>
4.	Institutional Affiliation	Chemung County	<i>Chemung County</i>
5.	Professional Title	Trustee	<i>Trustee</i>
6.	Mailing Address	2445 State Route 352	<i>2445 State Route 352</i>
7.	City	Elmira	<i>Elmira</i>
8.	Zip Code (enter five digits only)	14903	<i>14903</i>
9.	Email Address	bgmaus2@aol.com	
10.	Office Held or Trustee	Trustee	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2021	<i>2021</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2025	<i>2025</i>
15.	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	<i>Yes</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/19/2021	<i>01/19/2021</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/22/2021	<i>01/22/2021</i>
18.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	David	<i>David</i>
3.	Last Name	Haggstrom	<i>Haggstrom</i>
4.	Institutional Affiliation	Allegany County	<i>Allegany County</i>
5.	Professional Title	Trustee	<i>Trustee</i>
6.	Mailing Address	PO Box 8	<i>PO Box 8</i>
7.	City	Angelica	<i>Angelica</i>
8.	Zip Code (enter five digits only)	14709	<i>14709</i>

9.	Email Address	atownraider48@gmail.com	
10.	Office Held or Trustee	Trustee	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2022	<i>2022</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2026	<i>2026</i>
15.	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	<i>Yes</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/18/2022	<i>01/18/2022</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/21/2022	<i>01/21/2022</i>
18.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	Mary-Claire	<i>Mary-Claire</i>
3.	Last Name	Krebs	<i>Krebs</i>
4.	Institutional Affiliation	Steuben County	<i>Steuben County</i>
5.	Professional Title	Trustee	<i>Trustee</i>
6.	Mailing Address	13279 Bluffers Drive	<i>13279 Bluffers Drive</i>
7.	City	Hammondsport	<i>Hammondsport</i>
8.	Zip Code (enter five digits only)	14840	<i>14840</i>
9.	Email Address	maryclaire.krebs@gmail.com	
10.	Office Held or Trustee	Trustee	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2023	<i>2023</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2027	<i>2027</i>
15.	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	<i>No</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/16/2024	<i>01/16/2024</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/19/2024	<i>01/19/2024</i>
18.	Is this a brand new trustee?	Y	<i>Y</i>
1.	Status	Filled	<i>Vacant</i>
2.	First Name	Dan	<i>N/A</i>
3.	Last Name	Acton	<i>N/A</i>
4.	Institutional Affiliation	Allegany County	<i>Allegany County</i>
5.	Professional Title	Trustee	<i>Trustee</i>
6.	Mailing Address	6373 Sherman Road	<i>N/A</i>
7.	City	Alfred Station	<i>N/A</i>
8.	Zip Code (enter five digits only)	14803	<i>N/A</i>
9.	Email Address	actond45@gmail.com	
10.	Office Held or Trustee	Trustee	<i>N/A</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2021	<i>2020</i>

13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2025	<i>2024</i>
15.	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	<i>N/A</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/21/2025	<i>N/A</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/24/2025	<i>N/A</i>
18.	Is this a brand new trustee?	Y	
1.	Status	Vacant	<i>Filled</i>
2.	First Name	N/A	<i>Michael</i>
3.	Last Name	N/A	<i>Steffens</i>
4.	Institutional Affiliation	Chemung County	<i>Chemung County</i>
5.	Professional Title	N/A	<i>Trustee</i>
6.	Mailing Address	N/A	<i>1162 Draper Avenue</i>
7.	City	N/A	<i>Elmira</i>
8.	Zip Code (enter five digits only)	N/A	<i>14905</i>
9.	Email Address	N/A	
10.	Office Held or Trustee	N/A	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2023	<i>2023</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2027	<i>2027</i>
15.	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).	N/A	<i>No</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	N/A	<i>01/16/2024</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	<i>01/19/2024</i>
18.	Is this a brand new trustee?		<i>Y</i>
1.	Status	Vacant	<i>Vacant</i>
2.	First Name	N/A	<i>N/A</i>
3.	Last Name	N/A	<i>N/A</i>
4.	Institutional Affiliation	Schuyler County	<i>Schuyler County</i>
5.	Professional Title	Trustee	<i>Trustee</i>
6.	Mailing Address	N/A	<i>N/A</i>
7.	City	N/A	<i>N/A</i>
8.	Zip Code (enter five digits only)	N/A	<i>N/A</i>
9.	Email Address		
10.	Office Held or Trustee	Trustee	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2024	<i>2024</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2028	<i>2028</i>
15.	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).	N/A	<i>N/A</i>

16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	N/A	N/A
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	N/A	N/A
18.	Is this a brand new trustee?		
1.	Status	Filled	<i>Filled</i>
2.	First Name	Susan	<i>Susan</i>
3.	Last Name	McGill	<i>McGill</i>
4.	Institutional Affiliation	Yates County	<i>Yates County</i>
5.	Professional Title	Trustee	<i>Trustee</i>
6.	Mailing Address	102 Walnut Street	<i>102 Walnut Street</i>
7.	City	Penn Yan	<i>Penn Yan</i>
8.	Zip Code (enter five digits only)	14527	<i>14527</i>
9.	Email Address	mcgillsua@aol.com	
10.	Office Held or Trustee	Trustee	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2023	<i>2023</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2027	<i>2027</i>
15.	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	<i>Yes</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/16/2023	<i>01/16/2023</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/19/2023	<i>01/19/2023</i>
18.	Is this a brand new trustee?	N	<i>N</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	Barbara	<i>Barbara</i>
3.	Last Name	Hubbell	<i>Hubbell</i>
4.	Institutional Affiliation	Schuyler County	<i>Schuyler County</i>
5.	Professional Title	Trustee	<i>Trustee</i>
6.	Mailing Address	300 Nasser Civic Center Plaza Suite 220	<i>300 Nasser Civic Center Plaza Suite 220</i>
7.	City	Corning	<i>Corning</i>
8.	Zip Code (enter five digits only)	14830	<i>14830</i>
9.	Email Address	bhubbell@uwst.org	
10.	Office Held or Trustee	Trustee	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2025	<i>2020</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2029	<i>2024</i>
15.	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	<i>Yes</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/21/2025	<i>01/21/2020</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/24/2025	<i>01/24/2020</i>
18.	Is this a brand new trustee?	N	<i>N</i>

1.	Status	Filled	<i>Filled</i>
2.	First Name	Rachel	<i>Rachel</i>
3.	Last Name	Barbour	<i>Barbour</i>
4.	Institutional Affiliation	Chemung County	<i>Chemung County</i>
5.	Professional Title	Trustee	<i>Trustee</i>
6.	Mailing Address	77 Quail Run	<i>77 Quail Run</i>
7.	City	Elmira	<i>Elmira</i>
8.	Zip Code (enter five digits only)	14903	<i>14903</i>
9.	Email Address	rbarbour17@gmail.com	
10.	Office Held or Trustee	Trustee	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2025	<i>2020</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2029	<i>2024</i>
15.	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	<i>No</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/21/2025	<i>01/16/2024</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/24/2025	<i>01/19/2024</i>
18.	Is this a brand new trustee?	N	<i>Y</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	Richard	<i>Richard</i>
3.	Last Name	Urban	<i>Urban</i>
4.	Institutional Affiliation	Steuben County	<i>Steuben County</i>
5.	Professional Title	Trustee	<i>Trustee</i>
6.	Mailing Address	212 Walnut Street	<i>212 Walnut Street</i>
7.	City	Corning	<i>Corning</i>
8.	Zip Code (enter five digits only)	14830	<i>14830</i>
9.	Email Address	richardjurban@gmail.com	
10.	Office Held or Trustee	Trustee	<i>Trustee</i>
11.	Term Begins - Month	January	<i>January</i>
12.	Term Begins - Year (yyyy)	2025	<i>2020</i>
13.	Term Expires - Month or N/A	December	<i>December</i>
14.	Term Expires - Year (YYYY) or N/A	2029	<i>2024</i>
15.	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	<i>No</i>
16.	The date the trustee took the Oath of Office (mm/dd/yyyy)	01/21/2025	<i>01/17/2023</i>
17.	The date the Oath of Office was filed with town or county clerk (mm/dd/yyyy)	01/24/2025	<i>01/20/2023</i>
18.	Is this a brand new trustee?	N	<i>N</i>

Coordinated Outreach Council

COORDINATED OUTREACH COUNCIL

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

Y

Coordinated Outreach Council Members - complete one record for each Council Member for the period January 1, 2025, through December 31, 2025. For each vacant position, select "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 CollectConnect. 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](#). Please Note: It is customized and contains all the data entered last year to be updated this year. Complete this form and email it to collectconnect@baker-taylor.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 Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

1.	Status	Filled	<i>Filled</i>
2.	First Name	Angela	<i>Angela</i>
3.	Last Name	Gonzalez	<i>Gonzalez</i>
4.	Institutional Affiliation	Penn Yan Public Library	<i>Penn Yan Public Library</i>
5.	Professional Title	Library Director	<i>Library Director</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	Phyllis	<i>Phyllis</i>
3.	Last Name	Balliett	<i>Balliett</i>
4.	Institutional Affiliation	Chemung, Schuyler, Steuben Workforce New York	<i>Chemung, Schuyler, Steuben Workforce New York</i>
5.	Professional Title	Director	<i>Director</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	Wendy	<i>Wendy</i>
3.	Last Name	Harrison	<i>Harrison</i>
4.	Institutional Affiliation	Pro Action of Steuben and Yates, Inc.	<i>Pro Action of Steuben and Yates, Inc.</i>
5.	Professional Title	Program Coordinator	<i>Program Coordinator</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	Darlene	<i>Darlene</i>
3.	Last Name	Hawxhurst	<i>Hawxhurst</i>
4.	Institutional Affiliation	AIM Independent Living Center	<i>AIM Independent Living Center</i>
5.	Professional Title	AIM Systems Advocate	<i>AIM Systems Advocate</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	Lois	<i>Lois</i>
3.	Last Name	Wilson	<i>Wilson</i>
4.	Institutional Affiliation	United Way of the Southern Tier	<i>United Way of the Southern Tier</i>
5.	Professional Title	Manager of Communications and Media Relations	<i>Manager of Communications and Media Relations</i>
1.	Status	Filled	<i>Filled</i>
2.	First Name	Krystle	<i>Krystle</i>
3.	Last Name	Blencowe	<i>Blencowe</i>
4.	Institutional Affiliation	Institute for Human Services, Inc.	<i>Institute for Human Services, Inc.</i>
5.	Professional Title	Director of Community Relations	<i>Director of Community Relations</i>

4. Public Library System Transactions and Collections

Borrowers / Visits / Circulation / Holdings

4.1	Number of registered system borrowers	1,044	728
4.2	System Visits	932	725

CIRCULATION

4.3	Total Cataloged Book Circulation	581	492
4.4	Total Circulation of Other Materials	42	94
4.5	Physical Item Circulation (Total questions 4.3 & 4.4)	623	586

E-Material Circulation

Electronic (digital) materials can be accessed online from an electronic device. Types of electronic materials include e-books, e-serials, e-audio, and e-video. Only count items that require user authentication and have a limited period of use. Count all checkouts, including renewals. If the system can separate out use for each member library please do so and ask the member libraries to report. Do not also report in the system report. If the system cannot separate out the use by each member library please report on the system report.

4.6a	The total circulation of e-books during the reporting period	1,744	
4.6b	The total circulation of e-serials during the reporting period.	2,372	
4.6c	The total circulation of e-audio during the reporting period	2,653	
4.6d	The total circulation of e-videos during the reporting period.	0	
4.7	Successful Retrieval of Electronic Information	388	312
4.8	Electronic Content Use (Total Questions 4.6a + 4.6b + 4.6c + 4.6d + 4.7)	7,157	2,992
4.9	Total Circulation of Materials (Total Questions 4.5 + 4.6a + 4.6b + 4.6c + 4.6d)	7,392	3,266
4.10	Total Collection Use (Total Questions 4.7 & 4.9)	7,780	3,578

GENERAL SYSTEM HOLDINGS

4.11	Total Cataloged Book Holdings	6,187	8,273
4.12	Uncataloged Book Holdings	0	0
4.13	Total Print Serial Holdings	72	72
4.14	All Other Print Materials Holdings	4	5
4.15	Total Print Materials (Total questions 4.11, 4.12, 4.13 and 4.14)	6,263	8,350

Holdings Continued

Non-Electronic Materials

4.16	Audio - Physical Units	1,356	20
4.17	Video - Physical Units	42	43
4.18	Other Non-Electronic Materials	0	0
4.19	Total Other Materials Holdings (Total questions 4.16 through 4.18)	1,398	63
4.20	Grand Total Holdings (Total questions 4.15 and 4.19)	7,661	47,077

4.21	Did the system provide access to NOVELny?	Yes
4.22	Did the system provide access to e-books for its member libraries (excluding NOVELny)?	Yes
4.23	Did the system provide access to e-serials for its member libraries (excluding NOVELny)?	Yes
4.24	Did the system provide access to e-audio for its member libraries (excluding NOVELny)?	Yes
4.25	Did the system provide access to e-videos for its member libraries (excluding NOVELny)?	No

4.26 Did the system provide access to research databases for its member libraries (excluding NOVELny)? Yes

4.27 Did the system provide access to online learning platforms for its member libraries? Yes

ROTATING COLLECTIONS/BOOK LOANS

4.28 Does the system have rotating collections/bulk loans? Y Y
(Enter Y for Yes, N for No)

4.29 Number of collections 138 138

4.30 Average number of items per collection 42 42

5. System Services

ILS

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 Y

5.2 Indicate which modules of the system's ILS have been implemented (check all that apply):

a.	Circulation	Yes	Yes
b.	Public Access Catalog	Yes	Yes
c.	Cataloging	Yes	Yes
d.	Acquisitions	No	No
e.	Inventory	Yes	Yes
f.	Serials Control	Yes	Yes
g.	Media Booking	No	No
h.	Community Information	Yes	Yes
i.	Electronic Resource Management	Yes	Yes
j.	Digital Collections Management	Yes	Yes

5.3 Identify ILS system vendor SirsiDynix SirsiDynix

5.4 How many member libraries fully participate in the ILS? 42 42

5.5 % of member libraries participating (calculated field) 100.00% 100.00%

5.6 How many member libraries participate in some ILS modules? 42 42

5.7 Indicate features of the system's ILS (check all that apply):

a.	ILS shared with other library systems	No	No
b.	ILS software permits patron-initiated ILL	No	No
c.	ILL feature implemented and used	No	No

5.8 Number of titles in the ILS bibliographic database 687,900 690,137

5.9 Number of new titles added by the system in the reporting year 17,439 17,001

5.10 Number of Central Library Aid titles added in the reporting year 189 366

5.11 Number of new titles added by the members in the reporting year 165 775

5.12 Total new titles (total questions 5.9 through 5.11) 17,793 18,142

Catalog

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 either print, disc, or online (virtual) format.

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?	42	40
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5.15	Is the system's union catalog shared with any other library system(s)? (Enter Y for Yes, N for No)	N	N
------	--	---	---

5.16	Number of titles in the system's union catalog	687,900	690,137
------	--	---------	---------

5.17	Number of holdings in the system's union catalog	1,207,995	1,218,334
------	--	-----------	-----------

5.18	Number of new titles added in the last year	17,604	17,776
------	---	--------	--------

5.19	Number of holdings added in the last year	51,721	53,488
------	---	--------	--------

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	Y
------	--	---	---

5.22	How many libraries participate in (or submit records for) the union list of serials?	42	42
------	--	----	----

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	Y
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Website/Interlibrary Loan/Delivery/Continuing Edu.

VISITS TO THE SYSTEM'S WEB SITE

5.24	Annual number of visits to the system's web site	340,787	36,874
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SYSTEM INTERLIBRARY LOAN ACTIVITY

5.25	Total items provided (loaned)	0	0
------	-------------------------------	---	---

5.26	Total items received (borrowed)	1,670	1,537
------	---------------------------------	-------	-------

5.27	Total requests provided (loaned) unfilled	0	0
------	---	---	---

5.28	Total requests received (borrowed) unfilled	0	0
------	---	---	---

5.29	Total interlibrary loan activity (total questions 5.25 through 5.28)	1,670	1,537
------	--	-------	-------

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 Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

- | | | | |
|----|--|-----|-----|
| a. | System courier (on the System's payroll) | Yes | Yes |
| b. | Other system's courier | No | No |
| d. | Contracted service (paid by System - not on payroll) | No | No |
| e. | U.S. Mail | Yes | Yes |

f.	Commercial carrier (e.g., UPS, DHL, etc.)	No	No
g.	Other (specify using the note)	No	No
5.31	Number of stops (pick-up and delivery sites per week)	156	156
CONTINUING EDUCATION/STAFF DEVELOPMENT Workshops/Meetings/Training Sessions			
Resource sharing (ILL, collection development, etc.)			
5.32	Number of sessions	6	22
5.33	Number of participants	23	39
Continuing Education Cont.			
Technology			
5.34	Number of sessions	120	151
5.35	Number of participants	286	310
Digitization			
5.36	Number of sessions	39	33
5.37	Number of participants	44	64
Leadership			
5.38	Number of sessions	59	37
5.39	Number of participants	206	108
Management & Supervisory			
5.40	Number of sessions	75	41
5.41	Number of participants	249	89
Planning and Evaluation			
5.42	Number of sessions	43	104
5.43	Number of participants	159	371
Awareness and Advocacy			
5.44	Number of sessions	51	16
5.45	Number of participants	130	327
Trustee/Council Training			
5.46	Number of sessions	42	34
5.47	Number of participants	296	298
Special Client Populations			
5.48	Number of sessions	16	29
5.49	Number of participants	54	296
Children's Services/Birth to Kindergarten			
5.50	Number of sessions	22	4
5.51	Number of participants	145	66
Children's Services/Elementary Grade Levels			
5.52	Number of sessions	28	11
5.53	Number of participants	135	307
Young Adult Services/Middle and High School Grade Levels			
5.54	Number of sessions	34	0
5.55	Number of participants	296	0

General Adult Services

5.56	Number of sessions	69	40
5.57	Number of participants	372	635
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.	N	N
1.	Topic	N/A	N/A
2.	Number of sessions	N/A	N/A
3.	Number of participants	N/A	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)	604	522
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)	2,395	2,910
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	Y

Coordinated Services / Consulting / Reference**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 Note of explanation when "Other" is chosen. Also please see individual instructions for these questions for any further requirements.

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

CONSULTING AND TECHNICAL ASSISTANCE SERVICES

Indicate which consulting and technical assistance services the system provides (check all that apply).

Note: If "Other" is selected, please add a Note of explanation.

5.63	Consulting with member libraries and/or branches on grants, and state and federal funding	Y	Y
5.64	Consulting with member libraries and/or branches on funding and governance	Y	Y
5.65	Consulting with member libraries and/or branches on charter and registration work	Y	Y
5.66	Consulting with member libraries and/or branches on automation and technology	Y	Y

5.67	Consulting with member libraries and/or branches on youth services	Y	Y
5.68	Consulting with member libraries and/or branches on adult services	Y	Y
5.69	Consulting with member libraries and/or branches on physical plant needs	Y	Y
5.70	Consulting with member libraries and/or branches on personnel and management issues	Y	Y
5.71	Consulting with state and county correctional facilities	Y	Y
5.72	Providing information to local, county, and state legislators and their staffs	Y	Y
5.73	Providing system and member library information to the media	Y	Y
5.74	Providing website development and maintenance for member libraries	Y	Y
5.75	Other Consulting and Technical Assistance Services not listed above – Add Note	N	Y

REFERENCE SERVICES

5.76	Total Reference Transactions	42	36
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Special Clients / Fees

SERVICES TO SPECIAL CLIENTS (Direct and Contractual)

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

a.	Services for patrons with disabilities	Yes	Yes
b.	Services for patrons who are educationally disadvantaged	Yes	Yes
c.	Services for patrons who are aged	Yes	Yes
d.	Services for patrons who are geographically isolated	Yes	Yes
e.	Services for patrons who are members of ethnic or minority groups in need of special library services	Yes	Yes
f.	Services to patrons who are in institutions	Yes	Yes
g.	Services for unemployed and underemployed individuals	Yes	Yes
i.	N/A	No	No

5.78	Number of BOOKS BY MAIL loans	0	0
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5.79	Number of member libraries with Job/Education Information Centers or collections	3	3
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5.80	Number of State Correctional Facilities libraries served	1	1
------	--	---	---

5.81	Number of County Jails libraries served	5	5
------	---	---	---

5.82	Number of institutions served other than jails or correctional facilities	18	18
------	---	----	----

5.83	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	N
------	--	---	---

1.	Service provided	N/A	N/A
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2.	Number of facilities/institutions served	N/A	N/A
----	--	-----	-----

5.84	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 5.85.	Y	Y
------	--	---	---

5.85	Description of fees	The library system works with member libraries to assess equitable fees for administering system-wide Integrated Library System services on behalf of local libraries. The library system assesses equitable fees for administration of member libraries' broadband internet connections, E-rate discounts, and VoIP phone connections. The library system assesses equitable fees for coordinating the purchase, configuration, installation, and maintenance of staff and public computing equipment.	<i>Response has been entered.</i>
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6. Operating Funds Receipts

Local Public Funds

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	Y
1.	County Name	Steuben County	<i>Steuben</i>
2.	Amount	\$79,600	<i>\$79,600</i>
3.	Subject to Public Vote (Enter Y for Yes, N for No, or N/A)	N	<i>N/A</i>
4.	Written Contract (Enter Y for Yes, N for No, or N/A)	Y	<i>N/A</i>
6.2	Total County Funding	\$79,600	<i>\$79,600</i>
6.3	All Other Local Public Funds	\$0	<i>\$0</i>
6.4	Total Local Public Funds (total questions 6.2 and 6.3)	\$79,600	<i>\$79,600</i>

STATE AID RECEIPTS - arranged in alphabetical order

6.6	Central Library Services Aid	\$175,699	<i>\$169,068</i>
6.8	Conservation/Preservation Grants	\$0	<i>\$0</i>
6.9	Construction for Public Libraries Aid	\$0	<i>\$36,132</i>
6.10	Coordinated Outreach Services Aid	\$93,782	<i>\$90,243</i>
6.11	Correctional Facilities Library Aid	\$27,965	<i>\$26,909</i>
6.12	County Jails Library Aid	\$3,904	<i>\$3,796</i>
6.18	Local Library Services Aid - Kept at System	\$0	<i>\$0</i>
6.19	Local Library Services Aid - Distributed to Members	\$123,948	<i>\$116,371</i>
6.20	Total LLSA (total questions 6.18 and 6.19)	\$123,948	<i>\$116,371</i>
6.21	Local Services Support Aid	\$100,383	<i>\$96,574</i>
6.22	Local Consolidated Systems Aid	\$0	<i>\$0</i>
6.26	Public Library System Basic Aid	\$912,879	<i>\$878,428</i>
6.27	Public Library System Supplementary Operational Aid	\$135,244	<i>\$130,140</i>

State Aid

6.36	Special Legislative Grants and Member Items	\$110,000	<i>\$0</i>
6.37	The New York Public Library - The Research Libraries	\$0	<i>\$0</i>
6.38	The New York Public Library, Andrew Heiskell Library for the Blind and Physically Handicapped Aid	\$0	<i>\$0</i>
6.39	The New York Public Library, City University of New York	\$0	<i>\$0</i>

6.40	The New York Public Library, Schomburg Center for Research in Black Culture Library Aid	\$0	\$0
6.41	The New York Public Library, Science, Industry and Business Library	\$0	\$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).	Y	Y

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	Love Your Library	<i>Love Your Library</i>
2.	Amount	\$2,531	<i>\$6,000</i>
6.43	Total Other State Aid (total question #2 of Repeating Group #9 above)	\$2,531	<i>\$6,000</i>
6.44	Total State Aid Receipts (total questions 6.6 through 6.12, questions 6.20 through 6.22, questions 6.26 through 6.27, questions 6.36 through 6.41, and question 6.43)	\$1,686,335	<i>\$1,553,661</i>

FEDERAL AID

6.45	Library Services and Technology Act (LSTA)	\$0	\$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	Y

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	N/A	<i>ARC 2022</i>
2.	Amount	N/A	<i>\$125,300</i>

Federal Aid / Contracts

6.47	Total Other Federal Aid (total questions #2 of Repeating Group #10 above)	\$0	<i>\$210,895</i>
6.48	Total Federal Aid (total questions 6.45 and 6.47)	\$0	<i>\$210,895</i>

CONTRACTS WITH LIBRARIES, LIBRARY SYSTEMS AND/OR OTHER INSTITUTIONS IN NEW YORK STATE

6.49	Does the system contract with libraries, library systems or other institutions in New York State? Enter Y for Yes, N for No.	Y	Y
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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	SCRLC-Allegany	<i>2022 SCRLC- Friendship</i>
2.	Contracted Service	RBDB-Rural Development	<i>RBDB</i>
3.	Total Contract Amount	\$4,500	<i>\$456</i>
1.	Contracting Agency	Member Libraries	<i>2023 SCRLC- Angelica</i>
2.	Contracted Service	Pass Thru	<i>RBDB</i>
3.	Total Contract Amount	\$298,461	<i>\$5,234</i>
1.	Contracting Agency	Member Libraries	<i>2023 ALA</i>
2.	Contracted Service	Cost Share IT	<i>Great Stories Club</i>
3.	Total Contract Amount	\$410,785	<i>\$1,000</i>
1.	Contracting Agency	Member Libraries	<i>Member Libraries</i>
2.	Contracted Service	IT Contracts	<i>Pass Thru</i>
3.	Total Contract Amount	\$68,102	<i>\$242,512</i>
1.	Contracting Agency	Member Libraries	<i>Member Libraries</i>
2.	Contracted Service	Processing Fees	<i>Cost Share- IT</i>
3.	Total Contract Amount	\$637	<i>\$407,101</i>

6.50	Total Contracts (total question #3 of Repeating Group #11 above)	\$782,485	\$716,349
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MISCELLANEOUS RECEIPTS

6.51	Gifts, Endowments, Fundraising, Foundations (include Gates Grants here; specify project number(s) and dollar amount using the state note)	\$1,716	\$1,462
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6.53	Income from Investments	\$20,618	\$431
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Miscellaneous

Proceeds from Sale of Property

6.54	Real Property	\$0	\$0
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6.55	Equipment	\$0	\$0
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6.56	Does the system have other miscellaneous receipts in categories not listed in questions 6.51 through 6.55? Enter Y for Yes, N for No.	Y	Y
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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	General Reimbursements & Refunds	<i>General Reimbursements & Refunds</i>
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2.	Amount	1752	\$3,806
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1.	Receipt category	E-Rate	<i>E- Rate</i>
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2.	Amount	\$185,408	\$326,926
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1.	Receipt category	Arkport support	<i>Arkport Support</i>
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2.	Amount	\$23,583	\$24,722
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1.	Receipt category	Greenwood Support	<i>Reading Center Support</i>
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2.	Amount	\$18,890	\$18,390
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1.	Receipt category	Retiree Health	<i>Retiree Health</i>
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2.	Amount	\$2,365	\$938
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6.57	Total Other Miscellaneous Receipts (total question #2 of Repeating Group #12 above)	\$231,998	\$374,782
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6.58	Total Miscellaneous Receipts (total questions 6.51 through 6.55 and question 6.57)	\$254,332	\$376,675
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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)	\$2,802,752	\$2,937,180
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6.60	BUDGET LOANS	\$0	\$0
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Transfers / Grand Total

TRANSFERS

6.61	Transfers from Capital Fund (Same as question 9.6)	\$0	\$0
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6.62	Transfers from Other Funds	\$381,938	\$11,866
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6.63	Total Transfers (total questions 6.61 and 6.62)	\$381,938	\$11,866
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6.64	CASH BALANCE – Beginning of Current Fiscal Reporting Year: Public Library Systems – January 1, 2024. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems – December 31, 2023.)	\$899,555	\$962,917
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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 7.82)	\$4,084,245	\$3,911,963
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7. Operating Fund Disbursements

Staff / Collection / Grants / Capital

STAFF EXPENDITURES

Salaries

7.1	System Director and Certified Librarians	\$461,345	\$429,208
7.2	Other Staff	\$593,838	\$485,500
7.3	Total Salary and Wages Expenditures (total questions 7.1 and 7.2)	\$1,055,183	\$914,708
7.4	Employee Benefits Expenditures	\$472,249	\$386,175
7.5	Total Staff Expenditures (total questions 7.3 and 7.4)	\$1,527,432	\$1,300,883

COLLECTION EXPENDITURES

7.6	Print Materials Expenditures	\$20,843	\$19,932
7.7	Electronic Materials Expenditures	\$2,506	\$8,503
7.8	Other Materials Expenditures	\$0	\$0
7.9	Total Collection Expenditures (total questions 7.6 through 7.8)	\$23,349	\$28,435

GRANTS TO MEMBER LIBRARIES

Cash Grants Paid From

7.10	Local Library Services Aid (LLSA)	\$123,948	\$116,371
7.11	Central Library Services Aid (CLSA)	\$185,172	\$230,926
7.15	Other State Aid/Grants (e.g., Construction, Special Legislative or Member Grants)	\$60,000	\$0
7.16	Federal Aid	\$0	\$0
7.17	Other cash grants paid from system funds	\$15,713	\$18,561
7.18	Total Cash Grants (total questions 7.10 through 7.17)	\$384,833	\$365,858
7.19	Book/Library Materials Grants	\$0	\$0
7.20	Other Non-Cash Grants	\$0	\$0
7.21	Total Grants to Member Libraries (total questions 7.18 through 7.20)	\$384,833	\$365,858

CAPITAL EXPENDITURES FROM OPERATING FUNDS

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

Capital Cont. / Operation and Maintenance / Misc.

TOTAL CAPITAL EXPENDITURES BY SOURCE OF FUNDS

7.28	From Local Public Funds (71PF)	\$0	\$0
7.29	From Other Funds (71OF)	\$0	\$0

7.30	Total Capital Expenditures by Source (total questions 7.28 and 7.29; same as question 7.27)	\$0	\$0
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OPERATION AND MAINTENANCE OF BUILDINGS

Repairs To Buildings and Building Equipment by Source of Funds

7.31	From Local Public Funds (72PF)	\$0	\$0
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7.32	From Other Funds (72OF)	\$0	\$0
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7.33	Total Repairs to Buildings and Building Equipment (total questions 7.31 and 7.32)	\$0	\$0
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7.34	Other Building & Maintenance Expenses	\$64,655	\$85,133
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7.35	Total Operation and Maintenance of Buildings (total questions 7.33 and 7.34)	\$64,655	\$85,133
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MISCELLANEOUS EXPENSES

7.36	Total Operation & Maintenance of Bookmobiles and Other Vehicles	\$30,451	\$25,741
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7.37	Office and Library Supplies	\$10,959	\$8,454
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7.38	Equipment	\$27,607	\$21,857
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7.39	Telecommunications	\$206,407	\$198,423
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7.40	Publicity and Printing	\$15,113	\$13,940
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7.41	Travel	\$36,462	\$40,647
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7.42	Fees for Consultants and Professionals - Please include a Note with the consultants' or vendors' names and a brief description of the service(s) provided.	\$20,341	\$11,676
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7.43	Membership Dues - Please include a State Note listing Professional Organization Memberships for which dues are being paid.	\$14,761	\$13,286
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7.44	Does the system have other miscellaneous expenses in categories not listed in questions 7.36 through 7.43? Enter Y for Yes, N for No.	Y	Y
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Complete one record for each expense category. If the system does not have other miscellaneous expenses, enter N/A on questions 1 and 2 of one repeating group.

1.	Expense category	Postage	<i>Postage</i>
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2.	Amount	\$2,500	\$3,204
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1.	Expense category	Greenwood	<i>Greenwood</i>
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2.	Amount	\$21,779	\$14,280
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1.	Expense category	Arkport	<i>Arkport</i>
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2.	Amount	\$23,583	\$24,722
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1.	Expense category	ILS	<i>ILS</i>
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2.	Amount	\$85,205	\$76,739
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1.	Expense category	Gather/Grow	<i>Pass Thru</i>
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2.	Amount	\$3,500	\$249,499
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1.	Expense category	Cuba Digital	<i>SCRLC Friend</i>
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2.	Amount	\$4,828	\$3,433
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1.	Expense category	PassThru	<i>ALA Outreach</i>
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2.	Amount	\$317,705	\$900
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1.	Expense category	Platform Fee	<i>Allegany UW</i>
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2.	Amount	\$24,082	\$4,231
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1.	Expense category	Great Story	<i>ARC 2022</i>
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2.	Amount	\$1,000	\$97,617
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Miscellaneous Cont. / Contracts / Debt Service

7.45	Total Other Miscellaneous Expenses (total question #2 of Repeating Group #13)	\$484,182	\$844,923
7.46	Total Miscellaneous Expenses (total questions 7.36 through 7.44 and 7.46)	\$846,283	\$1,178,947

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

7.47	Does the system contract with libraries and/or library systems in New York State? Enter Y for Yes, N for No.	Y	N
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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)	NNYLN	N/A
2.	Contracted Service (specify using the State note)	Digitization	N/A
3.	Total Contract Amount	\$6,050	N/A

7.48	Total Contracts (total question #3 of Repeating Group #14 above)	\$6,050	\$0
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DEBT SERVICE

Capital Purposes Loans (Principal and Interest)

7.49	From Local Public Funds (73PF)	\$0	\$0
7.50	From Other Funds (73OF)	\$28,780	\$0
7.51	Total Capital Purposes Loans (total questions 7.49 and 7.50)	\$28,780	\$0

Transfers

Other Loans

7.52	Other Loans	\$0	\$0
7.53	Total Debt Service (total questions 7.51 and 7.52)	\$28,780	\$0

7.54	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, 7.46, 7.48, and 7.53)	\$2,881,382	\$2,959,256
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TRANSFERS

Transfers to the Capital Fund

7.55	From Local Public Funds (76PF)	\$0	\$0
7.56	From Other Funds (76OF)	\$0	\$0
7.57	Total Transfers to Capital Fund (total questions 7.55 and 7.56; same as question 8.2)	\$0	\$0
7.58	Total Transfers to Other Funds	\$0	\$53,152
7.59	Total Transfers (total questions 7.57 and 7.58)	\$0	\$53,152
7.60	TOTAL DISBURSEMENTS AND TRANSFERS (total questions 7.54 and 7.59)	\$2,881,382	\$3,012,408

Cash Balance / Grand Total / Audit / Bank Balance

7.61	CLOSING CASH BALANCE at the End of the Current Fiscal Reporting Year (For Public Library Systems - December 31, 2024)	\$1,202,863	\$899,555
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7.82	GRAND TOTAL DISBURSEMENTS, TRANSFERS, & ENDING BALANCE (total questions 7.60 and 7.61)	\$4,084,245	\$3,911,963
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FISCAL AUDIT

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

7.83	Last audit performed (mm/dd/yyyy)	08/15/2024	6/16/2023
7.84	Time period covered by this audit (mm/dd/yyyy - mm/dd/yyyy)	01/01/2024-12/31/2024	01/01/2022- 12/31/2022
7.85	Indicate type of audit (select one from drop-down):	Private Accounting Firm	Private Accounting Firm

ACCOUNT INFORMATION

Complete one record for each financial account

1.	Name of bank or financial institution	Community Bank, NA	Community Bank N.A.
2.	Amount of funds on deposit	\$1,202,863	\$899,555
7.86	Total Bank Balance (total question #2 of Repeating Group #15)	\$1,202,863	\$899,555
7.87	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	N

8. Capital Fund Receipts

State Aid and Grants for Capital Projects

8.1	Total Revenue From Local Sources	\$0	\$0
8.2	Transfer From Operating Fund (same as question 7.57)	\$0	\$0

STATE AID FOR CAPITAL PROJECTS

8.3	State Aid Received for Construction	\$0	\$0
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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	N
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1.	Contracting Agency	N/A	N/A
2.	Amount	N/A	N/A

Totals / Cash Balance

8.5	Total Aid and/or Grants (total question #2 of Repeating Group #16 above)	\$0	\$0
8.6	TOTAL RECEIPTS - Revenues from Local Sources, Interfund Revenue, State Aid for Capital Projects, and All Other Aid and/or Grants for Capital Projects (total questions 8.1, 8.2, 8.3, and 8.5)	\$0	\$0
8.7	NONREVENUE RECEIPTS	\$0	\$0
8.8	TOTAL RECEIPTS - Total Receipts and Nonrevenue Receipts (total questions 8.6 and 8.7)	\$0	\$0
8.9	CASH BALANCE – Beginning of Current Fiscal Reporting Year: Public Library Systems – January 1, 2024. (Same as closing cash balance at the end of previous fiscal reporting year: Public Library Systems – December 31, 2023.)	\$0	\$0

Grand Total

8.10	TOTAL RECEIPTS AND CASH BALANCE (total questions 8.8 and 8.9)	\$0	\$0
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9. Capital Fund Disbursements**Project Expenditures / Cash Balance****PROJECT EXPENDITURES**

9.1	Total Construction	\$0	\$0
9.2	Incidental Construction	\$0	\$0
9.3	Books and Library Materials	\$0	\$0
9.4	Total Other Disbursements	\$0	\$0
9.5	Total Project Expenditures (total questions 9.1 through 9.4)	\$0	\$0
9.6	TRANSFER TO OPERATING FUND (Same as question 6.61)	\$0	\$0
9.7	TOTAL NONPROJECT EXPENDITURES	\$0	\$0
9.8	TOTAL DISBURSEMENTS - Total Project Expenditures, Transfer to Operating Fund, and Total Nonproject Expenditures (total questions 9.5 through 9.7)	\$0	\$0
9.9	CLOSING CASH BALANCE IN CAPITAL FUND at the End of the Current Fiscal Year (December 31, 2024, for Public Library Systems)	\$0	\$0

Grand Total

9.10	TOTAL DISBURSEMENTS AND CASH BALANCE (total questions 9.8 and 9.9)	\$0	\$0
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12. Projected Annual Budget For Library Systems**Public Library Systems Budget for January 1, 2025 - December 31, 2025****PROJECTED OPERATING FUND - RECEIPTS**

12.1	Total Operating Fund Receipts (include Local Aid, State Aid, Federal Aid, Contracts and Miscellaneous Receipts)	\$2,303,252	\$2,038,482
12.2	Budget Loans	\$0	\$0
12.3	Total Transfers	\$0	\$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, 2025 must be the same as the December 31, 2024, closing balance reported on Q7.61 of the 2024 annual report)	\$1,202,863	\$899,555
12.5	Grand Total Operating Fund Receipts, Budget Loans, Transfers and Ending Balance (total questions 12.1 through 12.4)	\$3,506,115	\$2,938,037

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)	\$2,361,890	\$2,166,307
12.7	Total Transfers	\$0	\$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, 2025)	\$1,144,225	\$771,730
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12.9	Grand Total Operating Fund Disbursements, Transfers and Ending Balance (total questions 12.6 through 12.8)	\$3,506,115	\$2,938,037
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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	\$0
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12.11	Nonrevenue Receipts	\$0	\$0
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12.12	Cash Balance in Capital Fund at the end of the previous fiscal year (For Public Library Systems, opening balance on January 1, 2025, must be the same as the December 31, 2024, closing balance reported on Q9.9 of the 2024 annual report)	\$0	\$0
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12.13	Grand Total Capital Fund Receipts and Balance (total questions 12.10 through 12.12)	\$0	\$0
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PROJECTED CAPITAL FUND - DISBURSEMENTS

12.14	Capital Fund Disbursements (include Project Expenditures, Transfer to Operating Fund and Nonproject Expenditures)	\$0	\$0
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12.15	Cash Balance in Capital Fund at the end of the current fiscal year (For Public Library Systems, December 31, 2025)	\$0	\$0
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12.16	Grand Total Capital Fund Disbursement, Transfers, and Balance (Sum of questions 12.14 and 12.15)	\$0	\$0
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13. State Formula Aid Disbursements

Public Library Systems Basic Aid

PUBLIC LIBRARY SYSTEMS BASIC AID, SUPPLEMENTAL AID and either LOCAL LIBRARY SERVICES AID and LOCAL SERVICES SUPPORT 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(1)(f)(1) 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)(2) 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 LLIA.
Statutory Reference (LCSA):	Education Law § 272, 273(1)(f)(3) 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(11)(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)	11	11
13.1.2 Total Expenditure for Professional Salaries	\$398,456	\$388,804

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)	6	6
13.1.4 Total Expenditure for Other Staff Salaries	\$278,756	\$260,127

13.1.5 Employees Benefits: Indicate the total expenditures for all system employee fringe benefits.	\$265,169	\$290,175
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13.1.6 Purchased Services: Did the system expend funds for purchased services?	Y	Y
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Enter Y for Yes, N for No.

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

1. Expenditure Category	Building and maintenance expenses	<i>Building and maintenance expenses</i>
2. Provider of Services	Retter & Sons	<i>Retter and Sons</i>
3. Expenditure	\$6,780	<i>\$8,020</i>
1. Expenditure Category	Consultant fees/professional fees	<i>Consultant fees/professional fees</i>
2. Provider of Services	Mengel Metzger & Barr	<i>Mengel Metzger Barr</i>
3. Expenditure	\$22,000	<i>\$14,211</i>
1. Expenditure Category	Consultant fees/professional fees	<i>Telecommunications</i>
2. Provider of Services	Stephanie Cole Adams	<i>Spectrum</i>
3. Expenditure	\$5,000	<i>\$126,252</i>
1. Expenditure Category	Library systems vendor contract for automation (e.g. integrated library system, virtual union catalog)	
2. Provider of Services	ILS	
3. Expenditure	\$83,430	
1. Expenditure Category	Telecommunications	
2. Provider of Services	Southern Tier Network	
3. Expenditure	\$65,450	

13.1.7 Total Expenditure - Purchased Services	\$182,660	\$148,483
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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	Y
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Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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 and 2 of one repeating group.

1. Expenditure Category	Office/library supplies and postage	<i>Non-print resources (electronic content)</i>
2. Expenditure	\$8,215	<i>\$7,415</i>

13.1.9 Total Expenditure - Supplies and Materials	\$8,215	\$7,415
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13.1.10 Travel Expenditures: Did the system expend funds for travel? Enter Y for Yes, N for No.	Y	Y
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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	<i>System Staff Travel</i>
2.	Expenditure	\$15,250	\$16,534
13.1.11	Total Expenditures - Travel	\$15,250	\$16,534
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	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	N/A
2.	Quantity	N/A	N/A
3.	Unit Cost	N/A	N/A
4.	Expenditure	N/A	N/A
13.1.13	Total Expenditure - Equipment and Furnishings	\$0	\$0
13.1.14	Local Library Services Aid Expenditures: Indicate the total expenditures to member libraries for Local Library Services Aid.	\$123,948	\$116,397
13.1.15	Grants to Member Libraries: Did the system expend funds for grants to member libraries? Enter Y for Yes, N for no.	N	N

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

1.	Recipient		N/A
2.	Allocation	N/A	N/A
3.	Project Description (no more than 300 words)		<i>Response has been entered.</i>
13.1.16	Total Expenditures - Grants for Member Libraries	\$0	\$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)	\$1,272,454	\$1,227,935
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	\$6,375
13.1.19	Total Allocation from 2024 - 2025 State Aid:	\$1,272,454	\$1,221,560
13.1.20	Total Available Before Expenditures (total 13.1.18 + 13.1.19)	\$1,272,454	\$1,227,935
13.1.21	Cash Balance at the End of the Current Fiscal Year (total 13.1.19 + 13.1.18 - 13.1.17)	\$0	\$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.	STLS provided cost effective services to 48 library sites by means of information technology support, professional development opportunities, delivery of library materials, subsidizing local collections with print, audio and digital materials, administration of funding and grants, and overall consulting expertise in public library best practices. The library system carried out these services in addition to the activities listed in its Plan of Service 2022 - 2026.	<i>Response has been entered.</i>

CENTRAL LIBRARY SERVICES AID (CLSA)

Statutory Reference: Education Law § 273(1)(b)
Commissioners Regulations 90.4
Central Library Services Aid is \$0.32 per capita with a minimum amount of \$105,000 and an additional \$71,500.
Include in this category CLSA expenditures for services and library materials. CLSA funds which are expended for library materials must be used for adult non-fiction and foreign language, including electronic content.
See <http://www.nysl.nysed.gov/libdev/clda/index.html> for more information.

13.2.1-13.2.2 Professional Salaries: Indicate total FTE and salaries for all professional system employees (paid from CLSA funds).

13.2.1 Total Full-Time Equivalents (FTE)	N/A	N/A
13.2.2 Total Expenditure for Professional Salaries	N/A	N/A

13.2.3-13.2.4 Other Staff Salaries: Indicate total FTE and salaries for all other system employees (paid from CLSA funds).

13.2.3 Total Full-Time Equivalents (FTE)	N/A	N/A
13.2.4 Total Expenditures for Other Staff Salaries	N/A	N/A

13.2.5 Employee Benefits: Indicate the total expenditures for all system employee benefits (paid from CLSA funds).	N/A	N/A
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13.2.6 Purchased Services: Did the system expend funds for purchased services? Enter Y for Yes, N for No.	N	N
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Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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.

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

13.2.7 Total Expenditure - Purchased Services	\$0	\$0
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13.2.8 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	N
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Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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 and 2 of one repeating group.

1. Expenditure Category	N/A	N/A
2. Expenditure	N/A	N/A

13.2.9 Total Expenditure - Supplies and Materials	\$0	\$0
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13.2.10 Travel Expenditures: Did the system expend funds for travel? Enter Y for Yes, N for No.	N	N
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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	N/A
2. Expenditure	N/A	N/A

13.2.11 Total Expenditures - Travel	\$0	\$0
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13.2.12 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	N
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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	N/A
2.	Quantity	N/A	N/A
3.	Unit cost	N/A	N/A
4.	Expenditure	N/A	N/A

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

13.2.14 **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 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 Co Lib Dist	Chemung Co Lib Dist
2.	Allocation	\$175,699	\$169,068
3.	Project Description (no more than 300 words)	Chemung Co Library Dist. purchased eBooks containing non-fiction content, online magazine subscriptions, and non-fiction print materials to be shared with all STLS member libraries. CCLD provides support to member libraries by offering online reference desk support (virtual reference desk) to all residents across the five-county area, and providing robust professional development learning opportunities to STLS member library staff, trustees, and friends.	

13.2.15 **Total Expenditure - Grants to Central/Co-Central Libraries** \$175,699 \$169,068

13.2.16 **Total Expenditure (total 13.2.2, 13.2.4, 13.2.5, 13.2.7, 13.2.9, 13.2.11, 13.2.13, and 13.2.15)** \$175,699 \$169,068

13.2.17 **Cash Balance at the Opening of the Fiscal Year** 0.00 0.00
NOTE: The opening balance must be the same as the closing balance of the previous year.

13.2.18 **Total Allocation from 2024 - 2025 State Aid:** \$175,699 \$169,068

13.2.19 **Total Available Before Expenditures (total 13.2.17 + 13.2.18)** \$175,699 \$169,068

13.2.20 **Cash Balance at the end of the Current Fiscal Year (total 13.2.18 + 13.2.17 - 13.2.16)** 0.00 0.00

13.2.21 **Final Narrative: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.** Chemung County Library District (CCLD) purchased eBooks containing non-fiction content, online magazine subscriptions, and non-fiction print materials to be shared with all STLS member libraries. CCLD provides support to member libraries by offering online reference desk support (virtual reference desk) to all residents across the five-county area, and providing robust professional development learning opportunities to STLS member library staff, trustees, and friends. Response has been entered.

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)	.75	.75
13.4.2	Total Expenditure for Professional Salaries	\$32,494	\$30,074

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)	.3	0.3
13.4.4	Total Expenditure for Other Staff Salaries	\$4,703	\$4,469
13.4.5	Employee Benefits: Indicate the total expenditures for all system employee benefits.	\$12,254	\$11,860
13.4.6	Purchased Services: Did the system expend funds for purchased services? Enter Y for Yes, N for No.	N	N

Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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	N/A
2.	Provider of Services	N/A	N/A
3.	Expenditure	N/A	N/A

13.4.7 **Total Expenditure - Purchased Services** \$0 \$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. Y Y

Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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 and 2 of one repeating group.

1.	Expenditure Category	Books and other print materials	Office/library supplies and postage
2.	Expenditure	\$42,140	\$614
1.	Expenditure Category	Office/library supplies and postage	Books and other print materials
2.	Expenditure	\$1,236	\$15,768

13.4.9 **Total Expenditure - Supplies and Materials** 43,376 18,597

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 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	System staff
2.	Expenditure	\$1,331	\$2,294

13.4.11 **Total Expenditure - Travel** \$1,331 \$2,294

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

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

13.4.14 Did the system expend funds on grants to member libraries? Enter Y for Yes, N for No. N N

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

1.	Recipient	N/A	N/A
2.	Allocation	N/A	N/A

3. Description of Project Response has been entered.

13.4.15 Total Expenditure - Grants to Member Libraries	\$0	\$0
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)	\$94,158	\$67,294
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.	\$22,949	\$0
13.4.18 Total Allocation from 2024 - 2025 State Aid:	\$93,782	\$90,243
13.4.19 Total Available Before Expenditures (total 13.4.17 + 13.4.18)	\$116,731	\$90,243
13.4.20 Cash Balance at the End of the Current Fiscal Year (total 13.4.18 + 13.4.17 - 13.4.16)	\$22,573	\$22,949

13.4.21 Final Narrative: Provide a brief narrative, no more than five hundred (500) words, describing the major activities carried out with these State Aid Funds.	STLS maintained and distributed information literacy kits for community members of special client population groups, provided rotating collections (large print and audio books) to member libraries and adult-assisted living facilities, and provided outreach mini-grants to member libraries.	Response has been entered.
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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 short term in county jails across the State. Examples of appropriate spending include books and magazine / newspaper subscriptions which are acceptable to the institution (Supplies & Materials), as well as programs such as Job Information and other topics directly relevant to the county jail incarcerated individuals' needs (Purchased Services). Salaries and benefits for system personnel providing programs and services to county jails are also appropriate expenditures.

13.5.1-13.5.2 **Professional Salaries:** Indicate total FTE and salaries for all professional system employees

13.5.1 Total Full-Time Equivalents (FTE)	0	0
13.5.2 Total Expenditure for Professional Salaries	N/A	N/A

13.5.3-13.5.4 **Other Staff Salaries:** Indicate total FTE and salaries for all other system employees

13.5.3 Total Full-Time Equivalents (FTE)	0	0
13.5.4 Total Expenditures for Other Staff Salaries	N/A	N/A

13.5.5 Employee Benefits: Indicate the total expenditures for all system employee benefits	\$0	\$0
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13.5.6 Purchased Services: Did the system expend funds for purchased services? Enter Y for Yes, N for No.	N	N
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Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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	N/A
2. Provider of Services	N/A	N/A
3. Expenditure	N/A	N/A

13.5.7 Total Expenditure - Purchased Services	\$0	\$0
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13.5.8 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	Y
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Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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 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	<i>Books and other print materials</i>
2.	Expenditure	\$3,704	\$3,796
1.	Expenditure Category	Office/library supplies and postage	
2.	Expenditure	\$200	
13.5.9	Total Expenditure - Supplies and Materials	\$3,904	\$3,796
13.5.10	Total Expenditure (total 13.5.2 + 13.5.4 + 13.5.5 + 13.5.7 + 13.5.9)	3,904.00	3,796.00
13.5.11	Cash Balance at the Opening of the Fiscal Year:	\$0	\$0
NOTE: The opening balance must be the same as the closing balance from the previous year.			
13.5.12	Total Allocation from 2024 - 2025 State Aid	\$3,904	\$3,796
13.5.13	Total Available Before Expenditures (total 13.5.11 + 13.5.12)	\$3,904	\$3,796
13.5.14	Cash Balance at the End of the Current Fiscal Year (total 13.5.12 + 13.5.11 - 13.5.10)	\$0	\$0
13.5.15	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 partnered with one library in each of the system's five counties to purchase and gift brand new reading materials to all of the jails within the library system's service area with the funds provided.	<i>Response has been entered.</i>

State Correctional Aid

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 incarcerated individual. 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)	.25	.25
13.6.2	Total Expenditure for Professional Salaries	\$9,960	\$10,328

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)	N/A	N/A
13.6.4	Total Expenditure for Other Staff Salaries	N/A	N/A

13.6.5 **Employee Benefits:** Indicate the total expenditures for all system employee benefits. \$4,083 \$3,659

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

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

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

13.6.7 Total Expenditure - Purchased Services	0	0
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13.6.8 Supplies and Materials: Did the system expend funds for supply items, postage, library materials, or equipment and furnishings with a unit cost less than \$5,000? Enter Y for Yes, N for No.	Y	Y
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Note: For questions which include a choice of "Other" in a drop-down menu, please add a 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 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	<i>Books and other print materials</i>
2. Expenditure	\$13,922	<i>\$16,097</i>

13.6.9 Total Expenditure - Supplies and Materials	\$13,922	<i>\$16,097</i>
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13.6.10 Travel Expenditures: Did the system expend funds for travel? Enter Y for Yes, N for No.	N	N
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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	<i>N/A</i>
2. Expenditure	\$0	<i>N/A</i>

13.6.11 Total Expenditure - Travel	\$0	<i>\$0</i>
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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	N
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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	<i>N/A</i>
2. Quantity	N/A	<i>N/A</i>
3. Unit Cost	N/A	<i>N/A</i>
4. Expenditure	N/A	<i>N/A</i>

13.6.13 Total Expenditure - Equipment and Furnishings	0.00	<i>0.00</i>
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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)	\$27,965	<i>\$30,084</i>
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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	<i>\$3,175</i>
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13.6.16 Total Allocation from 2024 - 2025 State Aid:	\$27,965	<i>\$26,909</i>
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13.6.17 Total Available Before Expenditures (total 13.6.15 + 13.6.16)	\$27,965	<i>\$30,084</i>
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13.6.18 Cash Balance at the End of the Current Fiscal Year (total 13.6.16 + 13.6.15 - 13.6.14)	\$0	<i>\$0</i>
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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	STLS made available intra-library loan materials through delivery to Elmira Correctional Facility from 48 member library locations. The library system assisted in the purchase of new reading materials for the correctional facility. Lastly, STLS provided professional development opportunities to the correctional facility's librarian.	<i>Response has been entered.</i>
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14. Summary of Library System Accomplishments

System Accomplishments

Using the goals from Section 4 in the approved 2022-2026 System Plan of Service, **BRIEFLY** describe the final results of each element for Year 3 (2024).

""Have attended multiple webinar opportunities on collection development, weeding and DEI services throughout the year. We offered learning opportunities to the members on genrefication and weeding materials which were well attended. Work continued with Middlesex library Staff to check in on weeding processes throughout the year. Consultants and the ILS team made multiple trips to assist in reaching consistent weeding goals to align with the library mission. At the end of the year their focus was shifting from their general collection to their youth materials. Weeding check ins also developed at the Jasper Free Library and the Almond 20th Century Club. Both chose to take different approaches due to community needs and budget restrictions but left with a better understanding of the weeding process and the content in their collections. Initial connections were made at the Hornell Public Library as well to discuss weeding their adult fiction collection. The Director was developing a plan to tackle this project with their staff. Recommended materials and resources were continually offered at Youth Advisory Group Meetings. *Response has been entered.*

In 2024 the DAC voted to continue allowing patrons to update their contact information and renew their privilege in STARCat. This feature has been well-received and has made our OPAC (Online Public Access Catalog) service more patron-centered. We also began work on the LoT (Library of Things) Project by creating an Advisory Group that is open to participation from all STLS member library staff. The committee met twice in 2024 and agreed upon seven (7) new Item Types to add to Symphony WorkFlows in order to better reflect the types of LoT items libraries currently have in their collection or hope to add in the future. We added: Health; Entry Pass; Tool; Hobby; Kitchen; Hotspot and Music. These new item types also give libraries greater flexibility for circulating the items. In 2025 we will work with libraries to update their existing items to these new item types, when appropriate.

The committee began work on the text that will display in the patron-facing LibGuide. In 2025 we will continue working on this LibGuide with the goal of having it show patrons what LoT items are available system-wide, as well as briefly describe the limitations of loaning these items in a consortium environment (e.g., for most LoT items, patrons will need to travel to the owning library to check them out).

In early 2025 we will revisit, with the Cataloging Committee, adding inclusive subject headings to the catalog. It has been some time since we last discussed this topic, so we will confirm that our next round is what the committee feels most strongly about. We also plan to revisit several Dewey Decimal numbers with the Committee, to see if we can update certain nonfiction sections of interested libraries to be more inclusive.

In 2024 Kylie worked with the ILS Team, and used feedback from the Cataloging Advisory Committee, to create a video explaining the information in the Bibliographic record. This video will be used by staff at member libraries to help them understand the information in a MARC record for the items in the collection. The ILS Team also updated the WorkFlows Offline Instructions, to make them more robust and helpful for circulation desk staff and updated the instructions for doing an Inventory in the library. With guidance from the DAC Circulation

Committee, we completed the first system-wide InTransit Cleanup Project, to search for and process items that had been in transit for more than two (2) weeks. Libraries received a number of reports and checked their shelves for wayward items during each round. Exact tracking was difficult, due to differences in WorkFlows and BCA, but at least 207 items were found and correctly processed. Five (5) ILS specific system-wide workshops were held in 2024 including three (3) ILS Meetings, a WorkFlows & STARCat Tips and Tricks program and a BLUEcloud Analytics program at the Spring CE. ILS information was also shared at two (2) Annual Report workshops and at multiple 2024 DAC Meetings. 123 library and system staff attended the 5 ILS workshops.

Our team made multiple visits to Middlesex, to provide barcoding support and training, and WorkFlows circulation training, in preparation for their automation in 2025. The ILS Department also provided 1-on-1 trainings in 2024, reaching 48 library staff members with personalized ILS training.

In 2024 we worked on creating a post-training survey and created a Training Report Spreadsheet to better track and evaluate the ILS training process. We will begin using the Spreadsheet in 2025 as well as the survey.

"

Worked with the Food Bank of the Southern Tier to facilitate a Great Give Back project with STLS staff volunteers. Worked with the Friends of the Chemung River Watershed to facilitate a Litter pick-up with STLS staff volunteers. Worked with COSAC to award \$10,001 to eleven member libraries for projects targeting underserved populations. Distributed books to county jails for incarcerated individuals to use. Worked with the Senior Librarian at Elmira Correctional Facility to provide support and resources for incarcerated individuals. Sent monthly newsletter with content related to underserved populations and outreach. Met with library staff during consultations to discuss work being done with underserved populations. Connected with the Safe Options Support program serving Steuben and Chemung Counties to discuss options for referring library patrons with unique needs.

Response has been entered.

Program sharing efforts across the system were expanded, but assisting 12 libraries was a large goal. The number of Youth Advisory Group Meetings offered in a year has doubled, causing a higher amount of attendance and collaboration amongst youth programmers. Membership needs have expanded with the desire for more programming targeted at teens/YA communities. We continued to offer Storytime Session training in groups and individual library visits. Worked to connect member libraries with partnerships provided through the state library such as PBS Kids, Hunger Solutions, and Smokey Bear. The Summer Learning Open for youth programmers ran again successfully and was echoed through sessions offered at Spring CE. Member library visits assisted with Storytime programming and structure, resources for finding programs, and planning out programmed events. A self-evaluation matrix was not designed but will be considered for the following year.

Worked with the STLS DEI Committee to improve resources focused on diversity, equity, and inclusion including Everyday Advocacy fliers, program kits, newsletters, and LibGuide content. Worked with COSAC to award \$2,000 to four member libraries for projects supporting DEI efforts. Updated and refreshed the STLS DEI LibGuide, which received 2,386 visits from January through December 2024 and was promoted through newsletters, consultations, and workshops. Worked with other Outreach Consultants from NY public library systems on the Path to Belonging rural library DEI initiative, which included presenting at the PLA Annual Conference, ARSL Annual Conference, and NYLA Annual Conference.

14.3 Element 3: Professional Development and Training - Results

STLS focused on the following areas of member library trustee development in 2024: (1) Online or in-person workshops, (2) member library board meeting consultations, (3) bi-weekly information updates, and (4) development of Trustee Handbook Book Club sessions as part of state-wide initiative, in-person member library board meeting consultations specific to Duties & Responsibilities, and any other topics library boards wanted to see covered during their board trainings.

Response has been entered.

Five (5) online or in-person workshops were offered with 72-member trustees in attendance. Twenty-four (24) member library board meeting consultations were conducted with 120-member trustees in attendance. Thirteen (13) Libraries in the Lead marketing emails were sent with 2,312 Opens and 318 Clicks. Four (4) Trustee Handbook Book Club online sessions were made available with 38 STLS member trustees attending the state-wide initiative.

STLS also had notable engagement through trustee sessions at the Spring CE and Gather & Grow Event. The Spring CE offered trustees workshops on the topic of legal issues for libraries, HR compliance, Q&A from the Trustee Handbook Book Club, Friends-raising, Personnel Policy Development, and Equitable Benefits for Library Workers. More than 140 trustees attended these sessions in total.

14.4 Element 4: Consulting and Development Services - Results

STLS consulted with three (3) libraries and one (1) reading center on significant funding increases by way of public vote. Two libraries and one reading center placed their funding requests on the ballot and were successful. One library's referendum increased funding from \$162,349 to \$267,025. It passed with 98.6% approval. The reading center, which held its vote in partnership with the first library, created an establishment vote going from \$0 in local public vote funding to \$100,497. This measure also passed with 98.6% approval. The second library increased funding from \$911,119 to \$1,479,119. The measures passed with 60.7% approval. The library system is working with the third library to put up a funding referendum in 2025.

Response has been entered.

Funding Levels and Ranks worksheet was updated as part of the Direct Access Plan for 2024. Library system budget vote worksheet, evaluation of trends, and identification of libraries will take place in 2025 as a continuation of 2024 efforts.

There was no notable work done on developing How-To resources for member libraries to create Friends Groups and apply for 501(c)(3) status. The library system did meet with four (4) member libraries to discuss the process of establishing a Friends group or offer ways to improve engagement. STLS also hosted a webinar as part of the 2024 Gather & Grow Event titled, "Friend-raising" with the Assistant Director of Clifton-Half Moon Public Library. 28 member librarians, trustees, or volunteers attended the online session.

14.5 Element 5: Coordinated Services for Members - Results	The following activities were completed as part of the STLS Information Technology Plan 2022 - 2026: (1) Continued to add more member libraries to STLS VoIP phone system. Southeast Steuben County Library and Hornell Public Library were added to the infrastructure, (2) Also added Mabel D. Blodgett Memorial Library to STLS' Dark Fiber Network and became the billed-entity for Whitesville Public Library under the library system's ERate internet program, (3) purchased, configured, and installed 30 public and staff computers for member libraries, (4) administered internet connections and supporting hardware and software at 44 member libraries, which totaled \$218,618 in spending, and (5) responded to 1,107 HelpDesk requests on varying IT support issues. The toolkit was not developed. Collaborated with the Program Consultant to develop a system-wide program: STARQuest. STARQuest was a system-wide library tour, as well as a robust public relations campaign. All 48 libraries participated by distributing maps to community members and adding stickers to visitors' maps. STLS distributed approximately 2,800 maps. There were over 6,000 STARQuest visits to STLS member libraries, with 105 participants visiting 24 libraries, and 69 participants visiting all 48 libraries. Juvenile circulation increased by ~1,600. OverDrive circulation increased by ~18,500. STARQuest tour promotion included press releases, a social media campaign, and a banner across OverDrive and the Libby app. Also collaborated with the Program Consultant to arrange a system-wide voter registration campaign. Voter registration forms, posters, stickers, and other materials were sent to all 48 member libraries, along with instructions for assisting folks with the voter registration process. An associated social media campaign was also developed to promote this system-wide event. Similarly, STLS promoted Banned Books Week and the #FreedomToRead with a social media campaign, a special design in the STLS merch store, and a banner on Libby/OverDrive.	<i>Response has been entered.</i>
14.6 Element 6: Awareness and Advocacy - Results	The library system coordinated school district/municipal, county, and state advocacy efforts in 2024. Library consultants provided support to local libraries on 259 and 414 referendums. The system also coordinated advocacy efforts through county governments in partnership with agencies and presentations to the legislature. STLS participated in NYLA's advocacy day in February, and met with state legislators throughout the year.	<i>Response has been entered.</i>
14.7 Element 7: Communication Among Member Libraries and/or Branch Libraries - Results	STLS worked with member libraries to facilitate communication across the library system. In addition to facilitating email accounts and hosting advisory group meetings, we launched MS Teams environment to allow members to collaborate, communicate, meet, and share documents system-wide.	<i>Response has been entered.</i>

"Continued partnership with Mid-Hudson Library System and OWWL Library system to offer four (4) online Trustee Handbook Book Club sessions to expand access to learning opportunities for New York State Trustees. STLS continued its role as lead agency status to support the Southern Tier Digital Equity Coalition participation in the strategic planning process for the New York State ConnectALL Office. The system continues to play an active role in developing the Southern Tier Digital Equity Coalition as it enters its third year of activities. The coalition was awarded a grant in the amount of \$83,750 to improve knowledge of region's resources specific to digital equity and develop a website as well as other resources that can bring people and agencies together around digital equity. Partnered with Mid-York Library System to bring a keynote Malcolm Hill Lecture speaker to the New York Library Association Conference in Syracuse. Roughly 100 conference attendees participated in the discussion on the topic of America's Polarized Political Environment.

Response has been entered.

Participated in monthly public library systems Outreach Coordinators meetings and quarterly DLD meetings with Outreach Coordinators. Participated in meetings for the Path to Belonging-Small Libraries DEI project with members from other library systems serving small and rural libraries in NY State. Spoke at SCRLC Annual Meeting about STLS Sustainability Team project.

Continued to participate in NYS Youth Consultants' phone calls organized by DLD. Attended the in-person version of this meeting while at the NYLA conference. Continued the Partnership with 12 other public library systems to co-host virtual events on summer programming ideas for children and teens. Served on the SCRLC's Resource Sharing Committee. Still standing as the only public library member attending this is in alignment with our usage of BARC services and working with Tompkins Cortland Community College Library. Participated in the Collaborative Summer Learning Programs nationwide symposium planning committee. This committee hosts a day long digital conference to kick off the Summer Learning Theme for the following year. Joined in with a group of other system youth consultants to investigate AI materials for our member libraries and begin organizing an AI challenge for our memberships. Other partnerships include the League of Women's Voters during member voter registration drive, system participation in The Great Giveback, and the Community Foundation of Elmira-Corning and the Finger Lakes for system participation in FLX Gives.

Reached out to staff at South Central Regional Library Council when OCLC FirstSearch Z39.50 access was revoked, they worked hard to find a resolution, but unfortunately there was nothing further OCLC could provide. Queried cataloging staff at Chautauqua-Cattaraugus Library System to see how they currently access MARC records for non-vendor records. Shared information on how we handle Claims Returned items system-wide, with staff at LibraryLinkNJ after discussions at the COSUGI conference. There are fewer NYS libraries that are SirsiDynix (SD) customers, currently, so for SD-specific collaboration, typically use a wider network. For this reason, it is also unlikely that the UNYSUG group will reconvene, at least in a formal way.

Continued to exchange monthly OverDrive Reciprocal Lending Arrangement checkout statistics with colleagues at Finger Lakes Library System and OWWL Library System. Collaborated with Finger Lakes Library System on discussions around OverDrive collection management and holds management best practices. Exchanged ideas with Finger Lakes Library System for promotion of a system-wide library tour through OverDrive/Libby. Coordinated a multi-system, PULISDO-based ad-hoc working group to investigate the implications of new Department of Justice ADA web accessibility standards. Organized sub-groups and assigned categories like, WordPress, OPACs, Springshare, etc. The group hopes to provide recommendations for member libraries at systems across NYS. Collaborated with 7 NYS library systems to plan the Gather & Grow online learnign event. Maintained membership on the South Central Regional Library Council's advisory committee on Infomation and Technology Services and on the Digitization Committee. Also maintained membership on the Public Library Association's Digital Literacy Advisory Committee and attended sessions at the New York Library Association Conference on digital literacy and resources.

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14.9 Element 9: Other - Results

Response has been entered.

Digital skills assessment was not completed. Held quarterly Digital Library Advisory Group meetings; attendance ranged from 5-10 members. Offered a workshop on Creating Accessible Online Content with 9 attendees. Coordinated a session at Spring CE with representatives from NOVELny (Gale & Britannica) and OverDrive to promote digital resources, as well as a session on MS Excel tips & tricks. Organized two workshops on recognizing and combatting misinformation with 26 attendees. Led a workshop on Library Websites & NYS Minimum Standards with 12 attendees. Conducted 27 consultations with member libraries on websites, social media, and other technology issues, resulting in 85.75 contact hours with 38 individual stakeholders.

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14.10 Element 10: Construction - Results

The STLS Board of Trustees reviewed and updated priorities for NYS Public Library Construction Aid program guidelines. Guidelines continue to prioritize (1) accessibility, (2) environmental stewardship, (3) phased additions or new building projects, and (4) libraries that can support projects with less than a 75% match. Eleven (11) capital projects were awarded funding totaling \$1,113,697 in improvements. All eleven (11) projects incorporated updated program guidelines.

Response has been entered.

The library system also streamlined the program by creating a new LibGuide that assisted members with navigating application materials, and provided improved instruction, which reduced member application errors and decreased the amount of time it takes STLS to review projects.

Lastly, STLS developed Request for Proposals templates that assisted member libraries with the bidding process for architectural firms, project managers, and general construction. RFP's focused on bids for architectural and engineering services to help libraries best understand current and future building needs.

14.11 Element 11: Direct Access - Results

All 42 chartered libraries adhered to the STLS Direct Access Plan 2022 - 2026.

Response has been entered.

14.12 Element 12: Central Library - Results

The library system and central library convened multiple meetings of the Central Library Planning Committee to review the current Central Library Plan 2022 - 2026. The group made revisions to the plan for 2025 - 2026 to improve access to library materials to library patrons, inform patrons about those materials, and increase professional learning opportunities for library workers. Ultimately, the revised plan shifted funding priorities to shared digital collections such as non-fiction Overdrive content, Mango learning languages, JobNow, Ground News, and Virtual Reference Desk Services. The plan revisions were approved by the library system's Directors Advisory Council.

Response has been entered.

15. Current system URL's

15.1	System Home Page URL	https://www.stls.org/	https://www.stls.org/
15.2	URL of Current List of Members	https://www.stls.org/find-your-library/	https://www.stls.org/find-your-library/
15.3	URL of Current Governing Bylaws	http://www.stls.org/wp-content/uploads/2014/12/Bylaws-10.6.2015.pdf	https://www.stls.org/wp-content/uploads/2014/12/Bylaws-10.6.2015.pdf
15.4	URL of Evaluation Form	https://docs.google.com/forms/d/e/1FAIpQLScD7Y9idmY26SyJow0eY1y-4FMZY9zXTzL72gaVm7PkOVmQwg/viewform?usp=sharing	https://drive.google.com/file/d/1c8prMzkr0e2yNeTOM1dTbDqYqb6FazP5/view?usp=sharing
15.5	URL of Evaluation Results	https://drive.google.com/file/d/1YC9n-bnQab-mv2KKP8Kv2iWSHpQaxB-W/view?usp=sharing	https://drive.google.com/file/d/1c8prMzkr0e2yNeTOM1dTbDqYqb6FazP5/view?usp=sharing
15.6	URL of Central Library Plan	https://drive.google.com/file/d/1bMavsMXimyLvR6jQr_qF_jjK3v1I3ATR/view?usp=sharing	https://drive.google.com/file/d/1bMavsMXimyLvR6jQr_qF_jjK3v1I3ATR/view?usp=sharing
15.7	URL of Direct Access Plan	https://drive.google.com/file/d/1xPp1D4FmBX2sYA1wXC2Fvi3RbtLZGHwY/view?usp=sharing	https://drive.google.com/file/d/1xPp1D4FmBX2sYA1wXC2Fvi3RbtLZGHwY/view?usp=sharing

16. Assurance and Contact Information

CONTACT INFORMATION

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

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)	03/18/2025	<i>03/19/2024</i>
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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).		<i>11/01/2024</i>
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Suggested Improvements

Library System	Southern Tier Library System	<i>Southern Tier Library System</i>
Name of Person Completing Form	Brian Hildreth	<i>Brian Hildreth</i>
Phone Number and Extension (enter area code, telephone number and extension only):	(607) 962-3141	<i>6079623141</i>
Please share with us your suggestions for improving the <i>Annual Report</i> . When providing feedback, if applicable please indicate the question number each comment/suggestion refers to. Thank You!		<i>Response has been entered.</i>